

From: Brenda Torney
Sent: Monday, October 22, 2018 5:16 PM
To: Faculty
Subject: TLC News - designing and redesigning courses

Dear Colleagues,

A highlight of last week was the **Course Design** workshop facilitated by Suzanna Klaf of Columbia University. Those of us who attended the workshop left with ideas for designing a new course or redesigning an old one. We share with you some information we culled from the workshop.

Backward design thinking involves thinking about the specific learning we seek (learning objectives) and the evidence of such learning (assessments) before we think about how to teach the content.

The process used in backward design generally follows these steps:

- *Articulate student-learning objectives.* Effective learning objectives describe what students will be able to do by the end of your course. We received a list of useful “action” verbs to help write objectives. Here are some examples: cite, define, identify, classify, compare, describe, apply, calculate, demonstrate, appraise, categorize, diagram, argue, assess, justify, construct, create, and propose.
- *Design assessments and assignments.* This session included discussion of formative (assessment *for* learning) vs. summative (assessment *of* learning) and the importance of creating both low stakes assignments (e.g. discussions, homework, minute papers, reflective writing) and high stakes assignments (e.g. exams, final research projects) to promote student learning in an environment where grades are required.
- *Plan learning experiences and instruction.* This session included ideas from James Lang’s *Small Teaching* – available online from our library. We also recommend a useful compilation of ideas compiled by Michelle Kuo and Kevin Capehart – available on AUP’s TLC website under “Active Learning Exercises”: <https://www.aup.edu/academics/academic-career-resources/teaching-learning-center/teaching-resources>
 - *Design a learner-centered, inclusive syllabus.* The syllabus checklist from this session includes: basic information about meeting times and classroom location; course description, goals and learning objectives; course materials; assessment; expectations of students (attendance, class participation, academic integrity, use of technology); academic support (disability support statement, academic resources, learning tools and resources, study tips and strategies); course calendar/outline.

We will be uploading the handouts from these sessions to our website and will let you know when they’re available. Until then, let us know if you would like copies.

We would also like to thank Albert Wu for facilitating a TLC lunch conversation on Digital Literacy two weeks ago. Although the digital component was not a focal point of this course design workshop, it is particularly interesting to many of us, and we plan to continue this discussion in a number of different formats. We’ll keep you posted.

TLC lunches (bring your lunch)

Wednesdays 12:15-1:15 in the **ARC** iSpace (Grenelle, ground floor):

7 November, Collaboration and the “Food without Borders” Project

The Food without Borders (2017-2018) project brought together an anthropologist, a filmmaker, a group of AUP graduate and undergraduate students, a diverse sixth grade class, their teachers and their families to work on a collaborative ethnographic film project centered on memory, food and identity.

Professor Christy Shields and Beth Grannis (MAGC student and co-founder/director of the non-profit Filmmakers without Borders), along with a few of the project's AUP student-mentors, will briefly present the project and then focus their discussion on the notion and practice of collaboration, both inside and outside the classroom. We hope the conversation will be of interest to others involved in (or simply curious about) collaborative learning.

21 November, Feedback, grading and marking with Maria Bach and Nahid Walji

Our next *TLC News* will appear the Monday after the Toussaint break. We wish you the best during this midterm week, and we hope you have an enjoyable and relaxing break.

Best wishes,

Your TLC

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