

New Faculty Academy

Course Description

Welcome to the Center for Educational Innovation's New Faculty Academy. Throughout these four sessions, we will be applying theory, philosophy, and design principles to plan assessments and assignments that align to your course's learning outcomes. Each two-hour session will focus on a component of effective course development. At the end of this academy, you will have a structured overview of your course, which you can use to write your syllabus and continue the planning process. Attending CEI's academies for Understanding Learning and Teaching Effectively will focus on turning this content into practical application. We look forward to working with you.

Learning Outcomes

- Identify situational and personal factors that affect instruction
- Develop a personal teaching and learning philosophy
- Apply backward and integrated design theories to course
- Analyze and create learning outcomes using frameworks
- Create rubrics to provide consistent feedback
- Align assessments and activities to learning outcomes

Course Content

This academy consists of four workshops geared toward effective course design and redesign. In addition to the workshops, we encourage you to attend the additional work sessions. All sessions will be held from 10-12.

	Workshop	Work Session	Topic	Assignment	✓
1	9/6	9/13	Theory & Philosophy	Situational Factors Form Teaching and Learning Philosophy	
2	9/27	10/4	Learning Outcomes	Course Planning Sheet – Learning Outcomes	
3	10/18	10/25	Assessments	Course Planning Sheet – Assessments Rubric Creation	
4	11/8	11/15	Activities	Course Planning Sheet – Complete	

Micro-Credential Information

In order to earn a continuing education badge for this academy, complete the following:

- Situational Factors Form
- Teaching Philosophy
- Learning Outcomes
- Analytic or Checklist Rubric
- Course Planning Sheet

All six assignments must be upload to UBlearns to receive credit. See assignments and rubrics for further information. If assignments do not meet the identified criteria, you will have the opportunity to revise and resubmit your work. In addition to the assignments, attending at least three of the four workshops is required.

Technology

- **Laptops:** Please come to each session with your electronic device.
- **UBlearns:** Log in to the UBlearns section for this academy during the first workshop. You can use Blackboard to access course materials.

Requirements

- **Attendance:** To get the most out of this academy, we encourage you to attend each session. The information is scaffolded throughout, therefore missing a session will result in gaps in your course design. That being said, we understand other priorities can interfere with your attendance. If you need to miss or make up a session, please notify us via email. We will do our best to accommodate you.
- **Assignments:** The assignments in this academy are curated to meaningfully assist you in effective course design. Additionally, these documents can be used toward tenure dossier requirements.
- **New Faculty Exhibition: Faculty will need to attend and present**

Contact Information

Meeting Location	North Campus	Facilitators:
Center for Educational Innovation Faculty Collaboration Studio 6 Norton Hall, North Campus	Center for Educational Innovation 5 Norton Hall ubcei@buffalo.edu 645-0780	Lauren Bruzga lmbruzga@buffalo.edu Jessica Wiechec jec28@buffalo.edu

Next Steps

To continue your learning journey, we encourage you to complete the following steps:

- Transfer information from your completed course planning sheet to your syllabus
- Plan to apply your course design into your current and future teaching
- Create and/or find supplemental material to support your course design plan
- Explore additional resources at [CEI's website](http://www.buffalo.edu/ubcei.html) www.buffalo.edu/ubcei.html
- [Register](#) for CEI's Learning Paradigms and Teaching Effectively Academies