

## Faculty Center for Teaching and Learning

January 2005



### *GTA Certificate Program*

Please encourage your Graduate Teaching Assistants to enroll in our non-credit Certificate course, particularly if they are instructors of record. This certificate meets the requirements set out by Graduate Studies for GTA Training.

The Spring 2005 Certificate course will offer a stipend to those who complete the class requirements. Admission to the course will be granted on a first-come, first served basis according to these criteria:

1. Graduate Teaching Associates
2. Graduate Teaching Assistants
3. GTA-Graders
4. Anyone else interested

The course lasts 12 weeks and can be taken on Friday afternoons (2:00-5:00) or Wednesday evenings (6:00-9:00). Online registration can be found at: <http://www.fctl.ucf.edu/events/gtacert/index.htm>

Registration due date: January 14, 2005

### *Course Innovation Project*

Course Innovation Project RFPs are due to the Faculty Center on Friday, January 21, 2005 at 5:00 pm.

By completing the workshops, producing a final project for dissemination, and writing an article for the *Faculty Focus* faculty will receive a \$500 stipend.

Please go to the website for more information:

<http://www.fctl.ucf.edu/events/courseinnovation/index.html>

### *Year of Scholarship of Teaching and Learning*

Our initiative on the Year of the Scholarship of Teaching and Learning (SoTL) has moved into high gear!

We've expanded our library in the Faculty Center with a sub-category of books about SoTL and invite all faculty to look through our holdings.

We've added to our main Web site by creating a parallel page dedicated to SoTL at UCF (<http://www.fctl.ucf.edu/sotl/>). Here you can find definitions of SoTL, lists of its usefulness, a calendar of SoTL events at UCF, links to resources at UCF to aid in SoTL research, information about SoTL conferences, details on SoTL journals, and links to other SoTL events nationally.

We've placed a recap of the November 16 SoTL event on our SoTL website (in the calendar section). Anyone who missed the event can still learn much from the recap!

Finally, we have some specific dates for the remainder of the Year of SoTL. Mark your calendars now:

February 24, 2005: We will welcome SoTL grant agencies and editors from SoTL journals.

April 20, 2005: We will host a showcase for faculty doing SoTL to present posters. Also, author and SoTL expert Charles Glassick will deliver the keynote address.



## *NSSE Conference Feb. 13 & 14*

Forty faculty participants who register through Dr. Schell's office will be chosen to receive a waiver for the registration fee for the upcoming regional conference for the National Survey of Student Engagement (NSSE). Additionally, there will be a small stipend for participants.

NSSE, which will be held at UCF on February 13-14, is designed to obtain annual information from colleges and universities nationwide about student participation in programs and activities that institutions provide for their learning and personal development. The results will provide an estimate of how undergraduates spend their time and what they gain from attending college.

One subset of breakout groups from the two-day event will focus exclusively on results here at UCF. We hope all faculty at UCF will consider attending this important event. The goal is to use the data to identify aspects of the undergraduate experience inside and outside the classroom that can be improved through changes in policies and practices more consistent with good practices in undergraduate education. For more information, contact Academic Affairs at 407-823-4197.

### *Special Sessions for UCF Faculty February 13, 2005*

- 2:00 p.m. - 5:00 p.m. UCF Focused Workshops
- 5:30 p.m. - 6:30 p.m. Plenary: Dr. George Kuh, NSSE
- 6:30 p.m. - 7:30 p.m. Reception
- 7:30 p.m. - 8:30 p.m. Dinner

### *February 14, 2005*

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|------------------------|-----------------------|
| 8:00 a.m. - 9:00 a.m.  | Continental Breakfast |
| 9:00 a.m. - 12:00 p.m. | General Sessions      |
| 12:00 p.m. - 1:00 p.m. | Box Lunch             |
| 1:00 p.m. - 3:30 p.m.  | UCF Focused Workshops |
| 3:30 p.m. - 4:30 p.m.  | Plenary Address       |

### *Potential Topics:*

- Identifying strategies for increasing student academic engagement
- Integrating writing across the curriculum
- Promoting academic rigor and program standards
- Promoting analysis and synthesis
- Others

### *New Faculty Lunch*

The Faculty Center is pleased to invite new tenure-track faculty members to be our guests for lunch January 20th at 11:30 in the Marketplace.

Please RSVP: (407) 823-3544.

### *Faculty Social*

Our first social this semester will be held January 11th. The Socials have been a huge success! Join us for relaxation and food from 4:00-5:30 at the Faculty Center. RSVP (407) 823-3544.

## *UCF Undergraduate Research Journal*

The Office of Undergraduate Studies would like to announce the University of Central Florida Undergraduate Research Journal. The journal is to be a premier showcase of undergraduate research at the University of Central Florida. This multidisciplinary, refereed journal is also a tribute to UCF's commitment to undergraduate research.

An aim of the journal is for undergraduate students to become excited and involved in research and subsequently publication. We are currently seeking manuscripts for the premier issue. Manuscripts should be submitted by January 15, 2005 for best consideration. The journal is also seeking reviewers of these manuscripts as all manuscripts will undergo a double-blind review process. Information about the journal and manuscript submission can be found at the journal web site located at:

<http://ejournal.ucf.edu>

The Submissions Procedure page can be found at:

<http://www.ejournal.ucf.edu/submissions.php>



## *In the Center*

### **101 Tips for Teaching Large Classes**

How do we manage large classes and at the same time maintain our standards for excellent teaching and effective learning?

