



Educator Enhancement Program

2018/2019



Teaching & learning development seminars for
McMaster faculty, instructors, and staff.

Register at:
<https://mieep.eventbrite.ca>

EDUCATOR ENHANCEMENT PROGRAM

The MacPherson Institute is pleased to offer the Educator Enhancement Program leading to two Certificates of Completion. This Program is designed to allow McMaster University educators to improve and enhance their teaching and learning practices in ways that are responsive and flexible to their own needs and interests. Participants in the program will select the seminar topics and practicum options that are most relevant to their development. The program components are designed in such a way that they encourage participants to consider the courses they teach, and identify changes that can improve learning, increase retention, and enrich the student experience.

In order to meet the varying needs of McMaster instructors, we have created two Certificates of Completion, which are described below.

Foundational Educator Enhancement Certificate of Completion

To earn this certificate of completion, participants are required to:

- 1) Attend FIVE (5) seminar topics
- 2) Submit FIVE (5) reflective assignments, one for each seminar series attended, to be submitted within THREE (3) weeks of completing the seminar
- 3) Complete the Foundational Capstone Portfolio Seminar
- 4) Submit the Foundational Capstone Portfolio

Advanced Educator Enhancement Certificate of Completion

To earn this certificate of completion, participants are required to:

- 1) Have completed and been awarded the Foundational Educator Enhancement Certificate of Completion
- 2) Attend THREE (3) additional seminar topics with reflective assignments
- 3) Attend and complete one Advanced Practicum Opportunity
- 4) Complete the Advanced Capstone Portfolio Seminar
- 5) Submit the Advanced Capstone Portfolio

It is not mandatory for participants to attend all three sessions of the seminar; it is, however, necessary to attend the first session if they wish to attend the second or third sessions. Generally, completion of all three sessions is required to apply the seminar toward a certificate of completion.

SEMINARS

Seminar Structure:

Each seminar requires attendance of each of the following three seminar sessions, which are typically offered in the following formats.

(5 hours total):

Meeting A - Theory, content, and sharing resources (2 hours)

Meeting B - Practical application and feedback (2 hours)

Meeting C - Reflection and synthesis of learning (1 hour)

Seminars take place on McMaster University main campus. Specific room location will be communicated to participants upon registration.

Registration for any of the seminars is available at <https://mieep.eventbrite.ca>

Accessibility in Teaching & Learning

Teaching accessibility can sometimes be difficult to know where or how to start. This seminar will provide you with opportunities to explore approaches to accessibility and accommodation, apply principles of universal design to teaching materials, and exchange feedback with other instructors.

Offering #1:

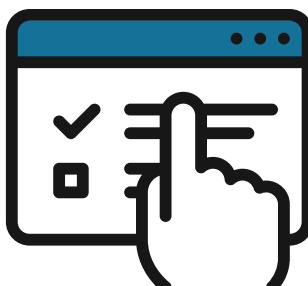
1. Wed, Nov 7, 2018, 1:30 – 3:30 pm
2. Wed, Nov 21, 2018, 1:30 – 3:30 pm
3. Wed, Jan 23, 2019, 1:30 – 2:30 pm

Offering #2:

1. Wed, Mar 6 2019, 1:30 – 3:30 pm
2. Wed, Mar 27 2019, 1:30 – 3:30 pm
3. Wed, Apr 10 2019, 1:30 – 2:30 pm

Offering #3:

1. Wed, June 5, 2019, 9:30 – 11:30 am
2. Wed, June 26, 2019, 9:30 – 11:30 am
3. Wed, July 10, 2019, 9:30 – 10:30 am



Seminar locations will be shared with participants following registration.

Classroom Assessment Strategies

Do you ever feel that you are receiving blank stares from your students? Are you looking for a way to gauge their understanding that can be completed during class time? This seminar will provide techniques and discussions surrounding Classroom Assessment Strategies.

Offering #1:

1. Mon, Oct 15, 2018,
10:30 am – 12:30 pm
2. Mon Oct 29, 2018,
10:30 am – 12:30 pm
3. Mon, Nov 26, 2018,
10:30 am – 11:30 am

Offering #2:

1. Fri, May 17, 2019
10:30 am – 12:30 pm
2. Fri, June 7, 2019
10:30 am – 12:30 pm
3. Fri, June 28, 2019
10:30 am – 11:30 am

Collecting Midterm Student Feedback

Participants will be introduced to various techniques and strategies to collect student feedback on their own teaching approaches and practices. As part of the three-part seminar, participants will collect student feedback in their current courses with the aim to make small tweaks and enhancements to their teaching to enhance student learning and engagement.

