

2015 PIE Teaching Conference & TA Orientation



Wednesday, August 19, 2015 - Thursday, August 20, 2015

Hosted by The Program for Instructional Excellence

& The Graduate School

Sponsored by The Congress of Graduate Students

AGENDA

WEDNESDAY, AUGUST 19

- 9:00 – 9:30 AM CHECK-IN & PICK-UP MATERIALS
- 9:30 – 10:00 AM WELCOME: *Dr. Nancy Marcus, Dean of The Graduate School*
- PLENARY SPEAKER: TEACHING THE FSU STUDENT: *Dr. Annette Schwabe, Associate Dean of Undergraduate Studies, Director of Liberal Studies, Director of Undergraduate Studies in Sociology, and University Distinguished Teaching Professor*
- 10:00 – 10:10 AM CONFERENCE OVERVIEW/ PIE TEACHING TRAINING RECOGNITION
Dr. Lisa Liseno, Assistant Dean & Director of the PIE Program, The Graduate School
- 10:10 – 10:20 AM BREAK
- 10:20 – 11:00 AM ACADEMIC HONOR POLICY AND GRADE APPEALS SYSTEM
Dr. Jennifer Buchanan, Associate Vice President for Faculty Development and Advancement
- 11:00 – 11:30 AM FIRST DAY OF CLASS: SETTING THE TONE FOR THE SEMESTER
PIE Associate Stephanie Bradley, Department of Sociology
- 11:30 – 12:00 PM TIME MANAGEMENT: HOW CAN I DO EVERYTHING?
Dr. Lisa Liseno, Assistant Dean & PIE Program Director, The Graduate School
- 12:00 – 1:00 PM COGS SPONSORED LUNCH AND FSU RESOURCE FAIR @ HCB BREEZEWAY
- 1:00 – 1:30 PM FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA)
Aimee Leturmy, Associate Registrar, Office of the Registrar
- 1:30 – 2:10 PM PROVIDING STUDENT FEEDBACK: GRADING CONCERNS AND PRACTICES
PIE Associate Brandon Brice, Department of Economics, and Holly Widen, Department of Geography
- 2:10 – 2:20 PM BREAK
- 2:20 – 3:00 PM BASICS OF TEACHING WITH TECHNOLOGY @ FSU
John Braswell, Instructional Technology Administrator, Office of Distance Learning
- 3:00 – 4:10 PM DISCRIMINATION – HARASSMENT – RETALIATION: RESOURCES AND COMPLAINT PROCEDURES
Amber M. Wagner, Associate Director, Office of Equal Opportunity and Compliance

THURSDAY, AUGUST 20

- 8:45 – 9:00 AM CHECK-IN
- 9:00 – 9:30 AM TA PANEL - REAL TA EXPERIENCES: HURDLES AND SOLUTIONS
2014-15 FSU Outstanding Teaching Assistant Award Recipients
- 9:30 – 10:00 AM CLASSROOM MANAGEMENT
Dr. Joseph Clark, Assistant Director for Instructional Development, Office of Distance Learning
- 10:00 – 10:30 AM CREATING LEARNING OBJECTIVES AND SYLLABI
Samantha Tackett, Department of Educational Psychology & Learning Systems
- 10:30 – 10:40 AM BREAK
- 10:40 – 11:10 AM CREATING CLASSROOM ACTIVITIES THAT PROMOTE CRITICAL THINKING
Dr. Richard Morris, Department of Communication Disorders, and Dr. Marlo Ransdell, Department of Interior Design
- 11:10 – 11:40 AM CLASSROOM/STUDENT ASSESSMENT
Dr. Joe Calhoun and Dr. Joab Corey, Associate Teaching Professors, Economics
- 11:40 – 12:10 PM MAINTAINING PROFESSIONAL CLASSROOM RELATIONS
Dr. Mary Coburn, Vice President for Student Affairs
- 12:10 – 1:10 PM COGS SPONSORED LUNCH AND VENDOR TABLES (ALL DAY) @ HCB BREEZEWAY
- 1:10 – 1:40 PM AMERICANS WITH DISABILITIES ACT (ADA) AND STUDENT DISABILITY RESOURCE CENTER (SDRC)
Dr. Shelley Ducatt, Assistant Dean/ Director, SDRC
- 1:40 – 2:10 PM APPRECIATING STUDENT DIVERSITY IN THE CLASSROOM
Dr. Aleksandra Nesic, Teaching Faculty, The Center for Global Engagement
- 2:10 – 2:20 PM BREAK
- 2:20 – 3:20 PM EFFECTIVE TEACHING: HOW TO PLAN & PRESENT IT
Dr. Robert Reiser, Associate Dean for Research, College of Education
- 3:20 – 3:40 PM WHERE YOU GO FROM HERE
Dr. Lisa Liseno, Assistant Dean & Director of the PIE Program, The Graduate School



