

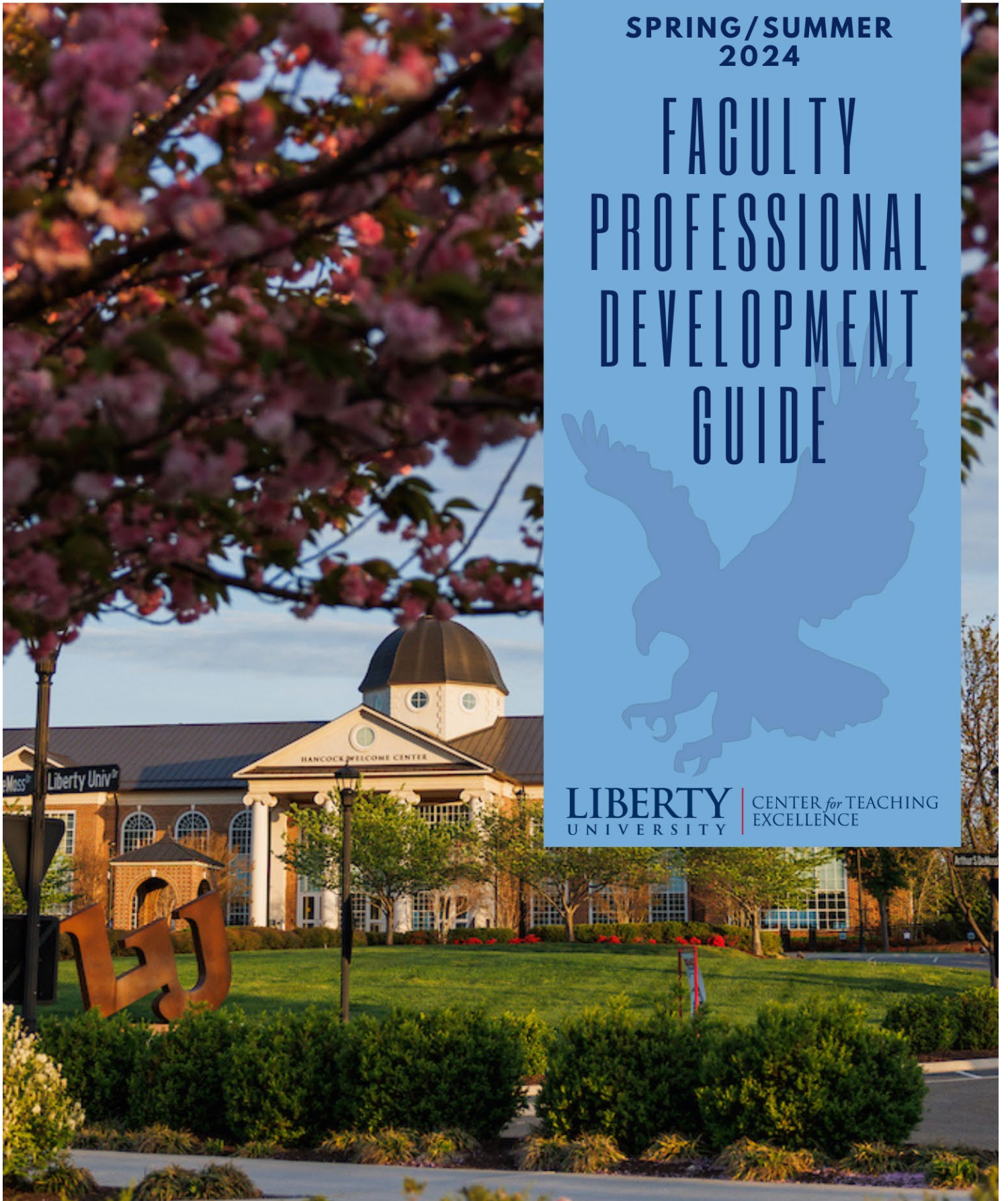
SPRING/SUMMER
2024

FACULTY PROFESSIONAL DEVELOPMENT GUIDE



LIBERTY
UNIVERSITY

CENTER *for* TEACHING
EXCELLENCE





Register for workshops/webinars via the [Course Registration tool](#) in myLU (Subject Code: PDCT). Email cte@liberty.edu with questions.

