



## Making **World Changers** Together.

“Live as citizens of heaven, conducting yourselves  
in a manner worthy of the Good News about Christ...  
Standing together with one spirit and one purpose,  
fighting together for the faith, which is the Good News.”

*Philippians 1:27–28b*

The Center for Teaching & Learning(CTL), the Effective Teaching & Learning Council (ETLC), the Center for Digital Learning & Instructional Technology (DLIT), and the Office of the Provost are excited to announce the opportunities that have been scheduled for professional development in the area of teaching effectiveness for the 2019–2020 school year.

The schedule below details the events planned in advance. While these events have been designed with your input as opportunities for dialogue and collaboration, additional support can be provided in small groups or individually on-demand. We also offer training as requested by individual departments.

Please reach out to [ctale@andrews.edu](mailto:ctale@andrews.edu) for all needs related to support and training in the area of teaching and learning except those dealing with the technical aspects of the use of technology. Please contact [dlit@andrews.edu](mailto:dlit@andrews.edu) for all aspects related to LearningHub and the use of technology. The chart at the end of this brochure summarizes faculty support services on campus.

## CALENDAR OF EVENTS 2019–2020

### SESSION DESCRIPTIONS AND REGISTRATION

#### REGISTRATION

Unless otherwise specified in the session description, registration for all events is available at [andrewsctl.eventbrite.com](http://andrewsctl.eventbrite.com). Please only register for the session(s) you know you will be able to attend and use your Andrews University email.

#### LEARNINGHUB KICKOFF

LearningHub is not the nemesis but the assistant! Come and learn how to best utilize LearningHub to make the most of your classroom time. Bring your syllabus and by the time you leave, you can have at least one of your courses set up in LearningHub and ready to go. These sessions are for teachers who are new to Andrews University and those that are new to LearningHub.

Location: James White Library, 3rd Floor, Instructional Lab

- July 31, 2019, 8:30 a.m.–4:30 p.m.
- August 6, 2020, 8:30 a.m.–4:30 p.m.

## COURSE TUNE-UP WORKSHOP

Kick start your summer or school year by revising one of your courses (online, blended or face-to-face). This workshop is designed as a work session focusing on four areas: a needs assessment of your course, alignment of goals and learning activities, increasing interaction and engagement, and utilizing LearningHub enhancements. Lunch is included. This workshop is offered before each semester annually. More information and RSVP link is posted at [andrews.edu/distance/dlit/professional-development.html](https://andrews.edu/distance/dlit/professional-development.html). The Course Tune-Up Workshop is sponsored by the Center for Digital Learning & Instructional Technology. Email [dlit@andrews.edu](mailto:dlit@andrews.edu) if you have any questions

- Monday, August 5, 2019, 8:30 a.m.–3 p.m.
- Wednesday, November 13, 2019, 10 a.m.–4 p.m. (*modified format; come and go*)
- Thursday, May 7, 2020, 8:30 a.m.–3 p.m.

## FACULTY INSTITUTE

This year's Institute takes place August 15–16 and is themed Making World Changers Together. It is informed by Paul's appeal to the church in Philippi: "*Live as citizens of heaven, conducting yourselves in a manner worthy of the Good News about Christ...standing together with one spirit and one purpose, fighting together for the faith, which is the Good News*" (Philippians 1:27-28b). As we strive to provide a strong faith environment that nurtures excellence in pedagogy and research, Faculty Institute is an exciting opportunity to engage the entire faculty in professional development on important topics.

Please visit [andrews.edu/rsvp/facultyinstitute](https://andrews.edu/rsvp/facultyinstitute) for more information on the sessions or to register for this event.

## FACULTY BOOK CLUB

The FBC is as forum that provides opportunity for faculty to dialogue about teaching and learning through the common reading of a book. This year, both books have been selected to support the university's initiative of Diversity and Inclusion and the AU UFO Civic and Global Engagement outcomes. Faculty who register for the book club are asked to commit to attending all of the scheduled discussion sessions for the semester.