DR. NANCY MARCUS

*Dean of The Graduate School
Florida State University*

314 Westcott
Tallahassee, FL 32306
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nmarcus@fsu.edu
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Dr. Nancy Marcus, Robert O. Lawton Distinguished Professor of Oceanography, has been Dean of The Graduate School at the Florida State University since August 2005. Her responsibilities include oversight of the education of approximately 8,000 graduate and professional students. Under her leadership several programs have been enhanced including the Preparing Future Faculty program and the Professional Development Workshop Series. She has also established new initiatives such as the online tracking system to monitor graduate student progress, fellowships for international study, and programs to promote interdisciplinary engagement. She earned a B.A. from Goucher College and a Ph.D. from Yale University. She was a researcher at the Woods Hole Oceanographic Institution for 11 years. In 1987 she joined the Department of Oceanography at Florida State University. She was Director of the Marine Laboratory from 1989-2001, Chairperson of the Department of Oceanography from 2003-2005, and Director of the Women in Math, Science, and Engineering program from 2001-2005. Dr. Marcus is a Fellow of the American Association for the Advancement of Science and a Fellow of the Association for Women in Science. She was President of the American Society of Limnology and Oceanography in 1995, and a Regional Editor of Marine Biology from 1992-2000. She has served as a member of the Ocean Studies Board of the NRC, Chair of the NASULGC Board on Oceans and Atmosphere, and President of the Conference of Southern Graduate Schools. She is currently a member of the Council of Graduate Schools' Board of Directors and the Board of Trustees of Goucher College.

DR. LISA LISENO

*Assistant Dean of The Graduate School
Director of The Program for Instructional Excellence and
The Fellows Society
Florida State University*

4001E Honors, Scholars, and Fellows House
Tallahassee, FL 32306
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pie.fsu.edu



Dr. Lisa Liseno is an Assistant Dean of The Graduate School at FSU, where she serves as the Director of the Program for Instructional Excellence (PIE) and the Fellows Society. Prior to working in the Graduate School, she was a faculty member in Florida State's Academic Center for Excellence, a learning center housed in Undergraduate Studies. She received a bachelor's degree from Carroll University in Waukesha, Wisconsin, where she double majored in philosophy and journalism. She then earned a master's degree in philosophy from Northern Illinois University in 2000, and a Ph.D. in philosophy from FSU in 2007. As a graduate student at FSU, she served as a Teaching Assistant, Instructor, and Undergraduate Advisor in the Department of Philosophy. In 2005, she earned an Outstanding Teaching Assistant Award for her instruction at Florida State University. She also continues to teach philosophy courses as an adjunct instructor at Florida State University.

The Program for Instructional Excellence (PIE) is a unit of The Graduate School that strives to enrich the learning experiences of undergraduate students at FSU by supporting the teaching efforts of graduate student Teaching Assistants through its various services. These services include the annual fall PIE Teaching Conference/TA Orientation, which is held the Wednesday and Thursday prior to the first week of classes each fall. Registration for the PIE Teaching Conference is free and open to all FSU graduate students, faculty, staff, and postdoctoral associates. During this conference, participants are introduced to FSU teaching resources, policies, and best practices for teaching and learning. The conference satisfies the required graduate student TA policy training, as determined by University-wide TA Standards. Day one of the conference covers policies and practices essential for all TAs. Day two of the conference focuses on topics especially helpful if your TA assignment includes providing the primary instruction for the course. Thank you for attending. Please enjoy all that this conference has to offer!

PLENARY SPEAKER: DR. ANNETTE SCHWABE

*Associate Dean of Undergraduate Studies
Director of Liberal Studies
Director of Undergraduate Studies, Sociology
University Distinguished Teaching Professor*

3400 University Center A
850.645.0731 | aschwabe@fsu.edu



Annette Schwabe is the Director of Liberal Studies at FSU, Associate Dean of Undergraduate Studies, FSU Distinguished Teacher of 2014, and Senior Teaching Professor of Sociology. She was named ACC Teaching Scholar for FSU, in which she mentored other faculty on best practices for team-based learning. Her B.S. and M.S. degrees are in the field of communication disorders. After working as a clinician and hospital department director for seven years and as an epidemiologist with the Florida Department of Health for four years, she received her Ph.D. in sociology, with an emphasis on social inequality and health.

