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<http://www.asuci.uci.edu/uteach>

Course: University Studies 197A

Instructor: Student's Mentor - varies

Overview

Students who are instructors in the UTeach Program:

Students will complete an independent study course with their faculty mentor in the Fall, attend a seminar about teaching and course preparation in the winter, and attend a weekly meeting in the spring, while they are presenting their courses. The UTeach Steering Committee will review students' continued participation in the program at the end of Fall and Winter Quarters.

In the Fall Quarter independent study course (University Studies 197A or offerings of 197 or 199 in the mentor's department), each candidate instructor will work with his or her faculty mentor to develop **two documents**: (1) **a detailed course plan** for the course he or she proposes to teach in Spring 2012 and (2) **a student syllabus**. The major document is the detailed course plan and it should include considerably more information than will be included in the syllabus to be distributed to students in the spring: It should include detailed weekly lesson plans and other information as described below. Each candidate instructor should get his or her mentor's approval for the detailed course plan and then submit it to the UTeach Steering Committee for review and approval at the end of the ***eighth week*** of the Fall Quarter (***by midnight on Sunday, November 20***) along with a shorter and more student-centered syllabus. Submission directions will be sent out via e-mail during the *sixth week* of the quarter. Candidate instructors will have an opportunity to revise their course plans and syllabi during the winter quarter seminar (University Studies 197B) with the faculty advisors, ASUCI commissioners and other UTeach student instructors. University Studies 197B will meet weekly (2 hours per week) during **Winter Quarter (*Thursdays from 3:30-5:20 pm, DBH 1422*)**. We will work on teaching methods, general syllabus and course plan concerns and practice teaching. To be eligible to teach in Spring 2012, all candidate instructors **MUST** enroll in University Studies 197B for Winter 2012. Please be sure to set up your winter schedule so that it *does not* conflict with our class time. You'll be sent an authorization code to enroll in Uni Stu 197B. During Spring 2012, the group will meet for 1 hour per week to discuss courses while they are being taught (a total of 2 hours commitment per week).

Detailed Course Plan

A successful detailed course plan should include the following:

- For each of the 10 weekly seminar meetings, a detailed lesson plan including: material to be covered, instructional approach, plans to use instructional technology, and a rough timetable of what will be taught and when assignments will be due.
- Detailed descriptions of each assignment or other out-of-class activities.
- A description of how each week and/or assignment will help meet the stated goals.

Student Syllabus

A successful detailed student syllabus should include the following:

- A description of any prerequisite knowledge or skills expected of the students.
- A statement of the seminar's goals and learning outcomes (what the students should be able to do or know at the end of the course as a result of having taken the course).
- A schedule of weekly topics, readings and assignments.
- A list of materials and texts students will need for the class.
- A description of how the course will be graded (what students must do to earn a P
- The student syllabus should be 3-4 pages **maximum**.

What Has Been Successful

Examples of previous years and students work:

- Sample course plans and syllabi will be posted online (location TBA) in the fall.
- We will post several examples so you can see that there is quite a bit of flexibility in the exact format of the course plan and syllabus.

Things To Consider

Your course is a 1 unit pass / no pass seminar, please consider the following:

- Seminars should involve active learning rather than only straight lecture. Try to avoid using the word "lecture" in designing your course plans and syllabi to help convey that idea to students and to remind yourself.
- Workload for the students should be relatively modest, in keeping with a one-unit course.
- Amount, pacing and level of material covered should be appropriate for students with no background in the area of interest while engaging enough to keep their interest.

- UTeach courses should complement regular UCI courses and thus should include topics and material that existing courses do not cover.
- In the spirit of all university classes, courses should offer an environment that accommodates diverse points of view and not be a platform for promoting a particular political or doctrinal agenda.

Grading

Mentors provide grading expectations for fall independent study:

Each UTeach faculty mentor will assign a letter grade to the candidate instructor(s) enrolled in his or her section of University Studies 197A (197, 199), in a similar manner to that used to assign grades in other independent study classes. Thus, each mentor and student will agree at the beginning of the quarter to a timeline of regular meetings for discussion and progress reports. The grade should then reflect how thoroughly and effectively the candidate instructor has satisfied the guidelines described here.

Contact Information

Feel free to contact us at any time if you have any questions:

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