**Fall book:** "Education" by Ellen G. White (1903)

### SEPTEMBER

- Monday, September 23, 8:30 a.m. and 12:30 p.m.
- Thursday, September 26, 11:30 a.m.

### OCTOBER

- Monday, October 21, 8:30 a.m. and 12:30 p.m.
- Thursday, October 24, 11:30 a.m.

## NOVEMBER

- Monday, November 18, 8:30 a.m. and 12:30 p.m.
- Thursday, November 21, 11:30 a.m.

**Spring book:** “In Defense of a Liberal Education” by Fareed Zakaria (2015)

## JANUARY

- Monday, January 27, 12:30 p.m.
- Thursday, January 30, 8:30 a.m. and 11:30 a.m.

## FEBRUARY

- Monday, February 24, 12:30 p.m.
- Thursday, February 27, 8:30 a.m. and 11:30 a.m.

## APRIL

- Monday, April 6, 12:30 p.m.
- Thursday, April 9, 8:30 a.m. and 11:30 a.m.

## NEW FACULTY FOLLOW-UP IN-SERVICE LUNCHEONS

These sessions will serve as additional support and in-depth discussions on the topics listed below. Invitations will be sent to new faculty with RSVP information. All sessions will be held in Room 306 of the Administration Building from 12-1:30pm.

- Tuesday, October 1, 2019: Academic Records
- Tuesday, November 5, 2019: Assessment
- Tuesday, February 11, 2020: Faculty Development and Advancement
- Tuesday, March 10, 2020: Advising
- Tuesday, April 7, 2020: Human Resources

## LUNCH AND LEARN

The Lunch and Learn sessions this year will focus on supporting the faculty with training to implement the university strategic initiatives. All sessions will be held in the Lincoln Room (unless noted otherwise) at the Terrace Cafe, Campus Center, from 12:30–1:30 p.m.

- Monday, September 30, 2019 —Credit for prior learning, *Glynis Bradfield*
- Monday, November 4, 2019—Formative Dialogues, *Anneris Coria-Navia and Scott Moncrieff*

- Monday, January 13, 2020—Office of Diversity and Inclusion, *Michael Nixon*
- Monday, February 10, 2020—Spiritual Life Survey Results Presentation  
*University Chaplain—Co-sponsored with the Office of Student Life*
- Thursday, March 26, 2020—Andrews University Teaching and Learning Conference

## THE SCHOLARSHIP OF TEACHING RESEARCH GROUP

An ongoing research group of faculty interested in collaborating in scholarship of teaching research projects will meet once per month. Please email [ctale@andrews.edu](mailto:ctale@andrews.edu) expressing your interest and sharing your availability.

## FACULTY TECHNOLOGY SHOWCASE

These monthly presentations are facilitated by faculty who demonstrate and discuss various uses for technology and tools. Opportunity is provided for Q&A sessions. These sessions run from 12–1:30 p.m. and lunch is provided. RSVP is required. Please register at [andrewsctl.eventbrite.com](http://andrewsctl.eventbrite.com) The showcases are sponsored by the Center for Digital Learning & Instructional Technology. Email [assocdeanonline@andrews.edu](mailto:assocdeanonline@andrews.edu) if you have any questions.

- Wednesday, September 18, 2019—Credo: Information Literacy Modules and Assessments, *Silas Marques and Sam Villamizar*
- Wednesday, October 16, 2019—Open Educational Resources, *Cynthia Swanson*
- Wednesday, November 13, 2019— Course Tune Up (come and go 10 a.m.–4 p.m.)
- Wednesday, January 22, 2020—Creating and Using Video
- Wednesday, February 19, 2020—Using Zoom for Video Conferencing
- Wednesday, April 15, 2020—LearningHub Gradebook Tips and Tricks

## SPECIAL WORKSHOPS

- Wednesday, February 12 2020—3:30–5 p.m. Advising Undergrad Students with Advanced Standing
- Tuesday, May 12, 2020 9 a.m.–11:30 p.m. Student Portfolio Development and Assessment
- Tuesday, May 12, 2020 1:30–4 p.m. Writing Challenge Exams

## TOOLBOX SESSIONS

Toolbox sessions focus on specific LearningHub and other education technology tools. Unless otherwise indicated, all sessions occur in the Library Instruction Lab from 3:30–5 p.m.