Offering #1:

1. Fri, Oct 12, 2018,
1:30 – 3:30 pm
2. Fri, Oct 19, 2018
1:30 – 3:30 pm
3. Fri, Nov 16, 2018
1:30 – 2:30 pm

Offering #2:

1. Tues, Feb 5, 2019,
10:30 am – 12:30 pm
2. Tues, Feb 12, 2019,
10:30 am – 12:30 pm
3. Tues, Mar 5, 2019,
10:30 – 11:30 am

Course Refinement

A Course Refinement is a process where one or two MacPherson staff come to your class collect anonymous, honest, useful, personalized, formative, and timely student midterm feedback. The feedback is consolidated and returned directly to the instructor, along with consultation and discussion regarding possible enhancements or suggestions.

Dates: As requested. Please visit <https://mi.mcmaster.ca/feedback>

Seminar locations will be shared with participants following registration.

Increasing Student Interactions Online

Designing and managing online student interactions is an important part of teaching. This workshop focuses on how to effectively plan and manage online discussions and collaborative work. Together we will explore learning spaces and content options in Flipgrid, Cisco WebEx Teams, and widely used Social Media platforms.



Offering #1:

1. Wed, Oct 24, 2018, 9:30 – 11:30 am
2. Wed, Nov 14, 2018, 9:30 – 11:30 am
3. Wed, Nov 28, 2018, 9:30 – 10:30 am

Offering #2:

1. Wed, Feb 13, 2019, 9:30 – 11:30 am
2. Wed, Feb 27, 2019, 9:30 – 11:30 am
3. Wed, Mar 20, 2019, 9:30 – 10:30 am

Introduction to Scholarship of Teaching & Learning (SoTL)

Participants will have the opportunity to learn about different conceptions, frameworks, and methodologies that inform the Scholarship of Teaching and Learning (SoTL) in higher education and explore examples of SoTL within their own disciplines.

Offering #1:

1. Mon, Nov 19, 2018, 10:30 am – 12:30 pm
2. Mon, Dec 3, 2018, 10:30 am – 12:30 pm
3. Mon, Jan 21, 2019, 10:30 – 11:30 am



Offering #2:

1. Fri, June 14, 2019, 10:30 am – 12:30 pm
2. Fri, July 5, 2019, 10:30 am – 12:30 pm
3. Fri, July 26, 2019, 10:30 – 11:30 am

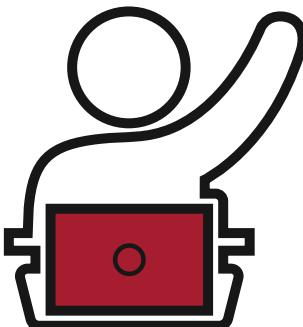
Seminar locations will be shared with participants following registration.

Student Engagement & Motivation

Creating a classroom space where students are excited to learn can be a challenge. This three-part seminar will explore techniques to deeply involve students in their own learning, encourage them to be leaders in their own success and discuss ways to create a lively and dynamic classroom which meets the needs of a diverse group of learners.

Offering #1:

1. Fri, Sept 28, 2018, 9:30 – 11:30 am
2. Fri, Oct 26, 2018, 9:30 – 11:30 am
3. Fri, Nov 9, 2018 9:30 – 10:30 am



Offering #2:

1. Mon, Jan 28, 2019, 1:30 – 3:30 pm
2. Mon, Feb 11, 2019, 1:30 – 3:30 pm
3. Mon, Mar 18, 2019, 1:30 – 2:30 pm

Offering #3:

1. Tues, May 28, 2019, 9:30 – 11:30 am
2. Tues June 11, 2019, 9:30 – 11:30 am
3. Tues, July 9, 2019, 9:30 – 10:30 am

Teaching in Active Learning Classrooms

Active Learning Classrooms are spaces designed to support teaching and learning in an atmosphere conducive to engaging students actively in their own learning. Teaching in these spaces, however, may be different than teaching in a traditional classroom. Participants in this three-part seminar will leave the sessions with several ideas to effectively teach in McMaster's Active Learning Classrooms and will have practiced teaching in an active learning approach that fits one's discipline.

