



A newsletter of the ICC Teaching and Learning Center and Instructional Innovation and Learning Resources

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[The newsletter is best-printed in PDF format.](#)

Significant Learning Showcase

What is this Significant Learning all about? All faculty, experienced and new to Significant Learning, are invited to attend the Significant Learning Showcase. Forty (40) faculty have completed the **Creating Significant Learning Series**. Alumni faculty are invited to share ways Significant Learning principles have been applied to their teaching and course redesign. **New to Significant Learning and want to learn more? Thursday, December 6, 4 – 5:30 PM in the Tranquility Room.** Appetizers and drinks will be served. Contact Janice jkinsinger@icc.edu to let her know you will be attending.

Blackboard

The **Blackboard Mini-Institute** is formatted for instructors who have limited or no prior experience with Blackboard. Come and learn through using Blackboard what it can do for you and your students. Workshop participants will receive a free copy of *Blackboard for Dummies*. Monday through Thursday, **December 10, 11, 12 and 13 from 4 – 6 PM, TLC-240A.** Facilitated by Pamela Dewey. Register by e-mailing tlc@icc.edu or call 694-8908. It is best if you attend all 4 sessions.

The latest **Blackboard Bulletin** has the information needed for finishing up the semester and preparing for Spring using Blackboard. Go to: <http://www.icc.edu/innovation/PDFS/blackboard/Bulletin/BbBulletin04.pdf>

January Celebration of Learning 2008 – January 10th

The January Celebration of Learning begins with a Coffee Break from 9 – 10 AM with the Executive Leadership open to all college personnel. Breakout sessions are offered during the day with a **6 PM evening “All Faculty Address” by Dr. James Palmer, ISU, followed by dinner** in the cafeteria. All faculty (full-time and adjunct) are encouraged to attend the 5 PM program/department learning communities to take time to network and learn from one another. The schedule is linked here (*room assignments are yet to be confirmed and more dept. meetings to be scheduled*): <http://www.icc.edu/innovation/PDFS/CelebrationServiceWinter08.pdf>

Especially for New Faculty to ICC (full-time and adjunct) – Associate Deans/Dean/Teaching Chairs should encourage attendance to the January 10th sessions specifically designed to help their semester start smoothly:

1:30 – 2:50 PM – Teaching at the Community College – 239A

3:00 – 3:50 PM – eServices/PeopleSoft for Faculty - TC 215

4:00 – 4:50 PM – Who-What-When and How of Teaching at ICC – 239A

5 PM Program Learning Communities

6 PM Program and Dinner – Cafeteria

Classroom Assessment Technique (CAT)

The **One Sentence Summary** is a classroom assessment activity (CAT) that assists students in critical thinking skills (general education goal #1) and in synthesizing and integrating information. At the end of the lesson, ask the students to summarize the primary purpose of the day's lesson in one sentence. Remind them to include the journalistic questions: who what, where, why, when, and how in their summary; this may help them focus. This activity helps the student focus on large issues versus supporting detail. Submitted/used by **Dr. Jill Wright, Assessment Committee Co-Chair, English and Language Studies**. Summarized from *Classroom Assessment Techniques: A Handbook for College Teachers*, Angelo and Cross, 2nd edition, Jossey-Bass, 1993.

Submit a Proposal for Upcoming Student Learning Conference – Bloomington, Normal, IL

Illinois State University, Illinois Wesleyan University and Heartland Community College invite you to join colleagues from across the nation **September 25-27, 2008** in **Bloomington-Normal, IL** for the **Innovative Partnerships for Student Learning Conference**. The proposal deadline is February 29, 2008. For more information go to: <http://www.partnershipsconference.ilstu.edu/>

Holiday Parties

ICC Employee Mingle Jingle Holiday Parties at all 3 Campuses: Appetizers and Desserts!

Monday, December 10 – 1:00 – 3:00 PM - ICC Downtown Perley 203 and ICC North Dogwood Dining Hall

Tuesday, December 11 – 3:00 – 5:00 PM – East Peoria Campus Tranquility Room

Happy Holidays from the TLC Staff: Stop by the TLC – 240A, December 12 – 14 for holiday treats.

