
November Newsletter

Top Stories This Month



Using Virtual Reality to Engage with Indigenous Storytelling

Kester Dyer, Assistant Professor in Film Studies, collaborated with the Experiential Learning Hub (ELH) to give his second-year students in his Indigenous Cinema and Media course the opportunity to view a powerful Indigenous-made Virtual Reality (VR) experience, [William](#). This seated VR experience immerses the viewer in William's world, a young boy taken from his home and placed in a residential school in the 1950s.

[Read more about this collaboration here](#)

Upcoming Application Deadlines



Contract Instructor Teaching Innovation Grants and Awards

Two Contract Instructor focused Grant and Awards programs have an approaching application deadline on November 20. The [CI Teaching innovation Grant](#) supports the exploration of student learning and alternative approaches to teaching and learning. The intent of these grants is to support small-scale investigations and instructional development (teaching enhancement) activities. Two grants of \$6000 are available.

The CI Teaching Award recognizes teaching excellence by CIs and there are five, \$2000 awards available. For more information and to apply, view the Contract Instructor Award [webpage](#).

Professional Achievement Award for Faculty, Teaching Stream and Professional Librarians

The deadline for the Professional Achievement Award for Faculty, Teaching Stream and Professional Librarians is coming up later this month on November 20. Seven awards of \$10,000 (five for instructors and two for librarians) are given out each year recognizing outstanding scholarly achievements by teaching stream faculty and librarians.

- [More about the award for faculty, teaching stream](#)
- [More about the award for professional librarians](#)



Scantron Grading for Final Exam Period

Instructors using Scantron during the final exam period are asked to drop off their Scantrons to **Loeb D299** as soon as possible after their exam. During the final week of exams (December 14-21), priority will be given to exams written on those days. Delayed submissions from earlier exams (December 9-13) may experience longer processing times. Please note that Scantrons cannot be submitted through interoffice mail and will not be picked up at examination sites by Teaching and Learning Services (TLS).

TLS Learning Spaces, Loeb D299 will be open from 8:00 am to 8:00 pm. on December 9-12 and 16-20. On Friday, December 13, and Monday, December 23, the hours will be from 8:00 am to 4:00 pm. Any Scantrons dropped off before noon on December 23 will be processed before the holiday closure on December 24. Exam processing will resume on January 3.

To expedite the drop-off process, please ensure you have completed the [Scantron Scanning Request Form](#) accurately, including the correct count of the Scantrons you are submitting. This form cannot be submitted electronically; it must be printed and submitted along with the physical Scantrons. Please ensure the Scantrons are stacked face up with the timing tracks on the left-hand side and completed answer key(s) on top.

Please direct any questions relating to Scantron and exam processing to scantron@cunet.carleton.ca



Highlights: Upcoming Teaching and Learning Events

Throughout the year, TLS hosts many teaching and learning events, activities, and professional development activities on diverse teaching and learning topics.

A few upcoming highlights include:

November 20: [Encouraging Authentic Learning via AI-Resilient Assessment](#). One of three sessions in November that are part of the of Hands-On AI series.

November 26: [Learning from Mistakes](#), a panel discussion featuring four of Carleton's award winning faculty members, Kahente Horn-Miller, Alan Steele, Peggy Hartwick and Vincent Andrisani.

Winter 2025: [Faculty Reading Club](#), facilitated by Kahente Horn-Miller, participants will read [A Mind Spread Out on the Ground](#) by Alicia Elliot. Faculty members and contract instructors will meet three times in the Winter term to discuss, reflect, and learn.

Check out our many other upcoming events [here](#).



Nominate Your Student for a 3M National Student Fellowship

Do you know a Carleton student who demonstrates outstanding leadership and innovation? Nominate them for a 2025 [3M National Student Fellowship Award](#).

This award honours up to 10 full-time undergraduate students at Canadian post-secondary institutions who have demonstrated outstanding leadership at their institution and who embrace a vision of education that enhances their academic experience and beyond.

The deadline for nominations is Jan. 31, 2025. Nomination packages must be submitted to the Office of the Vice-President (Students and Enrolment) by Jan. 15 to receive the required institutional statement.



Educational Technology News & Updates

Continuing Pilots

Assign2 & Gradescope: We are continuing our pilots of [Assign2](#) and [Gradescope](#), tools that streamline grading and enhance student feedback. They reduce grading time, ensure consistency, and provide detailed performance analytics. Interested in trying them out? [Contact us](#) to get onboarded and integrate them into your Brightspace course.

Get In Person Support With Your Course!

Did you know? Every Tuesday from 10–11 AM, we host drop-in sessions in the Future Learning Lab (Room 483)! Bring your laptop and any course-related questions. Our Educational Technology Coordinators and Instructional Designers are ready to help with Brightspace, assignments, grade books, syllabus structure, learning outcomes, and more. **No registration required!**

AI in Education: Resources and Support

As AI in Education evolves, TLS continuously updates our [Generative Artificial Intelligence webpage](#) with resources, guidelines, ethical considerations, and practical examples of AI integration in teaching and learning.

- Carleton staff, faculty, and students now have access to [Copilot \(microsoft.com\)](#) with [Commercial Data Protection](#). When you log in with your MyCarletonOne (MC1) credentials, there will be a green shield next to your name, reassuring you that your data is not being used to train OpenAI's Large Language Model.

- Hands-On AI (HOAI) Series: Explore practical AI applications in teaching and learning. Sign up for a HOAI session on our [TLS Events page](#).
- Sample Syllabus Statements for AI Use: Our GenAI site offers a resource called [Sample Syllabus Statements for AI Use in Courses](#). Use this as a starting point to incorporate responsible AI practices in your syllabus.
- Open Educational Resource (OER): Explore [Some Harm Considerations of LLMs](#), an OER created by Rebecca Sweetman, Associate Director of Educational Technologies at Queen's University, for insights on the ethical implications of AI in education.

Have You Configured Your Gradebook?

Need help? Join our drop-in sessions every Tuesday from 10–11 AM in the Future Learning Lab (Room 483), or contact our Educational Technology Coordinators for one-on-one support. A well-configured gradebook can save you time and help your students stay on track.

Whether it's configuring your Brightspace gradebook or checking up on course design and accessibility, TLS is here to help you! If you have questions, or require assistance, please reach out via the [TLS Support Portal](#).

Upcoming Events and Workshops

- [Hands-On AI \(HOAI\) Series: An Introduction to AI](#), November 5, 10:30 a.m. - noon
- [Hands-On AI \(HOAI\) Series: Simulating Large Language Models](#), November 11, 1:30 p.m. - 3 p.m.
- [Hands-On AI \(HOAI\) Series: Encouraging Authentic Learning via AI-Resilient Assessment](#), November 20, 1:30 p.m. to 3 p.m.
- [Insights from Carleton's Award-Winning Faculty on Learning from Mistakes](#), November 26, 2 p.m. - 3:30 p.m.
- [Experiential Learning 101](#), December 4, 2:00 p.m. - 3 p.m.
- [Contract Instructor Orientation – Winter 2025](#), December 10, 5:30 p.m. - 8:30 p.m.

- [Approaching Challenging Teaching Situations](#), December 10, 3 p.m. - 4:30 p.m.
- [Alternative Grading, Assessment, and Ungrading](#), December 11, 2 p.m. - 3:30 p.m.

Missed an event? Watch recorded sessions on our [Mediaspace channel](#).

[View all events](#)



Teaching and Learning Services

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Need help? Request a one-on-one consultation.

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