TEACHING THE FSU STUDENT | 9:30 AM - 10:00 AM

What is our mission as educators? How can you be the best instructor and mentor you can be? You have already learned plenty about what it means to be an excellent student. Trusting that you will continue to fine-tune those skills as you take your own graduate classes, Dr. Schwabe will share her ideas about how to engage with students that you mentor and teach so that they rise to your level of competence and learn to love learning.

DR. JENNIFER BUCHANAN

*Associate Vice President for Faculty
Development and Advancement*

115 Westcott Building
850.644.6876 | jbuchanan@admin.fsu.edu

ACADEMIC HONOR POLICY AND GRADE APPEALS SYSTEM | 10:20 AM - 11:00 AM

Dr. Buchanan will discuss the importance of academic integrity as it relates to two important roles that you play as a Teaching Assistant and as a graduate student. She will familiarize you with the details of the Academic Honor Policy as well as discuss the Grade Appeals System and other important policies relevant to classroom instruction at FSU. She will also introduce Ms. Ann DelRossi, the academic affairs administrator who serves as the primary contact for academic integrity issues.



THE OFFICE OF THE VICE PRESIDENT FOR FACULTY DEVELOPMENT AND ADVANCEMENT

- Promotes faculty development throughout the University
- Provides continuous support through the duration of a faculty member's career
- Connects the interests of faculty and administration
- Interprets and enforces Faculty Senate policies and provisions of the Board of Trustees/United Faculty of Florida Agreement
- Engages in creative problem-solving related to faculty and student-academic issues
- Coordinates the Academic Honor Policy and provides consultation to deans and department chairs across campus about a variety of issues

STEPHANIE BRADLEY

PIE Associate, Sociology

423 Bellamy Building
850.644.6416 | slb11k@my.fsu.edu



**FIRST DAY OF CLASS: SETTING THE TONE FOR THE SEMESTER
(COMMUNICATING WITH YOUR STUDENTS) | 11:00 AM - 11:30 AM**

This session will prepare Teaching Assistants to set the appropriate tone for the semester, starting with the first day of class. This session is focused on Teaching Assistants supporting Primary Instructors. We will discuss the concept of “you never get a second chance to make a first impression” as it relates to the classroom. The objective of this discussion is to help you prepare for the beginning of the semester and for working with students, which, in turn, benefits instructors, yourselves, and students.

DR. LISA LISENO

*Assistant Dean of The Graduate School
Director of The Program for Instructional Excellence
and The Fellows Society*

4001E Honors, Scholars, and Fellows House
850.645.7318 | lliseno@admin.fsu.edu

TIME MANAGEMENT: HOW CAN I DO EVERYTHING? | 11:30 AM - 12:00 PM

Graduate Teaching Assistants must learn to wear several hats at the same time: student, teacher, family member, and friend. Striking a healthy balance among these roles can be challenging. It may often seem like there’s not nearly enough time in the day to do all that needs to be done, let alone time to dedicate to playing each of these roles. This session will introduce graduate students to strategies and tools that can be used to more efficiently manage one’s time on a monthly, weekly and daily basis.



PIE LISTSERV & SOCIAL MEDIA

Want to get immediate information about teaching? Subscribe to the PIE listserv! Also, check us out on Facebook & Twitter @ PIE_FSU! Use the list and media to seek answers to questions concerning teaching at FSU, to ask others how they have done something, to inquire about program activities, to post conference announcements, or even to share your success stories.

FOR SUBSCRIBING INFORMATION, PLEASE VISIT PIE.FSU.EDU.

FSU RESOURCE FAIR DURING LUNCH IN THE HCB BREEZEWAY | 12:00 PM - 1:00 PM

Representatives from the following campus resources will share information about the services they have available to assist you as an FSU graduate student and TA/ Instructor:

TRISTAN HALL

COGS Speaker

Oglesby Union A205H
850.644.1927 | COGSSpeaker@admin.fsu.edu



CONGRESS OF GRADUATE STUDENTS

COGS is the official representative body of graduate students at Florida State University. COGS is empowered to issue resolutions expressing the views of graduate students and calling attention to important issues. Each year, COGS receives several hundred thousand dollars in funds from a portion of Activities and Service (A&S) fees paid by graduate students. COGS has full authority in the oversight, regulation, and allocation of these funds to graduate students, graduate student organizations, and other programs at Florida State University. Additionally, COGS provides graduate students with grants for conference travel. COGS has the responsibility to use these funds for the benefit of the student body.

