FACULTY CENTER
FOR THE ADVANCEMENT OF TEACHING AND LEARNING

Fall 2018 Program
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The Faculty Center for the Advancement of Teaching and Learning

The Mission of the Faculty Center for the Advancement of Teaching and Learning is to develop and support pedagogical initiatives that will provide a distinctive and transformative educational experience for our students.

Our goal is to help faculty members create a rich and transformative learning environment that provides an engaging and challenging experience for students. The Faculty Center staff members are dedicated to providing faculty with the ability to engage in developmental activities, to fully integrate innovative technology solutions in the classroom environment and to evaluate student learning, regardless of the modality. Through personalized support and training, as well as workshops created to introduce new technology and teaching strategies, the Center is dedicated to providing the necessary resources for faculty members to provide a dynamic learning environment for our students.

If you have any questions or have a willingness to lead a workshop in your area of interest or expertise, please do not hesitate to contact us at facultycenter@lewisu.edu.

We look forward to working with you.

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Our Services

Assessment
The mission of the Assessment Office is to support the communication and implementation of a cohesive university-wide assessment system for continuous improvement of student learning and institutional effectiveness at Lewis University.

Faculty Development
The Faculty Development Committee serves as liaisons by providing advisory support and advocating for faculty initiatives that promote professional growth including mentoring, scholarship, and pedagogy that support student success in the spirit of the Lasallian Mission.

Academic Technology
The Academic Technology Solutions Team focuses on advancing teaching and learning through the development, support and research of technologies related to instructional strategies for faculty and students. The Team works collaboratively with all areas of the university to provide and support a culture of innovative uses of educational technologies to engage and empower learning experiences based on best practices and research.

Instructional Design
Instructional design is a systematic planning process by which instruction is improved through analysis of learning needs and development of learning materials. The great benefits instructional design offers are that it begins with the learner, focuses on the learner experience, and engages learners in active learning with a meaningful context, thus helps create greater student achievement. The Faculty Center instructional design specialist will work closely with faculty to provide a high level of instructional design and instructional technology support. Instructional design services provided by the Center for Academic and Technology Solutions include consultation, research, and coaching.

Teaching Online Certification

The Teaching Online Certification offered through the Faculty Center fulfills University requirements for faculty to teach online and blended courses at Lewis University. The certification is available both in person and online. The in person certification can only be completed in the summer during a four day, all day training. Participants will learn the basic pedagogical approaches, design principles, and technological tools that facilitate online learning. The training is offered online every six weeks on a rotating basis. There is no need to be on campus to take the online training. You can log in and complete the online training through the Lewis University Blackboard system. The online offering of the certification fills quickly, so advanced registration is highly recommended. A Teaching Online certificate will be awarded to those who have successfully completed the online or in person training program.
Our Facilities

We are located on the first floor of the Learning Resource Center. Our offices span room LR-108 to LR-111 while our lab is located in room LR-112.

The Faculty Center Lab
The Faculty Center for the Advancement of Teaching and Learning provides an academic workspace for all faculty with on-demand assistance for Blackboard and other educational technologies supported at the University.

The lab contains seven workstations with access to printing. Meetings and trainings are held on an occasional basis in the Faculty Center Lab. During those times, faculty are welcome to join trainings or can work out of adjoining offices if necessary.
Workshops on educational technologies, University software, teaching and learning, and cyber security topics are offered each semester. Most workshops are offered both online and in person. Additional workshops may be added to the schedule and will be posted on the Faculty Center workshop registration page. All workshops require advanced registration.

Teaching Online Certification
Facilitated by Samantha Kinser, M.Ed.

The Teaching Online Certification offered through the Faculty Center fulfills University requirements for faculty to teach online and blended courses at Lewis University. The certification is available both in person and online. The in person certification can only be completed in the summer during a four day, all day training. Participants will learn the basic pedagogical approaches, design principles, and technological tools that facilitate online learning. The training is offered online every six weeks on a rotating basis. There is no need to be on campus to take the online training. You can log in and complete the online training through the Lewis University Blackboard system. The online offering of the certification fills quickly, so advanced registration is highly recommended. A Teaching Online certificate will be awarded to those who have successfully completed the online or in person training program.

Location: Online

**Fall Session I:** Monday, September 10, 2018, – Friday, October 19, 2018
**Fall Session II:** Monday, October 29, 2018, – Friday, December 14, 2018
(No coursework November 19-23, 2018, in observance of Thanksgiving)

**Teaching & Learning Topics**

Teaching and learning workshops are offered to help provide support to instructors both in and outside the classroom from a pedagogical perspective. This workshop series aims to bring together best practices and foster a community of learning amongst faculty. Some workshops prepare and support faculty in designing and teaching online courses, developing best online teaching practices, and instructional strategies for courses design and redesign. Others provide classroom strategies for student engagement and success using little to no technology at all. Advanced registration required. Visit the Faculty Center website to register today.

