FACULTY OF ARTS

ARTS 601: THEORY AND PRACTICE OF TEACHING AND LEARNING

MONDAYS, 2-4:45, LOCATION: TI 118 (SA124 ON 3 OCT.)

Instructor: Dr. Jenny McKenney
Email: mckennej@ucalgary.ca
Virtual office hours: Please contact to arrange a time

Course website: https://d2l.ucalgary.ca/d2l/home/472520

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
  o 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.
  o 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
  o 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.

Course Texts:

- Susan Ambrose et al., *How Learning Works: Seven Research-Based Principles for Smart Teaching* (e-book available freely through university library)
- Additional articles, book chapters, & online resources will be available on D2L through Leganto
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.

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.

<table>
<thead>
<tr>
<th>Course Requirements*</th>
<th>Percentage of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seminar Participation</td>
<td>..........................................................10%</td>
</tr>
<tr>
<td>Classroom Visit and Reflection</td>
<td>..........................................................15%</td>
</tr>
<tr>
<td>Microteaching</td>
<td>..........................................................25%</td>
</tr>
<tr>
<td>The Assignment Assignment</td>
<td>..........................................................20%</td>
</tr>
<tr>
<td>Teaching Philosophy</td>
<td>..........................................................30%</td>
</tr>
</tbody>
</table>

*Please be aware many of these assignments have multiple components. 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, I encourage you to reflect on the question: “How am I contributing to the culture of this seminar?” You will receive a non-weighted interim participation mark midway through the course.

Microteaching

Using the active learning techniques discussed in class, you’ll design a short (15 minute) lesson for the class. Preparation will include creating a proposal, and, as part of the assignment itself, formulating learning outcomes. 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 a hypothetical course and align the activity with a Course Learning Outcomes (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.

Late Policy

Learning to work to deadlines is a key component of professional and academic success. That said, on occasion, you may need to adjust deadlines for personal reasons, illness, or workflow issues. Please consult with the instructor before the assignment deadline to receive a no-penalty extension and to negotiate a new due date. Late assignments received after the deadline, without the previous permission of the instructor (except in the case of unanticipated events), may be penalized one third of a letter grade for each business day late (e.g. A+ becomes an A). Please note that presentation dates and group work deadlines cannot be easily adjusted and should be maintained except in cases of illness or other emergency. Please plan accordingly.

Grading System

- You must complete all of the assignments to qualify for a passing grade.
- In computing your grades, letter grades are converted to percentages. Grades are calculated at the mid-point of the grade range using the chart below (e.g. A is calculated at 87%).
- Sometimes I’ll assign a split grade (e.g. B-/C+). Split grades are calculated at the numerical threshold of the higher grade (e.g. A-/B+ = 80%).
- Grades are not regularly rounded.
- 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.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>90+</td>
</tr>
<tr>
<td>A</td>
<td>85 – 89.99%</td>
</tr>
<tr>
<td>A−</td>
<td>80 – 84.99%</td>
</tr>
<tr>
<td>B+</td>
<td>77 – 79.99%</td>
</tr>
<tr>
<td>B</td>
<td>74 – 76.99%</td>
</tr>
<tr>
<td>B−</td>
<td>70 – 73.99%</td>
</tr>
<tr>
<td></td>
<td>A</td>
</tr>
<tr>
<td></td>
<td>A−</td>
</tr>
<tr>
<td></td>
<td>B+</td>
</tr>
<tr>
<td></td>
<td>B</td>
</tr>
<tr>
<td></td>
<td>B−</td>
</tr>
</tbody>
</table>

(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.)

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/ombudsrole

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