

Faculty Center for Teaching and Learning

August 2009

Welcome!

The Faculty Center for Teaching and Learning would like to welcome you to the 2009–2010 academic year. The Faculty Center was created to provide resources and services to assist your professional endeavors. The goals of the Faculty Center are to support 1) Excellence in teaching and learning; 2) Successful research and creative endeavors; 3) Professional fulfillment; and 4) Local and global community building. Just some of the services that we provide are outlined below. A wealth of information on teaching and learning at UCF can be found on our website at <<http://www.fctl.ucf.edu>>.

UCF is a large organization and it can seem hard to find answers to your questions. Please think of the Faculty Center as your first stop. If

we do not immediately know the answer to your question, we will refer you to the appropriate person or place. The faculty and staff support team comes from backgrounds in various disciplines and has many years of experience in the UCF environment. We understand the roles and responsibilities of faculty and can assist with all aspects of your professional development. We look forward to working with you and meeting you at the many Faculty Center and campus events throughout the year.

To contact the Faculty Center, visit us in the Classroom Building 1 (room 207), e-mail to fctl@mail.ucf.edu or phone us at 407-823-3544.



Some of Our Services at the Faculty Center

The Faculty Center

- offers workshops on a range of topics such as curriculum development, teaching strategies, collaboration, assessment, and learning models;
- offers support for documenting faculty scholarship and pedagogy for dissemination in publications or at conferences;
- publishes the *Faculty Focus*, a journal which highlights faculty experiences and is a forum for sharing ideas on teaching and learning;
- provides a place to share with other faculty in a quiet and confidential environment;
- provides peer observations that are confidential and informative;
- recording faculty while teaching in the classroom (on request);
- conducts an orientation for new faculty each fall;
- offers weekend retreats for adjunct faculty;
- trains graduate teaching assistants in teaching-related issues;
- mentors faculty;
- hosts summer and winter conferences and teaching circles provide new ideas in teaching;
- assists faculty in developing multimedia portfolios on teaching, learning, and research in these areas; and
- collaborates with other units to provide broad support for faculty.

*Here's what's happening this month at the Faculty Center.
Make plans to join us!*

August 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Turnitin.com Workshop CL1-207 1:30 – 3:00	4	5	6 Turnitin.com Workshop CL1-207 10:00 – 11:30	7	8
9	10 Turnitin.com Workshop CL1-207 11:30 – 1:00	11 Tenure and Promotion Workshop Hosted by the Provost Student Union 221AB 12:00 – 2:00	12 New Tools in Knight's Email for Groupwork, Projects, and Collaboration CL1-207 1:30 – 2:00	13 Individual + Team Testing = Instant Feedback CL1-207 10:00 – 11:00	14 Developing an Effective Syllabus CL1-207 10:00 – 11:00	15
16	17 New Faculty Orientation Student Union 8:00 – 5:00	18 New Faculty Orientation Student Union 8:00 – 5:00	19 Developing an Effective Syllabus CL1-207 10:00 – 11:00 Turnitin.com Workshop CL1-207 2:00 – 3:30	20 Turnitin.com Workshop CL1-207 10:00 – 11:30 Clickers in the Classroom CL1-207 2:00 – 3:00	21 GTA Training	22 Adjunct Retreat
23	24 Tools You Need to Start the Semester CL1-207, 9:00 – 10:00 & 10:30 – 11:30 New Tools in Knight's Email for Groupwork, Projects, and Collaboration CL1-207, 3:00 – 3:30 & 3:30 – 4:00	25 Tools You Need to Start the Semester CL1-207 10:30 – 11:30	26 iPhones and Smartphones: Leveraging Mobile Computing in the Lecture Hall CL1-207 1:30 – 2:30	27 Lectures in a Can: Capturing Narrated PowerPoints CL1-207 12:00 – 1:00	28 Lectures in a Can: Capturing Narrated PowerPoints CL1-207 11:30 – 12:30	29
30	31 Individual + Team Testing = Instant Feedback CL1-207 10:30 – 11:30 Large Classes: Strategies for Success for Both Faculty and Students CL1-207 12:30 – 1:30				September 4 "First Friday" CL1-207 12:30 – 1:30	

For more information please go to www.fccl.ucf.edu/calendar

CL1-207 • Phone: 407-823-3544 • Fax: 407-823-2355 • E-mail: fccl@mail.ucf.edu • www.fccl.ucf.edu

Adjunct Faculty Retreat

This fall, the Adjunct Faculty Retreat will be held on Saturday, August 22nd. The event runs from 9:00AM-12:00PM and is held in the Classroom 1 Building, Room 218. We cover both nuts-and-bolts (rosters, legal matters, syllabi) and more general pedagogy (how to hold effective and interesting lectures, increase student engagement, and build courses that are balanced and aligned among goals, objectives, assignments, and teaching practice).

The retreat is a three hour event.

