

University Foundations Application
(Please type)

Name: _____ Date: _____

E#: _____ Supervisor's Name: _____

My department chair/supervisor has approved me to teach University Foundations: ___ Yes ___ No

Dept.: _____ Work Address: _____

Office Phone No.: _____ Fax: _____ Email: _____

Home Address: _____
street city state zip

I am professionally classified as:⁺
___ A&P ___ ASP ___ Faculty, Unit A ___ Faculty, Unit B ___ Civil Service ___ Graduate Student

Position Title: _____

Highest degree attained/field: _____

What are your preferred teaching times for Fall 2012? (Please rank as many times as possible and place an **X** on line for any times when you are **not available**.)^{*} If you have requested a specific person as your co-teacher, please discuss times with that person before submitting your applications.

MW	9:00-9:50	_____	TR	9:00-9:50	_____
MW	10:00-10:50	_____	TR	10:00-10:50	_____
MW	11:00-11:50	_____	TR	11:00-11:50	_____
MW	12:00-12:50	_____	TR	12:00-12:50	_____
MW	1:00-1:50	_____	TR	1:00-1:50	_____
MW	2:00-2:50	_____	TR	2:00-2:50	_____
MW	3:00-3:50	_____	TR	3:00-3:50	_____
MW	4:00-4:50	_____ ⁺⁺	TR	4:00-4:50	_____ ⁺⁺

I prefer to teach in ___ Thomas ___ Taylor ___ Carman ___ 9th St. Hall ___ no preference

I would like to teach with (list name of potential teaching partner)**: _____

UF Instructor Training will take place May 9-10, 2012; this is required for all new instructors.

⁺ The minimum requirements for teaching University Foundations are completion of a Master's degree and full time status at Eastern Illinois University. Graduate students currently pursuing a Master's degree at Eastern may also apply to co-teach. Graduate students are not paid to teach University Foundations.

^{*} If you have already identified a co-teacher, please discuss teaching times with that person. If the time you teach is more important than the choice of co-teacher, please let us know. We will do everything we can to give people their time preferences; however, we are limited by the number of classrooms available and by the need to offer sections at various times of the day in order to allow UF courses to fit into a variety of student schedules.

⁺⁺ Only one section will be offered at 4:00 p.m.

^{**} People in the same department/unit will not be paired to teach UF; the idea behind the co-instructors is to bring people into the classroom from a varied areas.

Please describe your prior teaching experience and/or work with freshmen:

Please describe your philosophy of working with freshmen. Include why you are interested in teaching University Foundations and any special qualifications you could bring to UF.

What do you consider the most important issues facing today's freshmen and how would you address them in your section?

Please list 3 Eastern faculty/staff members who could speak to your abilities and skills; include office phone number and email addresses and how you know or work with each person.

Return application by **February 28, 2012** to Dr. Karla Sanders, CASA, or send as an attachment to kjsanders@eiu.edu.