Teaching and Learning News

Top Stories

TLS launches new internal grants dedicated to teaching and learning

Teaching and Learning Services is pleased to announce that we have made four internal grants available to Carleton’s faculty members and contract instructors dedicated to the Scholarship of Teaching and Learning (SoTL):

1. **Scholarship of Teaching and Learning (SoTL) Grant** – supports scholarly investigations of all aspects of teaching and learning. Open to faculty members, instructors and contract instructors. Maximum value per grant: $8,000.

2. **Scholarship of Teaching and Learning (SoTL) Mini-Grant** - supports small-scale research projects about teaching and learning. Open to faculty members, instructors and contract instructors. Maximum value per grant: $1,000.

3. **Teaching Development Grant** – encourages implementation of new teaching approaches and allows Carleton educators to further develop their skills. Open to faculty members and

In this issue

- TLS launches new internal grants dedicated to teaching and learning
- IMS enhancements to the classroom experience
- Classroom reminders for the new term
- New open-enrolment cuLearn course for instructors
- New assistant director, IMS
- Winter TA training opportunities
- Sexual assault resistance education program
- Don’t forget!

Events

**BigBlueButton Workshop**

*Jan. 16, 1 - 3 PM*

Connect with your students in real time using BigBlueButton,
4. **Educational Conference Travel Grant** – supports dissemination of knowledge about teaching and learning. Open to faculty members, instructors and contract instructors. Maximum value per grant: $500.

Learn more about the grants and view the criteria here.

### IMS enhancements to the classroom experience

#### Extra chalk in electronic classrooms
While IMS normally focuses on classroom technology, we understand that many instructors also teach with the chalkboard. As a courtesy, and as a contribution to promoting pedagogical diversity, IMS will be supplying a box of chalk in all electronic classrooms. This box will be located inside the classroom teaching console, and therefore requires that instructors have a key to access it. IMS is offering this as supplement and backup for instructors in case their classroom has run out of chalk.

#### Air Server: Improving wireless access
CTS is in the process of rolling out air server to all electronic classrooms on campus. Already tested in a few rooms, this allows those running Mac products to link their devices to the projector wirelessly. When the roll out is complete, instructors will need to contact the CTS office to provide them with access to this service.

Note: This service will only available for Mac devices. We are working on finding a way to link Android and PC devices, and will release updates as they become available.

#### AMX passcode removal
Reminder that beginning this term, you will be able to launch AMX touch panels, and turn on projectors, without the need of the four-digit passcode previously required. The change will not, however, apply to evening or weekend access. In order to access classroom technology outside of regular hours, you will still need to contact CUES for a special passcode assignment at ext. 1850 or at ims.conference.support@carleton.ca no later than 48 hours prior to your session or event.

### Classroom reminders for the new term

Whether you hold online office hours, have an exam review or host a guest speaker. Learn how to set up a session, share content and facilitate high quality online webinars.

**Designing Learning from Scratch**

*Jan. 24, 9 AM - 12 PM*

Get introduced to a teaching framework and pedagogical strategies aimed to help you design learning modules from scratch. Working in groups, you'll immediately put your new knowledge and skills in practice.

**cuLearn Gradebook Session**

*Jan. 25, 1 - 3 PM*

Explore the power and flexibility of the cuLearn gradebook. In this session you will setup your gradebook and explore gradebook options, including setting up categories, exporting/importing grades, setting default grades and communicating grades.

**Introduction to cuLearn: Part 1 - The Basics**

*Jan. 29, 1 - 3 PM*

Come to this introductory session for a
Classroom equipment reminder
We ask classroom equipment users to be considerate to other instructors, staff and students by returning all devices to their respective charging bases, as well as ensuring that the chalkboards and whiteboards are erased and the teaching console is kept tidy.

IMS Online Help Centre for classroom technology
The online help centre puts the answers to your classroom technology questions at your fingertips in a self-paced format. It features a classroom orientation tool with video demonstrations on how to use the classroom technology, an immediate assistance page with the top issues and how resolve them fast, and more. You can also request one-on-one orientations to help you get familiarized with the classroom technology or call IMS directly at ext. 3815 for immediate classroom assistance.

