

LTCC TEACHING & **LEARNING**

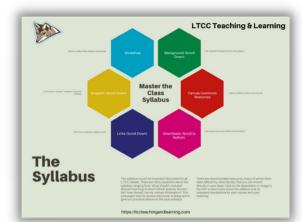
Lake Tahoe Community College's Teaching and Learning Program promotes the positive values of teaching and learning by encouraging conversations, workshop participation, and onboarding activities among faculty and all interested members of the LTCC community. The activities of the Teaching and Learning Program are coordinated by the FCTL (Faculty Chair of Teaching and Learning) and are aimed at stimulating consideration of topics, activities, and engagements that focus on all aspects of faculty professional life—whether connected to teaching, counseling, library and information services, or other professional areas.



The Teaching and Learning Program focuses on a number of key aspects of faculty professional training and development. The foci, activities, and efforts of the T&L Program adapt with the needs on campus, including those identified in the many T&L surveys that are produced, the recent faculty evaluation of the FCTL, and dayto-day communication with faculty and campus staff. This report details the focus of the program as well as its evolution.



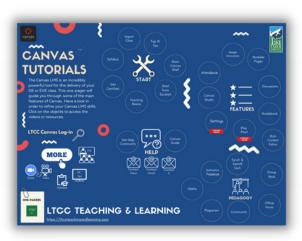




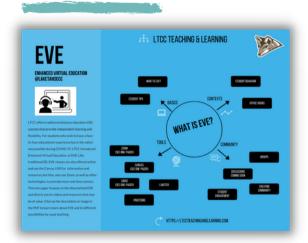
ONE-PAGERS

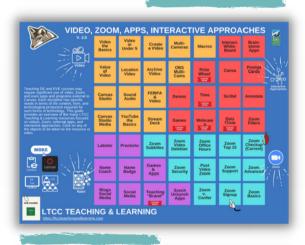


In the 2020-2021 academic year, one-pagers were developed. These are documents that, in one single page, provide an overview of a key aspect of onboarding or faculty professional development and training. Added to the traditional text of the one-pager is a set of links that will take the reader to additional videos, workshops, or Web resources that may expand learning of a particular concept or context in teaching and learning or faculty professional development. New one-pagers will be added as new topics emerge. To date, one-pagers have been created in the following areas: Canvas; Video, Zoom, Apps, Interactive Approaches; Enhanced Virtual Education; The Syllabus; and Educational Futures



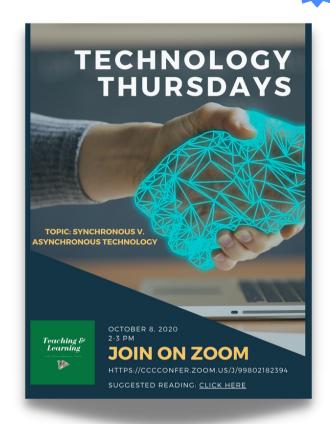








TECHNOLOGY THURSDAYS



In 2020, in response to the COVID-19 pandemic and technology needs, LTCC's Teaching and Learning Program provided additional trainings in a series called Technology Thursdays. The topics included the following:

- <u>Multi-cam Setups and Livestreaming in Your</u> Class or Office
- Challenges with Zoom
- Humanizing Technology
- Synchronous v. Asynchronous Technology
- Blogs & Social Media
- Games & Apps in Teaching

As needs arise on campus, additional series like Technology Thursdays will be developed. T&L Welcomes suggestions for new series and workshops from the LTCC community.

EQUITY & ANTI-RACISM

LTCC T&L is committed to advancing equity and anti-racism efforts on campus. To that end, the program offered the following workshops in 2020–2021:

- Teaching Talk 26: Anti-Racism, Continuing the Dialogue
- Teaching Talk 31: Civic Engagement
- Teaching Talk 36: Discussion of Events of January 6, 2021
- Teaching Race in Our Classes (Video)
 In addition, the T&L Website added a new tab focused on these efforts and the FCTL assisted in collecting T&L anti-racism resources using a shared Google document.



INTERACTIVE SHORTS NEW



In Winter and Spring of 2021, a new video series called Interactive Shorts was launched. The goal of the series is to focus on ways of making the Zoom or DE class more interactive. The following topics were presented as tutorial videos:



- Chunking Time
- Prize Wheel
- Canva Graphics
- Scribd (Readings)
- Demonstrations
- Card or Prompt Decks
- Webcams
- Zoom Filters
- Brainstorming Apps
- Interactive Whiteboards
- Quizzes & Trivia
- Games

73 P Videos Created in 2020-2021

TUTORIAL VIDEOS

In the 2020–2021 academic year, LTCC T&L continued efforts to provide video documentation of workshops that may have been missed by attendees, as well as create new content that feature tutorials on technology, pedagogy, and other faculty professional topics. Some of the created video topics are listed here.

