

Course Syllabus

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Instructor and Course Details

Instructor: Dr. Cassie F. Quigley, PhD

Email: cquigley@pitt.edu (<mailto:cquigley@pitt.edu>)

(<mailto:cassieq@clemsun.edu>)

Phone: 864-373-3505

Office: Office under renovation

Zoom Office Hours: By Appointment: Please use this scheduler to make an appointment with me:

<https://calendly.com/cquigs>  (<https://calendly.com/cquigs>)

Office Hours: TBA

Contacting Your Instructor: Email is the best way to get in touch with me. University guidelines require students and instructors to use university email accounts to conduct course-related electronic correspondence, so please only use your @pitt.

Email Response Time: You can expect a response to your email inquiries within 36 hours, excluding weekends and university holidays.

Course Number: TLL 2009

School: School of Education

Department: Teaching, Learning, and Leading

Term: Spring 2025

Class Location: Online

Course Start Date:

Course End Date:

Course Description

This course focuses on assessment practices that support learning. This includes the iterative process of refining instruction and evaluating learning in a real-world context using multiple forms of data. The assessment types include authentic, embedded, incorporate regular feedback, and drives adjustments to teach.

Learning Outcomes


Students who successfully complete this course will:

- Develop measurable outcomes that assess student learning of STEAM content
- Create learning objectives linked to problem-scenario
- Develop formative assessments linked to learning objectives
- Develop a variety of authentic assessments strategies connected to the problem-based learning
- Create a portfolio of embedded assessment strategies aligned to STEAM approaches to teaching
- Use data from assessment to alter teaching plans
- Analyze assessment tools and strategies for authenticity

Prerequisites

IL 2008 STEAM Instructional Design and IL 2007 STEAM Transdisciplinary Teaching are prerequisites for this course.

Required Materials and Skills

All assigned readings and videos are integrated into the Canvas modules you will complete. Due dates are listed on the course schedule. This course contains video content, so you will need to have access to speakers and/or headphones. Additionally, we will be using the same book from the first STEAM Course ([An Educator's Guide to STEAM](https://www.amazon.com/Educators-Guide-STEAM-Engaging-Real-World/dp/0807761389#:~:text=%E2%80%9CA%20Educator's%20Guide%20to%20STEAM,while%20tying%20)  <https://www.amazon.com/Educators-Guide-STEAM-Engaging-Real-World/dp/0807761389#:~:text=%E2%80%9CA%20Educator's%20Guide%20to%20STEAM,while%20tying%20>)

Students should check their Pitt accounts and the course Canvas site regularly and respond accordingly. This course requires students to use many online tools and websites, so basic fluency with accessing Internet resources is a required competency. Course participants should also be comfortable performing basic computing skills, including attaching files to email messages, creating and saving documents in word processing programs, and backing up files.

For technical assistance with the online course site, students should contact **412-624-HELP (4357)** or Email helpdesk@pitt.edu.

Instructional Strategies

This course will draw on individual and group problem solving, online discussions, scaffolded investigations, reflective and summative writing, peer-review, online lecture, and demonstration of learning via products.

Assessment Strategies

Assessment Strategies will include ongoing observation of learner activity in online forums, evaluation of written participation, work, and projects.

Grading Policies

All points and grades will be communicated via the Grades tab in Canvas. This will allow me to post grades and comment on your progress as well as provide you with ongoing feedback on your progress in the course. All late work, except in extreme circumstances, will lose 10% of the total grade.

I will return your graded work within 72 hours, excluding weekends and official university holidays.

Graded Work

I will calculate your grade using a 100-point scale. Points are distributed as follows:

Activity Type	Number of Activities	Points (out of 100)
Discussions	6	20
Activities (creating assessments, etc)	8	50
Final Exam: Putting it All Together	1	30

Grading Scale

The following table breaks down the point ranges associated with each letter grade:

Grading policy

Percentage (%)	Letter Grade
94 - 100	A
90 - 93	A-

87 - 89	B+
83 - 86	B
80 - 82	B-
74 -79	C
69 -73	D

Graded Activities

The six discussions, the eight assignments, and the final exam (Putting It All Together) will all be graded. Below in the course summary, you will see a list of the assignments.

Course, School, and University Policies

School of Education Mission

We ignite learning. We strive for well-being for all. **We teach.** We commit to student, family, and community success. **We commit to educational equity.** We advocate. We work for justice. **We cultivate relationships.** We forge engaged partnerships. **We collaborate.** We learn with and from communities. **We innovate and agitate.** We pursue and produce knowledge. We research. **We disrupt and transform inequitable educational structures.** We approach learning as intertwined with health, wellness, and human development. We address how national, global, social, and technological change impacts learning. **We shape practice and policy.** We teach with and for dignity. We think. We dream. **We lead with integrity.** We are the School of Education at the University of Pittsburgh.

