FACULTY OF ARTS

ARTS 601: THEORY AND PRACTICE OF TEACHING AND LEARNING

FALL 2021: SEPTEMBER 7 – DECEMBER 9, 2021 (EXCLUDING NOVEMBER 7-13, 2021)

MONDAYS, 2:00-4:45 (SYNCHRONOUS ZOOM SESSIONS)

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Virtual office hours: Please contact to arrange a time.	Virtual office hours: Please contact to arrange a time.

Course website: https://d2l.ucalgary.ca/d2l/home/401490

Course Description

This course will introduce you to the theories, approaches, and practices of teaching undergraduates in the arts, humanities, and social sciences. The course aims to prepare you to teach, to reflect on teaching, and to speak thoughtfully about this part of the profession. You will be introduced to some of the fundamental research about how students learn; how to engage students both in person and online; how to construct assignments, rubrics, and learning outcomes; and how to shape the dynamics common to the undergraduate classroom. You will also consider how general theories and practices translate into your particular disciplinary context. By the end of the course, you will have generated an array of materials to support your teaching and professional development.

Learning Aims

Pedagogical Development & Practice
An understanding of
- foundational principles of how university students learn as well as the teaching practices that facilitate learning. Examples of these principles include the role of prior knowledge, metacognition, motivation, different stages of mastery, implicit bias, and pedagogical self-reflection.
- existing research on postsecondary teaching and learning as a resource for your own teaching and an area for potential research.

Professional Development & Practice
An understanding of
- constructing assignments, rubrics, learning outcomes, and syllabi; techniques of active learning, including leading discussion and integrating group work both in person and online; giving, receiving, and integrating constructive peer feedback; supporting and promoting equity, diversity, and inclusion in the classroom; and developing a statement of teaching philosophy.

Required Texts

- Susan Ambrose et al., *How Learning Works: Seven Research-Based Principles for Smart Teaching* (e-book available freely through university library)

- Articles, book chapters, & online resources will be available on D2L

Learning Technology Requirements

The course D2L site will be the organizational hub for this course. You are responsible for checking the site regularly for announcements and any changes to the schedule.

As per the University's policy, in order to ensure that students can engage successfully in the learning experiences of online or hybrid courses, students will need to have reliable access to the following:

- A computer with a supported operating system, as well as the latest security, and malware updates;
- A current and updated web browser;
- Webcam/Camera (built-in or external);
- Microphone and speaker (built-in or external), or headset with microphone;
- Current antivirus and/or firewall software enabled;
- Stable internet connection

Assignments and Evaluation

Below are the requirements for this course, as well as their weight in calculating the final grade. To pass this class, you must complete all of these requirements.

Course Requirements*	Percentage of Final Grade
Seminar Participation	10%
Classroom Visit and Reflection	15%
Microteaching	25%
The Assignment Assignment	20%
Teaching Philosophy	30%

*Please be aware many of these assignments have multiple components, described below. There are also detailed assignment directions on D2L.

Brief Sketch of Assignments (More details can be found on the course website)

Seminar Participation

> The basic expectation in a graduate seminar is that you come to every class fully prepared to discuss the assigned reading. Being a good colleague and model seminar citizen also means listening attentively alongside participating verbally. Highest marks will be awarded to those students who reflect meaningfully on the course material, with regularity, and who engage thoughtfully and respectfully with their peers. As a way to gauge your participation level, we encourage you to reflect on the question: "How am I contributing to the culture of this seminar?" Your participation mark will be determined jointly by the course instructors.

Microteaching

> Using the active learning techniques discussed in class, you'll design a short (15 minute) lesson for us. Preparation will include sending a proposal to us, and, as part of the assignment itself, formulating learning outcomes and a follow-up assignment. As part of the process, you'll provide feedback on others' presentations and receive feedback from your classmates.

Classroom Visit and Reflection

You will attend an undergraduate class in your discipline (either in-person or online) and take notes on your observations of the classroom experience. You will then write a short reflective paper on the experience.

The Assignment Assignment

You will construct an assignment for an undergraduate course in your discipline, including a rubric. You will embed it in your hypothetical course via a preparatory course activity and alignment with a Couse Learning Outcome (CLO).

