

**School of Arts and Science**  
**Education Department**  
**EDUC 101, Section 1**  
**Introduction to Teaching**  
**3 Credits**  
**Fall 2024**

## COURSE SPECIFICS

### Course Description

Brief description of the course from the Course Catalog, including a discussion of how the course fits into the liberal arts curriculum or major requirements. Please also include a statement of how the course supports the university's mission.

### Instructor Information

* Name and Title
* Email Address
* Phone number
* Specify how you will contact students and how students should contact you regarding assignments, absences, questions, or accommodations

### Class Meetings

* Days
* Times
* Building & Room

### Office Hours

* Office Number
* Days and Times

### Teaching Assistants

* Names and Emails

### Prerequisites

* List any prerequisite courses here

### Enduring Questions

* If appropriate, indicate Foundation/Advanced and Liberal Arts Requirement Area

## COURSE GOALS

### Objectives

In this course, students will:

* Objective #1
* Objective #2
* Objective #3
* Objective #4

### Outcomes

Successful completion of this course will enable students to:

* Outcome #1
* Outcome #2
* Outcome #3
* Outcome #4

## INSTRUCTIONAL DELIVERY

Location and Instruction Mode list and definitions are available at [Enrollment Service webpage](https://enrollment-services.catholic.edu/faculty-staff/class-location-codes.pdf)

### Course Location: MAIN; OFF CAMPUS; ABROAD; ONLINE; IP+OL(hybrid)

* **Instructional Modes:** Synchronous (S); Asynchronous (A); Synchronous & Asynchronous (SA); Full-Time Equivalent (FT); Directed Research (DR); Independent Study (IS); Internship (IN)

## CONTINGENCY PLANNING

In the event that a student must shift to online attendance for health reasons, either temporarily or for the remainder of the semester, the student must notify the instructor immediately. In the event that the university as a whole, or this course in particular, must shift to entirely online course delivery, the following adjustments will be made to the mode of instruction, assignments, and assessments in this course:

## INSTRUCTIONAL METHODS AND COURSE REQUIREMENTS

### Required Materials

Include any required texts or materials here. Please keep in mind that course materials must be registered with Barnes and Noble in order to comply with federal reporting requirements. Students are not obligated to purchase their materials through Barnes and Noble. To get started, click here or go to [Adoption and Insights Portal (linked)](https://www.facultyenlight.com/) and sign in to begin the adoption process. For any classes that do not require any textbooks, there is an option to select “No Text Material Required for This Course” on the adoption page.  
If you have questions, please email the bookstore at SM8060@bncollege.com.

### Recommended Materials

* Include any recommended texts or materials here

### Class Policies

* Attendance
  + Detail (be specific about online/vs. in-person attendance)
* Technology
  + Detail (policy on laptops, recording lectures)
* Late Assignments and Make-Up Exams
  + Detail

### Grades

* Link or attach scoring guidelines if appropriate
* Include weighting of various components of course grade
* Include equivalencies of course total points and/or average to University letter grades
* Consider including a statement that grades on Blackboard do not necessarily forecast the final course grade, as they may not reflect outstanding assignments
* Include a statement on how midterm grades will be calculated if a first-year course
* If there is a minimum passing score for the course to count for a requirement, include that information in this section (i.e., must pass with a C or better to count for the requirement)

**The University grading system is available:**

* [Undergraduate policies on grades and academic standing](https://policies.catholic.edu/students/academicundergrad/gradesfull.html)
* [Graduate policies on grades and academic standing](https://policies.catholic.edu/students/academicgrad/gradesfull.html)

Reports of grades in courses are available at the end of each term in [Cardinal Students](https://csprd.cua.edu/psp/csprd/?cmd=login&languageCd=ENG&.)

### Assessment of Learning

List major course assignments/assessments:

* Major assignments
* Major projects
* Major assessments (Mid-term)
* Major assessments (Final)

## COURSE SCHEDULE AND BIBLIOGRAPHY

### Course Schedule

* Each class meeting date, topic, due dates for assignments and projects/test dates
* Pay careful attention to holidays, academic Mondays, class cancellations due to university events, etc.
* Note the midterm date as determined by Academic Calendar and be sure to devise assignments so that a meaningful grade can be entered at midterm
* Include final exam date and time ([Final exam schedule webpage](https://enrollment-services.catholic.edu/academic-calendar/exam-schedule/index.html)))

### Bibliography

**References, supplementary readings, websites of interest**  
\*For courses in which both graduate and undergraduate students are permitted to enroll, two separate syllabi are required that should reflect the additional requirements for students taking a course for graduate credit.

## UNIVERSITY POLICIES

*All of Catholic University’s policies are detailed at* [*Catholic University Policy Webpage*](https://policies.catholic.edu/index.html)*.*

### Academic Integrity

Academic dishonesty at The Catholic University of America is not tolerated. As such, academic integrity is not merely avoiding plagiarism or cheating, but it certainly includes those things. Academic integrity means, above all else, taking responsibility for your work, your ideas, and your effort, and giving credit to others for their work, ideas, and effort. If you submit work that is not your own – whether test answers, whole papers, or something in-between – that is considered to be academic dishonesty. University procedures related to academic dishonesty are conducted with respect and dignity, while also preserving accountability, and they presuppose that all participants will treat each other with respect and dignity.

* [Undergraduate Student Academic Dishonesty Policy](https://policies.catholic.edu/students/academicundergrad/integrityfull.html)
* [Graduate Student Academic Dishonesty Policy](https://policies.catholic.edu/students/academicgrad/integrityfull.html)

### Grades and Academic Standing

* [Undergraduate policies on grades and academic standing](https://policies.catholic.edu/students/academicundergrad/gradesfull.html)
* [Graduate policies on grades and academic standing](https://policies.catholic.edu/students/academicgrad/gradesfull.html)

### University Recording Policies

* [Recording Classroom Lectures Policy](https://policies.catholic.edu/students/academicgrad/recordingclassroomlecturesgraduate.html#:~:text=Recording%20of%20classroom%20lectures%20is,any%20guest%20presenter(s))
* [CUA Recording Policy](https://policies.catholic.edu/faculty-staff/faculty/recording.html)

### Accommodations for students with disabilities

* Any student who feels they may need a reasonable accommodation based on the impact of a disability should contact the Office of Disability Support Services ([Office of Disability Support Services)](https://dss.catholic.edu/index.html)) by emailing at CUA-DSS@cua.edu

