

UT Dallas
**Advanced Graduate Teaching
Certificate (AGTC)**

Sponsored by

**Office of Graduate Studies
&
Center for Teaching and Learning**

Spring 2017



Completing Your Advanced Graduate Teaching Certificate (AGTC)

Prerequisite

Completion of the Graduate Teaching Certificate (GTC). All requirements listed below are in addition to those used to complete the GTC.

Completing the Advanced Graduate Teaching Certificate represents the pinnacle achievement in the teaching certificate programs at UTD. It will further your training in pedagogy and enhance your credentials as an innovative and reflective instructor. Completing your Advanced Graduate Teaching Certificate will require six important components: (1) online courses offered by Epigeum, (2) teaching experience, (3) original work and its assessment, (4) exploration of pedagogy, (5) teaching philosophy/statement, and (6) teaching development events and workshops.

1. **Epigeum Courses**: Complete the following three courses developed by Epigeum and licensed to UTD: (1) Lecturing 2, (2) Understanding the Principles of Course Design, and (3) Developing Your Teaching.

These are relatively short online courses that provide more advanced skills and approaches associated with being a college instructor.

If you signed up for the Graduate Teaching Certificate, you are already enrolled in each of the online courses noted above. These courses are part of UTD eLearning and the Blackboard course management system.

You may proceed through each of the courses at your own pace. Generally, courses take 1-2 hours each to complete.

You must pass each of the courses in order to fulfill Requirement #1. Passing requires that you receive an 80% or better grade overall for the tests embedded in the course. If you fail to meet this standard, you may retake courses as many times as needed.

Staff at the Center for Teaching and Learning monitor each of these courses and will record when you have successfully completed each course.

2. **Teaching Experience**: Complete an additional two semesters of teaching experience. Teaching is broadly defined as having regularly scheduled instructional duties with students in a classroom, studio, laboratory, or online, in which the teaching assistant has some responsibility for learning activities over an extended period of time. The teaching assistant can serve as a grader, lab supervisor, tutor, discussion leader, independent instructor, or in another pedagogical role appropriate to the class or school.

Please use the certification document listed below or download a copy from the web site of the Office of Graduate Studies. Have your supervisor or an administrator in your program sign it, and submit it in eLearning.

Certification Document:

Teaching Assistant Name _____

Course names, numbers _____

Semesters _____

Course supervisor _____

Teaching duties _____

I certify that the student listed above served as a teaching assistant for the course(s) listed above and carried out the associated duties.

Signature

Date

Printed Name of Person Signing

3. **Original Work and Its Assessment:** Submit an example of your original work (syllabus, course development, lesson plan, class or lab activity, major assignment, project, or examination) and have it assessed by a faculty mentor or designated UTD personnel. Discuss the learning goals envisioned by that work with that person as well as what revisions might be made in the light of that assessment.

Submit the example of original work electronically where indicated in eLearning. Please be sure to include the name and contact information of the person with whom you discussed the work.

4. **Exploration of Pedagogy:** Complete ONE of the following four options:

- a. Write a review of pedagogical literature in your discipline that is based on 5 to 6 articles.

Select a contemporary topic or issue about teaching in your field for your literature review. If you are unsure where to begin, you might want to scan the recent literature to identify common topics. After doing so, you are welcome to consult with CTL staff to clarify your ideas and receive feedback on the quality and coherence of your sources. Read five to six primary source articles on your selected topic and write a review that is approximately five pages long. Submit the literature review electronically in eLearning.

- b. Complete a course on college teaching offered at UTD.

Please use the certification document listed below or download a copy from the website of the Office of Graduate Studies. Have the course instructor sign it, and submit it in eLearning.

Certification Document:

Student Name _____

Course name, number _____

Semester _____

Instructor _____

I certify that the student listed above completed the course listed above, which focuses significantly on college teaching.

Signature

Date

Printed Name of Person Signing

- c. Participate in a regularly scheduled reading group or seminar series on teaching.

Please use the certification document listed below or download a copy from the website of the Office of Graduate Studies. Have the group or seminar facilitator sign it, and submit it in eLearning.

A reading group is one in which members come together to discuss books and articles on topics that focus on teaching and learning issues. A seminar series involves a series of panels or discussions around a common theme focusing on teaching and learning issues. In either case, the student must attend at least three sessions in order to complete the requirement.

Certification Document:

Student Name _____

Reading Group or Seminar Series Name _____

Semester _____

Facilitator _____

I certify that the student listed above attended at least three meetings of a reading group or seminar series, which focuses significantly on college teaching.

Signature

Date

Printed Name of Person Signing

- d. Present an original research paper related to teaching on campus or at a professional meeting.

Submit the paper electronically in eLearning. In addition, submit documentation in electronic form that the paper was presented at a campus or professional meeting. Such documentation could be in the form of a flyer advertising the presentation, a letter of invitation or conference acceptance, a conference program listing the paper and presenter, or other suitable paperwork.

- 5. **Teaching Philosophy Statement:** Write or revise your teaching philosophy statement. It should be based on your teaching experiences in the discipline and connect to what you learned from participating in this program.

Submit the teaching philosophy statement electronically in eLearning. Such statements are typically 2-3 pages in length.

- 6. **Teaching Development Events or Workshops:** Attend a minimum of three additional teaching development workshops or events. The teaching assistant is required to complete a one page reflective essay on the experience for each of the workshops or events.

Workshops, discussion groups, and guest speakers related to teaching are held periodically on campus. A list of acceptable events will be posted at the Office of Graduate Studies website and in the eLearning Graduate Teaching Certificate organization. An event that is not listed there

might be still be acceptable; in those cases, send an email requesting approval to CTL@utdallas.edu.

After you have attended a designated event, write a one page essay (roughly 250-300 words) discussing your experience. The essay should not summarize the event, but rather provide some analysis or reflection about the event. For example, an essay might discuss what you learned, how you plan to incorporate what you learned into your own teaching, how the recommendations at the event match with what you do well or don't do currently in your teaching, and the like.

When you have completed each essay, submit it electronically in eLearning.