SPLS Teaching Expectations Form

**Teaching Position**

Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ FTE: 0.25 \_\_\_\_ 0.50 \_\_\_\_

Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Semester/Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GTA**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Requirements met: \_\_\_\_

Graduate Assistant \_\_\_ Graduate Associate \_\_\_ First-time TA \_\_\_\_

**Teaching Expectations**

Faculty Instructor: Indicate if the student will be participating in any of the following activities.

|  |  |  |
| --- | --- | --- |
| Activity | Y | N |
| 1. Teaching of lectures (e.g., during conferences, sick days, etc.)
 |  |  |
| 1. Grading
 |  |  |
| * 1. Homework
 |  |  |
| * 1. Exams
 |  |  |
| * 1. Projects
 |  |  |
| 1. Conducting laboratory sections
 |  |  |
| * 1. Number per week: \_\_\_\_\_\_\_
 |  |  |
| 1. Office hours
 |  |  |
| 1. Email contact with students
 |  |  |
| 1. Meeting with faculty instructor(s)
 |  |  |
| 1. Other (please describe):
 |  |  |

Faculty Instructor signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

GTA signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OFFICE USE ONLY

Date received:

Coordinator notes:

form updated 7/2017