TA Short Guide to Key Resources, 2023-2024

TEACHING:

• **Center for Teaching, Learning & Outreach:** The CTLO staff can answer individual questions, troubleshoot, and help TAs obtain feedback on teaching. Events (workshops and programs) are updated online; [https://ctlo.caltech.edu](https://ctlo.caltech.edu)

• **Teaching Conference:** Held prior to the start of the fall quarter, the annual conference includes basic, advanced and specialized workshops; [https://ctlo.caltech.edu/universityteaching/events/conference](https://ctlo.caltech.edu/universityteaching/events/conference)

• **Remote Teaching:** Resources for technology, tools and strategies for teaching remotely; [https://teach.caltech.edu](https://teach.caltech.edu)

• **Caltech Project for Effective Teaching (CPET) Certificate Program:** CPET is a graduate student group offering seminars and workshops, resources, videos, and two certificate programs: the Certificate of Interest and Certificate of Practice in University Teaching; [https://ctlo.caltech.edu/universityteaching/programs/cpet](https://ctlo.caltech.edu/universityteaching/programs/cpet)

• **University Teaching Course:** E110, Principles of University Teaching and Learning in STEM. (3 units, pass-fail); [https://ctlo.caltech.edu/universityteaching/programs/courses/e110](https://ctlo.caltech.edu/universityteaching/programs/courses/e110)

ACADEMIC:

• **Tutoring:** The undergraduate dean’s office provides a peer tutoring service; If the course isn’t listed, the student can talk with the dean’s office to arrange for a tutor; [https://deans.caltech.edu/AcademicSupport/tutor](https://deans.caltech.edu/AcademicSupport/tutor)

• **Writing:** The Hixon Writing Center provides professional writing tutors as well as peer tutors, individual and group writing space, and additional resources; [https://writing.caltech.edu](https://writing.caltech.edu)

• **Remote Learning:** Resources for technology, tools and strategies for learning remotely; [https://learn.caltech.edu](https://learn.caltech.edu)

• **Registrar & FERPA:** The registrar can answer questions about degree progress, privacy of student records, and course enrollment procedures; [https://registrar.caltech.edu](https://registrar.caltech.edu). The website also lists Option Representatives for option-specific advising, policies, and information.

• **Library:** Borrow books, retrieve journal articles, reserve rooms and receive guidance about researching online and in the library, including course reserves and copyright/fair use; [https://library.caltech.edu](https://library.caltech.edu)

• **Dean of Undergraduate Students:** Wide-ranging assistance addressing issues (academic and other) for undergraduates; [https://deans.caltech.edu](https://deans.caltech.edu), 626-395-6351.

• **Dean of Graduate Studies:** Wide-ranging assistance addressing issues (academic and other) for graduate students; [https://gradoffice.caltech.edu](https://gradoffice.caltech.edu), 626-395-6346.

ADDITIONAL RESOURCES (note: all campus phone numbers begin with 626-395-X):

• **Counseling Center:** Free for all students, regardless of insurance plan; [https://wellness.caltech.edu/counseling](https://wellness.caltech.edu/counseling), x8331.

• **Occupational Therapy:** Individual sessions and consultations on building healthy habits and routines, time management, planning and organization, and more. Free for all students; [https://ot.caltech.edu](https://ot.caltech.edu), x8331.

• **Center for Inclusion & Diversity:** Resources concerning navigating diversity and inclusion, including staff who can speak with students about challenges of harassment and discrimination; [https://diversity.caltech.edu](https://diversity.caltech.edu)

• **Equity and Title IX:** Caltech’s Assistant Vice President for Equity and Title IX Coordinator (equity@caltech.edu) works with students on issues related to discrimination (including based on race, sexual orientation, gender, etc.), harassment, and sexual misconduct; [https://equity.caltech.edu](https://equity.caltech.edu), x3132.

• **Caltech Accessibility Services for Students (CASS):** Works with students with a wide range of disabilities to provide access to learning, housing, and campus life through accommodations; [https://cass.caltech.edu](https://cass.caltech.edu), x2961

• **Residential Support:** Resident Associates (RAs) and Residential Life Coordinators (RLCs) are also resources for TAs and students; [https://ore.caltech.edu](https://ore.caltech.edu), x6321

• **Career Achievement, Leadership and Exploration (CALE):** Previously known as Career Advising and Experiential Learning (CAEL). Provides resources to help students make career decisions and implement career plans; [https://career.caltech.edu](https://career.caltech.edu), x6361