

CETL 8802 Syllabus

International TA Development, 3 credits

Fall 2025

Instructor Information

Instructor: Sarah Kegley

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Drop-in hours and location: Thursdays, 11am to 3 pm, CULC 457

General Course Information

Course Description:

Welcome to **CETL 8802: ITA Development/Special Topics in Academic Discourse and Communication** – especially designed for International Teaching Assistants [ITAs]. The Course Record Number is CRN 86713.

This course is designed to assist international graduate TAs during their first semesters in the classroom, lab, recitation, or other teaching context, whether in person or remote. Course activities are designed to create self-awareness in, and attention to, the use of strategies that improve teaching and TA communication. This includes a focus on communication within the instructor/TA-student relationship dynamic.

Course activities will incorporate use of content from your particular assigned course materials. Where appropriate, activities will highlight individual pronunciation, fluency, and *comprehensibility* needs in speaking and listening contexts common to a university TA. *Note that in Linguistics, comprehensibility refers to the ability to produce speech in the following two ways:*

1. *Clarity of sounds* such that a listener could repeat the words
2. *Clarity of meaning* such that the intention of the speaker meets the understanding of the listener.

3. This course will dedicate some attention to *strategies for communication while using face coverings/masks*.

Course Learning Outcomes

- Develop self-awareness of your teaching practice
- Identify and employ strategies in communication and cultural awareness that enhance pedagogical decision-making
- Identify characteristics of classroom contexts typical to Georgia Tech/your field.
- Identify and practice communication strategies for use in the classroom, lab, or other (remote or in-person).
- Identify & practice use of functional language used in academic settings
- Create self-awareness regarding comprehensibility*
- Deliver & reflect on three to four micro-teachings (using your field-specific content).
- Identify resources for further practice and Institute resources.

Required Course Materials

None. All materials will be on Canvas. CRN 86713

Grading Policy:

Grades for the course are pass/fail. Each module will represent 25 percent of the final grade. As long as you receive 80% of the points, you will pass the course.

- In accordance with Georgia Tech procedures for international TAs, you are required to successfully complete this course in order to maintain your qualifications for your TA position.
- We use Canvas for all communication; use the mail feature & check the calendar for updates and assignments.

Assignments

- Assignment 1, Self-Introduction, 25 percentage/points towards grade
- Assignment 2, Extended Definition microteaching, 25 percentage/points towards grade
- Assignment 3, Visual language usage microteaching, 25 percentage/points towards grade
- Assignment 4, Using questions effectively microteaching, 25 percentage/points towards grade

Description of Graded Components

Graded components consist of content modules with descriptive strategies to strategically develop your teaching and communication skills. Each module will contain interactive recorded presentations, as well as in-class mini-presentations. Come to class prepared to participate in giving mini-lectures!

Course Policies

Attendance and/or Participation

Given the small size, class meeting schedule, and interactive nature of this class, attendance is generally expected at each class meeting. Classes will not be offered virtually due to the interactive nature of the course, but I encourage you to obtain notes from a classmate and come to me with any questions if you need to miss class. Students are encouraged to consult Georgia Tech's [official attendance policy](#). In addition to the GT rules, it states "All students are responsible for obtaining an understanding of each instructor's policy regarding absences." Follow the [instructions for notifying instructors](#) when you need to miss class.

Academic Integrity

Georgia Tech aims to cultivate a community based on trust, academic integrity, and honor. Students are expected to act according to the highest ethical standards. Review [Georgia Tech's Honor Code](#) and the student [Code of Conduct](#).

Any student suspected of cheating or plagiarism on a quiz, exam, or assignment will be reported to the Office of Student Integrity, who will investigate the incident and identify the appropriate penalty for violations.

Accommodations for Students with Disabilities

If you are a student with learning needs that require special accommodation, [contact the Office of Disability Services](#) (404-894-2563) as soon as possible to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible in order to set up a time to discuss your learning needs.

Student-Faculty Expectations Agreement

At Georgia Tech, we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. [The Student-Faculty Expectations](#) articulate some basic expectations that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and

cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while in this class.

Collaboration, Group Work, and Use of Generative AI

Generative AI is unnecessary to this course. Your own reception and production of language is the focus of your development! If you want to use Generative AI for any particular assignment, please talk with your instructor first. Together you can decide if it is an appropriate support of your language and teaching development!

Campus Resources for Students

Graduate Student Academic and Professional Success Resources:

A list of resources for graduate students is given on the [Office of Graduate and Postdoctoral Education](#) website. Specific information for [current graduate students](#) includes

- [Academic Resources](#) such as the Communications Center, Language Institute, Library, Catalog, Registrar, resources for conducting research, Advocacy and Conflict Resolution resources, and how to manage unexpected situations that may impact your academic performance;
- [Student Resources](#) such as Campus Services, Child Care/Family programs, Health & Wellness, Career Services, and the Student Resource Guide; and
- [Professional Development](#) such as the programming from the Career Center and other professional development resources and events”

Student Well-Being:

At Georgia Tech, you are recognized as a human being navigating life's ups and downs. You may experience stressors that can impact both your academic journey and your personal wellness. These may include academic pressure and challenges associated with relationships, mental health, alcohol or other drugs, finances, etc.

If you are experiencing disruptive challenges, seeking help is a courageous thing to do for yourself and those who care about you. A comprehensive list of student services and resources has been compiled and maintained by the Office of the Vice President for Student Engagement and Well-Being, and you can find access that list here: <https://students.gatech.edu/student-resource-guide>Links to an external site.

- In an emergency, please call Georgia Tech Police Department at (404) 894-2500 or 911.
- For immediate mental health support, you can call the Center for Mental Health Care and Resources at (404) 894-2575.
- You can call or text 988 or chat at 988lifeline.org for yourself or if you are worried about a loved one who may need crisis support.

At Georgia Tech, we are concerned about your overall physical, social, and mental well-being. A [comprehensive list](#) of wellness related resources has been compiled and maintained by the Office of the Vice President for Student Engagement and Well-being ([student-resource-guide \(gatech.edu\)](#))