Getting Ready for the Semester: Canvas, Concourse, MS Teams, Top Hat & Podium; Tuesday, Jan. 9
10:30-11:15 a.m.; DeMoss Hall, Room 3066

Conference on Teaching Excellence; Wednesday, Jan. 10
8 a.m.-Noon; See 2024 Conference on Teaching Excellence course shell in Canvas for more details

Optional Post-Conference Workshop: Art for the Non-Artists; Wednesday, Jan. 10
1:30-2:30 p.m.; DeMoss Hall, Room 3066
Notes- Seating is limited. Advance registration required. This is a hands-on workshop. Attendees will paint.

Teaching Academy: Comprehensive Quiz & Test Design: Merging Canvas Functionality with Teaching Best Practices;
Thursday, Jan. 11; 8-10:30 a.m.; DeMoss Hall, Room 3066

Teaching Academy: Extreme Makeover: PowerPoint Edition; Thursday, Jan. 11
10:45 a.m.-1:45 p.m.; DeMoss Hall, Room 3066 (Lunch Provided)

Teaching Academy: Reel Learning: The Art of Creating Videos Your Students Will Watch; Thursday, Jan. 11
2-4:30 p.m.; DeMoss Hall, Room 3066

Canvas Workshops; Friday, Jan. 12
Canvas for Teachers: 9-11:30 a.m.; DeMoss Hall, Room 3066 and MS Teams
Canvas for Designers: 1-3:30 p.m.; DeMoss Hall, Room 3066 and MS Teams

Prayer Session: Spring B-Term; Monday, Jan. 15
Noon-1 p.m. No registration required. Log on: [MS Teams](#)

CTE Open Virtual Office Hours (hosted for Adjunct Faculty); Tuesday, Jan. 16, 23 & 30
Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Getting the Term Started Right; Wednesday, Jan. 17
5-5:45 p.m.; MS Teams

Transferring Videos from MS Teams to Canvas for Residential Courses; Friday, Jan. 19
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Teaching Students How to Read, Understand, and Retain University-Level Texts; Monday, Jan. 22
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Keeping Students on Pace; Wednesday, Jan. 24
5-5:45 p.m.; MS Teams

Online Book Study: Connecting in the Online Classroom (Meeting 1 of 3); Thursday, Jan. 25
Noon-1 p.m.; MS Teams

Email Communication for Student Retention and Success; Friday, Jan. 26
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Helping Students Finish Strong; Wednesday, Jan. 31
5-5:45 p.m.; MS Teams

FACULTY PROFESSIONAL DEVELOPMENT

FEBRUARY 2024



Register for workshops/webinars via the [Course Registration tool](#) in myLU (Subject Code: PDCT). Email cte@liberty.edu with questions.

Teaching Students Study Skills; Friday, Feb. 2

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Designing and Managing Group Projects; Monday, Feb. 5

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

In-Person Book Study: *Every Day Matters* (Meeting 1 of 3); Tuesday, Feb. 6

10-11 a.m.; DeMoss Hall, Room 3066

CTE Open Virtual Office Hours (hosted for Adjunct Faculty); Tuesday, Feb. 6, 13, 20 & 27

Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Communicating in Canvas; Wednesday, Feb. 7

Noon-12:45 p.m.; MS Teams

How to Create and Grade Extra Credit Assignments for Residential Courses; Friday, Feb. 9

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Using Audio and Video When Contacting Students via “Message Students Who” in Canvas; Monday, Feb. 12

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Prayer Session: Spring C-Term; Monday, Feb. 12

Noon-1 p.m. No registration required. Log on: [MS Teams](#)

Creating Content with Adobe Express Page; Wednesday, Feb. 14

Noon-12:45 p.m.; MS Teams

Faith Learning Integration with Brad Burgess (Brown Bag Lunch); Thursday, Feb. 15