FSU RESOURCE FAIR DURING LUNCH IN THE HCB BREEZEWAY (CONTINUED)

TODD RAKES

Teaching Faculty I



HOLLY HUNT

Teaching Faculty II



University Center A, Suite 3600
850.645.0852 | trakes@fsu.edu | hhunt@fsu.edu

ACADEMIC CENTER FOR EXCELLENCE

The Academic Center for Excellence strives to be a learning center that is recognized locally and nationally for providing the highest level of service and programs to the diverse undergraduate student population of Florida State University. Our mission is to help undergraduate students at Florida State University develop the study skills and personal success habits that enhance learning and encourage the highest level of scholarship and academic achievement. We are committed to working with the University community to promote a culture of academic success, with the shared mission of helping students earn a college degree and develop effective lifelong learning skills.

EARL CHILDERS

IT Support Specialist

HCB M-103
850.644.2811 | childers@fsu.edu

CLASSROOM SUPPORT

Classroom Support assists instructors in Technology-Enhanced Classrooms (TEC). Training is available before classes begin and during the semester. A TEC computer account is needed for TEC computer use. You are welcome to use your own computer without a TEC account. Instructional software requests (Instructor Tools/Software Requests) should be made early to avoid installation delays. Teaching equipment (e.g. computer or DVD) or other TEC classroom problems (e.g. lighting) may be reported during class or outside of class. Emergency reports will be processed as quickly as possible during class. Non-emergency reports will be resolved around class times.



DR. JUDY DEVINE

Senior Associate Dean
The Graduate School

314 Westcott
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PREPARING FUTURE FACULTY (PFF), PREPARING FUTURE PROFESSIONALS (PFP), AND THE PROFESSIONAL DEVELOPMENT WORKSHOP SERIES

The Graduate School's Professional Development Workshop Series is offered annually and led by FSU faculty and administrators. These free workshops are designed for graduate students and postdoctoral fellows, and many are approved for credit towards the PFF and PFP Graduate Certificates. The Preparing Future Faculty (PFF) Program assists Florida State's doctoral students (and others headed toward academic careers) in preparing for future faculty work. Through participation in coursework, workshops/seminars, and/or online training, and mentoring, PFF Fellows increase their awareness of expectations for faculty performance and of resources available to aid in scholarly careers, and build their readiness to address research, teaching and related demands of faculty life. Fellows who meet specified requirements are awarded a PFF Graduate Certificate. To prepare graduate students for professions outside of academia, the Graduate School also offers a graduate certificate, Preparing Future Professionals (PFP). The program includes coursework, professional development workshops, an internship/practicum or interviews in the field, and resume and portfolio development.

FSU RESOURCE FAIR DURING LUNCH IN THE HCB BREEZEWAY (CONTINUED)

ABBY SCHEEL

Research Librarian

Strozier Library, Scholars Commons
850.644.2163 | ascheel@fsu.edu



UNIVERSITY LIBRARIES

University Libraries support Teaching Assistants in their roles as students, researchers, and instructors. Librarians are available for class instruction sessions and individual research consultations. University Libraries provide spaces for quiet study as well as collaborative group work. Collections are accessible in many ways, including a delivery service to drop off/pick up books at your department office, off-campus access to a growing collection of ebooks and electronic journals, and UBorrow/Interlibrary Loan service to provide research materials from libraries worldwide. Technology and assistance for digital media creation and web conferencing are also available.

AIMEE LETURMY

Associate Registrar

A3900 University Center
850.645.9861 | aleturmy@admin.fsu.edu

THE OFFICE OF THE UNIVERSITY REGISTRAR

The Office of the University Registrar coordinates registration and student records. Our office also oversees graduation, transcripts and residency reclassification.



FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA) | 1:00PM - 1:30PM

The Introduction to FERPA and the Office of the University Registrar will provide incoming Teaching Assistants with an introduction to some of the policies that affect both students and instructors on campus. The presentation will also provide an overview of federal privacy laws (FERPA) that all instructors should be familiar with before stepping into the classroom. The discussion will include best practices, situations to avoid, and contact information for campus resources should questions arise throughout the year.

PIE COFFEE HOUR & TEACHING WORKSHOP SERIES

Come join your fellow TAs and instructors discuss strategies and techniques that promote excellence in teaching and learning. Bring your questions, concerns, and ideas. The coffee and pie will be provided! Please visit pie.fsu.edu to register for these free workshops!