Attendance Learning is a social process. You are expected to log on to Canvas and work through the modules weekly, be an active participant on the discussion boards, and collaborate with students in the course. In the event of prolonged absences in which you do not participate in the prior (due to sickness or family emergency), you should contact me via email (cquigley@pitt.edu) or phone (864-373-3505). Absence from online classes (failure to log in and progress in the course each week) is not a valid excuse for failing to meet deadlines or fulfill course requirements, and it will result in a deduction of participation points. Extreme emergencies will be handled on an individual basis.

Email Because privacy regulations stipulate that faculty and staff communicate with students only through authorized University channels, please use your University email account or Canvas's messaging system to contact me.

Copyright All materials found in this course are strictly for the use of students enrolled in this course and for purposes associated with this course; they may not be retained or further disseminated. Clemson students, faculty, and staff are expected to comply fully with institutional copyright policy as well as all other copyright laws.

Privacy Policy This course is designed with your privacy in mind. If, however, you feel that an assignment or technology tool undermines your right to privacy, please contact me immediately. We will work together to determine an alternative assignment that will help you achieve the course learning outcomes.

Online Conduct Appropriate online academic conduct means maintaining a safe learning environment based on mutual respect and civility. All participants in Pitt online courses are expected to behave professionally by adhering to these standards of conduct:

- Never transmit or promote content known to be illegal.
- Respect other people's privacy as well as your own.
- Forgive other people's mistakes.
- Never use harassing, threatening, embarrassing, or abusive language or actions.

Online communication that fails to meet these standards of conduct will be removed from the course. Repeated misconduct may result in being blocked from online discussions, receiving a grade penalty, or being dismissed from the course. Such misconduct in the online environment may also be reported to officials for appropriate action in accordance with University policy. If you ever encounter inappropriate content in our course, please contact your instructor with your concerns.

Late Assignment Policy

The pace of the class requires that you do not fall behind in assignments; thus, late assignments will not be accepted unless arrangements have been made with the course instructor **in advance of the due date**. If an extension is needed for assignments, this must be arranged before the due date and will be granted for only the most extenuating of circumstances. All assignments are due by 11:59 pm on the due date unless otherwise noted on Canvas. Late assignments will be penalized 10% for each day late (including weekends). No assignment will be accepted after three days past the due date.

Note: if you are granted an extension with an agreed-upon new due date and the assignment is not turned in by that date, there will be no credit given for the assignment.

Revising assignments

If your work on an assignment is graded below 80% you may revise and resubmit it one time. However, you should consult with the course instructor before doing so. **This consultation should be made within one week of receiving your returned assignment.** Resubmissions should be submitted with the original submission. The highest grade you can receive on a resubmitted assignment is 80%. This will replace your original grade.

University, Departmental, and Course Policies:

Academic Integrity

Students in this course will be expected to comply with the University of Pittsburgh's Policy on Academic Integrity. Any student suspected of violating this obligation for any reason during the semester will be required to participate in the procedural process, initiated at the instructor level, as outlined in the University Guidelines on Academic Integrity. This may include, but is not limited to, the confiscation of the examination of any individual suspected of violating University Policy. Furthermore, no student may bring any unauthorized materials to an exam, including dictionaries and programmable calculators.

Disability Services

If you have a disability that requires special testing accommodations or other classroom modifications, you need to notify both the instructor and Disability Resources and Services no later than the second week of the term. You may be asked to provide documentation of your disability to determine the appropriateness of accommodations. To notify Disability Resources and Services, call (412) 648-7890 (Voice or TTD) to schedule an appointment. The Disability Resources and Services office is located in 140 William Pitt Union on the Oakland campus.

TLL Departmental Grievance Procedures:

The purpose of grievance procedures is to ensure the rights and responsibilities of faculty and students in their relationships with each other. When a student in DIL believes that a faculty member has not met his or her obligations (as an instructor or in another capacity) as described in the Academic Integrity Guidelines, the student should follow this procedure:

1. The student should talk directly to the faculty member to attempt to resolve the matter.
2. If the matter cannot be resolved at that level, the student should talk to the relevant program coordinator.
3. If the matter remains unresolved, the student should talk to the associate chair of DIL
4. If needed, the student should next talk to the SOE associate dean of students.
5. If the matter still remains unresolved, the student should file a written statement of charges with the dean's designated Academic Integrity Administrative.


