

## Neurobiology 95hf Tutorships for 2009-2010

### **APPLICATION DEADLINE: Monday, March 9, 2009, 5:00 PM**

The Standing Committee for Neurobiology is now soliciting applications for tutors to teach in the Neurobiology 95hf Tutorial Program for the 2009-2010 academic year. The Neurobiology 95hf tutorials are full year courses (1/2 course credit for the year) that explore selected topics in a wide variety of advanced fields, not covered in depth in other undergraduate course offerings. They meet once a week, often in the evenings, for the full academic year. Some are taught in the Houses, often around dinner hours. Students from all concentrations are eligible to enroll though preference will be given to students who are concentrating in Neurobiology.

For undergraduates, the Neurobiology 95hf Tutorial Program provides the unique opportunity to associate with a professional biologist/medical scientist over an extended period of time, and to be engaged as full participants in directing their own student-centered learning experience. The seminars build upon a mentored partnership of practice between student and tutor, bridging the gap between regular courses of study and independent research. They also serve as one entry point for thesis work and help students identify research topics, hypothesis, potential laboratories, and sponsors. Response to the tutorials has been extremely positive from students and tutors alike.

One innovative and successful tutorial is "Problem Solving in Neuroscience: An Interactive Case-Based Online Network (ICON)." The ICON tutorial is designed and developed to enhance problem solving skills within a student-centered learning environment, the mutual investment of students and faculties in a partnership of practice, and to integrate the student's thinking across different areas of neuroscience. Each case in ICON consists of learning modules that place emphasis on scientific content, formulation of hypothesis, specific learning objectives, collaborative discussion, self-assessment, and interactive dialogue between students and the characters in the case. Moreover, each case includes a comparative assessment protocol using performance metrics, learning profiles, and interactive transfer cases. More information about the ICON program can be found at <http://icon.fas.harvard.edu>. We strongly encourage tutors to incorporate an ICON case into their Tutorial.

**ELIGIBILITY AND LOGISTICS:** Proposals from faculty members at or above the rank of Lecturer will be given preference. Harvard postdoctoral fellows may apply with permission from their mentor. Advanced Harvard graduate students are ineligible to apply as primary instructors but, with permission

of their mentor and from their respective graduate programs, may apply as a co-instructor with a postdoctoral fellow or faculty member being the primary instructor. For postdoctoral fellows, tutorial appointments are made at one-fifth Senior TF rate (\$9480 for AY 2008-09) over ten months.

Since the Neurobiology tutorials are considered advanced neurobiology electives, all of the tutorials must have as their prerequisites Life Sciences 1A (An Integrated Introduction to the Life Sciences: Chemistry, Molecular Biology, and Cell Biology) and Molecular and Cellular Biology 80 (Neurobiology of Behavior) AND permission of the instructor. Other prerequisites are at the discretion of the instructor. New tutorials should not significantly overlap with current course offerings so consult the "Neurobio Courses" and "Neurobio Tutorials" webpages of the Life Sciences website (<http://www.lifescience.fas.harvard.edu>).

Faculty and post-doctoral fellows who are interested in applying for a Neurobiology 95hf tutorship position should submit their application no later than **Monday, March 9, 2009 at 5:00 PM**. Following the review of applications by members of the Standing Committee for Neurobiology, prospective tutors will be contacted and invited for an interview.

Beginning in Academic Year 2009-10 that classes that the entire university will be using a common academic calendar between all faculties (e.g. FAS, Medicine, Divinity, Law, etc.). Classes will begin on Wednesday, September 2, 2009, which is BEFORE Labor Day. Final exams for the fall semester will now be held before the winter vacation instead of in January. For more information about the new academic calendar, please consult the FAS Registrar's website (<http://www.registrar.fas.harvard.edu/fasro/common/calendar.jsp>).

General tutorial questions can be directed to Dr. Jonathan Matsui, Acting Head Tutor in Neurobiology (617-495-0758 or [jmatsui@fas.harvard.edu](mailto:jmatsui@fas.harvard.edu)). You are strongly encouraged to discuss your application with Jonathan prior to submitting your application to the committee.

## **APPLICATION FOR A NEUROBIOLOGY 95hf TUTORSHIP for 2008-2009**

**APPLICATION DEADLINE: Monday, March 9, 2008, 5:00PM**

Please return all completed application materials to:

Dr. Jonathan Matsui

The Neurobiology 95 hf Tutorial Seminar Program

Life Sciences Undergraduate Office

16 Divinity Avenue, BioLabs Room 1082a

Cambridge, MA 02138

Following review of your application, prospective tutors will be contacted and invited for an interview.

### **The TITLE PAGE should include the following information:**

1. Name
2. Work address including affiliation/status/location (e.g., professor, instructor, lecturer, post-doc, etc.).  
Graduate students are not eligible to apply as primary instructors.
3. Telephone number
4. Email address
5. Title of the proposed tutorial seminar (60 characters or less, including spaces)
6. Course description of the proposed seminar (60 words or less)
7. Prerequisites: The prerequisites must include LS 1a, MCB 80, and permission of the instructor.  
Other courses such as the "intermediate" biology courses (e.g. MCB 52) are at the discretion of the seminar instructor. Please consult the Harvard Courses of Instruction.

### **PLEASE INCLUDE THE FOLLOWING INFORMATION:**

1. Detailed outline of the seminar format including a complete syllabus with specific topics and learning objectives to be covered throughout the year.
2. Your proposed method of instruction
3. Sample description of how you will conduct two typical tutorial meetings (Include and discuss your approach to student-centered learning, student participation and scholarship in discussion, formulation of hypotheses, group dynamics, integration of specific reference materials and latest scientific developments, etc.)
4. Select bibliography of relevant scientific reviews and published papers

5. Typical weekly workload
6. Oral presentations/written assignments
7. Grading: Specific basis for letter grade determination
8. Current curriculum vitae
9. A **BRIEF** biographical sketch and a synopsis of your current research interests (1 page max.)
10. Previous teaching experience (1 page max.)

**Postdoctoral fellows and graduate students are required to also include:**

1. Include names, telephone, and email addresses of 3 references who will be contacted regarding your teaching experience
2. A written and signed confirmation letter is required from your mentor that demonstrates their approval of your commitment as a tutor in the Neurobiology 95 hf Tutorial program.
3. DMS STUDENTS must obtain Leah Simons' signature. Ms. Simons is the Director of Academic Administration for DMS. TMEC 435; phone: 617-432-2029; email [leah\\_simons@hms.harvard.edu](mailto:leah_simons@hms.harvard.edu)

**EXPENSES**

If you anticipate any expenses in connection with your Neurobiology 95hf Tutorial, please indicate these below, and include approximate amounts for the year. The Tutorial Program does not cover food expenses. The Tutorial Program provides a small budget for copying.

Estimated Expenses for COPYING:

**Please submit all materials by Monday, March 9, 2009 at 5:00 PM.** For further information, contact Dr. Jonathan Matsui, Acting Head Tutor in Neurobiology. Phone: 617-495-0758 -- email: [jmatsui@fas.harvard.edu](mailto:jmatsui@fas.harvard.edu)