**Boston University**
**Teaching Seminar**
**Spring 2014**
**Liz Fitzgibbon & Hunter Glanz**

**Class Time and Location:** M 10am-11am; MCS 144

**Office:** MCS 149E & MCS 151

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**Website:** math.bu.edu/people/hglanz/TeachingSeminar.html

**Text:** *How to Teach Mathematics*, 2nd Edition, Steven G. Krantz; *Teaching Mathematics in College and Universities: Case Studies for Today's Classroom*, Solomon Friedberg et. al.

**Course Description:** This course is designed to prepare graduate students to be effective and efficient teachers, regardless of whether or not they are currently teaching a course. In this seminar, we will define a good teacher as someone who mentally prepares, physically prepares, and assesses their teaching with an open mind. This course will also provide you with some background in pedagogy to help you understand what teaching and learning are. Some of these tools may not be appropriate for your present teaching situation, but they should be useful at some point during your graduate career. At the heart of a successful teacher is an effective communicator – a skill that will help you regardless of your chosen career path.

**Assignments and Activities:** For scientists participating in this workshop, it may be tempting to believe that some of the in-class activities and homework assignments are not analytical enough to be effective tools for learning about teaching. The assignments are not intended to be mind-bending or time-consuming. The purpose of these activites is to help you analyze your development and to make you aware of your attitudes toward teaching and learning.

**Attendance and Participation:** You should plan to attend every class session, although one absence will be excused during the semester with full attendance and participation credit. Attendance and participation are worth 50% of your final grade. The other 50% consists of a few writing assignments described in the schedule below.

**Academic Conduct:** You should know and understand the provisions of the GRS Academic Conduct Code, which is available at http://www.bu.edu/cas/students/graduate/forms-policies-procedures/academic-discipline-procedures/. Cases of suspected misconduct will be dealt with according to University guidelines and may be referred to the Dean's Office

**Course Webpage:** Much of the course information, including the syllabus, descriptions of assignments, reading material, and useful links can be found on the Blackboard website. Click on "Course Information" for general information and "Course Documents" for readings. Please check your email address regularly for any updates to the class content or schedule.

| Date | Topic and associated readings | Assignments (Due on Date Listed) |
|---|---|---|
| Jan. 20 | - **What to do on first day/week**<br>- **Administrative**<br>- **Semester-long advice/info** | Krantz 2.1-2.4, 2.6, 3.4 |
| Jan. 27 | - **Preparing/Leading a discussion**<br>- **Time management, communication techniques** | Krantz 1.3, 2.16, 3.12, 3.14 |
| Feb. 3 | - **Adapting (assessing student understanding)**<br>- **Common student mistakes, canonical examples/problems** | Krantz 4.5, 4.6, 4.8 |
| Feb. 10 | - **Grading (what to do with cheating)**<br>- **Samples of student work**<br>- **How to recieve complaints** | Krantz 2.10, 3.6, 4.3<br>Friedberg CS4 |
| Feb. 17 | - **Buddy system**<br>- **Reflect and analyze (buddy visit and current progress)** | Friedberg CS2<br>Visit buddy's discussion & reflect |
| Feb. 24 | - **Gathering and analyzing feedback/complaints** | Krantz 2.9<br><br>Friedberg CS11<br>Ask students for feedback |
| Mar. 3 (Open) | - **Try a different teaching strategy**<br>- **Self-evaluations**<br>- **Teaching theory** | Krantz 3.1, 3.7 |
| Mar. 17 | - **Technology in the classroom**<br>- **Webpages** | Krantz 1.10, 3.13 |
| Mar. 24 (Open) | - **Teaching philosophy**<br>- **Assessing Impact** | |
| Mar. 31 | - **Summer Syllabus/Policy** | Krantz 2.12, 2.19, 4.2<br>Draft of Teaching Statement |
| Apr. 7 | - **Pacing/Scheduling**<br>- **Curriculum planning**<br>- **Choosing homework** | Krantz 2.5<br>Sample Syllabus |
| Apr. 14 | - **Assessment/Exams** | Friedberg CS14<br>Sample Lesson Plan |
| Apr. 21 | - **Grading** | Krantz 2.11, 4.4<br>Friedberg CS10 |
| Apr. 28 | - **Give evaluations**<br>- **How to get/read evaluations**<br>- **Self-evaluations** | Krantz 2.20 |