UNI 100: Freshman First Class
Facilitator FAQs

Thank you for your interest in being a facilitator for UNI 100: Freshman First Class. This unique opportunity allows you to get to know members of our incoming freshman class while serving as a valuable resource to them during the critical transition time of the beginning of their first semester of college. If you have not been a facilitator before, you may have some questions about what to expect, so the Facilitator & Training workgroup has prepared this handout to try to address the questions people often have about the facilitator experience. You are also encouraged to contact any of the members of the Facilitator & Training workgroup with additional questions or concerns.

**What if I have zero teaching experience? Can I still be a facilitator? Will I be an effective facilitator?**
Teaching experience is not a prerequisite to facilitate UNI 100. The most effective facilitators are staff members with a passion to assist our first year students during their initial transition to campus life. Don’t worry if you’ve never been in front of a classroom – we will provide adequate training prior to the start of the class.

**How many freshmen can I expect to have in my class?**
We strive to keep our section enrollments as low as possible so our first year students can connect with a smaller, close-knit community on campus. Most sections will have 20-35 students.

**What is a peer mentor, and how do I get one?**
Peer mentors are advance-standing student volunteers who have expressed an interest in developing their personal leadership skills along with a desire to assist our newest Herd members during their first few weeks on campus. Peer mentors go through a stringent application/selection process and will be assigned to you prior to training. Together, you and the peer mentor can establish a successful experience for your UNI 100 section.

**How much time is required prior to the semester? During the semester?**
The time commitment is manageable, especially if you plan ahead. We require a couple of hours of the summer for training. We also ask facilitators to be available the entire Week of Welcome, because we teach five sessions of UNI 100 during WOW, the week before the fall semester begins. You should also plan for 30 minutes of prep and one hour of class time each week for the 7 weeks of the semester the course is offered.

**Do I have to attend all WOW activities?**
Facilitators are not required to attend all WOW events; however, we do require your presence at the five UNI 100 class sessions. And, we strongly encourage you to join us for the Freshman
First Class and Convocation events – held on the Thursday and Friday mornings of WOW, respectively.

Do I have to plan each week’s activities or will I be given “lesson plans”? We’ll provide you with detailed lesson plans for each class session. Each lesson plan will outline student learning outcomes, describe suggested activities, and provide materials such as handouts.

What if I want to do something different than what is in the UNI manual? Each class session’s topic is specifically developed to meet the needs of our transitioning students, so we ask that you follow the topics in the order they are presented in the manual. However, if you have ideas for ways to present the material to the students that are different than what are included in the manual, you have the freedom to implement those. And then please share them with the UNI 100 committee so they can be incorporated into future UNI classes!

What do I do if I can’t attend one of the weekly class sessions? If you have to miss a class session, please make sure your peer mentor knows ahead of time if possible. But, sometimes life happens and we can’t plan for everything. This is where weekly prep meetings with your peer mentor come in handy. The mentors should always be prepared to facilitate a session in the absence of a facilitator.

Is it OK to say “I don’t know” to a student’s questions in order to research an answer? Will they think they have the worst facilitator in the world? An honest facilitator is definitely not the “worst facilitator in the world.” We understand that facilitators won’t know the answer to every question, so replying with “I don’t know” and finding the correct answer is the mark of a responsible facilitator.

I have heard others talk about taking candy to class or little “extra” things. Will I be given a list of suggestions? We will provide tips for success from previous facilitators – both during training sessions, and within the prepared class manual given to all facilitators.

How will I know if I was effective in the class? We assess the student learning and facilitator effectiveness in each UNI 100 section. We will provide all facilitators with a brief assessment report following the conclusion of the course.

Will I give students grades at the end of the semester? UNI 100 is a credit/no credit course; however, facilitators are responsible for recording those grades at the end of the semester through myMU. Additionally, facilitators are also required to assign part of the final grade for their peer mentor. Peer mentors are enrolled in UNI 201, which is a letter-graded class.
Will I receive any compensation for being a UNI facilitator?
In addition to the personal satisfaction that comes from helping students, facilitators will receive $100 of Herd Points on their Marshall ID to use in the MU Bookstore, dining facilities, and campus Starbucks. This stipend is taxable, and the taxes will be deducted from your regular paycheck.

Have questions that weren’t answered here? Contact a member of the UNI 100 Facilitator Workgroup
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