News from Technology Services

Help Desk Reminder of Weekend Hours for Finals Fall 2007:

Saturdays 8 AM to 12 noon and Sundays 4 to 10 PM

With the **new screen saver policy**, a computer will go to a preset screen saver after 15 minutes of inactivity. In some classes, students give presentations where it is not unusual to discuss a slide longer than 15 minutes. It could become annoying to have to log back in during such presentations. To alleviate that problem, the podium computers should be logged using the generic instructor logon and the lab domain, not with the instructor's personal logon to the USR domain. This new policy does not affect the lab domain. Logging in as instructor will not allow the instructor to access their own "H" drives, so if the instructors feel they absolutely must have information off the "H" drive, they must either save the "H" drive information needed elsewhere, such as to the "L" drive or a flash drive.

How do I get logged on with the password protection engaged? Use the **ctrl-alt-del** and **reboot** the computer. As a courtesy to the next faculty member in the classroom, it is important when finished teaching to log off the podium computer. The incoming faculty member does not have to reboot the computer.

Microsoft Office 2007 available online to all ICC personnel!

Want to see how Office 2007 programs function? Check out Office 2007 online through ICC's virtual server. Anyone with an ICC network login can login to the virtual server to access computer programs via the web. Navigate to <http://vlab.icc.edu> and enter your ICC network username and password. Be sure to select USR as your domain. Then launch programs on vlab just like launching them from your desktop or computer menu. Note: files saved from vlab programs must be saved to external media or disk, they cannot be saved to your local computer hard drive. For more information on how to use the vlab contact the Help Desk at helpdesk@icc.edu

Classroom Observations

Teaching Chairs, Associate Deans and Deans met this fall to discuss and learn more about conducting effective **Adjunct Faculty Classroom Observations**. Guiding questions for the observer to consider are listed in a worksheet format to assist during the classroom observation. Most questions are applicable to any teaching mode. Linked here are the questions to review for what is looked for in a classroom observation:

<http://www.icc.edu/innovation/PDFS/teaching/ClassObservationWorksheetOct07.doc>

Diversity Circles in Spring 2008

Diversity Study Circles will again be offered this Spring, 2008. During **January Celebration of Learning, Thursday January 10, from 3 – 3:50 PM**, **Dr. Rita Ali** will inform you of all the details. Diversity Study Circles include: Poverty & Socio-Economic Status; Religious Diversity; Body Image; The African-American Male; Race & Ethnicity; Employment Status; Globalizing the Campus; and Diverse Learning Styles. This is a great outside of class student project idea! Faculty, staff and students are all encouraged to participate to help ICC develop a more inclusive learning environment.

Congratulations to Professor Edwina Jordan for her **NISOD Innovations Abstract Article "A Non-Western Culture - A Hit in the Midwest"**. Click on the link below and then type in the following user name and password:

User Name: member Password: 30years

http://www.nisod.org/password/online_abstracts/2007-2008/XXIX_18.pdf

Endowed Teaching Chair Due March 1, 2008

The **Endowed Teaching Chair applications** will be due **March 1, 2008**. It is not too soon to be thinking of the project to use to apply for this honorable award. Details and the application will be available soon at:

<http://www.icc.edu/innovation/grantsAndAwards.asp>

Copyright and Fair Use Guidelines

Markie Castle, Copyright Facilitator, is available by e-mail at mcastle@icc.edu to answer your Fair Use and Copyright questions as you prepare your instructional packets for Spring, 2008. Her fall hours are Mondays 1 - 5 PM at Cedar 6, ICC North, Thursdays 8 AM – 2 PM at the TLC -240A, East Peoria and Thomas by appointment.

View the latest Copyright Corner here:

http://www.icc.edu/innovation/PDFS/copyright/CopyrightCorner9_07%20.pdf

Reaching Our Students

Check out this thought-provoking YouTube clip from Kansas State University students. Are you connecting with your students at ICC? Do your students read the books they are required to purchase? As faculty what can we do to engage our students in their learning? <http://www.youtube.com/watch?v=dGCJ46vyR9o>

Professional Development Institute (PDI)

The Professional Development Institute (PDI) offers many **Leadership series** topics. ICC personnel can participate for \$20/topic. Contact Patrice Hess at phess@icc.edu if interested in participating. The full series is described here:

<http://www.icc.edu/pdi/category.asp?sc=business&cat=The%2021st%20Century%20Leadership%20Series&desc=2>

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