- Location Video
- <u>Stepping It Up with a Stream Deck</u>
- YouTube, the Basics
- Canvas Top 10
- FERPA and Class Recordings
- <u>Teaching: The Basics</u>
- All Things Plagiarism
- Teaching Race in Our Classes
- <u>Live Zoom Transcription</u>
- Canva Graphics
- <u>Video Subtitles</u>
- Images and Videos in Canvas Pages
- Using YouTube in Canvas Pages
- Creating a Canvas Video in Under 5
 Minutes
- Name Badge
- A Note About (Canvas) Modules



WEEKLY UPDATES

In 2020-2021, the T&L Program introduced Weekly Updates as part of its campus communication efforts. As illustrated in the sample on this page, Weekly Updates are intended as a way of increasing campus outreach and providing important updates about teaching and technology as well as publicizing upcoming workshops. Weekly Updates also provide enrichment readings on pedagogical topics, technology, and social issues (including from Inside Higher Ed, the Chronicle of Higher Education, and other sources).

Week 6 Updates: Upcoming Workshop and **Annotation Tools Video**

Hi and welcome to Week 6. Join us this coming Tuesday for a Teaching Talk on teaching in the age of disinformation. The focus is on how our teaching may have changed as a result of recent world events, the advent of social media, conspiracy theories, etc. There will be a bit of a pre-intro, but we will hold this more as a Brown Bag talk for you to bring your ideas. A goal of the workshop is to keep a running list of concerns and ideas, as well as suggestions, that can be used in one of your online classes. If you can't make it, we will record the workshop.....





'Zoom Fatigue,' Gratitude, and Purring Cats: A Peek at Life During the Pandemic By Don Troop A year ago this week, The Chronicle's editorial staff gathered in our newsroom in Washington, D.C., for a hastily arranged farewell meeting. Colleges had already

begun moving to remote operations as a result of the coronavirus pandemic, and

now it was our turn.



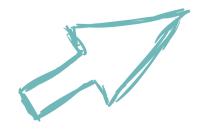


PROFESSIONAL DEVELOPMENT FOCUS

In 2020-2021, more emphasis was placed on workshops that had a professional development focus, particularly with items or contexts that may not be discussed in other campus venues. As an example, Mike Spina presented a workshop on The Faculty Contract that offered advice to faculty related to the many areas of the LTCC contract. As well, Kellie Greiner presented a workshop on the new DRC resource document that will assist our faculty in understanding student disability needs. Additional professional development workshops planned for 2021-2022 are aimed at part-time faculty, including topics related to successful job interviews, preparing for a public presentation, among other issues.

TEACHING TALKS

The successful Teaching Talks program continued in 2020-2021. The program provides faculty and staff an opportunity to gather on a Tuesday (at Noon) in order to discuss significant issues, ranging from pedagogy, student concerns, and other professional topics and issues. As of Year 2 of T&L, 50 such workshops have been offered both in person and virtually. A sampling of this year's topics is included on this page. The program will continue in Fall 2021 with a new set of topics. Members of the campus community are encouraged to provide the FCTL with suggested workshop themes.

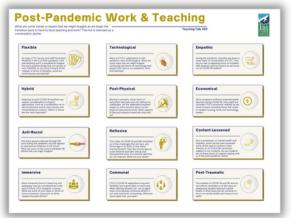






TEACHING TALKS 2020-2021

- Teaching Talk #26: Anti-Racism, Continuing the Dialogue
- Teaching Talk #27: Teaching Check-in
- Teaching Talk #28: <u>Managing Work (at Home)</u>; <u>Supporting Student Parents</u>
- Teaching Talk #29: Students and Empathy
- Teaching Talk #30: Avoiding Burnout
- Teaching Talk #31: Civic Engagement
- Teaching Talk #32: Open Topic
- Teaching Talk #33: <u>Teaching the Basics</u>
- Teaching Talk #34: Fall Wrap-Up
- Teaching Talk #35: Last Minute Help
- Teaching Talk #36: Discussion of January 6, 2021
- Teaching Talk #37: New Canvas Rich Content Editor
- Teaching Talk #38: New Plagiarism Checker
- Teaching Talk #39: <u>Teaching in an Age of Disinformation</u>
- Teaching Talk #40: Zoom, a Year Later
- Teaching Talk #41: Creating a New Class
- Teaching Talk #42: Zoom Transcription
- Teaching Talk #43: Welcome Back Spring Quarter Help
- Teaching Talk #44: Faculty and Departmental "Branding"
- Teaching Talk #45: <u>Creating Great Graphics with Canva</u>
- Teaching Talk #46: Interactivity Tips
- Teaching Talk #47: <u>Classroom Writing: Challenges and Opportunities</u>
- Teaching Talk #48: <u>Teaching in a Service Industry</u> <u>Community</u>
- Teaching Talk #49: <u>Disability Resource Center Faculty & Staff Resource Guide</u>, A Walkthrough with Kellie Greiner
- Teaching Talk #50: Looking Forward: Post-Pandemic Teaching