- Tuesday, September 10, 2019—Dashboard & Getting Organized in LearningHub
- Tuesday, October 8, 2019—Grading with Rubrics in LearningHub
- Tuesday, January 14, 2020—Dashboard & Getting Organized in LearningHub
- Tuesday, April 14, 2020—Grading with Rubrics in LearningHub

## ONLINE LEARNING CONSORTIUM WORKSHOPS

Online Learning Consortium workshops are one-week workshops that are delivered online with one live session. The workshops are FREE to all faculty (a \$269 value sponsored by the Center for Digital Learning & Instructional Technology). Full details are online at <http://onlinelearningconsortium.org/learn/workshops/>. If you would like to sign up for any of these workshops, please email [assocdeanonline@andrews.edu](mailto:assocdeanonline@andrews.edu) to register.

## ADVENTIST LEARNING COMMUNITY

### ***Free Course: Teaching Online in Higher Education***

This course provides a short 10-hour overview to various aspects of teaching online, including interaction, quality, designing your course to be uniquely Adventist, and more. Each of the 10 modules includes three short videos, short readings, and interactive assignments. Additional resources are included at the end of each module, including suggested readings and assignments that can be used to expand the course into a full academic course. The resources and content in this course are freely available for you to use for your own learning and teaching.

Sign up for a free account and take this course (or one of many others):

<https://www.adventistlearningcommunity.com/courses/1113>

## ANDREWS UNIVERSITY TEACHING & LEARNING CONFERENCE

The Andrews University Teaching and Learning Conference is scheduled for Thursday, March 26, 2020. The conference serves as an arena where faculty and students from Andrews University, as well as other area K–12 schools, colleges, and universities, can come together to focus on the scholarship of teaching and to reflect on research and best practices within the field. All faculty are invited to attend and present. The Call for Proposals is available through this link: [digitalcommons.andrews.edu/autlc](https://digitalcommons.andrews.edu/autlc). For further information, please email [anneris@andrews.edu](mailto:anneris@andrews.edu).

## **FORMATIVE DIALOGUES**

Faculty are encouraged to seek the assistance of peers trained in the Formative Dialogue process to visit their classrooms to engage in a formative conversation about teaching. The trained faculty colleagues list is available by request to [ctale@andrews.edu](mailto:ctale@andrews.edu) and through the CTL's webpage [andrews.edu/ctl](http://andrews.edu/ctl).

## **MENTORING PROGRAM**

Andrews University has a mentoring program for all faculty. If you are interested in having a mentor or being a mentor, please contact [ctale@andrews.edu](mailto:ctale@andrews.edu).

## **FACULTY INSTITUTE 2020**

The 2020 Faculty Institute has been scheduled for August 13 and 14. Save the date!

## **ONLINE RESOURCES**

The Center for Teaching & Learning has a website with information about its offerings and increasing number of online resources. If you have any recommendations please contact us at [ctale@andrews.edu](mailto:ctale@andrews.edu). Visit our website at [andrews.edu/ctl](http://andrews.edu/ctl) to learn more about the Center and the available resources.

## **LIBRARY RESOURCES**

The James White Library has a special collection with materials designed to help faculty members learn about the scholarship of teaching and learning, faith and learning integration, diversity and assessment. Formerly located in the Media Center, these materials are now part of the regular library book stacks, but have a special designation on the catalog record to indicate they are part of the "Collection for Teaching and Learning Excellence" or CTALE. If you need help locating these materials, please contact a reference librarian. Also, please note that the library welcomes faculty suggestions for books or other materials to be added to this collection.

## **OTHER OPPORTUNITIES**

As other opportunities become available throughout the school year, they will be announced via email and the Andrews Agenda. Faculty members are welcome to send suggestions for professional development activities to [ctale@andrews.edu](mailto:ctale@andrews.edu).

