Classroom Etiquette
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Speaker’s Notes

Presenters: Margaret Petway
Renee Washington
Dean Linda Herlocker
Contributor: Frances Cox

I. Scrolling PowerPoint as students are entering the room. PowerPoint presents some of the Classroom Etiquette basics in a fun and engaging way.

II. Introduction to the topic: Renee Washington
   a. What is Etiquette?
   b. Introductions of Presenters and Participants
      i. What bad behaviors did you notice during the introductions?
      ii. What constitutes basic “good” classroom behavior?
      iii. How do you set the stage for good learning? (e.g. Who has a pen and paper?)

III. Respect: Margaret Petway
   a. Etiquette is founded on three aspects of respect:
      i. Respect for instructor/professor/administrators
      ii. Respect for fellow classmates
      iii. Respect for yourself
   b. Things that will keep you from getting what you want
      i. Approaching the instructor with inappropriate familiarity
      ii. Being demanding
      iii. Inappropriate language or actions

IV. What does your tuition buy you?: Dean Herlocker
   a. “I pay your salary!” What do you get for your money?
      i. The right to be challenged academically/intellectually
      ii. The right to scholarly debate & to challenge your ideas
      iii. The right to be treated with respect
   iv. You don’t get the right to:
      1. a grade
      2. a degree
      3. be disrespectful to faculty, staff, or students (e.g. say what you want how and when you want)
   b. “I’ve been disrespected!” What do you do if you aren’t treated with respect by faculty, staff or students?
      i. Student Handbook
         1. Your rights
         2. Your responsibilities
         3. Your options if something isn’t right
         4. Student Code of Conduct
      ii. Talk to the Dean

V. Closing thoughts: Dean Herlocker