



C
No Sec #

State

CLASSROOM

CLASSROOM

Jan

Educational Administration

I. Identification of the Proposal

- A. Title: Externship in Community-Adult Education each semester
- B. Sponsors: Dr. Maurice G. Verbeke and Educational Administration Department in cooperation with Adult Education Resource Center

II. Statement from the Department Chairman

- A. This course is proposed as a graduate free elective, primarily for graduate students in the Supervision and Curriculum Development and Elementary and Secondary School Administration programs. In addition, other graduate programs could elect this two-semester course.

It has already been offered as an experimental course and has been positively evaluated by instructors, students, and the Educational Administration Department. (Evaluation will be available at Curriculum Committee hearing).

- B. Projected for Fall 1974 and Spring 1975 - one section for both semesters - 20 students.
- C. The Educational Administration Department and the Adult Education Resource Center have personnel with the background necessary to implement this course. These instructors are approved members of our "adjunct" staff.
- D. Library facilities, materials, and resources are available through the Savitz Learning Resource Center, the Adult Education Resource Center, and Community and Adult Education Centers around southern New Jersey. Much of the work will be done "out in the field".

III. Outline of the Proposal

A. Essence of the Proposal

1. Title: Externship in Community-Adult Education
2. Credit: 6 S.H., 3 S.H. per semester
3. Level: Graduate Elective, no prerequisites
4. Curricular Pattern: Any time during a graduate program

B. Details of the Proposal

Students would be able to complete the first section of the course during the first semester it is offered; the second section of the course during the second semester.

The first segment of the course (designated as Plan A) would provide the opportunity for students to acquire theoretical background and knowledge. The second segment (designated as Plan B) would be oriented towards the practical application of knowledge in the completion of an action project.

1. Uniqueness of the Course

This course is intended to provide practitioners in the field of Community-Adult education with the theoretical background and supervised laboratory experiences that will give them insight into nature of Community-Adult education and the unique problems of adult learners enrolled in their classes.

2. Specific objectives of the course include:

- a. Community-Adult educators will exhibit increased knowledge of the characteristics of adult education students.
- b. Community-Adult educators will exhibit increased knowledge of the goals of adult education programs.
- c. Community-Adult educators will develop ability to incorporate the social living skills into the curriculum.
- d. Community-Adult educators will develop expertise in literacy training for undereducated adults.
- e. Community-Adult educators will have an increased knowledge of A B E classes.
- f. Community-Adult educators will display increased ability to develop adult-oriented materials for students.

3. Scope of Course

- a. Literacy education for adults
- b. Characteristics of the undereducated adult
- c. Specialized Techniques for teaching adults
- d. Utilization of Adult-Oriented Materials
- e. Guidance and Counseling for Adults
- f. Articulation and follow-up of educators out on the job.

4. General statement of teaching methods

Plan A (Semester 1) will consist of:

1. Attendance at regularly scheduled in-service sessions
2. Texts and other materials related to theory of adult education

3. On-the-job supervision of students who are working in adult education programs
4. Problem-solving seminar sessions
5. Written report and final examination

Plan B (Semester 2) will consist of:

1. Attendance at regularly scheduled in-service sessions
 2. Problem solving seminar sessions
 3. On-the-job supervision of students who are employed in adult education programs
 4. Individual or group project related to program in which students are employed or in-service sessions offered by Adult Education Resource Center
5. Method of Evaluation
- a. Observation of students on-the-job
 - b. Recording and reporting progress of readings in related literature
 - c. Sharing of information at problem solving sessions
 - d. Written final examination
 - e. Development of project
 - f. Written critique of course

C. Rationale

As stipulated in the Guidelines from the Office of Adult Basic Education for the operation of the Center, all A B E personnel in programs funded under PL 91-230 must attend in-service sessions. These sessions (one pre-service and two in-service held at widely spaced intervals during the year) lack the depth and the thread of continuity that is needed for effective, meaningful change in the behavior of the participants. A lack of knowledge of the theoretical aspects of adult education further hampers the effective application of suggested procedures demonstrated at the sessions.

Many adult educators have expressed a need for further training, a need which the Center has attempted to fill through individually scheduled training sessions. It is becoming increasingly difficult for the Center to fill these requests because of time limitations imposed by having only two staff members. The adult educators have also expressed a desire to further their education through graduate training in the field.

It is felt that this course will assist in meeting the needs of the prospective students and will help to alleviate some of the deficiencies caused by the lack of any training offered by the colleges in this area.

IV. Results of Consultation

The following people have been consulted and have given information which was utilized in the preparation of the proposal:

1. Dr. Kenneth Clay, Vice-Provost for Academic Affairs, Glassboro State College
2. Mr. Bruno Ciccarrella, Assistant Director of New Jersey Office of Adult Basic Education, Bureau of Adult and Continuing Education, New Jersey State Department of Education
3. Mrs. Joyce Wood, Assistant Director, Adult Education Resource Center, Glassboro State College
4. Mr. Carl Simmons, Director of Adult Education, Vineland Public Schools
5. Mrs. Dolores Harris, Director, Adult Education Resource Center, Glassboro State College
6. Dr. Richard Wendler, Professor, Educational Administration Department

V. Required Texts for Externship

1. Text Required for All Students:

Axford, Roger. Adult Education: The Open Door. Scranton, Pa.: International Textbook Company, 1969.

2. Text Required for Adult Basic Education and High School Equivalency Teachers:

Smith, Edwin. Literacy Education for Adolescents and Adults. San Francisco, Calif.: Boyd and Fraser, 1970.

3. Text Required for English as a Second Language Teachers:

Finocchiaro, Mary. Teaching English as a Second Language. New York: Harper and Row, 1958.

4. Text Required for Administrators and Guidance Counselors in A.B.E., High School Equivalency, and E.S.L. Programs:

Shaw, Nathan. Administration of Continuing Education. Washington, D.C.: National Education Association, 1969.