FALL 2015

Thursday, Sept. 10 3:30-5:00 PM	Classroom Management
Wednesday, Sept. 23 3:30-5:00 PM	Using Personal Response Systems (Clickers) to Encourage Critical Thinking in the Classroom
Monday, Oct. 5 3:30-5:00 PM & 5:00-6:30 PM	Question Handling in the Classroom for International (and all) TAs
Tuesday, Oct. 20 3:30-5:00 PM	Using Rubrics on Blackboard for Student Assessment/Grading
Friday, Nov. 6 3:30-5:00 PM	Developing Classroom Materials and Activities

All workshops will be held in the Great Hall (4003) at The Honors, Scholars, and Fellows House.

HOLLY WIDEN

Ph.D. Student,
Geography



BRANDON BRICE

PIE Associate,
Economics



hwiden@fsu.edu | bbrice@fsu.edu

PROVIDING STUDENT FEEDBACK: GRADING CONCERNS AND PRACTICES | 1:30 PM - 2:10 PM

Student assessment is an important function for every Teaching Assistant and Instructor. Every Instructor and Teaching Assistant will benefit from learning appropriate grading techniques and from improving how they provide student feedback. This session specifically addresses syllabi preparation regarding grading practices, general grading responsibilities, time management for graders, and related FSU policies. The importance of coordination and communication between Teaching Assistants, Instructors, and students will also be discussed.

JOHN BRASWELL

Instructional Technology Administrator

C2200 University Center

850.645.9918 | jbraswell@campus.fsu.edu

BASICS OF TEACHING WITH TECHNOLOGY @ FSU | 2:20 PM - 3:00 PM

This session provides an overview of teaching technologies at FSU. Learn where to go to find help with Blackboard, classroom technologies and online testing.

OFFICE OF DISTANCE LEARNING

The Office of Distance Learning (ODL) manages campus.fsu.edu, provides support to students using instructional technologies, and assists FSU instructors in the development of online courses.



AMBER M. WAGNER

Associate Director

6200 University Center A

850.645.1458 | amwagner@fsu.edu



DISCRIMINATION - HARASSMENT - RETALIATION: RESOURCES & COMPLAINT PROCEDURES | 3:00 PM - 4:10 PM

This session covers University policies aimed at eliminating and preventing discrimination and sexual misconduct on campus. You will receive an overview of FSU's Non-Discrimination, Sexual Harassment, and Sexual Battery policies. The purpose of this module is to acquaint you with federal and state laws regarding non-discrimination/sexual misconduct and to inform you of your protections and responsibilities in these areas while you are a member of the University community.

OFFICE OF EQUAL OPPORTUNITY AND COMPLIANCE

FSU's Office of Equal Opportunity and Compliance (EOC) is responsible for advancing and monitoring the University's Equal Employment Opportunity, Sexual Misconduct, Affirmative Action, Family Medical Leave Act, and Americans with Disabilities Act policies, procedures, programs and initiatives. The EOC is responsible for investigating discrimination and sexual misconduct complaints against faculty, staff, visitors, contractors, and any other non-students (including sexual violence and sexual harassment complaints).

2014 - 15 OUTSTANDING TEACHING ASSISTANT AWARD RECIPIENTS

MAIZE ARENDSEE

Art



LOGAN BEARDEN

English



KEITH RICHARD

Sociology



**TA PANEL - REAL TA EXPERIENCES:
HURDLES & SOLUTIONS | 9:00 AM - 9:30 PM**

Hear experienced TAs talk about challenges they have encountered in their roles as TAs, and strategies they have developed to overcome them. There will be additional time for questions and discussion.

OUTSTANDING TEACHING ASSISTANT AWARD (OTAA)

Sponsored annually by the Graduate School at Florida State University, these awards recognize outstanding graduate student Teaching Assistants (TAs) for their distinguished contributions to student learning through excellence in instruction. Nominations open in mid to late fall and close the following January.

FOR COMPLETE OTAA GUIDELINES AND PROCESSES, PLEASE VISIT PIE.FSU.EDU.

DR. JOSEPH CLARK

Assistant Director for Instructional Development

C3500 University Center
850.645.5638 | joeclark@campus.fsu.edu

CLASSROOM MANAGEMENT | 9:30 AM - 10:00 AM

This session is designed to promote discussions about the nature of classroom incivility, particularly with respect to the ways instructors communicate their expectations to students. It will also help Teaching Assistants respond to situations as they arise and to reduce the likelihood of disruptions. Session resources include materials to help you frame the classroom experience for your students and an informational website for further exploration.