11:30 a.m.-12:30 p.m.; DeMoss Hall, Room 3066 and MS Teams

Applying Active Learning Techniques in the Residential Classroom; Friday, Feb. 16

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Canvas Settings to Prevent Cheating on Residential Midterms; Monday, Feb. 19

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Teaching Students Proofreading with MS Word; Wednesday, Feb. 21

Noon-12:45 p.m.; MS Teams

Online Book Study: *Connecting in the Online Classroom* (Meeting 2 of 3); Thursday, Feb. 22

Noon-1 p.m.; MS Teams

How to Use the Comment Library; Friday, Feb. 23

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

PowerPoint Tips for Livelier Lectures in Residential Classes; Monday, Feb. 26

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Giving Assignment Feedback with GradeAssist; Wednesday, Feb. 28

Noon-12:45 p.m.; MS Teams

FACULTY PROFESSIONAL DEVELOPMENT

MARCH 2024



Register for workshops/webinars via the [Course Registration tool](#) in myLU (Subject Code: PDCT). Email cte@liberty.edu with questions.

Teaching Analysis Polls; March 1-31

Schedule yours today at <https://forms.office.com/r/zWvEhyj8dy>

Designing Authentic Assessments; Friday, March 1

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

How to Prepare Your RESDEV for Next Semester (for Residential Course Designers); Monday, March 4

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

In-Person Book Study: Every Day Matters (Meeting 2 of 3); Tuesday, March 5

10-11 a.m.; DeMoss Hall, Room 3066

CTE Open Virtual Office Hours (hosted for Adjunct Faculty); Tuesday, March 5, 12, 19 & 26

Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Accessing and Reviewing End-of-Course Surveys; Wednesday, March 6

5-5:45 p.m.; MS Teams

Prayer Session: Spring D-Term; Monday, March 18

Noon-1 p.m. No registration required. Log on: [MS Teams](#)

Interpreting the Faculty Assessment Report (FAR); Wednesday, March 20

5-5:45 p.m.; MS Teams

Faith Learning Integration with Nirva Ready (Brown Bag Lunch); Thursday, March 21

11:30 a.m.-12:30 p.m.; DeMoss Hall, Room 3066 and MS Teams

Using GradeAssist for Grading Efficiency; Friday, March 22

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Top Five Canvas Features for Managing Your Course; Monday, March 25

10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Navigating the Faculty Portfolio; Wednesday, March 27

5-5:45 p.m.; MS Teams

Online Book Study: Connecting in the Online Classroom (Meeting 3 of 3); Thursday, March 28

Noon-1 p.m.; MS Teams

ILLUMINATE Grant Application Deadline; Sunday, March 31

Apply now at <https://tinyurl.com/CTE-ILLUMINATEGrants>

FACULTY PROFESSIONAL DEVELOPMENT

APRIL 2024



Register for workshops/webinars via the [Course Registration tool](#) in myLU (Subject Code: PDCT). Email cte@liberty.edu with questions.

CTE Open Virtual Office Hours (hosted for Adjunct Faculty); Tuesday, April 2, 9, 16, 23 & 30
Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Avoiding Common Mistakes in Your Videos; Wednesday, April 3
Noon-12:45 p.m.; MS Teams

How to Flip Your Residential Classroom; Friday, April 5
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Using AI for Faculty Productivity; Monday, April 8
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

In-Person Book Study: *Every Day Matters (Meeting 3 of 3)*; Tuesday, April 9
10-11 a.m.; DeMoss Hall, Room 3066

Taking Your Weekly Announcements to a New Level; Wednesday, April 10
Noon-12:45 p.m.; MS Teams

Faith Learning Integration with Dean Donald Raleigh (Brown Bag Lunch); Thursday, April 11
11:30 a.m.-12:30 p.m.; DeMoss Hall, Room 3066 and MS Teams

Engaging Learners Through Multimedia; Friday, April 12
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Promoting Critical Thinking in Students; Monday, April 15
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Capturing Video with Kaltura; Wednesday, April 17
Noon-12:45 p.m.; MS Teams