## CALENDAR AT-A-GLANCE

### August 2019

Monday, August 5	Course Tune-Up
Thursday, August 15	Faculty Institute
Friday, August 16	Faculty Institute

### September 2019

Tuesday, September 10	Toolbox Session
Wednesday, September 18	Faculty Technology Showcase
Monday, September 23	Faculty Book Club
Tuesday, September 24	University-wide Service Day - Change Day
Thursday, September 26	Faculty Book Club
Monday, September 30	Lunch and Learn

### October 2019

Tuesday, October 8	Toolbox Session
Wednesday, October 16	Faculty Technology Showcase
Monday, October 21	Faculty Book Club
Thursday, October 24	Faculty Book Club

### November 2019

Monday, November 4	Lunch and Learn
Wednesday, November 13	Faculty Technology Showcase/Course Tune-Up
Monday, November 18	Faculty Book Club
Thursday, November 21	Faculty Book Club

### January 2020

Monday, January 13	Lunch and Learn
Tuesday, January 14	Toolbox Session
Wednesday, January 22	Faculty Technology Showcase
Monday, January 27	Faculty Book Club
Thursday, January 30	Faculty Book Club



**February 2020**

Monday, February 10	Lunch and Learn
Wednesday, February 12	Special Workshop
Wednesday, February 19	Faculty Technology Showcase
Monday, February 24	Faculty Book Club
Thursday, February 27	Faculty Book Club

**March 2020**

Thursday, March 26	Andrews University Teaching and Learning Conference
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**April 2020**

Monday, April 6	Faculty Book Club
Thursday, April 9	Faculty Book Club
Tuesday April 14	Toolbox Session
Wednesday, April 15	Faculty Technology Showcase

**May 2020**

Thursday, May 7	Course Tune Up
Tuesday, May 12	Student Portfolio Development and Assessment
Tuesday, May 12	Writing Challenge Exams

**August 2020**

Thursday, August 6	LearningHub Kickoff
Thursday, August 13	Faculty Institute 2020
Friday, August 14	Faculty Institute 2020

## Faculty Support Resources for Teaching and Research

WHAT DO YOU NEED ASSISTANCE WITH?	Office of Institutional Effectiveness <a href="mailto:assessment@andrews.edu">assessment@andrews.edu</a> 269-471-3308	Center for Teaching & Learning (CTL) <a href="mailto:ctale@andrews.edu">ctale@andrews.edu</a>
Aligning my outcomes, assignments, assessments and content	Consultation Workshops	Consultation
Designing assessments	Consultation Workshops	Consultation
Setting up a class in LearningHub		
Using technology in teaching		Consultation
Designing learning experiences		Workshops Consultation
Teaching strategies		Workshops Consultation
Teaching online		Consultation
Designing a new online degree	Consultation	
Engaging in scholarship of teaching		Workshops Consultation
Engaging in scholarship of discovery		
Engaging in scholarship of integration or application		
Acquiring and implementing research grants		

<b>Department of Digital Learning &amp; Instructional Technology (DLIT)</b> <u><a href="mailto:dlit@andrews.edu">dlit@andrews.edu</a></u> 269-471-3960	<b>Office of Research &amp; Creative Scholarship</b> <u><a href="mailto:research@andrews.edu">research@andrews.edu</a></u> 269-471-3042	<b>James White Library (JWL)</b> <u><a href="mailto:silas@andrews.edu">silas@andrews.edu</a></u> 269-471-6263
Course Tune Up Workshop Consultation for Online Courses		
Consultation for Online Courses		Providing Resources
Workshops Consultation		
Workshops Consultation		Providing Resources
Course Tune Up Workshop Consultation for Online Courses		Consultation
Workshops and Consultation for Online Courses		Providing Resources
Workshops Consultation One-on-one full support		Providing Resources Co-teaching
Consultation		
	Consultation	
	Consultation	Providing Resources
	Consultation and Funding	Consultation Training Providing Resources
	Consultation and Funding	Consultation



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