OFFICE OF DISTANCE LEARNING

The Office of Distance Learning (ODL) manages campus.fsu.edu, provides support to students using instructional technologies, and assists FSU instructors in the development of online courses.

SAMANTHA TACKETT

Educational Psychology & Learning Systems

850.644.4592 | stackett@admin.fsu.edu



CREATING LEARNING OBJECTIVES AND SYLLABI | 10:00 AM - 10:30 AM

This session will introduce the university requirements for all course syllabi (e.g., ADA requirements, grading scale, honor code, and sexual harassment policy), suggestions for first day preparations, and recommendations for communicating learning objectives for your course. The presenter will provide online references to find each required component of your course syllabus and examples of lessons learned with other course syllabus components (e.g., attendance, class participation, required texts, and student etiquette). Lastly, the presenter will recommend techniques to translate the generic course objectives into manageable learning objectives for your students (and your lesson/lecture plans).

DR. RICHARD MORRIS

Professor,
Communication
Disorders



DR. MARLO RANDELL

Associate Professor,
Interior Design



rmorris@fsu.edu | mransdell@fsu.edu

CREATING CLASSROOM ACTIVITIES THAT PROMOTE CRITICAL THINKING | 10:40 AM - 11:10 AM

This session will introduce the concept of teaching thinking skills in order to enhance student understanding of course content. A structure for introducing the thinking skills as well as pedagogical techniques for incorporating critical thinking activities into class activities will be demonstrated. The thinking skills activities will include metacognitive tasks on problem solving, decision making, and conceptualization. The pedagogical activities will include problem based learning and cognitive mapping. In addition,

assessment methods will be discussed. The PIE participants will engage in these activities in order to better appreciate how the techniques and concepts can be used in the classes that the participants will teach.

DR. JOE CALHOUN

Associate Teaching
Professor, Economics



DR. JOAB COREY

Associate Teaching
Professor, Economics



jcalhoun@fsu.edu | jcorey@fsu.edu

CLASSROOM/STUDENT ASSESSMENT | 11:10 AM - 11:40 AM

Attendees of this session will learn the basic strategy of implementing clickers in the classroom and will be provided a brief overview of the essential hardware and software. Clicker technology is one form of active learning that has become widespread in both small and large classes. Clickers can be used for both formal and informal assessments.

VENDOR INFORMATION (AVAILABLE DAY TWO IN THE HCB BREEZEWAY)



Marlena Handfield
Cengage Learning Consultant
Email: marlena.handfield@cengage.com
Phone: (352) 256-5158



Learn more at www.iclicker.com

Mandy Gunnell
Senior i>clicker Specialist
FSU i>clicker Representative
Email: amanda.gunnell@macmillan.com
Phone: (321) 576-2083

PEARSON

Always Learning. Learn more at www.pearson.com

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Learn more at www.macmillanhighered.com

Alex Saparata
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Higher Education
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DR. MARY COBURN

Vice President for Student Affairs

313 Westcott Building
850.644.5590



MAINTAINING PROFESSIONAL CLASSROOM RELATIONS | 11:40 AM - 12:10 PM

As you prepare the academic content for the courses you will teach, it is important to consider challenges that may arise beyond the content. This session will help you to be intentional about setting the tone for your class and to establish the relationship that you wish to have with your students. Many of the factors that contribute to a positive learning environment for you and your students will be discussed. In addition, methods to avoid some of the common pitfalls of course management will also be demonstrated.

STUDENT AFFAIRS

The FSU Division of Student Affairs maintains, expands and protects the University's focus on students in the following ways:

- Advocates for students individually and systemically
- Educates students through courses, programs, and activities
- Assists students' intellectual, emotional, physical, and spiritual development
- Collaborates with campus and community partners to design policies and programs that are student-centered
- Consults with all University divisions to anticipate student needs and to resolve issues.

The Division accomplishes these tasks by utilizing the best practices identified by international higher education professional organizations, with the goal of creating evidence-based programs and services.

DR. SHELLEY DUCATT

Assistant Dean / Director, Student Disability Resource Center

108 Student Services Building
850.644.9566 | sducatt@fsu.edu



AMERICANS WITH DISABILITIES ACT (ADA) & STUDENT DISABILITY RESOURCE CENTER (SDRC) | 1:10 PM - 1:40 PM

This session will introduce Teaching Assistants to The Student Disability Resource Center (SDRC), the office on campus that is responsible for reviewing documentation for students with disabilities and appropriating the academic accommodations that will support full access for classroom work. Teaching Assistants, like current faculty, will receive accommodation letters from students when they are in their courses. In this session, we will share how TA's can meet these accommodations and how the SDRC supports them in this responsibility.

