Math 5902: Seminar and Practicum in the Teaching of College Mathematics with Supplement on Succeeding in a Graduate Mathematics Program
MWF 12:30-1:20 in MSCS 445

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Office Hours: Francisco: Mon., 10:30-11:30, Tues., 1:00-2:30, Fri., 11:30-12:30, and by appointment. Jaco: Mon., 3:30-4:30, and by appointment.
Online Classroom (D2L) site: https://online.okstate.edu (then log in and find our course)
Textbooks: Teaching Mathematics in Colleges and Universities: Case Studies for Today's Classroom, Graduate Student Edition, by Solomon Friedberg *et al*. and The 5 Elements of Effective Thinking by Edward Burger and Michael Starbird.

This course is designed to help prepare you to teach mathematics at the college level and to succeed in graduate school. It requires your active participation in class discussions, written assignments, sample teaching, conducting observations, and helping students with mathematics outside of class.

Syllabus Attachment: Please read the OSU syllabus attachment, available at http://academicaffairs.okstate.edu/sites/default/files/Fall%202016%20Syllabus%20Attachment.pdf. This has important information, including instructions about disability accommodations. Please contact us privately during the first week of the course if you need accommodations as a result of a disability.

Grading: We will compute your grade using the following weights: 35% from presentations in front of the class and/or instructor(s), 35% from written assignments, 15% from participation in class discussions, and 15% from fulfilling obligations outside of class, including observing some lower-division classes, attending some departmental colloquia, and possibly doing some tutoring in the MLSC. Earning 90% guarantees an A for the semester, 80% a B, 70% a C, and 60% a D. We reserve the right to use discretion if you are on the borderline between two grades, considering improvement or decline during the semester, attendance, and our subjective judgment of your effort. You are required to complete FERPA and Responsible Conduct of Research (RCR) training in order to pass the class. (This is not an onerous requirement; you need to fulfill these apart from this course anyway.)

Attendance: Attendance is required. You are graduate students; you should not be missing class. You will lose 20% of your class participation grade for every unexcused absence beyond three. (See "Conflicts and absences" for a discussion of when an absence is excused.)

Presentations: Frequently, you will be asked to make short sample presentations in front of the class. We are not necessarily looking for a polished presentation, especially early in the semester, but we are looking for evidence that you have thought carefully about the assignment, worked on mechanical issues relating to teaching, reading and writing mathematics, and have delivered something consistent with what we asked you to do. These are the activities most like actual teaching and doing research and what requires the most practice.

Written assignments: We will sometimes ask you to write brief responses to class discussions, critiques of presentations you or someone else made, or issues that arise in your academic work, observations, attending colloquia and tutoring. Good communication is vital in teaching and doing research; you should write clearly and grammatically.

Class discussions: We will discuss teaching and academic issues and case studies from the textbooks frequently in class. We will learn good habits of effective thinking and problem solving that lead to learning and success. We ask that everyone read any assigned material ahead of time and contribute regularly to these discussions.

Outside obligations: We will ask you to observe some lower-division classes and possibly talk with some lower-division instructors about how they run their classes. We may also ask you to do some tutoring at the MLSC. We will arrange for these hours to be at times convenient for you and for the MLSC. We will ask you to attend some colloquia and develop and practice habits of effective learning in the classes you are taking.

Conflicts and absences: We will offer reasonable accommodation in the event that you miss a major assessment activity for a valid and documented reason, assuming documentation is provided **in advance unless absolutely impossible**. These are known as "excused absences." If you won't be in class when homework is due, turn it in early or give it to someone else to turn in prior to the deadline. We require proof of the reason for your absence (e.g., a doctor's note, proof of involvement in an OSU-sponsored activity, etc.), and you should not assume you will be eligible for a make-up assessment unless we have explicitly approved your request.

Academic Honesty: Don't cheat. Don't copy off of other students, don't allow other students to copy your work, or present work you find in printed or electronic sources as your own. For questions, contact the Office of Academic Affairs, 101 Whitehurst, (405) 744-5627, http://academicintegrity.okstate.edu. I deal with cheating very harshly; don't take any chances.

Note: This is a graduate course that is intended to be helpful and, occasionally, fun. If you're doing what you're supposed to be doing and putting forth a reasonable effort, you won't have to worry about any of the discussion above, but as we'll discuss this semester, we have to spell things out in detail anyway.

First Assignment: Due by 5:00 p.m. on Friday, August 19.

1. Send us an e-mail at chris.francisco@okstate.edu and william.jaco@okstate.edu. Write a **paragraph** (not a list) including your name, previous school, hometown, mathematical interests, what you want to do after grad school, and anything interesting about yourself you want to tell me. These e-mails let us know something about our students and help us get to know everyone. If you don't get a reply within a day, we probably didn't receive the e-mail; talk to us about it.
2. Go to https://online.okstate.edu to log on to the Online Classroom (Desire2Learn). After logging in, you should see Math 5902 in your list of courses. Look at the course documents in the Content section, and find the Discussion board, which we may use.
3. Find the syllabus attachment described above, and read it carefully.