![UMSL Center for Teaching and Learning logo]

December 2020

CENTER FOR TEACHING AND LEARNING

Newsletter Table of Contents

ACUE
Association of College and University Educators

Association of College and University Educators "Effective Online Teaching Program"

The University of Missouri System was selected by the National Association of System Heads (NASH) to participate in Scaling Instructional Excellence for Student Success, a strategic initiative focused on improving quality instruction, and ultimately student success, through intentional, high-quality professional development for faculty across our four universities. Four systems nationwide were selected for this program including University of Missouri System, California State University System, City University of New York and The Texas A&M University System.

Almost 50 faculty at UMSL were selected to participate in ACUE's "Effective Online Teaching Practices" year-long

implementing these practices.

In an upcoming module we are exploring how to use active learning effectively in online courses. The module focused on two main topics:

- the active learning cycle
- structuring effective online discussions

Highlighting UMSL Faculty
Professor Paul Van Wert from the College of Business Administration uses active learning techniques in his teaching of financial accounting.

Professor Van Wert said the following about his large (100 students) sophomore level undergraduate accounting class where is he has incorporated two active learning assistants (ALA). Please see the announcement below to apply to have active learning assistants in your Spring 2021 classes. "*My two ALA's this semester both successfully completed the course just a couple semesters ago, so they still recall doing the activities and where the challenging parts were. We meet each Monday to go over plans and activities for the week. I get to ask them their feelings about the topic, incorporate their suggestions for what would be helpful, what would be more interesting, and so on. During the (Zoom) class sessions, the ALA's respond to chat questions, clarify points, remind us about upcoming key dates, and drop in to breakout rooms to check on progress and answer questions. In addition, because we have several "study sessions" scheduled at other times during the week, even students with busy schedules always have an opportunity to find a time to get their questions answered or talk through a better approach. As we approach the end of the current semester and think about the spring, I'm even more encouraged to incorporate some of the ideas we've had in our weekly sessions that couldn't be implemented in the middle of a semester*."

If you have any questions about the Active Learning Assistant (ALA) Program please contact CTL Assistant Director Jennafer Alexander (alexanderjm@umsl.edu). If you want to discuss how to incorporate active learning in your course, Erin Whitteck from the CTL has a faculty support hour every Tuesday from 1-2 PM in her Zoom room https://umsystem.zoom.us/j/3145165978. If that time does not work for your schedule, please reach out to Erin Whitteck (elwbcf@umsl.edu) or Jen McKanry (mckanry@umsl.edu) to schedule an individual appointment.

Next semester, the Center for Teaching and Learning will offer two student support programs: the Supplemental Instruction (SI) program and the Active Learning Assistant (ALA) program. Apply now to set your students up for success this spring!
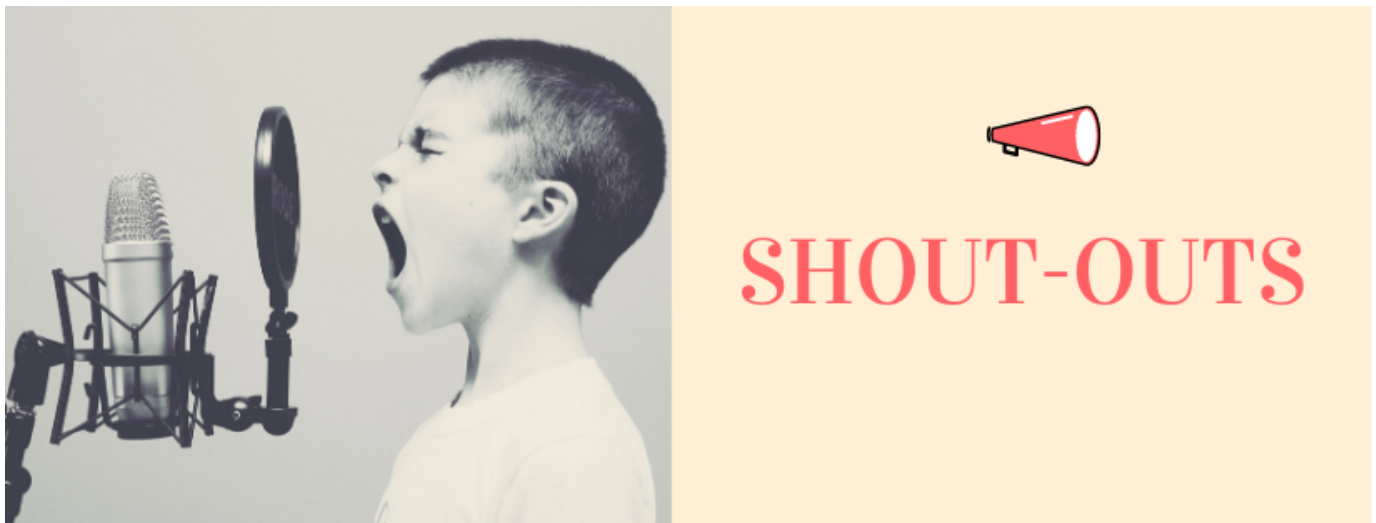
The SI program supports students in large, required, and/or challenging courses. Faculty work closely with a student who has taken the course before and done well (called an "SI Leader"). The SI Leader attends class, assists with class activities, and serves as a model student. SI Leaders also hold

