

**POLS 7770**  
**Graduate Teaching Seminar**

Fall 2023  
Baldwin 307  
Monday 6:45 - 9:30 p.m.

Instructor: Stewart Ulrich  
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Office: Baldwin 109B  
Office Hours: By Appointment

**Course Description**

This course serves as an introduction to teaching political science as a graduate assistant at the University of Georgia. It is a discipline-specific equivalent to the GRSC 7770-Level 3 course required for all new graduate teaching assistants by the University. The class is designed to prepare teaching assistants for their new role at the University of Georgia as well as for potential careers involving instruction at other institutions or in other professional capacities.

This course is set up as a forum for graduate students to come together and help each other through this experience.

**Student Learning Outcomes**

To help students become prepared to be an effective Teaching Assistant as a graduate student and eventually teach a course as instructor of record.

**Readings**

All readings will be posted on ELC and should be completed prior to the class period they are assigned for.

**Office Hours**

I am available to meet with students as needed. Since this is not a traditional substantive course, I will not be having regularly scheduled Office Hours each week. It will not be needed. However, that does not mean you cannot meet with me. I really enjoy meeting with students! Please contact me to set up a time and I will be happy to chat with you.

**Syllabus Policy**

I reserve the right to make changes to the syllabus. The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

**Preferred Name and Pronouns**

Class rosters are provided to the instructor with the student's legal name – sometimes that does not include your preferred name and/or gender identity. I would genuinely like to address you by your preferred name and/or pronouns. Please advise me of this preference early in the semester so that I may make appropriate changes to my records.

**Email Policy**

If you need to get in contact with me, please email me directly. Do not use the ELC internal email system. It is clunky and very easy to miss messages. It is easier on all of us to use direct emails and not ELC. There will be times when I may send out a message to the whole class as an announcement on ELC, which may send you an email depending on your settings. Do not reply to that type of message, rather send me a separate email for those same reasons.

Please give me at least 24 hours to respond to emails on weekdays and 48 hours on weekends. If I do not respond by then, please do follow-up! As instructors, our inboxes can become overwhelmed very quickly and I genuinely want to be available when you have questions or need assistance.

### **Academic Honesty**

Any occurrences of academic dishonesty will be taken seriously and could result in an Unsatisfactory grade in the class. Please follow the UGA Student Honor Code: "I will be academically honest in all of my academic work and will not tolerate academic dishonesty of others." A Culture of Honesty, the University's policy and procedures for handling cases of suspected dishonesty, can be found at [www.uga.edu/ovpi](http://www.uga.edu/ovpi).

### **Mental Health and Wellness Resources**

- If you or someone you know needs assistance, you are encouraged to contact Student Care and Outreach in the Division of Student Affairs at 706-542-7774 or visit <https://sco.uga.edu/>. They will help you navigate any difficult circumstances you may be facing by connecting you with the appropriate resources or services.
- UGA has several resources for a student seeking mental health services (<https://caps.uga.edu/wellbeing-prevention-programs-mental-health/>) or crisis support (<https://healthcenter.uga.edu/emergencies/>).
- If you need help managing stress anxiety, relationships, etc., please visit BeWellUGA (<https://caps.uga.edu/well-being-prevention-programs-mental-health/>) for a list of FREE workshops, classes, mentoring, and health coaching led by licensed clinicians and health educators in the University Health Center.
- Additional resources can be accessed through the UGA App.

### **Course Requirements**

The course is graded on a Satisfactory/Unsatisfactory basis. If you have more than one unexcused absence, you will receive an Unsatisfactory grade. In addition, because the grading criteria are quite broad, your written work will receive comments rather than a conventional letter grade, as my main concern is that you complete the work. Failure to complete assignments in a timely fashion will result in a grade of Unsatisfactory.

**Attendance & Participation:** Attendance for this class is required, but you are allowed one unexcused absence; additional absences will result in an Unsatisfactory grade for the class. Furthermore, it is expected that you will participate in all in-class assignments, discussions, and group activities. Just as you expect your own students to participate, so will I expect the same of you.

All assignments will be turned in electronically via ELC and are due by 6:30 pm.

Mock Syllabus: Using the requirements and elements we discuss in class, you will create a mock syllabus for a Political Science course of your choosing. This will help you learn how to craft a syllabus and what it goes into creating one. Due before class on **September 25**.

Lesson Plan: You will design a lesson plan for one hypothetical class, incorporating an innovative or creative approach to teaching Political Science. You may choose any topic for any class in the Political Science umbrella. Due before class on **October 23**. You will submit it via ELC and we will as a class look at and discuss each submission.

Midterm Evaluation: Create a midterm evaluation form with questions that hypothetical students would use to evaluate your class. Due before class on **November 6**.

Teaching Philosophy: Write a statement that outlines your approach to teaching political science, as well as the principles that will guide you in your instruction. These types of documents are commonly required when applying for faculty position. This will help you to think about what your teaching philosophy will be. Due before class on **November 20**.

### Course Meeting Schedule

8/28	Introductions & Syllabus Communication Exercise
9/11	Course Design University Policies
9/25	Teaching Resources Visit to Center for Teaching and Learning <b>Mock Syllabus due</b>
10/2	Peer Evaluation of Syllabus Assignment
10/9	Lesson & Exam Design Using Technology in the Classroom
10/23	Active Learning Demonstration Evaluation of Teaching <b>Lesson Plan due</b>
10/30	Peer Evaluation of Lesson Plan Assignment
11/6	Teaching Philosophy & Pedagogy <b>Midterm Evaluation due</b>
11/20	Peer Evaluation of Midterm Evaluation Assignment
11/27	Helping Students Think Critically <b>Teaching Philosophy due</b>