Integrating Faith and Learning; Friday, April 19
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Video Editing Basics with Kaltura; Wednesday, April 24
Noon-12:45 p.m.; MS Teams

Creating Assignments, Quizzes, and Rubrics in Canvas; Friday, April 26
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Working with Question Banks and Question Groups; Monday, April 29
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

FACULTY PROFESSIONAL DEVELOPMENT

MAY 2024



Register for workshops/webinars via the [Course Registration tool](#) in myLU (Subject Code: PDCT). Email cte@liberty.edu with questions.

Captioning and Accessibility with Kaltura; Wednesday, May 1
Noon-12:45 p.m.; MS Teams

Building Persistence in Your Students; Friday, May 3
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Finishing Your Semester Strong; Monday, May 6
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

CTE Open Virtual Office Hours (hosted for Adjunct Faculty); Tuesday, May 7, 14, 21 & 28
Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Meet Career Services; Wednesday, May 8
Noon-12:45 p.m.; MS Teams

Prayer Session: Summer B-Term; Monday, May 13
Noon-1 p.m. No registration required. Log on: [MS Teams](#)

Teaching Academy: Reel Learning: The Art of Creating Videos Your Students Will Watch; Tuesday, May 14
9-11:30 a.m.; DeMoss Hall, Room 3066

Teaching Academy: Extreme Makeover: PowerPoint Edition; Tuesday, May 14
1-3:30 p.m.; DeMoss Hall, Room 3066

Teaching Academy: Teaching and Designing Omnichannel/HyFlex Classes; Wednesday, May 15
9-11:30 a.m.; DeMoss Hall, Room 3066

Teaching Academy: A Deep Dive into MS Teams for Teaching, Meetings, and Office Hours; Wednesday, May 15
1-3:30 p.m.; DeMoss Hall, Room 3066

Teaching Academy: Comprehensive Quiz and Test Design: Merging Canvas Functionality with Teaching Best Practices; Thursday, May 16; 9-11:30 a.m.; DeMoss Hall, Room 3066

Teaching Academy: Using AI for Faculty Efficiency, Effectiveness, and Productivity; Thursday, May 16
1-3:30 p.m.; DeMoss Hall, Room 3066

Canvas Workshops; Friday, May 17
Canvas for Teachers: 9-11:30 a.m.; DeMoss Hall, Room 3066 and MS Teams
Canvas for Designers: 1-3:30 p.m.; DeMoss Hall, Room 3066 and MS Teams

Online Faculty Teaching with Technology (TWT) Virtual Boot Camp; Saturday, May 18
8:30 a.m.-4 p.m.; MS Teams

Residential Faculty Teaching with Technology (TWT) Boot Camp; Monday-Tuesday, May 20-21
8:30 a.m.-4 p.m.; DeMoss Hall, Room 3066 (Light breakfasts and lunches provided)

Writing Meaningful Devotionals for Your Students; Wednesday, May 22
5-5:45 p.m.; MS Teams

Online Book Study: Faith Positive (Meeting 1 of 3); Thursday, May 23
Noon-1 p.m.; MS Teams

Teaching Like Jesus: The Power of Prayer; Wednesday, May 29
5-5:45 p.m.; MS Teams

FACULTY PROFESSIONAL DEVELOPMENT

JUNE/JULY 2024



Register for workshops/webinars via the [Course Registration tool](#) in myLU (Subject Code: PDCT). Email cte@liberty.edu with questions.