New open-enrolment cuLearn course for instructors
Curious about some of the tools available on cuLearn but don’t have the time to attend one of the EDC’s cuLearn workshops or drop-in sessions? The EDC’s educational technology team has created an open-enrolment course containing some of the most popular activities on cuLearn.

We encourage you to enrol yourself in this course and take a tour of tools such as the Scheduler (schedule appointments for your office hours, for example), the Attendance tool (learn how to take attendance in your classes using cuLearn), and Choice and Feedback activities (among others). Find out how it works here.

New assistant director, IMS
Teaching and Learning Services is very pleased to welcome Craig Gauthier as the new assistant director, IMS. Craig has a diverse background and has worked extensively in higher education, including being a full-time award-winning professor at Algonquin College, designing classrooms at the University of New South Wales - Sydney, integrating IT systems at Texas State University, and coordinating live and online events at large public areas/convention centres. In addition to these extensive professional experiences, Craig is also a graduate from Carleton’s film studies program.

hands-on tour of cuLearn. Learn how to navigate your way around your courses and how to set up your learning environment.

Learning Outcomes: Blueprints for Course Design
Jan. 30, 9 AM - 12 PM
Most simply defined, learning outcomes describe what learners are supposed to know, be able to do, or value at the end of a course or module. The goal of this workshop is to provide you with the tools for developing clear and measurable learning outcomes.

Assessment Fundamentals
Feb. 1, 1 - 4 PM
As challenging as it can be, designing sound assessments is critical to the success of your course. Leave this session with refreshed ideas on a range of assessment principles, and an appreciation of the importance of designing assessment strategies as one of the first stages of course design.
Winter 2018 TA training opportunities

Let your TAs know about all of the opportunities for pedagogical development that the EDC has to offer.

Our regular workshops (held in 422 DT) are now posted on the TA Support website and open for registration via Carleton Central. Over 20 winter-term workshops will run until Feb. 16.

The full program for our TA Training Day event (Saturday, January 20) is now available on our website and registration through Carleton Central is open. The event will consist of two sets of concurrent workshops (eight in total) and two keynote addresses from award-winning faculty members.

For more details on TA training options, visit the TA Support site.

Sexual assault resistance education program

The departments of Equity Services and University Safety have partnered to implement The Enhanced Assess, Acknowledge, Act (EAAA) Sexual Assault Resistance Education Program at Carleton.

The EAAA program is a free 12-hour sexual assault resistance education program that originated out of the University of Windsor. The program facilitators would like to attend first- and second-year classes to present some brief information about this program to students. Their presentation will only take about 5-10 minutes maximum.

If you are interested in having the facilitators present in one of your courses, or if you have any questions regarding these class visits, the program, and/or registration, please contact eaaa@carleton.ca. To learn more about the EAAA program, visit the Sexual Assault Resistance Education (SARE) Centre website.

Don't forget!
D2L Innovation Award: The deadline for applications for a 2018 D2L Innovation Award in Teaching and Learning is Sunday, Feb. 18, 2018. Get detailed information about the application process on the STLHE website. TLS is here to help you develop a successful application package. Please contact us at oavptl@carleton.ca to set up a consultation.

Certificate in University Teaching: Only a few spots remain in our CUT winter cohort. Don't miss your chance to develop your teaching skills and connect with colleagues from across campus. The winter cohort will run on Tuesdays from 1 – 4 p.m. beginning January 23 and ending April 10. Get more information on the program and register here.

Deadline approaching for STLHE conference proposals: The deadline for proposals to the Society for Teaching and Learning in Higher Education annual conference (June 19-22, Bishop's University) is rapidly approaching. Proposals aligned to the conference theme of "Pedagogical Innovation: Adapting Practice to Evolving Cultures" are due January 22. Information about the call is available here. TLS can provide guidance for instructors looking to submit a proposal and support those who will be presenting via the new TLS internal grants.

Faculty pilot group for sexual assault disclosure training: If you would like to be part of a pilot group for the Department of Equity Services' training for faculty on sexual assault disclosure, or to learn about the process at Carleton and how to best support your students and colleagues, please contact Bailey Reid, Sexual Assault Services Coordinator, at bailey.reid@carleton.ca or 613-520-2600 ext 8454.