“A Guide to Navigating the Undergraduate Teaching Experience at MSU”

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Abstract

The seminar is intended for faculty and graduate students who are interested in learning more about MSU and AFRE undergraduate teaching requirements, guidelines, and suggestions. Future, new, and veteran teachers are encouraged to attend. The purpose of the event is to share resources and experiences and to provide individuals with tools to address common classroom organizational, legal, and logistical issues. Topics covered include everything from preparing a course syllabus, how classroom time and location are determined, and hiring undergraduate graders, to how to deal with violations in academic integrity, students who need special assistance, FERPA issues, EASE reporting and Honors Options. It is not meant to be an exhaustive discussion on pedagogy, nor does it have an end goal of solving all undergraduate education concerns. It is intended to be a resource providing and information sharing event.