Research Boot Camp; Monday-Friday, June 3-7

8 a.m.-4:30 p.m.; DeMoss Hall, Room 3066 (Light breakfasts and lunches provided)

CTE Open Virtual Office Hours (hosted for Adjunct Faculty); Tuesday, June 4, 11, 18 & 25

Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Teaching Like Jesus: The Power of Questions; Wednesday, June 5

5-5:45 p.m.; MS Teams

Teaching Like Jesus: The Power of Presence; Wednesday, June 12

5-5:45 p.m.; MS Teams

Teaching Like Jesus: The Power of Stories; Wednesday, June 19

5-5:45 p.m.; MS Teams

Prayer Session: Summer D-Term; Monday, June 24

Noon-1 p.m. No registration required. Log on: [MS Teams](#)

Extreme Makeover: PowerPoint Edition; Wednesday, June 26

Noon-12:45 p.m.; MS Teams

Online Book Study: Faith Positive (Meeting 2 of 3); Thursday, June 27

Noon-1 p.m.; MS Teams

CTE Open Virtual Office Hours (hosted for Adjunct Faculty); Tuesday, July 2, 9, 16, 23 & 30

Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Teaching Military Student Learners; Wednesday, July 3

Noon-12:45 p.m.; MS Teams

Teaching Student Learners with Disabilities; Wednesday, July 10

Noon-12:45 p.m.; MS Teams

Teaching ESL Student Learners; Wednesday, July 17

Noon-12:45 p.m.; MS Teams

Teaching Adult Student Learners; Wednesday, July 24

Noon-12:45 p.m.; MS Teams

Online Book Study: Faith Positive (Meeting 3 of 3); Thursday, July 25

Noon-1 p.m.; MS Teams

A Deep Dive into MS Teams for Teaching, Meetings, and Office Hours; Wednesday, July 31

Noon-12:45 p.m.; MS Teams

FAITH LEARNING INTEGRATION (FLI) BROWN BAG LUNCH SERIES:



Thursday, Feb. 15
11:30 a.m.-12:30 p.m.
DeMoss Hall, Room 3066

Brad Burgess, *College of Applied Studies & Academic Success*



Thursday, March 21
11:30 a.m.-12:30 p.m.
DeMoss Hall, Room 3066

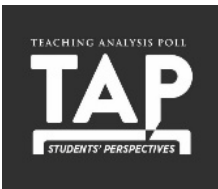
Nirva Ready, *School of Music*



Thursday, April 11
11:30 a.m.-12:30 p.m.
DeMoss Hall, Room 3066

Don Raleigh, *School of Education*

TEACHING ANALYSIS POLLS (TAPs) – MARCH 1-31

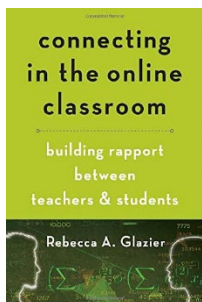


Why wait until your End-of-Course Surveys for student feedback? TAPs are a great way to take the pulse of your class mid-semester to determine what is helping student learning and what impedes student learning. It also provides suggestions for strengthening your class.

To request your TAP during the month of March, complete the form at:

<https://forms.office.com/r/zWvEhyj8dy>

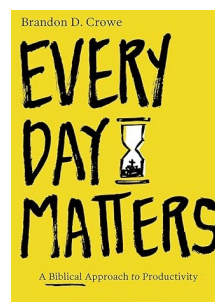
FACULTY BOOK STUDIES: TO REGISTER EMAIL: [cte@LIBERTY.EDU](mailto:cte@liberty.edu)



Connecting in the Online Classroom

By: Rebecca A. Glazier
Online Book Study

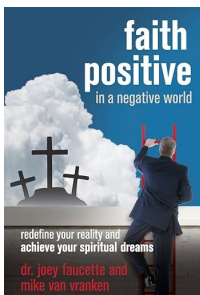
Thursday, Jan. 25, Feb. 22 & March 28
Noon-1 p.m.
MS Teams
Facilitated by Tom Doss



Every Day Matters

By: Brandon D. Crowe
In-Person Book Study

Tuesday, Feb. 6, March 5 & April 9
10-11 a.m.
DeMoss Hall, Room 3066
Facilitated by Brad Burgess



Faith Positive in a Negative World

By: Joey Faucette and Mike Van Vranken
Online Book Study

Thursday, May 23, June 27 & July 25
Noon-1 p.m.
MS Teams
Facilitated by Jerry Pitts