

**MA 601**  
**Teaching College Mathematics**  
**Fall 2015**  
**M 4-4:50 pm — CB 215**

**Instructor:** Carl Lee.

**Office:** 967 Patterson Office Tower.

**Mailbox:** 715 Patterson Office Tower.

**Email:** lee@uky.edu (preferred method for reaching me).

**Phone:** 257-1405 (or 257-3336 to leave a message).

**Office Hours:** By appointment.

**Course Web Page:** I will post materials here: <http://www.ms.uky.edu/~lee/ma601fa15/ma601fa15.html>.

**Course Description:** A seminar for teaching assistants on the basics of teaching mathematics at the college level as well as use of appropriate technology. Includes topics such as syllabus construction, lesson planning, grading assignments, web pages, typesetting mathematics with L<sup>A</sup>T<sub>E</sub>X. Required of all new graduate teaching assistants in mathematics.

**Prerequisites:** Must hold teaching assistantship in mathematics or consent of the instructor.

**Student Learning Outcomes:** Students will become familiar with information and practices for the effective teaching of mathematics.

**Text:** *Teaching First: A Guide for New Mathematicians*, by Thomas W. Rishel, MAA, 2000. ISBN-10: 0883851652; ISBN-13: 978-0883851654.

**Attendance and Participation:** Attendance is expected. If you miss a class for any reason, please let me know the reason immediately—an email message will suffice. I will give you an opportunity to make up graded work missed due to an excused absence.

S.R. 5.2.4.2, <http://www.uky.edu/StudentAffairs/Code/part2.html>), defines the following as acceptable reasons for excused absences: (a) serious illness, (b) illness or death of family member, (c) University-related trips, (d) major religious holidays, and (e) other circumstances found to fit “reasonable cause for nonattendance” by the professor.

Students anticipating an absence for a major religious holiday are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays no later than the last day in the semester to add a class. Information regarding dates of major religious holidays may be found here: [http://www.uky.edu/Ombud/ForStudents\\_ReligiousHolidays.php](http://www.uky.edu/Ombud/ForStudents_ReligiousHolidays.php).

Students are expected to withdraw from the class if more than 20% of the classes scheduled for the semester are missed (excused or unexcused) per university policy.

Students may be asked to verify their absences in order for them to be considered excused. Senate Rule 5.2.4.2 states that faculty have the right to request “appropriate verification” when students claim an excused absence because of illness or death in the family. Appropriate notification of absences due to university-related trips is required prior to the absence.

**Course Expectations and Grading:** Students are expected to attend all sessions and fully participate in the discussions, including completing reading assignments for each session. In addition, there will be other assignments, such as making and reporting on peer teaching observations, and preparing a teaching statement. Your grade will be determined by attendance, participation in class discussion, and completion of assignments. Please see me if you have any questions.

**Topics (Not Necessarily in Order):**

- Getting Started.
- Preparing a Website
- UK Policies and Infrastructure
- Background of Students
- High Cognitive Instruction
- Cooperative Learning

- Formative Assessment
- Common Core State Standards for Mathematics
- Online Homework Systems
- L<sup>A</sup>T<sub>E</sub>X
- GeoGebra
- Classroom Management
- Midterm Evaluations
- Writing and Grading Assignments: Homework/Quizzes/Exams
- Writing a Syllabus
- Preparing a CV and a Teaching Statement
- Course Evaluations
- Other Miscellaneous Topics

**Academic Integrity:** Per university policy, students shall not plagiarize, cheat, or falsify or misuse academic records. Students are expected to adhere to University policy on cheating and plagiarism in all courses. The minimum penalty for a first offense is a zero on the assignment on which the offense occurred. If the offense is considered severe or the student has other academic offenses on their record, more serious penalties, up to suspension from the university may be imposed.

Plagiarism and cheating are serious breaches of academic conduct. Each student is advised to become familiar with the various forms of academic dishonesty as explained in the Code of Student Rights and Responsibilities. Complete information can be found at the following website: <http://www.uky.edu/Ombud>. A plea of ignorance is not acceptable as a defense against the charge of academic dishonesty. It is important that you review this information as all ideas borrowed from others need to be properly credited.

Part II of Student Rights and Responsibilities (available online <http://www.uky.edu/StudentAffairs/Code/part2.html>) states that all academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be

the result of their own thought, research, or self-expression. In cases where students feel unsure about the question of plagiarism involving their own work, they are obliged to consult their instructors on the matter before submission.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgment of the fact, the students are guilty of plagiarism. Plagiarism includes reproducing someone else's work, whether it be a published article, chapter of a book, a paper from a friend or some file, or something similar to this. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work which a student submits as his/her own, whoever that other person may be.

Students may discuss assignments among themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student, and the student alone. When a student's assignment involves research in outside sources of information, the student must carefully acknowledge exactly what, where and how he/she employed them. If the words of someone else are used, the student must put quotation marks around the passage in question and add an appropriate indication of its origin. Making simple changes while leaving the organization, content and phraseology intact is plagiaristic. However, nothing in these Rules shall apply to those ideas which are so generally and freely circulated as to be a part of the public domain (Section 6.3.1).

Please note: Any assignment you turn in may be submitted to an electronic database to check for plagiarism.

**Accommodations Due to Disability:** If you have a documented disability that requires academic accommodations, please see us as soon as possible during scheduled office hours. In order to receive accommodations in this course, you must provide us with a Letter of Accommodation from the Disability Resource Center (725 Rose Street, Multidisciplinary Science Building (the building between the T. H. Morgan Building (Biological Sciences) and the College of Nursing), Suite 407, 257-2754, David Beach, Director, dtbeac1@uky.edu).

**Suggestions and Other Course Issues:** Suggestions for improvement are welcome at any time. Any concern about the course should be brought first to my attention. Further recourse is available through the Mathematics Director of Undergraduate Studies and the Department Chair, both accessible from the Main Office in 715 Patterson Office Tower.

**Important Dates:**

August 25 — Tuesday — Last day a student may officially drop a course or cancel registration with the University Registrar for a full refund of fees  
August 26 — Wednesday — First day of classes  
September 1 — Tuesday — Last day to add a class  
September 1 — Tuesday — Last day to officially withdraw from the University or reduce course load and receive an 80 percent refund  
September 7 — Monday — Labor Day — Academic Holiday  
September 16 — Wednesday — Last day to drop a course without it appearing on the students transcript  
September 23 — Wednesday — Last day to officially withdraw from the University or reduce course load and receive a 50 percent refund  
October 19 — Monday — Midpoint of the semester  
November 13 — Friday — Last day to withdraw from the University or reduce course load. Students can withdraw or reduce course load after this date only for “urgent non-academic reasons.”  
November 25–28 — Wednesday through Saturday — Thanksgiving — Academic Holidays  
December 11 — Friday — Last day of classes  
December 18 — Friday — December Commencement