HIED 542 – Analysis of Teaching in Higher Education
COURSE SYLLABUS: Summer 2024 – Online course

Instructor Information

Instructor: Anissa Guerin, Ph.D.
Office Hours: Please contact me via email to schedule an appointment
Office Phone: (903) 886-5618
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Preferred Form of Communication: Email
Communication Response Time: 24-36 hours (excluding holidays and weekends)

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook Required:

McKeachie, W. J., & Svinicki, M. (2014). *McKeachie's teaching tips: Strategies, research, and theory for college and university teachers* (14th ed.). Independence, KY: Cengage Learning

Optional and Supplementary resources:

Brookfield, S. D. (2015). *The skillful teacher: On techniques, trust, and responsiveness in the classroom* (3rd ed.). San Francisco, CA: Jossey-Bass.

Menges, R. J., Weimer, M., & associates. (1996). *Teaching on solid ground: Using scholarship to improve practice*. San Francisco, CA: Jossey-Bass.

Nilson, L. B. (2010). *Teaching at its best: A research-based resource for college instructors* (3rd ed.). San Francisco, CA: Jossey-Bass.

Shulman, L. S. (2004). *The wisdom of practice: Essays on teaching, learning, and learning to teach*. San Francisco, CA: Jossey-Bass.

Course Description

This course provides an analysis, comparison, and contrast of a range of teaching models available for improving the quality of community college and university teaching. Student mastery of specific assessment skills used to analyze teaching will also be emphasized.

The syllabus/schedule are subject to change.

Student Learning Outcomes

Upon completion of this course, the student will be able to:

1. Demonstrate an enlightened attitude toward college teaching andragogy. Specifically, the student will be able to discuss the modern role of the college professor, as described in the literature.
2. Demonstrate an understanding of the theoretical basis of learning. Specifically, the student will be able to
    2.1 Discuss the contributions of Maslow and Bloom to instructional theory.
    2.2 Describe the unique characteristics of the adult learner.
    2.3 Identify and discuss the learning styles and multiple intelligences research.
3. Demonstrate an understanding of the theoretical basis of instruction. Specifically, the student will be able to
    3.1 Describe the components of instructional planning.
    3.2 Describe the elements of instructional objectives.
4. Demonstrate an understanding of teaching methodology. Specifically, the student will be able to identify, describe, and demonstrate
    4.1 Peer learning and mentoring.
    4.2 Small group techniques.
    4.3 Case method.
    4.4 Simulations, games, and role-playing.
    4.5 Individualized instruction.
    4.6 Independent study/projects and writing.
    4.7 Field work/experiential learning.
    4.8 Seminar.
    4.9 Panel discussion.
    4.10 Laboratory/workshop.
    4.11 Discussion/question & answer.
    4.12 Various lecture methods.
5. Demonstrate an understanding of student assessment. Specifically, the student will be able to identify and discuss the available options for assessing students in higher education.
6. Demonstrate an understanding of the use of available models for improving the quality of instruction. Specifically, the student will be able to
    6.1 Identify and describe the Cross/Angelo Classroom Assessment model.
    6.2 Identify and describe Weimer's Five-Step Process for Improving Teaching.
    6.3 Identify and describe the Instructional Skills Workshop.
    6.4 Identify and describe the Great Teaching Seminar.
    6.5 Identify and describe Chickering & Gamson's Seven Principles for Good Practice in Undergraduate Education.

The *syllabus/schedule are subject to change.*

Minimal Technical Skills Needed

Examples include: Using the learning management system, using Microsoft Word and PowerPoint, using presentation and graphics programs, etc.

Instructional Methods

This section describes how the learning process will be conducted (delivery modalities, course structure, Getting Started and types of learning activities and assessments).

Student Responsibilities or Tips for Success in the Course

Examples include: Regularly logging into the course website, amount of weekly study and participation time expected, etc.

GRADING

 Forum Discussions and Feedback

- Students are required to write initial postings and to respond to at least 2 of their peer's postings on each learning module. No late work will be accepted.

- In their postings, students are required to synthesize, apply, evaluate, or connect to the contents in the required and supplemental readings. Relying solely on the lectures and the textbook will be considered average work and will be graded accordingly. In addition, please remember to cite all references appropriately, quoting any use of exact wording of authors and adhering to APA and university standards. Deviation from these standards will also result in a reduced grade.

