

GENERAL OBSERVATIONS ON TEACHING

I. Philosophy of Teaching

A. *Goals*

1. Establish personal connection with students
2. Impart enthusiasm for subject
3. Facilitate the mastery of the discipline

B. *Criteria*

1. Short-term success: The lecture – this was an hour well spent
2. Middle-term success: The quarter – this was a course well worth taking
3. Long-term success: The life – this was a course well remembered

II The Course: The nuts and bolts

A. *Lectures*

1. Knowledgeable, but not pedantic: Picking the right level
2. Organized, but flexible: “Accordion” structure
3. Enthusiastic, but controlled: “Sharing period”

B. *Materials*

1. Textbooks
2. Syllabus
3. Packets
4. Audio-visuales
5. Handouts
6. Demonstrations

C. *Services*

1. Office Hours
2. E-mail/Lists
3. Teaching Assistants
4. Web Pages

D. *Grading*

1. Exams
 - a. Objective: Multiple-choice, true-false, and short answer
 - b. Essay: In-class and take-home
2. Papers: Big, small ... and incremental
3. Assignments: Diaries, critiques, problem sets, etc.

III. Teaching Tips

A. *Learning names and faces*

B. *Dealing with problem situations*

1. Disruptive students
2. Cheating and plagiarism
3. Students with personal problems

IV. Beyond the Classroom: What you're doing when not lecturing and grading

A. *Talks and presentations*

B. *Committee assignments*

C. *Textbook evaluations ... and “book reps”*

D. *Mentoring and supporting*

E. *Professional responsibilities*

F. *Research, research, and more research ...*

V. Three Fundamental Principles:

A. *Do unto others as you would have done unto you!*

B. *There's no free lunch!*

C. *One size does not fit all!*