



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

BIG ORANGE. BIG IDEAS.

COURSE SYLLABUS

New Faculty Teaching Institute 2016

Meeting Time and Place: Black Cultural Center

August 3-4, 2016, 8AM-4:30PM daily

August 5, place TBA, course development day

FACULTY CONTACT INFORMATION:

The Tennessee Teaching and Learning Center is located at 821 Volunteer Blvd. in 618 Greve Hall.

Click map to enlarge



You can reach us at 865-974-3807 or by email: tenntlc@utk.edu

Web page: <http://tenntlc.utk.edu/> Facebook: <https://www.facebook.com/TennTLC> Twitter: [@TennTLC1](https://twitter.com/TennTLC1)

- I. **COURSE DESCRIPTION:** The Tennessee Teaching and Learning Center (TennTLC) at the request of the Office of the Provost, provides a two-to-three day institute for new faculty in the fall of each year as they begin, or continue, established, academic careers. The New Faculty Teaching Institute (NFTI) provides resources related to engaging UTK students in the learning process, understanding and using the teaching and learning resources on campus, raising awareness of the learning culture at UTK and the UTK student body, as well as other issues that often occur in the teaching profession.

- II. **VALUE PROPOSITION:** The intended value for the New Faculty Teaching Institute is to: *gain content knowledge of teaching and learning and how it is valued in the VolVision2020 campus plan, and to begin a program of professional growth and networking at UTK, with increased self-confidence for teaching.*

III. LEARNING OUTCOMES: By the end of this institute, it is intended that participants will:

- a. *Explore and identify evidence-based teaching strategies to facilitate resilient, intentional, student learning.*
- b. *Practice using a course design tool to structure evidence-based teaching.*
- c. *Adopt the accessible UTK syllabus for inclusiveness.*
- d. *Identify next step in your professional development as a teacher, noting where TennTLC can assist.*
- e. *Experience an intentional faculty learning community.*
- f. *Utilize self and peer feedback to enhance their teaching presence and engagement*

TENNESSEE TEACHING AND LEARNING CENTER MISSION STATEMENT: The mission of the TennTLC is to serve the University of Tennessee, Knoxville by advancing teaching excellence as a direct means of facilitating learning excellence.

IV. LEARNING ENVIRONMENT: In this collaborative, learner-centered environment, the staff of the TennTLC seeks to guide participants as they build on their current foundation of pedagogy. This environment is established through active learning techniques as well as lecture, discussion and peer-to-peer coaching. As an active, engaged environment, there are many opportunities for participants to provide formative feedback throughout the institute.

Usually the NFTI draws over 60 participants. Given the size, we will model pedagogical practices suitable for larger classes, including asking for online participation and feedback. Cell phones (smart ones) will be used. If you do not use your phone, please bring a tablet or laptop. Let us know if we need to check out a device for you.

V. TEXTS/MATERIALS/RESOURCES FOR THE COURSE:

- a. <http://tenntlc.utk.edu/>
- b. <http://tenntlc.utk.edu/new-faculty-summer-institute/>
- c. Bring a draft or sample syllabus (e-copy is fine) for a class you are teaching in the fall or spring.

VI. PRE-INSTITUTE ASSIGNMENTS:

- a. Make sure you can access one of your UTK Fall courses online in Canvas or (or request a “sandbox” site). If you need, and do not have, a sandbox site, please send an email to tenntlc@utk.edu **before August 1**.
- b. **Create a Twitter account** (you may delete this after the NFTI). We will conduct assessments and ask for participation via Twitter. If you have a personal account that you use professionally, that will work; if you have on you use personally, consider a separate account for work. #NFTI2016
- c. Bring laptop (tablets may not employ all functions with Online@UT (Canvas)
- d. Scan the 2016 [UT Teaching Guide](#)
- e. Familiarize yourself with the TennTLC website (tenntlc.utk.edu). In particular, please scan the topics of the “[How-To Papers](#).” We add to these on a regular basis and faculty find them to be helpful.
- f. Take the [Millennial Quiz](#); **bring your score with you** on the first day.

VII. HOW TO GET THE MOST OUT OF THE INSTITUTE: Learning in a collaborative environment requires participation and engagement. Please be respectful of those around you by planning to engage fully in the activities of the NFTI. We know that you are busy moving into a new city, and a new job. If you need to text/email or make phone calls, feel free to step into the foyer.

- a. **Participants will receive certification of this educational development institute.**
- b. **Laptop Policy/Cell Phone:** We will be using devices, but we *would appreciate professional use of laptops/cell phones (i.e., not checking email or social media during sessions)*. It is important that laptops and cell phones not distract from the overall learning experience of each participant, nor inhibit meaningful dialogue. Thank you in advance for adhering to the policy.

VIII. INSTITUTE ASSESSMENT AND FEEDBACK: You will have numerous opportunities to provide feedback throughout the NFTI. TennTLC facilitators will also track your work as we move through the Institute. Please help us by completing all feedback assessments so we can make any needed adjustments as we move through the materials, such as:

- a. Needs assessment survey
- b. Formative Feedback
- c. Final survey

IX. UNIVERSITY POLICIES: The University of Tennessee is committed to the principle that decisions concerning employment, admission, and performance should be based on an individual's qualifications and performance and not on characteristics unrelated to job or academic requirements. Therefore, the university and its employees shall not discriminate against or harass any employee or student on the basis of sexual orientation such as heterosexuality, homosexuality, or bi-sexuality; marital status; parental status; or similar characteristics regardless of whether those characteristics enjoy a protected status under state or federal law. For the complete policy, see http://policy.tennessee.edu/hr_policy/hr0220/

X. PARTICIPANTS WITH DISABILITIES: Any participant who feels s/he may need an accommodation based on the impact of a disability should contact the TennTLC privately to discuss specific needs. Please contact the Office of Disability Services (ODS) at 865-974-6087 in 2227 Dunford Hall. "ODS will work with students and faculty to coordinate reasonable accommodations for students with documented disabilities." For faculty accommodations, please review the [university's reasonable accommodation procedure](#) for all questions and to start the accommodation process.

Schedule Overview

Day 1 includes sessions on:

- Vol Vision 2020 and our teaching mission
- UTK Demographics (with Dr. Anton Reece)
- Gen Z Students: who are they?

- Student Panel / Discussion of Learning at UTK
- Evidence-based Teaching Strategies
- New Faculty Panel / Discussion: What we learned our first year
- Disciplinary pedagogy: conversations with UTK Faculty

Day 2 includes the following sessions:

- UTK Accessible Syllabus
- “Jump Start” course design tools
- Office of Disabilities and UTK’s approach to accessibility and accommodations
- Introduction to Canvas (with OIT)
- Afternoon Sessions are designed in tracks, so that you have choices to meet your needs
 - Session A—teaching strategies from active to experiential, small class to large lecture
 - Sessions B-- technology and teaching including Canvas, clickers and more, with OIT staff

Day 3 Option includes:

- Working on a course you are teaching
- Further development of assignments, assessments, and activities
- Facilitation through group and individual feedback
- Micro-teaching (5 min teaching segment you deliver) and group feedback