

COLLEGE OF ENGINEERING and APPLIED SCIENCE
NEW FACULTY TEACHING SEMINAR
August 23-24, 2018, EN1062

SEMINAR ON INTRODUCTION TO TEACHING AND THE CLASSROOM AT THE UNIVERSITY OF WYOMING

The goal of this seminar is to help build good habits early that allow both a high level of teaching effectiveness and sufficient time to accomplish other job functions

All presentations in EN1062

Thursday, August 23, 2018

1:00 Introductions - Attendees and presenters introduce themselves with some background information

1:05 Expectations of the new faculty member – Dean Michael Pishko

1:45 Preparing for the classroom – Cam Wright – 45 min

Syllabi, schedules, and university regulations (e.g., evening exams, last week of semester, work during finals week, dishonesty, etc.). Sample syllabi will be provided; links to relevant websites

2:30 Available resources – Cam Wright – 30 min

- Center for Student Services – Steve Barrett – 5 min
- CEAS Advising Center – Laurie Bonini – 15 min
- Introduction to the ECTL, review of topics/seminars scheduled for the fall semester, computing and IT support
- ESIG labs and software – Friday, PM
- Website support
- WyoWeb, WyoRecords, WyoCloud
- Departmental resources

3:00 BREAK 10 min

3:10 What to do on the first day – Cam Wright – 15 min

Set the tone for interaction with the class; why you do what you do.

Overview of expectations and some recommendations

3:25 Discussion of the types of assignments – Cam Wright – 25 min

HW, reports, projects, exam, etc. along with advantages and disadvantages of each – creating a tie between Bloom's Taxonomy and learning styles.

3:50 Examples of detailed course objectives – Cam Wright – 15 min

4:05 Grading expectations, grading system, management of graders, FERPA, grading rubrics, and instruments used for teaching evaluations – Cam Wright – 25 min

Friday, August 24, 2018 – EN1062

1:00 Myers-Briggs learning styles – Thom Edgar, 50 min

Strategies to achieve learning objectives

2:00 IT classroom technology orientation, EN1055

2:30 Introduction to Bloom's Taxonomy - Steve Barrett, 30 min, EN1062

Educational objectives and outcomes

3:00 Educational structure of college and curriculum – Steve Barrett - 30 min

a. ES program

b. Departmental programs

c. University Studies Program – USP 2015

3:30 Academic Dishonesty – Steve Barrett – 30 minutes

USEFUL WEBSITES

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| CEAS Faculty Resources | http://www.uwyo.edu/ceas/dean/resources/index.html | Workshop content |
| Academic Affairs | www.uwyo.edu/acadaffairs | Academic affairs links to Assessment of student learning Academic Plan Handbook for Faculty and lecturers Policy related Documents |
| Ellbogen Center for Teaching and Learning ECTL | www.uwyo.edu/ctl | Current seminars and programs on teaching and learning |
| Engineering College Home page | http://www.uwyo.edu/ceas/ | Access to college and departmental web pages |
| Human resources | www.uwyo.edu/hr | |
| Information technology | www.uwyo.edu/infotech | Information on computers, computer purchases phones |
| Office of Research and Economic Development | www.uwyo.edu/research | Contains information on overhead rates and proposal preparation |
| University Regulations (UW Regs) | http://www.uwyo.edu/regs-policies/ | These are the rules of the University of Wyoming. Of special importance is UW Regulation 2-7 on promotion and tenure and 2-114 on academic honesty |
| University Studies Program | www.uwyo.edu/unst | Contains information on the general education requirements of the university. |
| UW Libraries | https://www.uwyo.edu/libraries | Contains the access point for searches of the library catalog and on-line journals and search engines. |
| Risk Management and Safety | www.uwyo.edu/ehs/ | Rules for handling and disposal of chemicals and other safety issues. |

OTHER USEFUL RESOURCES

1. *The New Professors Handbook: A Guide to Teaching and Research in Engineering and Science.* Davidson, Cliff I. and Susan A. Ambrose – paperback \$30.00 ISBN 1-882982-01-0
2. *How to Write and Illustrate a Scientific Paper.* Gustavii, Björn, second edition, - paperback \$25.00 ISBN 978-0-521-70393-2
3. *McKeachie's Teaching Tips*, 14th Ed., Wilbert McKeachie and Marilla Svinicki, Cengage Learning; 2013. ISBN 978-1133936794
4. *A Little Book on Teaching: A Beginner's Guide for Educators of Engineering and Applied Science* (Synthesis Lectures on Engineering, Steven F. Barrett, Morgan & Claypool Publishers; 2012. Note: UW subscribes to the Morgan & Claypool collection, so this book is freely available to UW account holders. Note 2: Cam added this reference, not Steve!