*Jan. 14, 1:30-3:00*

*Jan. 24, 2:00-3:30*

### **Assessment Strategies that Work**

A tool box of assessment techniques will be opened and participants will discuss alignment of course goals and objectives with different types of assessment.

*Jan. 18, 10:30-12:00*

### **Assessing Student Performance and Teaching Strategies**

From goals and objective to assessment and improvement, this discussion will focus on an integrated assessment system that addresses individual student performance and teaching effectiveness.

*Jan. 26, 3:00-4:30*

*Jan. 28, 10:30-12:00*

### **Academic Standards - What Does This Mean to Faculty and Students?**

In this workshop faculty will discuss academic standards, what that means to faculty and students, and how to ensure that each stakeholder is aware of the standards of the course or program.

*Jan. 27, 1:30-3:00*

### **Building a Grade Book in Excel**

We will walk through a grade book template and customize it to your syllabus. Please bring your syllabus with a breakdown of your scoring policy.

*Jan. 12, 1:30-3:00*

*Jan. 20, 2:30-4:00*

### **Developing a Faculty Portfolio**

One of the hardest things to do is to document teaching proficiency.

This portfolio workshop will help faculty develop an outline for their portfolio and define the content and layout.

*Jan. 13, 1:30-3:00*

### **Developing a Portfolio for Promotion and Tenure**

This workshop will discuss, in a general way, the “do’s and don’ts” of promotion and tenure portfolios. We will discuss the “more work/less work” rule, as well as the value of finding a tenure mentor.

*Jan. 24, 10:00-11:30*

### **Effective Grading Strategies**

In this workshop participants will discuss criteria for making grading easier, more efficient, and more useful to the student.

*Jan. 25, 10:30-12:00*

### **Incorporating Global Perspectives into Women’s Studies Curriculum**

The workshop will highlight the themes of globalization and women’s perspectives in the canon of Women’s Studies.

*Jan. 21, 10:30-12:00*

### **Rubrics = Expectations and Evaluation**

Rubrics are useful for multiple purposes in the learning process including the establishment of criteria and expected levels of performance.

*Jan. 11 & 14, 10:30-12:00*

### **Rubrics: What Are They And How Do They Meet Assessment Criteria?**

Techniques will be highlighted to assist you in developing objectives and activities to meet the goals of your courses. A sample assessment and rubric will be shared with attendees.

*Jan. 31, 1:30-3:00*



### **Structuring and Assessing Face-to-Face and Online Discussions**

Some students struggle seeing the relevance of classroom discussions; they don’t usually think of discussion as a valuable outcome or as evidence of their thinking. In this workshop we will develop specific objectives, procedures, and evaluation criteria for discussion-based learning.

*Jan. 19, 2:30-4:00*

*Jan. 26, 10:30-12:00*

### **Teaching as a Non-Native Speaker**

Educators who speak English as a second language face unique linguistic and cultural challenges. We will discuss strategies to ease the transition to a new language and a new culture.

*Jan. 10 & 11, 1:30-3:00*

### *Teaching Circles*

Our Teaching Circle is an informal opportunity to come together to brainstorm teaching ideas and mentor each other as we implement the ideas in our classrooms. The Teaching Circle meets from 3:30 – 5:00 every Wednesday in the Faculty Center. Drop in’s are welcome.

## January 2005

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10 Teaching as a Non-Native Speaker CL1-207 1:30-3:00	11 Rubrics = Expectations and Evaluation CL1-207 10:30-12:00 Teaching as a Non-Native Speaker CL1-207 1:30-3:00 Faculty Social CL1-207 4:00-5:30	12 Building a Grade Book in MS Excel CL1-207 1:30-3:00 Teaching Circles CL1-207 3:30-5:00	13 Developing a Faculty Portfolio CL1-207 1:30-3:00	14 Rubrics = Expectations and Evaluation CL1-207 10:30-12:00 101 Tips for Teaching Large Classes CL1-207 1:30-3:00	15
16	17 Martin Luther King Jr. Day	18 Assessment Strategies that Work CL1-207 10:30-12:00	19 Structuring and Assessing Face-to-Face and Online Discussions CL1-207 2:30-4:00 Teaching Circles CL1-207 3:30-5:00	20 New Faculty Lunch Marketplace 11:30-1:00 Building a Grade Book in MS Excel CL1-207 2:30-4:00	21 Incorporating Global Perspectives into Women's Studies Curriculum: Challenges and Strategies CL1-207 10:30-12:00	22
23	24 Developing a Portfolio for Promotion and Tenure CL1-207 10:00-11:30 101 Tips for Teaching Large Classes CL1-207 2:00-3:30	25 Effective Grading Strategies CL1-207 10:30-12:00	26 Structuring and Assessing Face-to-Face and Online Discussions CL1-207 10:30-12:00 Assessing Student Performance and Teaching Strategies CL1-207 3:00-4:30 Teaching Circles CL1-207 3:30-5:00	27 Academic Standards - What Does This Mean to Faculty and Students? CL1-207 1:30-3:00	28 Assessing Student Performance and Teaching Strategies CL1-207 10:30-12:00	29
30	31 Rubrics: What Are They And How Do They Meet Assessment Criteria? CL1-207 1:30-3:00					

For more information please go to [www.fctl.ucf.edu/calendar](http://www.fctl.ucf.edu/calendar)