Offering #1:

1. Thurs, Aug 23, 2018, 1:30 - 3:30 pm
2. Thurs, Aug 30, 2018, 1:30 - 3:30 pm
3. Thurs, Oct 4, 2018, 1:30 - 2:30 pm

Offering #2:

1. Thurs, Nov 29, 2018, 1:30 - 3:30 pm
2. Thurs, Dec 6, 2018, 1:30 - 3:30 pm
3. Thurs, Jan 17, 2019, 1:30 - 2:30 pm

Seminar locations will be shared with participants following registration.

Teaching Contentious Topics

Increasing international political and ideological polarization has revived questions about academic freedom and freedom of expression in Canadian universities. This seminar provides an overview of how these issues apply to the McMaster context and suggests strategies for teaching topics that may elicit strong responses or contentious opinions from students. In particular, we will consider instructional techniques for encouraging students to explore unexamined assumptions, for using the tools of their disciplines to engage with each other as intellectual peers, and for creating classroom spaces that balance inquiry and the pursuit of knowledge with the institutional and pedagogical responsibility to provide a safe and secure learning environment.

Offering #1:

1. Mon, Mar 11, 2019, 9:30 - 11:30 am
2. Mon, Apr 1, 2019, 9:30 - 11:30 am
3. Mon, Apr 22, 2019, 9:30 - 10:30 am

Teaching Effectively Online

This seminar is appropriate for instructors who are looking to introduce new online pedagogies or enhance existing practices and strategies, whether their course be web-facilitated, blended, or fully online. Participants in this three-part seminar will leave sessions with guiding resources, new ideas regarding effective design and delivery of online learning experiences, and will have the opportunity to practice and obtain peer feedback on an online pedagogy of relevance to their course context.

Offering #1:

1. Tues, Aug 21, 2018, 1:30 - 3:30 pm
2. Tues Aug 28, 2018, 1:30 - 3:30 pm (Online)
3. Tues, Oct 16, 2018, 1:30 - 2:30 pm

Offering #2:

1. Fri, Nov 30, 2018, 9:30 - 11:30 am
2. Fri, Dec 7, 2018, 9:30 - 11:30 am (Online)
3. Fri, Jan 18, 2019 9:30 - 10:30 am



Seminar locations will be shared with participants following registration.

Teaching & Assessment in Large Classes

As enrollment increases many instructors find themselves teaching to a great number of students each year. In this three-part seminar, we will discuss techniques for 'scaling up' classroom activities, assessment strategies which are practical for large groups, and maintaining academic rigour.

Offering #1:

1. Fri, Nov 2, 2018, 10:30 am - 12:30 pm
2. Fri, Nov 23, 2018, 10:30 am - 12:30 pm
3. Fri, Jan 25, 2019, 10:30 - 11:30 am

Offering #2:

1. Fri, Mar 1, 2019, 9:30 - 11:30 am
2. Fri, Mar 22, 2019, 9:30 - 11:30 am
3. Fri, Apr 12, 2019, 9:30 - 10:30 am

Offering #3:

1. Wed, May 22, 2019, 9:30 - 11:30 am
2. Wed, June 12, 2019, 9:30 - 11:30 am
3. Wed, July 3, 2019, 9:30 - 10:30 am



Teaching Portfolios at McMaster

Designed to complement McMaster's teaching portfolio requirements (described in SPS B2), in this seminar participants will have the opportunity to explore their values and beliefs about teaching, draft and obtain peer feedback on their teaching philosophy statement, and map out other essential sections of their portfolios.

Offering #1:

1. Tues, Mar 26, 2019, 9:30 - 11:30 am
2. Tues, Apr 16, 2019, 9:30 - 11:30 am
3. Tues, May 14, 2019, 9:30 - 10:30 am

Technology Enhanced Teaching

Participants in this seminar will explore technologies ranging from wireless presentation, smart screens, live streaming, lecture capturing, student response systems, collaboration, and other engagement tools. Whether you are beginning to incorporate technologies into your teaching or you are a seasoned practitioner, you will consider technologies that can enhance student learning and engagement, practice using these technologies, and access resources and people to assist you.

Offering #1:

1. Wed, Oct 3, 2018, 9:30 – 11:30 am
2. Wed, Oct 17, 2018, 9:30 – 11:30 am
3. Wed, Nov 7, 2018, 9:30 – 10:30 am

Peer Observation of Teaching

This seminar is an opportunity for faculty to gain new insight into their teaching through a process of reciprocal classroom observation and self-reflection.

