



Faculty Seminars & Workshops

offered by the **Center for Teaching Excellence, Faculty Instructional Technology Center, and Academic Human Resources**

Spring 2008

**Featured
Event**

Large Classes Panel Discussion: "TAs and Faculty as Partners in Large Courses"

This panel discussion will continue themes raised at the Teaching & Learning Symposium in February. How can faculty most effectively work with TAs in a large course? What training do graduate students need to be members of an instructional team? Panelists will include faculty and graduate students.



Date/Time: Thur., May 15, 2:00-3:30

Location: Bay Tree Conference Ctr., Cervantes & Velasquez Room (#318)

Presenters: See CTE Web Site For List of Presenters



Workshops on Teaching with Technology offered by the FITC.

The workshops listed in this section will help instructors use various technology tools effectively in their teaching, including WebCT, UCSC's learning management system. For registration and additional information see http://ic.ucsc.edu/services/fitc_workshops/register.php, or call 9-5506

Writing Performance (Narrative) Evaluations: Using a Software Approach

Looking for help in writing your student evaluations? Learn how to use a software approach that can help: save time, simplify record-keeping, and increase your effectiveness in drafting evaluations for large courses with the help of your TAs.

The software approach, adopted by many UCSC faculty, makes use of Microsoft Word and Excel. No advance familiarity with Excel is required. Before starting, it is helpful to have your current email class list and a sample evaluation you've written. Workshops are limited to four participants. If you'd like to schedule one on one help, please contact Rebecca at 459-1573 or evals@ucsc.edu.

Register for workshop:
http://ic.ucsc.edu/services/fitc_workshops/register.php

Date/Time: Tues., April 1, 9 - 10:30 OR

Wed., April 9, 1:30 - 3:00

Location: 202 Crown Library Building, FITC

Instructor: Rebecca Peet, evals@ucsc.edu

Introduction to WebCT Learning Management System

This seminar focuses on faculty planning on using the WebCT web application to publish course materials. WebCT provides content and communication tools to establish discussion sessions and to create on-line tests which are

graded automatically. WebCT is a tool for course content delivery and management via the Web (Internet.) With WebCT you can provide a variety of communication tools to your students that enhance communication capabilities-- student-to-student or instructor-to-student. Additionally, you can track students' participation and visits to key course components. You can easily use a Mac or a PC with WebCT. For more info see the Web CT Documentation. Familiarity with how to create web pages with Dreamweaver, Word or even PowerPoint helpful. Ability to navigate local desktop and use a web browser essential. WebCT This is not a hands-on session. Orientation topics include:

- * Understanding Designer Options
- * Communication Tools (threaded discussion groups, chat, email and white board)
- * Content Module and file management
- * Grade Book customization
- * On-line Quizzes and Surveys, question database, quiz creation, settings and reviewing results
- * On-line assignment submissions
- * Student Homepages
- * Student Presentations (either web-based or PowerPoint)

Register for Workshop:
http://ic.ucsc.edu/services/fitc_workshops/register.php

Date/Time: Wed., April 2, 10 - 11:30 OR

Wed., April 9, 3:30 - 5:00

Location: FITC, 202 Crown Library Building, FITC

Instructors: Rebecca Peet, Evalsware & WebCT Support

Introduction to Powerpoint

A hands-on introduction to PowerPoint as a method of presenting lecture material. PowerPoint is an extremely flexible application, allowing for a wide array of presentation styles (computer display, 35mm slides, overhead transparencies, paper copy, etc.) and the capability of last minute changes. PowerPoint users can work at one of several levels of sophistication depending on their preference. Among other topics, the workshop will cover designing for legibility, using graphics, and presenting for maximum impact. Participants in the workshop will create a basic presentation and experiment with changing styles and modifying content. See Effective Teaching with PowerPoint, Educause:

http://www.educause.edu/Browse/645?PARENT_ID=107 before the workshop. Reference on-line tutorial at: <http://www.fgcu.edu/support/office2000/ppt/index.html>

Register for Workshop:
http://ic.ucsc.edu/services/fitc_workshops/register.php

Date/Time: Fri., April 4, 10:00 - 11:30 OR
Thur., April 10, 10:00 - 11:00

Location: FITC, 202 Crown Library Building, FITC

Instructors: Rebecca Peet, Evalsware & WebCT Support

**Topics in Teaching offered by the Center for Teaching Excellence.**

CTE provides resources and support for faculty in teaching effectively. For registration to CTE workshops, see <http://ic.ucsc.edu/CTE/workshopreg.html>, or call 9-5091.

Using Small Groups Effectively

Small groups provide opportunities for active participation by more students. In this session we'll look at some ways to use groups both for short in-class activities, and for longer-term projects. We'll address some of the more common problems: How do I keep groups on task? Should students get to choose their own groups? What do I do about group dominators and shirkers? How do I know they're learning? We'll also address ways of incorporating group work in large classes.

Date/Time: Wed., April 23, 10:30-12:00

Location: Bay Tree Conference Ctr., Esselen Nation (#352)

Presenter: Ruth Harris-Barnett (CTE Director)

Spring Instructional Improvement Colloquium

Come hear faculty who have received Course Development Fellowships through the Instructional Improvement Program describe their projects and the effects on teaching and learning. Check the CTE web site (<http://ic.ucsc.edu/CTE/workshops.html>) for more details. Strongly recommended for faculty considering applying for a Course Development Fellowship in the future.

Date/time: Tues., May 6, 2:00-3:30

Location: Bay Tree Conference Ctr., Cervantes & Velasquez Room (#318)

Presenters: See CTE Web Site For List of Presenters

**Development Opportunities offered by Academic Human Resources.**

AHR workshops address employment and advancement of faculty at various stages of their careers. To register, please contact Nancy Furber, furber@ucsc.edu, ext. 9-4779.

**Academic Personnel Review Process for Assistant Professors**

These sessions are offered to help Assistant Professors understand many of the policies and procedures in academic personnel reviews. The sessions are informal and faculty will be able to ask questions pertinent to their own reviews. Sessions are offered at the following times:

Date/Time: Tues., May 13, 2:00 - 4:00

Wed., May 14, 10:00 - 12:00

Thurs., May 22, 10:00 - 12:00



Faculty Seminars & Workshops Calendar

APRIL

Mon	Tues	Wed	Thurs	Fri
31 <i>Quarter Begins Instruction Begins</i>	1 • 9:00 – Narr. Evals using Software Approach	2• • 10:00 – Intro to WebCT	3	4 • 10:00 – Introduction to Powerpoint
7	8	9 • 1:30 – Narr. Evals using Software Approach 3:30 – Intro to WebCT	10 • 10:00 – Introduction to Powerpoint	11
14	15	16	17	18
21	22	23 • 10:30 – Using Small Groups Effectively	24	25
28	29	30	1	2

MAY

Mon	Tues	Wed	Thurs	Fri
5	6 • 2:00 – Spring Instructional Improvement Colloquium	7	8	9
12	13 • 2:00 – Academic Personnel Review	14 • 10:00 – Academic Personnel Review	15 • 2:00 – Large Classes Panel Discussion	16
19	20	21	22 • 10:00 – Academic Personnel Review	23
26	27	28	29	30

For more information about these and other topics, visit:

- Academic Human Resources
<http://ahr.ucsc.edu>
- Center for Teaching Excellence
<http://ic.ucsc.edu/CTE/>
- Faculty Instructional Technology Center
http://ic.ucsc.edu/services/fitc_workshops/workshop_list.php

