

## IMSE PhD Teaching Requirement Fulfillment

**Student Name** \_\_\_\_\_ **Date** \_\_\_\_\_

An IMSE PhD candidate is required to attend a minimum of 2 Teaching Workshops offered by the Washington University Teaching Center and fulfill a total of at least 15 units of teaching. A unit of teaching is broadly defined as an hour spent communicating with a group of students or scholars. As such, holding one-on-one office hours, grading exams or note taking should not count toward the formal accumulation of teaching units. The teaching requirements must be completed before the student submits his/her doctoral dissertation to the graduate school.

### “Traditional” Mentored Teaching Experience.

For students pursuing a “traditional” MTE path, the required 15 units could be completed by assisting with 1-2 courses. IMSE students who choose to follow the “traditional” MTE path will be assigned to assist with courses where they will engage with the students in recitation/discussion sections, small groups, or laboratory settings. They may also be asked to prepare and present guest lectures. The course instructor will be expected to provide the appropriate mentoring during the MTE, and will provide a summary of the teaching activities and expectations required successful completion of the MTE, prior to the IMSE student being assigned to the course. The mentor will also indicate the total number of teaching units (hours) completed and provide feedback to the student and IMSE Graduate Studies Director at the end of the course.

### “Outreach” Mentored Teaching Experience

IMSE students who choose to follow an “outreach” focused MTE path will gain experience working on K-12 or public outreach activities focusing on science, technology, engineering, or math (STEM) and organized by their research advisor, the IMSE, or other campus organizations. Credit will be given for time spent preparing and presenting these activities. Again, the student’s advisor or a representative from the lead organization will be expected to provide the appropriate mentoring during the MTE, and will provide a summary of the teaching activities and expectations required successful completion of the MTE. The mentor will also indicate the total number of teaching units (hours) completed and provide feedback to the student and IMSE Graduate Studies Director at the end of the experience.

### Additional Teaching Opportunities

In addition to the above opportunities, IMSE students may use the following activities to complete up to 5 units of the teaching requirement:

- Leading a journal club session (max 2 units)
- Presenting their research in the IMSE or other departmental seminar attended by students and faculty (max 2 units)
- Presenting their research as a speaker at a professional society or similar national meeting (max 2 units)

Other activities similar to those listed here will be considered for inclusion by the IMSE Graduate Studies Director on a case-by-case basis.

**Teaching Center Workshop Course Name**

**Date completed**

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