STUDENT DISABILITY RESOURCE CENTER

The Student Disability Resource Center is a unit of the Dean of Students Department in the Division of Student Affairs. Our mission is to collaborate with and to empower students to create an accessible and inclusive environment by identifying, minimizing, and where possible, eliminating barriers to equal access while encouraging equal participation for students with disabilities. We facilitate accommodations for students, most involving test taking and note taking services. The SDRC is located in 108 Student Services Building, which is open from 8-5 on Monday through Friday. Faculty can access information about the SDRC by visiting www.dos.fsu.edu/sdrc, calling 850-644-9566, or writing sdrc@admin.fsu.edu.

PIE TEACHING TRAINING RECOGNITION

The completion of the PIE Teaching Training Recognition is a professional development activity that demonstrates knowledge obtained at the PIE Teaching Conference about FSU teaching policies and instructional strategies. The goal of this Recognition is to document that graduate TAs have developed, or are in the process of developing, a reflective teaching practice. Applicants should submit a report of insights gained by attending the PIE Conference and applying them to their own teaching practice.

FOR COMPLETE PIE TEACHING TRAINING RECOGNITION REQUIREMENTS, PLEASE VISIT PIE.FSU.EDU. THE SUBMISSION DEADLINE IS WEDNESDAY, SEPTEMBER 2, 2015.

DR. ALEKSANDRA NESIC

Teaching Faculty

The Center for Global Engagement
850.645.4793 | anesic@admin.fsu.edu



APPRECIATING STUDENT DIVERSITY IN THE CLASSROOM | 1:40 PM - 2:10 PM

How do you deal with students' beliefs, values, cultures, and perspectives that may differ from your own? How do you construct a syllabus, teach a class, engage with diverse students and take into account different learning and communication styles? This session addresses intercultural diversity on campus and in the classroom. The session highlights important cross-cultural concepts and communication strategies TAs can develop in order to be effective and competent educators.

CENTER FOR GLOBAL ENGAGEMENT

The CGE provides orientation, immigration advising and ongoing support to over 3000 international students and family members as well as to over 400 international scholars and faculty. Our goal is to promote interaction among students of all cultures and to help develop a culturally enriching learning environment throughout the FSU community. The mission of the Center for Global Engagement (CGE) is to facilitate international diversity, foster global understanding and awareness, and enhance internationalization efforts within the FSU community through a variety of educational, social and cultural programs for all students throughout the year.

DR. ROBERT REISER

Associate Dean for Research

Distinguished Teaching Professor

& Robert M. Morgan Professor of Instructional Systems, College of Education



Dr. Robert Reiser is the Associate Dean for Research, a Distinguished Teaching Professor and the Robert M. Morgan Professor of Instructional Systems in the College of Education at Florida State University. He has written more than seventy-five journal articles and book chapters on instructional design and technology, and five books, including *Trends and Issues in Instructional Design and Technology* (2012), which has won several awards. During the 39 years he has been at Florida State University, Reiser has received several awards, including a Developing Scholar Award, a Professorial Excellence Award, and the University Distinguished Teacher Award, the highest teaching award at Florida State University.

EFFECTIVE TEACHING: HOW TO PLAN & PRESENT IT | 2:20 PM - 3:20 PM

The purpose of this session is to provide you with some useful techniques regarding how to (a) plan the instructional activities you will employ in the classroom, (b) motivate your students, (c) conduct interesting and interactive classroom sessions, and (d) increase the likelihood that your students will learn the skills you are trying to teach them. The session will include enjoyable and informative video clips from several popular movies.

PIE TEACHING ASSOCIATE ASSISTANTSHIP

This program helps to improve teaching across campus by helping departments enhance their graduate student preparation programs and establish interdisciplinary connections and community among graduate students at FSU. This program is designed to be an outreach to academic departments and programs in support of individual departmental graduate student development.

FOR MORE INFORMATION ABOUT THE PIE TEACHING ASSOCIATE PROGRAM, PLEASE VISIT PIE.FSU.EDU.

HONORS, SCHOLARS, AND FELLOWS HOUSE



Students enjoy many academic resources at the Honors, Scholars, and Fellows House.

