

Apprentice Program:
FEPC Subcommittee Report

We suggest the following policies:

Responsibilities of Apprentice Teachers:

Policy statement: The apprentice teacher (AT) will collaborate with the supervising teacher (ST) in writing the course policy statement.

Attendance in 306 and 307: The AT must attend all meetings of the 306 section to which s/he is assigned, and also attend one meeting per week of a 307 class. We strongly recommend that the AT visit a variety of regular faculty and TA sections of 307 to gain exposure to different teaching styles and approaches to the 307 syllabus. (A list of 307 instructors who will accept AT visits to their classes will be available in the Freshman Office. AT's should, however, give an instructor the courtesy of at least a day's notice when they plan to visit his/her class.)

398T and peer counseling: During the ^{semester} year of apprenticeship, the AT will take 398T-306 ~~and 398T-307~~ ^{or} and will also attend peer-counseling sessions.

Teaching: The AT will teach a minimum of one unit of the syllabus and a maximum of two units (i.e., between two and four weeks). But we recommend, in addition, that the AT and ST periodically team-teach to strengthen the students' impression that the AT is not simply a grader or underling. The AT may also occasionally substitute for the ST by mutual consent.

Theme assignments: The AT will devise at least one theme assignment. This and any other assignment s/he devises, however, must be reviewed (and emended, if necessary) by the ST.

Grading: The AT will grade a minimum of 1/3 to ^{a maximum} 1/2 of all papers in the 306 section in which s/he is working. The ST will review all grading, however, to ensure uniform evaluation.

Final exams: Although the AT should collaborate with the ST in devising the final exam, reading of the final exam papers will be the sole responsibility of the ST.

Office hours: The AT must keep at least one regularly scheduled office hour per week.