**Engaging All Students in your Classroom & Beyond**
Facilitated by Dr. Kristi Kelly, Director of Multicultural Student Services & Chief Diversity Officer

Join Dr. Kristi Kelly, Director of Multicultural Student Services & Chief Diversity Officer to explore best practices, opportunities, and resources to engage all of our students. Discover how you can infuse inclusive dialogue and engagement techniques in the on-campus and virtual classroom.

**Location:** Faculty Center Lab, First Floor Library LR-112 & Online
**Date & Time:** Wednesday, October 10, 2018, 12:00 pm – 1pm
Breaking the Chain: Combatting Fake News and its Use in Academic Research
Facilitated by: Andrew Lenaghan, Head of Library Instruction and Research

This workshop is aimed at creating a dialogue between faculty and Research Librarians on the topic of “fake news” and its impact on student research here at Lewis. 1. Where students are using this type of information here at Lewis. 2. How we can counter its proliferation through instruction activities in-class and online. 3. Opportunities to collaborate with faculty on their specific assignments that require various types of supporting evidence. Full workshop overview available online.

Location: Faculty Center Lab, First Floor Library LR-112 & Online
Date & Time: Tuesday, October 16, 2018, 11:00 am – 12:30pm

Gamification in the Classroom
Facilitated by Dr. Zach Binkley, Program Director for Exercise and Movement Science

Attend this workshop for an interactive demonstration on web tools to gamify your class content. Gamification is about transforming the classroom environment and regular activities into a game. It requires creativity, collaboration and play. Participants will leave with a mini tool box of strategies and elements to motivate student learning.

Location: Faculty Center Lab, First Floor Library LR-112
Date & Time: Thursday, October 25, 2018, 2:00 pm – 3:00pm

VoiceThread for Student Engagement with Dr. Sheila Boysen
Facilitated by Dr. Sheila Boysen & Samantha Kinser, M.Ed.

Join us for an interactive discussion on how to use VoiceThread to reach your students in and outside the class. Learn how to make a welcome video, share your videos easily anywhere in Blackboard, and create quick video clips to easily share with students.

Location: Faculty Center Lab, First Floor Library LR-112
Date & Time: Wednesday, November 14, 2018, 1:30– 2pm

Open Educational Resources: How to Use Them, What They Are, and Where to Find Them
Facilitated by Kelley Plass, Instruction & Research Librarian

According to the U.S. Department of Education, Office of Educational Technology: "Openly Licensed Educational Resources are learning materials that can be used for teaching, learning, and assessment without cost. They can be modified and redistributed without violating copyright laws". This session will serve as an introduction to the use, explanation and source of open education resources. Participants will be given an overview of OER’s, then, through an in-workshop activity, an opportunity to find some OER’s that potentially could be used in their coursework and course design. The objective of this session is to provide each faculty member with tools and resources to find and use OER’s in their classes, as well as have a take-away of at least one OER that can be a successful resource for them and their students.

Location: Faculty Center Lab, First Floor Library LR-112
Date & Time: Wednesday, November 7, 2018, 11:00 am – 12:30pm
Sustainability in and outside the Classroom  
Facilitated By John Lerczak, Facilities Coordinator for Sustainability and Administration

Learn about how Lewis University supports sustainability in and outside the classroom. Learn ways to make your teaching strategies greener.

**Location:** Faculty Center Lab, First Floor Library LR-112  
**Date & Time:** Wednesday, November 7, 2018, 2:00 – 3pm

**Online Education and the Adult Learner**  
Facilitated by Dr. Cindy Stevens, Assistant Professor, Director Prior Learning Assessment

Technology and the use of the digital age in higher education has expanded from being a non-traditional component to now being a mainstay format for course delivery. This workshop will focus on understanding more about how online education and the computer age affects adult learners and education.

**Location:** Faculty Center Lab, First Floor Library LR-112 and Online  
**Date & Time:** Wednesday, October 3rd, 2018, 3:00 – 4pm

**Blackboard Topics**

The Learning Management System for Lewis University is Blackboard Learn. Attend these types of workshops to brush up your skills or learn new things in Blackboard and other third party tools integrated within Blackboard. Topics vary from beginning to advanced. Workshops can help instructors in both face-to-face courses as well as online, blended, or web enhanced course delivery and student engagement. Advanced registration required. Visit the Faculty Center website to register today.

**Blackboard Refresher**  
Facilitated by the Academic Technology Solutions Team

Whether you’re new or returning to using Blackboard, attend this session to get your new semester questions answered. Learn about the newest updates and how to organize your class to start the new semester off to a great start.

**Location:** Faculty Center Lab, First Floor Library LR-112  
**Date & Time:** Friday, September 7, 2018, 10:00– 11:00am  
**Date & Time:** Monday, September 10, 2018, 10:00– 11:00am

**Blackboard Groups for Student Engagement**  
Facilitated by Dr. Ryan Phillips & Samantha Kinser, M.Ed.

Blackboard groups allow instructors to create groups of students within a course. These course groups have their own spaces equipped with tools to assist in the collaborative process. Learn about the different ways you can deliver groups in your course and how to use the tool to your advantage. Insight from Associate Professor Dr. Phillips will give participants a real look into how groups can facilitate and enhance learning activities.

