

ASU: Interactive Teaching & Technology Center

2009 ITTC Institute – Summer I and II

Dates: There are 4 sections being offered, 2 in June and 2 in July

Summer I: Section 001-Mondays and Tuesdays June 1 thru June 30

Section 002-Wednesdays and Thursdays June 3 thru July 2

** There will be no class the week of 6/8-6/12

Summer II: Section 001-Mondays and Tuesdays July 6 thru Aug 4

Section 002-Wednesdays and Thursdays June 8 thru Aug 6

** There will be no class the week of 7/13-7/17

Each section is scheduled for 4 weeks meeting two days per week, approximately 4 hours/day.

There is a max of 20 participants per section; each section covers the same material over 8 class days within the 4 weeks

Target Audience: Faculty, TAs, and/or Others that use Instructional Technology

Application Process: Applicant submits Scope of Work to their respective Dean (see application process description below. A scope document is required for all attendees, stipend and non-stipend alike.)

Funding: A limited number of ITTC paid stipends are available
(Stipends are not required for attendance, any faculty can attend)

Stipend Eligibility: Only non-12 month faculty are eligible for the stipend award. The stipend award cannot cause an overage on the allowed payroll line item maximum for the intended recipient. The Dean or Unit Administrator should determine line item maximums for individual applicants prior to submitting the individual for a stipend award.

Description :

The purpose of the Summer Institute is for participants to learn and apply new technologies for online course instruction. Each participant will be expected to create and complete a usable online course or project. This could be a new online course or the updating an existing course with new technology such as the integration of podcasting and/or screen capture. Each participant will be assessed before and after the Institute to measure their understanding (and use) of sound pedagogical principles, their use of instructional design criteria, and their innovative use of technology.

Daily meeting times will consist of class room instruction by ITTC staff with plenty of time for hands-on project work. Each participant will be expected to present their finished deliverable at the end of the Institute and/or will be assessed against a rubric by a peer/classmate. Though a limited amount of paid stipends will be made available, non-funded participants will be allowed to attend under the same objectives and criteria. Class size will be kept to a maximum of 20 per section.

The focus of instruction during the institutes for 2008 will be:

- Online Course Quality Elements that contribute to a course's level of interaction and interactivity.
- Overview of Bb fundamentals
- Fully utilizing Bb features
- Structuring the online course for sound pedagogy principles
- Using Respondus – the lock down browser for tests
- Integrating Tegrity screen capture, audio, video and media and podcasting of a traditional course lecture

*Topics may be revised to better fit the needs of the participants.

Application Process

The application process will be a one page scope of work to be written by each participant that describes their objectives to be accomplished during the Institute. For those requesting a stipend, the application is to be submitted to their respective Dean and the Dean will select the nominees and submit the written scope of work to the Director of the ITTC. Non-stipend participants can submit their scope document directly to Henry Torres (htorres@astate.edu) and register online by going to the ITTC website and selecting the scheduler (www2.astate.edu/ittc).

The Scope Document should include the following:

- Applicants Name:
- Course to be enhanced by the Institute:
- Is the course already online?:
- Semester/Year the enhanced course will be taught:
- Department:
- College:
- Technology/Features/Enhancements – wanting to learn.
- A short description of personal objectives to be accomplished during the institute session. (i.e. what is the deliverable you expect to complete and when will you use it?)

Stipend Guidelines

A stipend will be awarded on a competitive and/or a priority need basis. Each award will be \$1100 paid during the month of attendance.

To the best knowledge of the chair or dean, the nominated faculty member will be returning to teach at the university during the coming academic year.

The faculty member is not scheduled to teach a class during the period of the institute and if a last-minute change of schedule puts the faculty member into a teaching situation the chair or dean will notify the ITTC and withdraw the nomination.

The \$1100 stipend will not put the faculty member over his or her maximum line item.

The nomination will make clear the link between departmental, college or university strategic goals and the expected faculty outcomes from participation in the institute.

The chair or dean understands that the university and the ITTC have placed a premium on preparation of classes for completely-online presentation; preference will be given to nominees for whom preparation of classes is the primary reason for participation.

Adjunct faculty normally are not eligible for the institutes. However, if the adjunct is routinely assigned classes by the department and the nominating official is reasonably certain that the adjunct will be teaching half-time in both the fall and spring semesters, then the adjunct may be nominated. It is the complete responsibility of the chair or the dean to execute whatever is necessary for the adjunct to be employed by the university during the summer months.

Register

For more information go to the Training page of the ITTC website www2.astate.edu/a/ittc. To register for one of the sections go to the ITTC website and select Scheduler to reserve your slot.