Civility Commitment

As future or current teachers, we will operate from a standpoint that everyone believes that all students deserve a quality education in a safe setting. The same can be said for university learning. A university classroom is, by definition, space where a free exchange of ideas must happen, but where consideration for others, their views, and their life experiences is also paramount. When you are uncomfortable with an idea, it is your right to speak up about that. As we learn with and about people with very different life experiences and beliefs from our own, it is imperative that we respect these perspectives and use respectful language in discussing and challenging ideas. Carefully consider your language choices to ensure that all learners feel safe and valued. If at any time, you are uncomfortable please feel free to speak out and/or speak to me privately.

Sexual Misconduct, Required Reporting, and Title IX

If you are experiencing sexual assault, sexual harassment, domestic violence, and stalking, please report it to me and I will connect you to University resources to support you.

University faculty and staff members are required to report all instances of sexual misconduct, including harassment and sexual violence to the Office of Civil Rights and Title IX. When a report is made, individuals can expect to be contacted by the Title IX Office with information about support resources and options related to safety, accommodations, process, and policy. I encourage you to use the services and resources that may be most helpful to you.

As your professor, I am required to report any incidents of sexual misconduct that are directly reported to me. You can also report directly to Office of Civil Rights and Title IX: 412-648-7860 (M-F; 8:30am-5:00pm) or via the Pitt Concern Connection at: [Make A Report](https://app.convercent.com/en-US/LandingPage/2d6327d5-9fec-ea11-a974-000d3ab9f296?_=1612800567898)  (https://app.convercent.com/en-US/LandingPage/2d6327d5-9fec-ea11-a974-000d3ab9f296?_=1612800567898)

An important exception to the reporting requirement exists for academic work. Disclosures about sexual misconduct that are shared as a relevant part of an academic project, classroom discussion, or course assignment, are not required to be disclosed to the University's Title IX office.

If you wish to make a confidential report, Pitt encourages you to reach out to these resources:

- The University Counseling Center: 412-648-7930 (8:30 A.M. TO 5 P.M. M-F) and 412-648-7856 (AFTER BUSINESS HOURS)
- Pittsburgh Action Against Rape (community resource): 1-866-363-7273 (24/7)

If you have an immediate safety concern, please contact the University of Pittsburgh Police, 412-624-2121

Any form of sexual harassment or violence will not be excused or tolerated at the University of Pittsburgh.

For additional information, please visit the [full syllabus statement \(https://www.diversity.pitt.edu/civil-rights-title-ix/how-make-report/responsible-employee-program-and-reporting\)](https://www.diversity.pitt.edu/civil-rights-title-ix/how-make-report/responsible-employee-program-and-reporting) on the Office of Diversity, Equity, and Inclusion webpage.

From the Office of Diversity, Equity, and Inclusion. As of Jan. 1, 2024.

Diversity and Inclusion Statement

I consider this classroom to be a place where you will be treated with respect, and I welcome individuals of all ages, backgrounds, beliefs, ethnicities, genders, gender identities, gender expressions, national origins, religious affiliations, sexual orientations, ability – and other visible and nonvisible differences. All members of this class are expected to contribute to a respectful, welcoming, and inclusive environment for every other member of the class.

Names and Pronouns

I will gladly honor your request to address you by your name and pronoun (that may differ from the school records). Please advise me of this preference early in the term so that I may make appropriate changes to my records. You may email me at cquigley@pitt.edu (<mailto:cquigley@pitt.edu>) or schedule a meeting with me ahead of time, whichever is most comfortable for you! I want to be sure you feel yourself and comfortable in our class community.

Copyright Statement

These materials may be protected by copyright. United States copyright law, 17 USC section 101, et seq., in addition to University policy and procedures, prohibits unauthorized duplication or retransmission of course materials. See Library of Congress Copyright Office and the University Copyright Policy.

Statement on Classroom Recording

To ensure the free and open discussion of ideas, students may not record classroom lectures, discussion and/or activities without the advance written permission of the instructor, and any such recording properly approved in advance can be used solely for the student's own private use.

G-grades

If unforeseen events (such as major illness) prevent a student from timely completion of course work he/she may request a meeting with the instructor to discuss the possibility of earning a "G" grade for the term. If both student and instructor agree to the "G" grade, they collaboratively write a document that describes, in detail, what the student needs to do to complete the required course work and the time frame (not to exceed one academic year) within which he/she must do so. Upon receiving all work, the course instructor would evaluate the work and send forward to the Associate Dean a request for the permanent grade.