**Location:** Faculty Center Lab, First Floor Library LR-112  
**Date & Time:** Friday, September 28, 2018, 12:00– 1pm
Blackboard Grade Center  
*Facilitated by Samantha Kinser, M.Ed.*

This workshop will focus on effectively using the Grade Center, no matter what type of course you teach, learn how to use the new grading features and retention center. We will examine organizing the grade center and creating calculated columns.

**Location:** Faculty Center Lab, First Floor Library LR-112 & Online  
**Date & Time:** Thursday, September 13, 2:00 – 3pm  
**Date & Time:** Wednesday, October 4, 2:00 – 3pm  
**Date & Time:** Monday, November 12, 2:00– 4pm

Blackboard Orientation Workshop for New Faculty  
*Facilitated by Academic Technology Solutions Team*

The Blackboard Orientation Workshop for New Faculty provides an introductory overview of how to use the University Learning Management System, Blackboard. The workshop is offered in person or online at the end of each semester for faculty joining the University in the following semester. Attendees may join in person or through online conference.

**Location:** Faculty Center Lab, First Floor Library LR-112  
**Dates & Time:** Thursday, December 6, 2018, 12:00– 1pm  
**Dates & Time:** Thursday, December 12, 2018, 12:00– 1pm

Respondus Lockdown Browser  
*Coordinated by the Academic Technology Solutions Team*

This comprehensive training webinar is intended for instructors who plan to use LockDown Browser and/or Respondus Monitor with online exams. The session provides a detailed demonstration of both applications, including the automated flagging system within Respondus Monitor.

**Location:** Faculty Center Lab, First Floor Library LR-112 or Online  
**Date & Time:** Tuesday, August 21, 2018, 12:00pm – 1pm
Technology Topics
Join the Faculty Center for various topics in technology and cyber security that are outside of the Learning Management system. Choose from assessment, cyber security, and Microsoft technologies below. Advanced registration required. Visit the Faculty Center website to register today.

TK20: Course Based Assessment
This training is intended for program leaders (directors/chairs/coordinators) and program, college and department assessment committee members. Learn how to set up the integration between Blackboard and TK20 to collect student artifacts for program, department, and university level assessment.

Location: Faculty Center Lab, First Floor Library LR-112 or Online
Date & Time: Friday, September 14, 11:00am – 12pm
Date & Time: Monday, October 8, 2018 3:00 – 4pm

Collaborate with Microsoft Office 365
Facilitated by Samantha Kinser, M.Ed.
Learn how to use Office 365 apps for collaboration in and outside the classroom. Receive an overview of the ways you can use One Drive, Apps Online, Sway and SharePoint. This workshop is ideal for all faculty and staff.

Location: Faculty Center Lab, First Floor Library LR-112 or Online
Date & Time: Tuesday, September 18, 2018, 12:00 – 1 pm

Working with Data: Excel 2016 Tips & Tricks
Facilitated by Samantha Kinser, M.Ed.
Work better with data and learn how to work with tables, insert charts, and use helpful Excel functions. All faculty and staff are encouraged to attend.

Location: Faculty Center Lab, First Floor Library LR-112
Date & Time: Thursday, November 15, 12pm – 1pm
Date & Time: Monday, December 3, 12pm – 1pm

Outlook 2016 Tips & Tricks
Facilitated by Samantha Kinser, M.Ed.
Learn about tips and tricks in the new Outlook 2016 to help you work more efficiently. Participants will learn tasks to make responding to email and calendar functions quicker and easier. All faculty and staff are encouraged to attend.

Location: Faculty Center Lab, First Floor Library LR-112
Date & Time: Monday, September 17, 11am – 12pm
Phishing Awareness & Password Safety

Facilitated by Robert Barton

Phishing is a process by which fraudulent practices of sending emails purporting to be from reputable companies to lure individuals to reveal personal information, such as passwords and credit card numbers. This workshop will provide an overview of phishing, how it affects everybody, and how to spot it at home and in the workplace.

Location: Borromeo 121
Date & Time: Friday, August 24, 2018, 11:00 am – 12:00 pm
Date & Time: Tuesday, October 16, 2018, 1:00– 2 pm
Date & Time: Friday, November 9, 2018, 2:00– 3 pm
Date & Time: Wednesday, November 28, 2018, 12– 1:00pm

Cyber Security Open Session

Facilitated by Robert Barton

This workshop will be an open session with tips, tricks and ample time for questions on the subject of security online. Join us for light refreshments and topics that matter most to you.

Location: Borromeo 121
Date & Time: Friday, November 16, 2018, 2:00 -3pm