students to teach and learn from one another in smaller group settings. For more information, and to request an SI Leader for your course(s), visit our website here.

The ALA program assists faculty in creating more engaging, collaborative, and student-centered courses. Active Learning Assistants (ALAs) are undergraduate students who attend weekly workshops with Jenna Alexander, CTL Assistant Director for Student Support Programming, to learn about facilitation, collaboration, and active learning. ALAs also meet with the faculty members for weekly preparation sessions. These sessions give faculty members opportunities to receive feedback from their ALAs, and to brainstorm ways to incorporate more active learning in their courses. Overall, the ALA program supports and rewards faculty who strive for instructional innovation. To learn more, check out this list of "30 Ways to Use ALAs" in your courses. Additional information is available on our ALA website here as well.

Please note that these programs are not mutually exclusive - you may have both SI Leaders and ALAs in your courses. In addition, the SI and ALA programs can support courses in any format (online, blended, and in-person). We encourage faculty from all disciplines and ranks to apply. Applications are due **Friday, December 4**.

If you have any questions, please contact Jenna Alexander (alexanderjm@umsystem.edu).

Shout-Outs: Giving Thanks

We are all experiencing this challenging time in unique ways, it is very encouraging to acknowledge those around you that are going above and beyond. The recipients received a postcard in their e-mail, and are featured below. We are accepting shout-outs for next month.
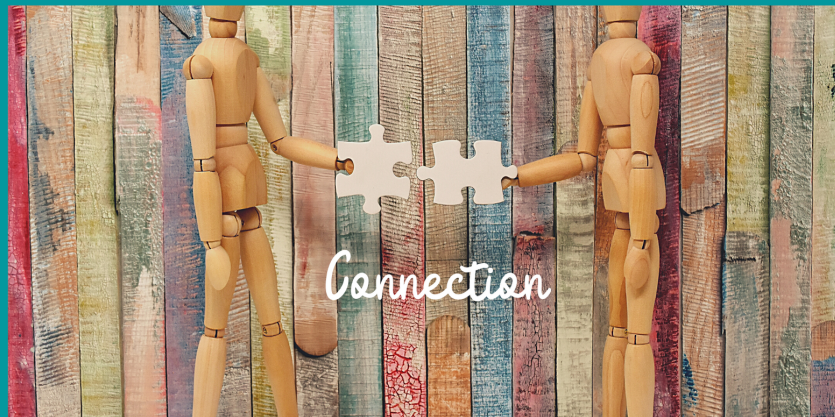
Recent Shout-Outs

Joseph Rottman, Associate Dean, Director of the International Business Institute, and Professor of Information Systems from the College of Business Administration
Joe took the time to show me where I could look up and find degree level details. One of my biggest challenges since coming to UMSL is finding out what data exists, where data is and how to access/use it, so I can't thank Joe enough for his patience and willingness to teach/share! - Judith Kaplan

SAVE THE DATE

Connection

29 JANUARY 2021 • 9 AM - 3:30 PM • CTL'S SPRING FORUM

Don't Miss CTL's Spring Forum - January 29th 2021

Building on the momentum of last year's Sense of Belonging event the CTL is setting aside a day to feature the amazing teaching talent we have on our campus. The theme this year will be what we are all longing for - connection. The [community of inquiry (COI) framework](#) centers three types of connection for effective online teaching: student to student, student to content, and student to instructor. We are excited to feature [Dr. Courtney Plotts](#) who will speak to the importance of connected teaching in her keynote address, Dr. Plotts will also offer an interactive workshop about online culturally responsive teaching.

