

From: Sharon Hargus (TA coordinator), Justin Goodenkauf (Lead TA)
To: Linguistics Department 2011-12 TAs (new: Sykes, Schirra, Zhu; continuing: Crowgey, Freeman, Goodman, Haywood, Li, Poulson, Riebold, Song, Tanenbaum, Yip)
Cc: Edith Aldridge, Dan Jinguji, Russ Hugo, Dan McCloy

Re: Autumn 2011 TA Orientation Schedule

1 Goals of Linguistics Department TA training activities

The purpose of TA training within the Linguistics Department is to:

- establish a departmental community of teachers who can be a resource for each other
- provide a forum whereby lessons learned by grad student teachers can be shared with each other

At the beginning of every Autumn quarter, the Linguistics Department holds a workshop for new and continuing TAs. Some TAs may find some parts of the departmental workshop not immediately applicable to their upcoming teaching assignments. However, sometimes last minute staffing changes occur. And a seemingly irrelevant topic may turn out to be useful in the future.

2 New TAs

2.1 CIDR TA Training

New TAs should attend at least part of CIDR's 2011 TA Conference on Teaching and Learning. The 2011 schedule is available at:

<http://depts.washington.edu/cidrweb/TAConference/2011/index.html>

We recommend the following sessions:

- Gathering and Using Student Feedback to Improve your Teaching (workshop)
- Creating a Teaching Portfolio (workshop)
- Policies and Professionalism for TAs and RAs (plenary)

2.2 CIDR videotaping

New TAs are required to participate in a "microteaching" workshop, which will take place Thurs, Sept 22, time and location to be announced. New TAs should come to this event having prepared a 4-to-5-minute teaching segment on any topic of their choosing. See http://faculty.washington.edu/sharon/microteaching_worksheet.pdf for more information on what to prepare. The presentation will be videotaped and critiqued by the CIDR facilitator (if one is assigned to us), the other new TAs, and the lead TA.

3 All TAs

Continuing TAs are welcome to attend the CIDR TA training workshop, though

not required. You may have already been contacted by CIDR.

All new and continuing TAs are required to attend the Linguistics Department TA workshop on Friday, September 23, CMU 202, the Simpson Center for the Humanities.

Here is the current departmental TA workshop schedule. New for 2011, we will have two parallel sessions for a portion of the afternoon.

8:40	continental breakfast
9:00	welcome (Zagona, Goodenkauf)
9:05	preparing for class, lesson planning, first day activities (Goodenkauf)
9:30	teaching topics outside your area of specialization (Riebold)
9:55	international students (Yip, Song)
10:20	struggling students (Tanenbaum)
10:45	BREAK
10:55	converting % to UW grades (Hargus)
11:20	avoiding power struggles (Hargus, Goodenkauf)
11:45	getting your own work done: why, how (Aldridge)

Mid-day break

	<i>Plenary</i>	<i>100 and 200 (mostly)</i>	<i>other classes (mostly)</i>
1:15	the TA union (UAW Local 4121 union reps)		
1:45		Moodle (Riebold)	slides (McCloy)
2:10		CLUE tutoring (Hugo, Goodenkauf, Jinguji)	course web sites revisited (Goodman)
2:35	attendance (Crowgey)		
3:00	interactive lectures (Freeman)		
3:25	supervising group work (Haywood)		
3:50	workshop evaluation		
4	adjournment		

4 Beginning of the year calendar for TAs

<i>Mon</i>	<i>Tues</i>	<i>Wed</i>	<i>Thurs</i>	<i>Fri</i>
<i>Sept 19</i> CIDR conference (Int'l TAs)	<i>Sept 20</i> CIDR conference: teaching and learning	<i>Sept 21</i> CIDR conference: technology	<i>Sept 22</i> dept videotaping (new TAs)	<i>Sept 23</i> dept workshop (all TAs)
		<i>Sept 28</i> first day of classes		