- Generally, discussion posting on each assigned learning module is due by Wednesday and feedback on their peers' postings is due on Saturday of each week. Both parts must be completed in order to receive full credit. Failure to complete one or both components will result in no points/credit awarded for that module.

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Improving College Teaching Plan
- Submission of an Improving College Teaching Plan reflecting a comprehensive application of concepts gained from the class contents.

Trends, Issues, Future Applications
- Identify and describe 3-4 current teaching trends and/or issues in that will impact the future of Higher Education or your related program of study.
- Present the trends and issues in presentation form using both audio and visual tools.

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

Assignments

Assessment: Turn in the information in the course outline plus an assessment by the professor.

TECHNOLOGY REQUIREMENTS

- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

TECHNOLOGY REQUIREMENTS

This course will be using myLeo Online (D2L Brightspace) for course delivery and for all student submissions and discussion. All direct communication with the class and the professor will be conducted in the appropriate week's threaded discussion session. Group discussions may utilize any technological link preferred by the individual group.

Access to the library's available databases via the student's MyLeo account will be required, unless the student prefers to use the library's holdings in person.

Browser Support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.
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Desktop Support

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

Tablet and Mobile Support

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest

Device	Operating System	Browser	Supported Browser Version(s)
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or **point** release of that major version) and the previous major version of iOS (the latest minor or **point** release of that major version). For example, as of June 7, 2017, D2Lsupports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.

- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: JAVA web site http://www.java.com/en/download/manual.jsp

- Current anti-virus software must be installed and kept up to date.

Running the browser check will ensure your internet browser is supported.
> Pop-ups are allowed.
> JavaScript is enabled.
> Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:

  - Adobe Reader https://get.adobe.com/reader/
  - Adobe Flash Player *(version 17 or later)* https://get.adobe.com/flashplayer/
  - Adobe Shockwave Player https://get.adobe.com/shockwave/
  - Apple Quick Time http://www.apple.com/quicktime/download/

- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

ACCESS AND NAVIGATION

To access myLeo Online, students should type the following address into their internet browser: https://myleoonline.tamuc.edu
Students will need their campus-wide ID (CWID) and password to log in to the course. Students who do not know their CWID or have forgotten their password should contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

Brightspace Support

Need Help?

Student Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words "click here" to submit an issue via email.

System Maintenance

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment (Texas A&M University-Commerce Procedure A12.08—see Student Guidebook, Policies and Procedures, Conduct).

All graduate students are expected to maintain high standards of academic integrity and honesty. Academic dishonesty, as defined in Texas A&M University-Commerce Procedure 13.99.99.R0.10, will incur a penalty commensurate with the severity of the infraction, from failure on the applicable assignment to failure in the course. A report of each infraction also is submitted to the Graduate School for further action.

A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information, or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Texas Senate Bill 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34Sa fetyOfEmployeesAndStudents/34.06.02.R1.pdf) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

Students with Disabilities:
The Americans with Disabilities Act (ADA) is a federal antidiscrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact the **Office of Student Disability Resources and Services, Texas A&M University-Commerce, Gee Library, Room 162, Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148 (StudentDisabilityServices@tamuc.edu)**

Course Specific Procedures
Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures
Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of

academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedur
es/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Graduate Student Academic Dishonesty 13.99.99.R0.10

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedur
es/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf

ADA Statement

Students with Disabilities
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that
provides comprehensive civil rights protection for persons with disabilities. Among other
things, this legislation requires that all students with disabilities be guaranteed a learning
environment that provides for reasonable accommodation of their disabilities. If you have a
disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library- Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: Rebecca.Tuerk@tamuc.edu

Website: Office of Student Disability Resources and Services
http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServ

ices/

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with
all federal and state laws prohibiting discrimination and related retaliation on the basis of
race, color, religion, sex, national origin, disability, age, genetic information or veteran
status. Further, an environment free from discrimination on the basis of sexual orientation,
gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a
concealed handgun in Texas A&M University-Commerce buildings only by persons who
have been issued and are in possession of a Texas License to Carry a Handgun. Qualified
law enforcement officers or those who are otherwise authorized to carry a concealed

handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedur es/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M- Commerce campuses. Report violations to the University Police Department at 903- 886-5868 or 9-1-1.

Counseling Center

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel.

Artificial Intelligence

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence (AI), ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors 'guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.