When: January 29th, 2021
Where: Virtually over Zoom
Keynote Speaker and Interactive Workshop: Dr. Courtney Plotts
Who: Many of our presenters will come from the College of Arts and Sciences (CAS) due to the College's collaboration with the CTL through the Curriculum Alignment Process (CAP). In subsequent years we will shift our focus to other Colleges that are currently engaging with the CAP process. *We still have some presenter spots remaining*. If you have an example of connected teaching that you would like to [feature in a 45 minute interactive workshop please complete the following form](#) and we will set up a meeting to discuss your workshop with you.
RSVP: Please [RSVP to the event with this form](#) to receive Zoom links and further details about the event.

If you have any questions about Spring Forum please contact CTL Assistant Director Erin Whitteck (elwbcf@umsl.edu).

Anti-Racist Pedagogy
Education and Action

The Center for Teaching and Learning at UMSL does not position itself as an expert in anti-racist pedagogy but instead finds itself as part of a larger campus effort of facilitating ways for collective education, conversations and actions towards contributing to a truly diverse, equal, and inclusive campus.

The Columbia University's Center for Teaching Learning has recently compiled a guide called "Anti-Racist Pedagogy in Action:First Steps." Last month we highlighted two resources that could be used in class to interrogate one's own positionality and (un)conscious biases.. This series will continue to highlight resources that may be pedagogically useful. The next section of the guide provides resources to address curricular gaps with intentional course design.

One resource listed in this section "*Teaching about Race and Racism in the College Classroom: Notes from a White Professor*" by Cyndi Kernahan is being read by the Anti-Racist Educators group that was formed this past summer during the Resilient Course Design Program. If anyone is interested in reading the book with our group please reach out to Erin Whitteck (elwbcf@umsl.edu). The author combines an evidence-based approach with practical advice that is helpful for all instructors.

The second resource that can help everyone take a direct anti-racist action in their teaching in the Spring semester is "The social justice syllabus design tool: A first step in doing social justice pedagogy." The syllabus is a first point of contact with students and the language used in the syllabus can convey relentless welcome or a contract. Appendix A of this paper provides 19 questions that you can use to interrogate the language, community, process and other dimensions in your syllabus.

If you would like someone in the CTL to take a look at your syllabus and give suggestions based on the social justice syllabus design tool please reach out to Erin Whitteck, CTL Assistant Director, at elwbcf@umsystem.edu.

Join our Part-time Faculty Teaching Circle

Join us in the newly formed Part-time Faculty Teaching Circle. The purpose is to enhance teaching effectiveness on the UMSL campus specifically aimed at the needs of part-time faculty (sometimes referred to as adjuncts). Due to time of day and the unique needs of part-time faculty, traditional campus offerings are not always ideal for participation.

This Teaching Circle is guided by an advisory group of part-time faculty and will be supported by CTL staff providing the Zoom facilitation and recruiting presenters on teaching topics. Meetings dates, times and topics will be identified by the advisory group (likely monthly) and held via Zoom. A repository of teaching materials, as identified as useful by the advisory group, is currently building built. The Spring schedule will be published in early January.

If you would be interested in being involved in this Teaching Circle, please complete this form.

If you have any questions about the Part-time faculty teaching circle please contact CTL Assistant Director Jen McKanry at mckanryj@umsl.edu.

Final Exam Policies
A Note from the Registrar's Office

- Fall 2020 finals begin Saturday, December 12th, at 7:45 a.m. and end Friday, December 18th, at 12:15 p.m. please refer to the Final Exam Schedule link: http://www.umsl.edu/registration/final-exams.html

- Final exams must align with the official final examination schedule published on the Registrar's site so that students do not have conflicts in exam times.