List of Topics Discussed

- Introduction to Campus Resources
- Course Design, Goals & Objectives, Syllabi, Lesson Plans
- Cheating, Plagiarism, and Disruptive Conduct
- The Diverse Classroom Environment: Learning Styles
- Instructional Methodologies, Assessment Techniques, PowerPoint, myUCF Grades
- Group work, Active Learning, Collaboration

Faculty Success

These offices on campus are there to assist faculty members:

Bookstore

<http://www.bookstore.ucf.edu>

Classroom Response Systems

<http://www.fctl.ucf.edu/TeachingAndLearningResources/Technology/CRS>

Classroom Security

http://vpaa.ucf.edu/classroom_security.ppt

Counseling Center

<http://www.counseling.sdes.ucf.edu>

Course Development and Web Services

<http://cdws.ucf.edu>

Diversity Initiatives

http://diversity.ucf.edu/new_site

Experiential Learning

<http://www.explearning.ucf.edu>

Faculty Center for Teaching and Learning

<http://www.fctl.ucf.edu>

Faculty Relations

<http://www.facultyrelations.ucf.edu>

Graduate Studies

<http://www.graduate.ucf.edu>

Honors College

<http://www.honors.ucf.edu>

International/Interdisciplinary Studies

<http://www.international.ucf.edu>

LEAD Scholars

<http://www.lead.sdes.ucf.edu>

Liberal/Interdisciplinary Studies

<http://www.is.ucf.edu>

Library

<http://library.ucf.edu>

Multicultural Academic and Support Services

<http://www.mass.sdes.ucf.edu>

myUCF Grades

<http://www.fctl.ucf.edu/TeachingAndLearningResources/Technology/myUCFGrades/index.php>

New Faculty Resources

<http://www.fctl.ucf.edu/FacultySuccess/NewFaculty>

Operational Excellence and Assessment Support

<http://www.oemas.ucf.edu>

Office of Instructional Resources

<http://www.oir.ucf.edu>

Orientation Services

<http://www.orientation.sdes.ucf.edu>

Student Academic Resource Center

<http://www.sarc.sdes.ucf.edu>

Student Development and Enrollment Services

<http://www.sdes.ucf.edu>

Student Disabilities

<http://www.sds.sdes.ucf.edu>

Test Scoring Services

<http://www.cst.ucf.edu/testscoring.html>

UCF Police

<http://police.ucf.edu>

Undergraduate Studies

<http://www.undergraduatestudies.ucf.edu>

Wellness Center

<http://wellness.ucf.edu>

Writing Center

<http://www.uwc.ucf.edu>

August Workshops

These workshops are held in Classroom Building 1. No advance reservation is required.

Clickers in the Classroom

Learn about the classroom response system we use at UCF and how to get started with it.

August 6, 2:00-3:00, CL1-207
August 20, 2:00-3:00, CL1-207

Developing an Effective Syllabus

In this session we will examine how the syllabus should communicate your policies and expectations to your students. While there are some official requirements of every syllabus used at UCF, most of the document can be customized to set the proper tone, orient your students to the class, and prevent classroom management problems later in the semester.

August 14, 10:00-11:00, CL1-207
August 19, 10:00-11:00, CL1-207

Individual + Team Testing = Instant Feedback

Using a combination of individual and collaborative testing results in an efficient and effective means of providing quick feedback to students. Why do it? How should it be organized? Can it be done online? Join the discussion and leave with a plan you can implement in your own class.

August 13, 10:00-11:00, CL1-207
August 31, 10:30-11:30, CL1-207

iPhones and SmartPhones: Leveraging Mobile Computing in the Lecture Hall

Many of your students carry around with them a cellphone powerful enough to do Internet surfing and other applications. Learn how you can utilize the technology they already possess to make your classes more engaging and interactive. Faculty members do NOT need to have an iPhone or SmartPhone themselves to make use of these techniques!

August 26, 1:30-2:30, CL1-207

Large Classes: Strategies for Success for Both Faculty and Students

Join the discussion of teaching and classroom management strategies for large classes. We will share findings in the literature, personal experiences, and explore potential research studies we want to pursue.

August 31, 12:30-1:30, CL1-207

Lectures in a Can: Capturing Narrated PowerPoints

There are multiple viable options for capturing your PowerPoint lecture as a video, with you narrating each slide in real time. These videos can then be hosted online to share with your students.

August 27, 12:00-1:00, CL1-207
August 28, 11:30-12:30, CL1-207

New Tools in Knight's E-mail for Groupwork, Projects, and Collaboration

Students are required to use Knight's E-mail starting in Fall 2009, and this new email system comes bundled with numerous collaboration, networking, and sharing tools that can greatly enhance learning conditions for students. Faculty members are invited to learn how to leverage these new tools in their own class assignments and projects.

August 12, 1:30-2:00, CL1-207
August 24, 3:00-3:30, CL1-207
August 24, 3:30-4:00, CL1-207

Tenure and Promotion Workshop Hosted by the Provost

P&T Workshops by the Provost will be held in the Student Union, Garden Key 221AB.

August 11, 12:00-2:00

Tools You Need to Start the Semester

Find out about rosters, grade books, syllabi, course websites, and using any software or campus resources that make your life easier as a UCF instructor.

August 24, 9:00-10:00, CL1-207
August 24, 10:30-11:30, CL1-207
August 25, 10:30-11:30, CL1-207

Turnitin.com Workshop

Grad advisors and teachers, come sign up for a Turnitin account, learn how and when to use it, and engage in a discussion about its effectiveness in preventing plagiarism and promoting academic integrity.

August 3, 1:30-3:00, CL1-207
August 6, 10:00-11:30, CL1-207
August 10, 11:30-1:00, CL1-207
August 19, 2:00-3:30, CL1-207
August 20, 10:00-11:30, CL1-207