Food/Housing Insecurity

Many students, both undergraduate and graduate, experience housing and/or food insecurity that can impact their academic work and general health. Please know there are resources available to you that are confidential. Of course, you are welcome to speak with me if you need support in contacting the right people/offices:


Pitt Pantry

Food Pantry (<https://www.studentaffairs.pitt.edu/care-and-resources/pitt-pantry>) available to the wider University community







Off-Campus Housing Office:

Find out about **off-campus housing**. (<http://www.ocl.pitt.edu/>)








Technical Support

Contact Pitt IT for technical assistance by submitting a **helpdesk ticket links** (<https://www.technology.pitt.edu/services>). Click on the Help Icon  Canvas help button on the course global navigation menu to get assistance with canvas,

Course Summary:

Date	Details	Due
Fri Jan 10, 2025	 <u>Get to Know Your Peers - Padlet Activity</u> https://canvas.pitt.edu/courses/289321/assignments/1695139	due by 11:59pm
	 <u>M1 Lesson One (L1): Current STEAM Problem Scenario</u> https://canvas.pitt.edu/courses/289321/assignments/1695178	due by 11:59pm
Sun Jan 12, 2025	 <u>M1 L1 Discussion - Successful Students and Assessment</u> https://canvas.pitt.edu/courses/289321/assignments/1695175	due by 11:59pm
Wed Jan 15, 2025	 <u>M1 L1 Discussion - Assessment: Analysis: Effective or Not?</u> https://canvas.pitt.edu/courses/289321/assignments/1695177	due by 11:59pm
Sun Jan 19, 2025	 <u>M1 L1 Discussion: Reflection on Formative and Summative Assessment</u> https://canvas.pitt.edu/courses/289321/assignments/1695176	due by 11:59pm
Tue Jan 21, 2025	 <u>Peer Review-M1 L1 Discussion: Reflection on Formative and Summative</u>	due by 11:59pm

Date	Details	Due
	<u>Assessment</u> (https://canvas.pitt.edu/courses/289321/assignments/1754081)	
Wed Jan 22, 2025	 <u>M2 L2 Discussion: Classroom Cases and Strategies</u> (https://canvas.pitt.edu/courses/289321/assignments/1695180)	due by 11:59pm
Fri Jan 24, 2025	 <u>Peer Review-M2 L2 Discussion: Classroom Cases and Strategies</u> (https://canvas.pitt.edu/courses/289321/assignments/1754087)	due by 11:59pm
Sun Jan 26, 2025	 <u>M2 L2 Discussion: Peer Review Revised STEAM Problem Scenario and Formative Assessment (New/Modified)</u> (https://canvas.pitt.edu/courses/289321/assignments/1695182)	due by 11:59pm
Tue Jan 28, 2025	 <u>Peer Review-M2 L2 Discussion: Peer Review Revised STEAM Problem Scenario and Formative Assessment (New/Modified)</u> (https://canvas.pitt.edu/courses/289321/assignments/1764139)	due by 11:59pm
Wed Jan 29, 2025	 <u>M2 Lesson 3 Discussion: Technology and Formative Assessment</u> (https://canvas.pitt.edu/courses/289321/assignments/1695179)	due by 11:59pm
Fri Jan 31, 2025	 <u>Peer Review-M2 Lesson 3 Discussion: Technology and Formative Assessment</u> (https://canvas.pitt.edu/courses/289321/assignments/1754088)	due by 11:59pm
Sun Feb 2, 2025	 <u>M2 L3: Assignment: Create a Formative Assessment with a Digital Media Tool</u> (https://canvas.pitt.edu/courses/289321/assignments/1695181)	due by 11:59pm
Tue Feb 4, 2025	 <u>Peer Review-M2 L3: Assignment: Create a Formative Assessment with a Digital Media Tool</u> (https://canvas.pitt.edu/courses/289321/assignments/1754142)	due by 11:59pm

Date	Details	Due
Wed Feb 5, 2025	 M3 L4 My Assessment Theory Mural Activity https://canvas.pitt.edu/courses/289321/assignments/1695184	due by 11:59pm
Sun Feb 9, 2025	 M3 L4: Assignment: Create an Authentic Summative Assessment https://canvas.pitt.edu/courses/289321/assignments/1695183	due by 11:59pm
Wed Feb 12, 2025	 Human Diversity, Assessment in Education and the Achievement of Excellence and Equity https://canvas.pitt.edu/courses/289321/assignments/1695187	due by 11:59pm
Sun Feb 16, 2025	 M4 L5: Artificial Intelligence in Education - ChatGPT: Friend or Foe! https://canvas.pitt.edu/courses/289321/assignments/1695185	due by 11:59pm
Sun Feb 23, 2025	 Final Project - Putting it All Together https://canvas.pitt.edu/courses/289321/assignments/1695186	due by 11:59pm
	 Creating STEAM Scenarios https://canvas.pitt.edu/courses/289321/assignments/1678202	
	 Identifying STEAM https://canvas.pitt.edu/courses/289321/assignments/1678203	