- **If you plan on offering an in person final during final exam week**, please consider the following:

- Contact the Registrar's Office immediately (scheduling@umsl.edu) to arrange the location for your final exam. **You must email the Registrar's Office in order to secure a room for your final exam otherwise we cannot guarantee that your classroom will be available, cleaned, or unlocked.**

held in Fall 2020 due to space restrictions that will accommodate social distancing. Each section holding an in-person exam should still schedule that exam at the time and day listed on the final examination schedule working with the Registrar's office to arrange a room (scheduling@umsl.edu).

- While it is not required to have a final exam, if at all possible, we encourage faculty to be flexible and please consider giving your final exam as a take-home assignment or as a quiz online using the Canvas quiz features (such as a timer). Remember, all student work including final exams must be submitted in Canvas and not transmitted by email, per FERPA requirements.

- **For 100% online courses (synchronous or asynchronous),** the final exam or final project must be offered online in Canvas and best arranged asynchronously to be completed during the span of finals week.

  - Exams can take place in Canvas with or without the web-based remote proctoring tool (Proctorio).

    - If a faculty member is using Proctorio, please note the required syllabus statement to students about Proctorio.

  - If a student requires accommodations,exams can also be scheduled in the Campus Testing Center, limited seating is available.

  - If the last exam of the course is not cumulative but instead covering the last section of course material/concepts, that exam can take place during the last week of courses and not necessarily take place during finals week.

For questions please contact the Registrar's Office at scheduling@umsl.edu.

Course evaluations are now managed in the CTL. The Faculty Senate set dates for opening and closing of course evaluation surveys, as well as when faculty can access their results.

When do students complete course evaluations?

- Fall 2020 8-Week 1: October 5 – October 11
- Fall 2020 8-Week 2: November 23 – December 13* (Extended date!)
- Fall 2020 16-Week: November 23 – December 13* (Extended date!)

When can I see my course evaluations?

- Fall 2020 8-Week 1 evaluations: October 16
- Fall 2020 8-Week 2 evaluations: December 25

Accessing Results

1. Sign into [MyCourseEval](#) with your SSOID and password.
2. After a faculty logs into MyCoursEval, they will be placed on the **My Reports** landing page, which houses their course evaluation results for the most recent semester.

Office support personnel administer surveys for departments across UMSL. For questions about department specific surveys, please see the office support personnel in your department.
For more information on course evaluations, please visit [our CoursEval Resource Guide](#).

Kaltura to Panopto Changeover

On June 1, 2021 Kaltura will no longer be available for use, but don't worry - your video content will be moved for you. Since Kaltura and Panopto have developed to have very similar feature sets over the past few years, we will be consolidating all video streaming and lecture capabilities onto Panopto to streamline technologies, support, and budgets.

Though we encourage faculty to switch as soon as possible to Panopto for video creation, Kaltura will remain available for new video creation until February 1, 2021 at which time no more video content can be created or uploaded into Kaltura, although videos can continue to be played throughout the Spring 2021 semester. The Office of eLearning team at UM-System will be copying all Kaltura videos that have been played **at least once** within the last two years over to the relevant campus instance of Panopto.

Where I can learn how to use Panopto?
The UM-System Teaching Tools site contains a number of [help documents on using Panopto](#) or [register to join](#) one of the many workshops or help sessions on Panopto.

Coming Fall 2021 - One Canvas for all campuses

Beginning with the Fall 2021 semester, all faculty, staff and students on the S&T, MU, UMKC, and UMSL campuses will use the same Canvas instance. Consolidating into one Canvas supports cross-campus enrollment and

to one Canvas system also removes redundancy in academic tools, which reduces license fees and provides more efficient allocation of support resources. Instructors will be able to begin working on their Fall 2021 Canvas sites in March, and content from present Canvas sites will be moved. To ensure that everyone is logging into the new system in the Fall, your current Canvas web address will redirect to the new Canvas in mid-August. Please see the **Unified Canvas FAQ** for more information.

If you have any questions about any announcements from the Office of eLearning please contact keepteaching@umsystem.edu.

How to Give Your Students Better Feedback With Technology

'Tis the season to be giving feedback to your students. The Chronicle puts out thorough advice guides on certain topics. This guide outlines some great tips about providing meaningful feedback that also saves you time.

Dear Faculty: 'Keep Walking'

2020 has been challenging for students, faculty and staff. This article acknowledges the difficulties of this past year but urges you to keep going. As we close it this year I know I plan to remind myself of why I do what I do. Please know that all of you matter more than you will ever know.