THE PROGRAM FOR INSTRUCTIONAL EXCELLENCE (PIE)

Suite 4001E
 Honors, Scholars, and Fellows House
 127 Honors Way
 Tallahassee, FL 32306

The Honors, Scholars, and Fellows House (HSF) is a new building on campus that houses programs to support students' accomplishments in teaching, research, and higher learning. The HSF house is the home of the PIE Program and the popular Coffee Hour and Teaching Workshop Series. It is also the location of The Office of Graduate Fellowships & Awards, which helps graduate students locate external funding, and of The Fellows Society, which promotes outstanding graduate achievements and interdisciplinary learning.

All PIE workshops take place in the Great Hall, a modern and welcoming presentation space on the fourth floor of the building. Pie and coffee are common treats at the workshops. Previous selections include banana creme, chocolate, coconut, and key lime pies (selection may vary). Come to one of these fall, spring, or summer workshops to enjoy a slice and to enhance your teaching experience on campus.

The HSF building is located to the southeast of the Strozier Library, between Cawthon Hall and the William Johnston Building on Landis Green. To enter, follow the sidewalk that wraps around the the first floor. Enter the glass elevator bay. There is also a stairwell entrance on the second floor.



PIE Workshop: Online Teaching (Summer 2015)

2015 - 2016 PIE TEACHING ASSOCIATES

Name	Department
Ashley Artese	Nutrition, Food, and Exercise Sciences
Lawrence Bodkin	School of Communication
Stephanie Bradley	Sociology
Brandon Brice	Economics
Kate Carnevale	Chemistry & Biochemistry
Briana Carroll	Psychology & Neuroscience
Nathan Crock	Scientific Computing
Elyssa Fenton	Modern Languages & Linguistics
Allison Gibbes	School of Theatre
Sarah Gilbert	Musicology
Kate Hill	Biological Science
Mary Marcous	Philosophy
Michael (Blair) Thomas	Askew School of Public Administration & Policy
Sarah Wilcoxon	School of Dance



Students love the classic pies provided at the PIE Coffee Hour and Teaching Workshop Series!

Classroom Management

Presenters: PIE Teaching Associates

Learn about and discuss strategies for dealing effectively and professionally with difficult classroom situations, from student disruptions to how to cover sensitive topics. Ideas regarding how best to manage class time will also be addressed.

*Thursday, 9/10
3:30-5:00 PM*

Using Personal Response Systems (Clickers) to Encourage Critical Thinking in the Classroom

*Presenters: Dr. Lisa Liseno, Assistant Dean, The Graduate School & Director, Program for Instructional Excellence
Zaihuan Dai, Educational Psychology & Learning Systems*

This workshop will introduce you to clicker technology, and demonstrate how to use it to give your students opportunities to think more deeply and critically about the material in order to learn – not just memorize!

*Wednesday, 9/23
3:30-5:00 PM*

Question Handling in the Classroom for International (and all) TAs

Presenters: PIE Teaching Assistants

Handling questions in the classroom can be very challenging. This workshop will teach you how to create a question-friendly atmosphere, clarify what is actually being asked, negotiate answering a question, and maintain focus in the classroom. Question-handling concerns specific to TAs whose first language is not English will also be discussed.

*Monday, 10/5
3:30-5:00 & 5:00-6:30 PM*

PIE COFFEE HOUR & TEACHING WORKSHOP SERIES



Developing Classroom Materials and Activities

Presenters: PIE Teaching Associates

Developing classroom materials and activities is vital to student learning and engagement, but can be challenging. In this session experienced TAs will share strategies and ideas for developing and assessing lesson plans and classroom activities.

*Friday, 11/6
3:30-5:00 PM*

Use Rubrics on Blackboard for Student Assessment

Presenter: John Braswell, Instructional Technology Administrator, ODL

Providing students with timely and useful feedback on assignments can be a daunting task, but the good news is that there are tools available to increase your efficiency and effectiveness. This workshop introduces participants to the inline grading and rubric features of Blackboard.

*Tuesday, 10/20
3:30-5:00 PM*


*To Register for these workshops, please go to PIE.FSU.EDU

*All workshops qualify for PFF, PFP and PIE credit.

*All workshops will take place at the Great Hall (4th floor) Honors, Scholars and Fellows House

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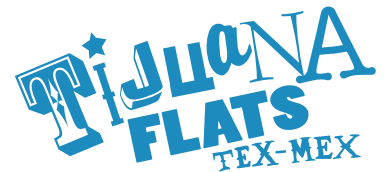
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