Participants in this seminar will practice observing teaching as well as giving and receiving feedback on. This seminar will culminate in a 90-minute follow-up meeting where participants can reflect on what they observed and the feedback that they received from their peers in their teaching square.

Dates: Scheduled as we reach groups of 4
Please contact Jennifer Faubert (eee@mcmaster.ca).

Video Made Easy

Online video accounts for 74% of all online traffic. Video is increasingly a part of our everyday lives, both in and out of the classroom. Using basic principles taught by seasoned professionals, this workshop will explore simple tools and techniques to create engaging videos. No experience necessary. Requires access to a phone with a camera and a laptop.

Offering #1:

1. Mon, Nov 12, 2018 1:30 - 3:30 pm
2. Mon, Nov 26, 2018 1:30 - 2:30 pm
3. Mon, Dec 17, 2018 1:30 - 3:30 pm

Offering #2:

1. Tues, Apr 30, 2019 9:30 - 11:30 am
2. Tues, May 21, 2019 9:30 - 10:30 am
3. Tues, June 4, 2019 9:30 - 11:30 am

Seminar locations will be shared with participants following registration.

ADVANCED PRACTICUM OPPORTUNITIES

To register for an advanced practicum opportunity please contact eee@mcmaster.ca.

Instructional Skills Workshops (ISW)

The ISW is designed to enhance the teaching effectiveness of both new and experienced educators. Participants review basic ideas about teaching, check current practices, and try new strategies and techniques. During the 3-day workshop, participants design and conduct three “mini-lessons” and receive verbal, written and video feedback from other workshop participants.

Offering #1:

1. Mon, Dec 10, 2018
2. Wed, Dec 12, 2018
3. Fri, Dec 14, 2018

9:00 am - 4:30 pm
each day

Offering #2:

1. Wed, May 1, 2019
2. Thurs, May 2, 2019
3. Fri, May 3, 2019

9:00 am - 4:30 pm
each day

Offering #3:

1. Mon, June 17, 2019
2. Wed, June 19, 2019
3. Fri, June 21, 2019

9:00 am - 4:30 pm
each day

Offering #4:

1. Tues, Aug 13, 2019
2. Wed, Aug 14, 2019
3. Thurs, Aug 15, 2019

9:00 am - 4:30 pm
each day

Course (re)Design Workshop (CrDW)

The Course (re)Design Workshop aims to engage and support academic staff in the design or redesign of a course. The workshop includes facilitated sessions on course design topics, including constructive alignment, learning outcomes, and assessment; the workshop also includes dedicated time for individual work, peer feedback, and consultation time.

Dates:

1. Tues, May 7, 2019, 9:00 am - 4:00 pm
2. Wed, May 8, 2019, 9:00 am - 4:00 pm
3. Thur, May 10, 2019, 9:00 am - 4:00 pm (optional)

Seminar locations will be shared with participants following registration.

Scholarship of Teaching & Learning Project or Independent Project

Participants will engage in a self-directed study on a teaching and learning topic of their choice, selecting either a project with a research focus (e.g., literature review, research proposal, grant proposal), or an applied focus (e.g., develop and distribute a resource). The work will be supported via consultations and feedback from a MacPherson Institute Educational Developer and may involve consultation with the McMaster library staff such as the Research and Advanced Studies Librarian. Participants will be expected to identify a venue through which they will share their work.

Dates: As requested. Please contact Kris Knorr (knorrk@mcmaster.ca)

CAPSTONE PORTFOLIOS

Foundational Capstone Portfolio Seminar

After participants have completed at least five seminars, they are invited to prepare a reflective portfolio outlining (i) the seminars in which they have participated, (ii) what they have learned through their participation in the seminars, and (iii) what they have changed in their teaching practice as a result of their involvement in the seminars.

Advanced Capstone Portfolio Seminar

After participants have completed the Foundational Educator Enhancement & Enrichment – Certificate of Completion, an advanced practicum, and an additional three seminars, they are invited to prepare a reflective portfolio outlining (i) the seminars in which they have participated, (ii) what they have learned through their participation in the seminars and practicum experience, and (iii) what they have changed in their teaching practice as a result of their involvement in the program.

Dates: As requested. Please contact eee@mcmaster.ca

Register at:
<https://mieep.eventbrite.ca>

