New CCIHS Instructor Discipline Specific Orientation

Please work with your assigned CCIHS instructor to meet at a mutually agreeable place and time to discuss course content, instruction, and others topics pertaining to your academic discipline. This training must be completed before the CCIHS instructor begins teaching his/her first CCIHS course.

Any questions regarding applications, enrollments or class setup can be referred back to the CCIHS Program Specialist, Crystal Williams- williamc@uwgb.edu.

CCIHS Instructor ___________________________    School ___________________________

Faculty Liaison ___________________________    Date ___________________________

☐ Collaborated with CCIHS instructor to align the CCIHS course section with on campus expectations in regards to course content and instructional methods.

☐ Shared and discussed instructional resources including texts and sample syllabi.

☐ Approved the syllabus/course outline for this course section.

☐ Discussed course/department learning outcomes.

☐ Discussed course delivery.

☐ Discussed and coordinated assignments, rubrics, assessments, grading expectations, etc.

☐ Discussed campus grading policies (rubrics, curves, what “A” work looks like, what “B” work looks like, etc.). This is to ensure that course grading standards are the same in on and off campus course sections.

☐ Approved course materials and student assessment documents/plan.
Discussed course research, pedagogy, and philosophy.

Discussed high school course schedule and selected tentative dates for a classroom observation.

Answered all questions of the CCIHS instructor.

Other topics covered:

Comments/suggestions: