

## **Math Instructor Training Workshop Schedule August 2018**

### **Wednesday August 8**

- 8:00-9:20 Icebreaker Activity and Continental Breakfast (**LCB 219**)  
(Kelly MacArthur, Anna Nelson, Greg Handy, Jenny Kenkel, Becky Terry)
- 9:30-9:40 Welcome and Introductions (Elena Cherkaev, Nat Smale, Paula Tooman, Jingyi Zhu, Kelly MacArthur) (**LCB 219**)
- 9:50-10:50 "Graduate Study in Utah" (Peter Alfeld) (**LCB 219**)
- 11:00-12:00 Videotaping baseline lecture (5 min.) lesson from Calculus or Precalculus/Stats on one of the assigned topics (**LCB 219**)
- 12:00-12:30 Lunch Break (We'll provide lunch.)
- 12:30-3:00 Continue videotaping baseline lecture (**LCB 219**)

**\*\*Assignment for Thursday – Watch and critique Baseline Lecture #1 and Prepare Practice Lecture #2\*\***

### **Thursday August 9**

- 9:00-9:50 "What Does it Mean to Teach as a Graduate Student?" (Anna, Greg, Jenny, Becky) (**JFB 102**)
- 10:00-10:30 Tutoring Center and Grader Information (Lisa Penfold) (**JFB 102**)
- 10:45-11:30 "American Education: What to Expect from your Students" panel (Qing, Sabine, Allechar, Stefano) (**JFB 102**)
- 11:30-12:00 "Teaching to Mathemaphobic Students" (Kelly) (**JFB 102**)
- 12:10-1:30 Practice lecture #2: (5 min) topic from Calculus or College Algebra (**LCB 215, LCB 219, JFB 102 & LCB 225**)

**\*\*Assignment for Friday – Prepare Practice Lecture #3\*\***

### **Friday August 10**

- 9:00-10:30 "How to be a Lab TA" (Anna, Greg, Jenny, Becky) (**JFB 102**)
- 10:45-11:45 Panel Discussion with experienced TAs (**JFB102**)
- 11:50-1:15 Practice interactive lecture #3: (5 min) solve a problem from Calculus or College Algebra (**LCB 215, LCB 219, JFB 102 & LCB 225**)

*(afternoon: Nat, Kelly and facilitators make fall teaching assignments.)*

**\*\*Assignment for Tuesday – Write a 15 minute lab assignment on actual course content. Email your pdf assignment to Jenny Kenkel at [kenkel@math.utah.edu](mailto:kenkel@math.utah.edu) .**

### **Monday August 13**

- 8:30-4:30 All day University TA Orientation

**\*\*Students pick up course materials for assigned courses\*\***

## **Tuesday August 14**

- 1:00-1:30 "Minimizing Risk and Maintaining a Respectful Environment in the Classroom" (Davar Khoshnevisan & Tommaso de Fernex) (**JFB 102**)
- 1:30-2:15 LGBTQ Resource Center (Gabriella Blanchard) (**JFB 102**)
- 2:30-3:00 Dean of Students services (Lori McDonald) (**JFB 102**)
- 3:00-3:30 Office of Equity and Diversity (Kathryn Stockton) (**JFB 102**)
- 3:45-4:15 "Resources for You from the Center for Teaching and Learning Excellence" (CTLE) (**JFB 102**)
- 4:15-4:45 Counseling Center (Jake Van Epps) (**JFB 102**)

**\*\*Assignment for Wednesday – Prepare Practice Lecture #4, 10 minutes. Please be sure it's an interactive 10 minutes, not just a lecture, from your assigned course material.**

## **Wednesday August 15**

- 1:00-1:40 Course Coordinator Panel (Kelly, Will, Matt, Maggie, Aleksandra, Rebecca, Jyothsna) (**JFB 102**)
- 1:40-2:00 "How to Set Up Your Departmental Web Page" (Pieter Bowman) (**LCB 115**)  
*\*Facilitators hand back feedback on lab assignments*
- 2:15-2:45 "Canvas Basics" (Matt Cecil) (**LCB 115**)
- 3:00-3:30 FERPA training (Kelly MacArthur) (**LCB 115**)
- 3:40-5:00 Practice interactive lecture #4: (10 min) Present an interactive class segment. (**JFB 102, LCB 219, JFB 101**)

## **Thursday August 16**

- 9:00-10:00 "Classroom Management" (Anna, Greg, Jenny, Becky) (**JFB 102**)
- 10:00-10:30 Empowerment Training (Kelly, Anna, Greg, Jenny, Becky) (**JFB 102**)
- 10:40-11:15 Understanding Discrimination Policies (Sarah Carlquist) (**JFB 102**)
- 11:20-11:50 "Administrative Tips from the Advisor" (Angie Gardiner) (**JFB 102**)
- 12:00-12:45 "Options after graduation" panel (Katrina Honigs, Evelyn Lamb, Matt Housley) (**JFB 102**)

**\*\*Assignment for Friday – Prepare Practice Lecture #5, 10 minutes. This should be a follow-up interactive class segment.**

## **Friday August 17**

- 9:00-10:00 "Assessing your Students using Exams, Quizzes and Homework" (Anna, Greg, Jenny, Becky) (**JFB 102**)
- 10:15-1:00 Final Videotaping: lecture #5: (10 min) Interactive lecture from topic in assigned course. (**JFB 102**)
- 1:00-2:00 Pizza Lunch Celebration--Find out about groups (AWM, SIAM, GSAC) within the department to join and benefit from during your graduate student years here.