

**The Ohio State University
Colleges of the Arts and Sciences New Course Request**

History of Art
Academic Unit

Book 3 Listing (e.g., Portuguese)

815 Practicum for Graduate Teaching Associates in the History of Art

Number	Title	G	02
HA GTA Practicum			
18-Character Title Abbreviation		Level	Credit Hours
Summer	Autumn xxx	Winter xxx	Spring
Year		2008-2009	

Proposed effective date, choose one quarter and put an "X" after it; and fill in the year. See the OAA curriculum manual for deadlines.

A. Course Offerings Bulletin Information

Follow the instructions in the OAA curriculum manual. If this is a course with decimal subdivisions, then use one New Course Request form for the generic information that will apply to all subdivisions; and use separate forms for each new decimal subdivision, including on each form the information that is unique to that subdivision. If the course offered is less than a quarter or a term, please complete the Flexibly Scheduled/Off Campus/Workshop Request form.

Description (*not to exceed 25 words*):

A teacher-training and professional development workshop for new Graduate Teaching Associates in art history.

Quarter offered: **Autumn and Winter** Distribution of class time/contact hours: **2 hr class, 5 times a quarter**

Quarter and contact/class time hours information should be omitted from Book 3 publication (yes or no):

Prerequisite(s): **N/A**

Exclusion or limiting clause: **GTA appointment within the Department of History of Art**

Repeatable to a maximum of 08 credit hours.

Cross-listed with: **N/A**

Grade Option (Please check): Letter S/U Progress What course is last in the series? _____

Honors Statement: Yes No GEC: Yes No Admission Condition
Off-Campus: Yes No EM: Yes No Course: Yes No

Embedded Honors Statement: Yes No

Service Learning Course*: Yes No *To learn more about this option, please visit

<http://artsandsciences.osu.edu/currofc/>

Other General Course Information:

(e.g. "Taught in English." "Credit does not count toward BSBA degree.")

B. General Information

Subject Code _____ Subsidy Level (V, G, T, B, M, D, or P) _____ P _____

If you have questions, please email Jed Dickhaut at dickhaut.1@osu.edu.

1. Provide the rationale for proposing this course:

Because the course deals with pedagogic and professional issues centered on the teaching of introductory art history surveys, it constitutes an important aspect of graduate training in the program. This course has been taught for three consecutive years as an independent group tutorial (893) to see whether it would be beneficial and constructive for addressing the teaching concerns of Graduate Associates. Even though it does not count toward the degree, the course has made a significant difference in preparing our graduate students for a future in the profession.

2. Please list Majors/Minors affected by the creation of this new course. Attach revisions of all affected programs. This course is (check one): Required on major(s)/minor(s) A choice on major(s)/minors(s)
 An elective within major(s)/minor(s) A general elective:

N/A

3. Indicate the nature of the program adjustments, new funding, and/or withdrawals that make possible the implementation of this new course.

No changes or adjustments

4. Is the approval of this request contingent upon the approval of other course requests or curricular requests?

Yes No **XX** List:

5. If this course is part of a sequence, list the number of the other course(s) in the sequence: _____

6. Expected section size: **10** Proposed number of sections per year: **2**

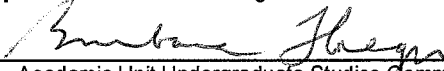
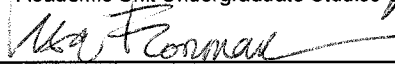
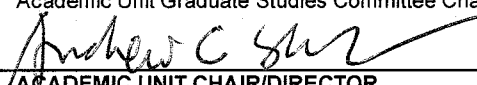
7. Do you want prerequisites enforced electronically (see OAA manual for what can be enforced)? Yes No **XX**

8. This course has been discussed with and has the concurrence of the following academic units needing this course or with academic units having directly related interests (*List units and attach letters and/or forms*):

Not Applicable **XX**

9. **Attach a course syllabus that includes a topical outline of the course, student learning outcomes and/or course objectives, off-campus field experience, methods of evaluation, and other items as stated in the OAA curriculum manual and e-mail to ascurofc@osu.edu.**

Approval Process The signatures on the lines in ALL CAPS (e.g. ACADEMIC UNIT) are required.

1.	 Academic Unit Undergraduate Studies Committee Chair	BARBARA HAEGER Printed Name	11/6/07 Date
2.	 Academic Unit Graduate Studies Committee Chair	LISA FLOMAN Printed Name	11/07/07 Date
3.	 ACADEMIC UNIT CHAIR/DIRECTOR	Andrew C Shelton Printed Name	11/07/07 Date
4.	After the Academic Unit Chair/Director signs the request, forward the form to the ASC Curriculum Office, 4132 Smith Lab, 174 West 18th Ave. or fax it to 688-5678. Attach the syllabus and any supporting documentation in an e-mail to ascurofc@osu.edu. The ASC Curriculum Office will forward the request to the appropriate committee.		
5.	COLLEGE CURRICULUM COMMITTEE	Printed Name	Date
6.	ARTS AND SCIENCES EXECUTIVE DEAN	Printed Name	Date
7.	Graduate School (if appropriate)	Printed Name	Date
8.	University Honors Center (if appropriate)	Printed Name	Date
9.	Office of International Education (if appropriate)	Printed Name	Date
10.	ACADEMIC AFFAIRS	Printed Name	Date

**Department of History of Art
Practicum for Teaching Associates
HA 815 (02 credits). Repeatable to a maximum of 8 credit hours.
Autumn and Winter Quarters
Required of First- and Second-year Graduate Teaching Associates**

Professor Myroslava M. Mudrak
Hayes Hall 124
688-8178
mudrak.1@osu.edu

Course Objectives and Structure

The purpose of this course is to serve as both a forum for discussion and a practicum on teaching art history. As a group working in a seminar environment, we will seek to identify and define the best practices in shaping a rewarding intellectual engagement with the visual arts for the undergraduate students; secondly, we will explore, experiment with, and analyze new strategies and techniques that will not only benefit our charges, but will make the teaching of art history an enriching professional experience for the graduate student in teacher-training. Although required of all TAs, the course does not count toward the degree.