Teaching Philosophy

This assignment comprises three components, a rough draft, peer feedback, and a final draft of your teaching philosophy. Since this might be the first time you have written one, peer feedback is an important component of the assignment. This includes providing feedback to others and incorporating feedback you receive into your own work.

Grading System

- You must complete all of the assignments to qualify for a passing grade.
- In computing your grades, we will convert any letter grades to percentages and then, to compute your final grade, we will change the final percentage to its equivalent letter grade.
- Sometimes we'll assign a split grade (e.g., B-/C+). To find the numerical equivalent, we average the two grades (e.g., a B-/C+=70%)
- Please note that, according to the University Calendar (F.1), instructors may use their discretion when rounding upwards or downwards when the average of term work and exams is between two letter grades.
- Although the A+ is solely an honorific that entails no additional points in the four-point system, we will use this mark to distinguish superlative work.

90 + %	A+	4.0
85 – 89 %	A	4.0
80 – 84 %	A–	3.7
77 – 79 %	B+	3.3
74 – 76 %	B	3.0
70 – 73 %	B–	2.7

(All grades of "C+" or lower are indicative of failure at the graduate level and cannot be counted toward Faculty of Graduate Studies course requirements. Individual programs may require a higher passing grade.)

University Zoom Policies

To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any

social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor's permission.

The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the **Code of Conduct**). When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g **Student Non-Academic Misconduct Policy**). If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit: https://elearn.ucalgary.ca/guidelines-for-zoom/ .

The instructors may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purposes.

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Academic regulations and schedules:
Consult the Calendar for course information, university and faculty regulations, dates, deadlines and schedules, student, faculty and university rights and responsibilities. The homepage for the University Calendar **is** http://www.ucalgary.ca/pubs/calendar/current/index.htm

Deferral of term work and final examinations:
Should you require an extension for completion of term papers or assignments beyond the deadline of five days after the end of lectures, an Application of Deferment of Term Work form must be completed. The University also has regulations governing the deferral of final examinations. See Calendar:
http://www.ucalgary.ca/pubs/calendar/current/g-6.html
http://www.ucalgary.ca/pubs/calendar/current/g-7.html

Student Accommodations:
ACADEMIC ACCOMMODATIONS
The student accommodation policy can be found at:ucalgary.ca/access/accommodations/policy**.**
Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities
 ucalgary.ca/policies/files/policies/student-accommodation-policy**.**
Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the course instructor.

The full policy on Student Accommodations is available
at http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf .

Emergency Evacuation/Assembly Points: http://www.ucalgary.ca/emergencyplan/assemblypoints

Freedom of Information and Protection of Privacy Act: http://www.ucalgary.ca/legalservices/foip

"Safewalk" Program:
Campus Security will escort individuals day or night: call 220-5333 for assistance. Use any campus
phone, emergency phone or the yellow phone located at most parking lot pay booths.
http://www.ucalgary.ca/security/safewalk/

Faculty of Arts Program Advising and Student Information Resources:
Have a question, but not sure where to start? The new Arts Students' Centre (ASC) is your information
resource for everything in Arts! Drop in at SS102, call us at 403-220-3580 or email us at
ascarts@ucalgary.ca**.** You can also visit the Faculty of Arts website at
http://arts.ucalgary.ca/undergraduate which has detailed information on common academic concerns.

For program planning and advice, contact the Student Success Centre (formerly the Undergraduate
programs Office) at (403) 220-5881 or visit them in their new space on the 3rd Floor of the Taylor
Family Digital Library.

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact
Enrolment Services at (403) 210-ROCK [7625] or visit them at the MacKimmie Library Block.

Contact for Students Ombudsman's Office: https://www.ucalgary.ca/student-services/ombuds/role

Plagiarism
Using any source whatsoever without clearly documenting it is a serious academic offense.
Consequences include failure on the assignment, failure in the course and possible suspension or
expulsion from the university. Please refer to the following information and make sure you are familiar
with the statement below on plagiarism.
http://www.ucalgary.ca/pubs/calendar/current/k-5.html