

# NGP Teaching Guidelines

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## *Teaching Assignment Process*

### **NGP Mission: Teaching**

The goal of the Neuroscience Graduate Program is to develop effective stewards of neuroscience. An important component of stewardship is to teach others about your discipline. Thus, NGP training includes a two-year teaching requirement. Students fulfill this requirement by being a teaching assistant (TA) in one course during his/her first year and one course in the second year of study. Students who are funded on GTAs beyond their second year are required to TA one course for every year of GTA funding. **Regardless of a student's funding source, all NGP students are required to teach during their first and second years in the program.**

### **NGP Objectives: Teaching**

- To create effective teachers and communicators of neuroscience.
- To foster independence in thinking, laboratory work, teaching, and communicating.
- Develop skills in scientific thinking, teaching, communication, and writing.
- To provide teaching assistants to the College of Medicine, College of Arts & Sciences, and Graduate College courses in exchange for Graduate Teaching Assistantship funds.

### **NGP Procedure: Teaching Assignments**

Students must serve as a teaching assistant in one of the following neuroscience-related courses in the second year: NSCI 2100, NSCI 3250, NSCI 6030, or NSCI 6071. Students in the third year can teach in these courses as well as other related courses as available and approved by the steering committee and home department).

### **Process**

1. Some time in late spring or early summer, the # of potential TAs is ascertained. This would include all 1<sup>st</sup> and 2<sup>nd</sup> year students and any more senior students being supported by GTA funds beyond the second year.
2. An email is sent to all students asking them to declare which courses they would like to teach. The email includes a note about the timing of the courses and the names of the course directors. Hopefully, the choices work out and everyone gets the course they wanted. If not, a decision is made based on best fit.

3. When all assignments have been the students and Course Directors are notified by email by the NGP Administrator. That email is copied the students' advisors, if they already have joined a lab.
4. About 6-8 weeks before the assignment begins, a reminder note is sent to the student, copied to the course director and student's advisor (all students should have identified their thesis lab by then), reminding them of the assignment.

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