Held during the first two quarters of the academic year, the course is intended for new initiates assigned as Teaching Associates in the Department. The course is graded Satisfactory/Unsatisfactory. Non-attendance in the course will jeopardize the student's continuance as a GTA. Generally, the class will meet five times during a quarter and will address immediate clerical concerns (rosters, absences, grading), content-oriented issues (lectures, discussions, exams), and long-term goals (preparing a teaching portfolio). Assigned readings will serve as a stimulus for conversations about these different aspects.

Reading

The Chicago Handbook for Teachers: A Practical Guide to the College Classroom (1999) will be used to stimulate discussion. It is available free of charge to all enrolled in HA893 and can be picked up in the Main Office (Hayes Hall 100). Additional readings will be posted on the Carmen website and will be assigned to focus on different aspects of pedagogy and classroom learning. See Bibliography for a sample list of readings.

Other Resources

Independently, students should apprise themselves of information, lectures, and workshops available through the OSU FTAD (Faculty & TA Development) Program. Office: 260 Younkin Success Center. 1640 Neil Avenue. Especially useful is the publication *Teaching at The Ohio State University: A Handbook* (2001), available online at: <http://ftad.osu.edu/Publications/TeachingHandbook>

Schedule of Topics*

- Week One:** Rights and Responsibilities of Teaching Associates.
New Graduate Teaching Associates will become acquainted with University and Departmental policies regarding GTA obligations, responsibilities, and rights.
- Week Two:** Resources for Effective Teaching.
An overview of the University-wide campus support for teaching, including the OSU Faculty and TA Development (FTAD) workshop sessions.
- Week Three:** Technology Concerns.
Utilization of CARMEN; creation of rosters on EXCEL; keeping track of student performance.
- Week Four:** Strategies for Facilitating Classroom Discussions.
Ways to stimulate student participation and how to plan for various approaches for engaging the students in a dialogue.
- Week Five:** Grading.
How to define the objectives of testing; assessing the degree to which students meet those objectives; how to read and evaluate essay responses.
- Week Six:** Providing constructive feedback on writing assignments.
How to assist in helping students to discipline their thinking and improve their writing skills.
- Week Seven:** Dealing with academic misconduct.
A review of the processes of identifying and reporting academic misconduct; the function of the Committee on Academic Misconduct.
- Week Eight:** Professional conduct.
Maintaining a professional relationship with students; dealing with difficult or aggressive students; a review of campus counseling resources and services to which students can be referred.
- Week Nine:** Getting student feedback.
Synthesizing students' comments on the TA's teaching and utilizing the SEIs or other evaluation instruments for improving one's effectiveness.
- Week Ten:** Developing a teaching portfolio.
How to write a description of one's teaching experience; gathering course planning documents (sample syllabi, course descriptions, etc.); presenting evidence of teaching effectiveness (summary of student evaluations and departmental teaching assessments).

* As would be taken up in typical academic year over two consecutive quarters. In alternate sections of this course, the following topics would be addressed: (1) identifying and maintaining a good relationship with a faculty teaching mentor; (2) creating a course syllabus; (3) how to be an effective teacher-advisor outside the classroom; (4) guiding students in the use of the internet for research purposes; (5) web sources for art historians; (6) how to assist students with disabilities; (7) teaching in the art museum or gallery setting; (8) a review of image databases; (9) conducting effective review sessions; (10) applying for teaching positions.

Grading

Attendance and active participation in discussion are mandatory if a student is to receive the grade of Satisfactory. Should a student not be able to meet this requirement, s/he will be asked to repeat the section.

Academic Misconduct. The standards of the Code of Student Conduct apply to this practicum. Any attempt to compromise the academic integrity of the institution or subvert the educational process will be reported as per faculty rule 3335-31-02. The University rules on academic misconduct can be found on the web at <http://acs.ohio-state.edu/offices/aaa/procedures/1.0.html>. Guidelines for respecting intellectual property can be found at <http://gateway.lib.ohio-state.edu/tutor>.

Disability Services: Students should inform the instructor of any accommodation that will be required because of the impact of a disability. The instructor will work closely with the Office of Disability Services to determine the best way to assist students with disabilities; however, students will first need to contact the ODS in 150 Pomerene Hall, 1760 Neil Avenue; tel. 292-3307; TDD 292-0901. The website for the Office of Disability Services is located at <http://www.ode.ohio-state.edu/>.

Select Bibliography

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- Mager, Robert F. *Preparing Instructional Objectives*. 2nd ed. Belmont, CA: Fearon Publishers, Inc. 1975.
- "Make the Most of Written Feedback." *Teaching Professor* 5, no. 7 (1991): 1-2.
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