

## **Supervised Teaching Internship Guidelines (BIOL 700)**

An internship is a rigorous, thoroughly planned pedagogical activity that provides an opportunity for development of skills in traditional and innovative teaching methods, and for integrating pedagogical content knowledge acquired as part of graduate work. An internship consists of a written proposal, supervised teaching experience, and report. A written proposal for each internship must be discussed and approved by the student's committee prior to the first class session. The teaching internship must be supervised. The internship report should be completed no later than the semester following the course.

### **Proposals:**

#### **I. General Information:**

- A. Your name
- B. Faculty supervisor
- C. Course description (catalog # and title, section, semester, year)
- D. Extent of internship (entire course, # class periods, etc.)
- E. # of credits agreed upon for internship

#### **II. Previous teaching experience**

- A. Teaching experience in area that you are proposing to teach
- B. Coursework experience in area that you are proposing to teach

#### **III. Rationale for teaching internship:**

- A. How this internship aligns with or augments your Philosophy of Teaching and professional goals
- B. Goals for internship (include new teaching techniques, content knowledge, skills, mentoring, etc.). You should provide rationales (well-supported by the published literature) for these goals.
- C. Assessment of goals (provide samples of the specific evaluation instruments that measure your teaching, which are supported by the published literature).

#### **IV. Teaching strategies**

- A. Specific instructional/learning objectives proposed for this course (or the portion of the course you plan to teach).
- B. Specific procedures/strategies you plan to employ to teach. You should provide a rationale for these strategies that is well-supported by the published literature.
- C. Specific methods you plan to use to assess student learning (formative and summative). You should include a rationale for, and a sample of, your assessment tools.

#### **V. Supervisor Role**

- A. How often will your supervisor assess your teaching?
- B. What expectations do you have for your supervisor? Describe the commitment your supervisor has made to this internship.
- C. Specific evaluation instruments your supervisor will use to evaluate your overall teaching and your progress towards meeting the internship goals (provide a sample).

### **Reports:**

Your internship report should parallel your proposal. You should address each of the above points, analyzing how you met your teaching goals, the effectiveness of your classroom assessments, and whether or not this internship met your professional development expectations. An analysis of student and supervisor evaluations should be included. Reflection on your future teaching goals is also recommended. If applicable, the Comprehensive Internship Report should consist of all internship reports, prefaced by a statement of Teaching Philosophy (similar to one included in job applications).