ONE-ON-ONE HELP

Due to the CVC-OEI grant, LTCC T&L tracked specific one-on-one assistance provided to full-time and part-time faculty (as well as other staff on campus). From the period of July through November 2020, 77 faculty members were assisted by the FCTL in one-on-one training contexts. Topics of assistance included Canvas, Zoom, and more specific issues, like incorporating live music and spoken audio in a synchronous class. Beyond the CVC-OEI grant, the FCTL continues to offer one-on-one training for any faculty (or staff) member on campus.





ADAPTIVE ASSISTANCE

The Teaching and Learning Program relies on faculty input to develop trainings, workshops, and resources that will benefit the ever-changing teaching, learning, and professional development landscapes.

The LTCC Teaching and Learning Program will maintain an adaptive and proactive approach to faculty training and professional development. Surveys and in-workshop comments are used to determine future trainings and workshops. In 2020–2021, the following surveys were administered: ISP Teaching Survey; Zoom Winter 2021 Training Day/Time; Winter 2021 Trainings; EVE Teaching Survey; OTC Conference; Part-Time Faculty Survey (created by Mary Cook, mentioned in weekly campus e-mails). Additionally, other videos and updates were sent out as specific faculty needs developed.

2020-2021 VIDEO UPDATES



Confer Zoom Video Deletion - YouTube in Canvas Pages - Closed Captioning - Zoom Transcription - Name Badge - Rich Content Editor - Zoom Security - Canvas Media

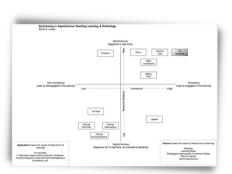


TEXT AND GRAPHICS

The Teaching and Learning Program provides multiple resources for faculty: workshops and trainings, tutorial videos, campus e-mail/text updates, Website, PowerPoints, and interactive pdf graphics and handouts. The FCTL utilizes Canva and OmniGraffle to produce high-quality graphics and handouts that provide valuable information to faculty in easy-to-read formats. A goal of the T&L Program is to cut through any clutter and noise that may exist so as to provide immediate and easy access to information for faculty. An example is the newly created New Faculty Q&A, a pdf that uses interactive links to provide new faculty pertinent information, such as signing up for

Zoom.

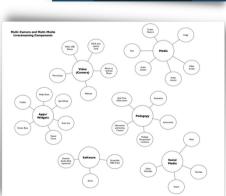


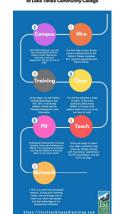












New Faculty Onboarding

STUDENT EVENTS

The Teaching and Learning Program continues to be involved in student campus life. In 2020-2021, the FCTL assisted as the host of the virtual Coyote Kickoff and helped with the 2021 LTCC Senior Day.



2021 Senior Day



Stream Deck interface used for 2020 virtual Coyote Kickoff

WEBSITE & REPORTS

The Teaching and Learning Program continues to update the official LTCC Teaching & Learning Website so as to ensure that the most current and relevant information is provided to faculty and other campus groups. As new resources are needed, the Website (and its navigation) will be updated. In addition, T&L provides annual (and summer) updates that reflect the goals and accomplishments of the program in a given year. As the program does not complete AUPs/APRs/CPRs, it is important to provide regular updates to the campus community in these other forms. It is hoped that the T&L Program will be able to update the Board of Trustees about the program and its efforts in a future meeting. Pages 16-17 of this report focus on changes made (and changes planned) based on feedback and received assessments of the T&L Program and the FCTL.



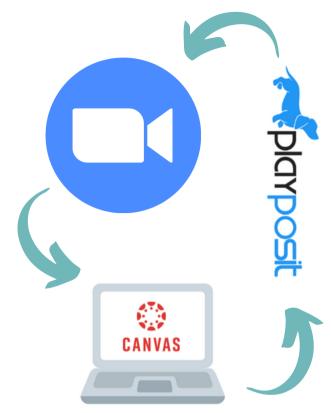
INTERSESSION ASSISTANCE

The Teaching and Learning Program offers workshops and assistance in the intersession or period between the four teaching quarters of Fall, Winter, Spring, and Summer. During the 2021 Spring Break, the FCTL offered five specific workshops to assist faculty in their development of the next quarter's class. Additional assistance was planned for faculty involved in 2021 ISSI. Included in this work were multiple training workshops and a 12-page pdf guide intended to provide new ISSI instructors with the technology skills needed to deliver effective ISSI instruction. Summer and Fall preparation workshops are also scheduled for Summer and Fall of 2021. These are focused on instructors who need assistance with getting classes ready for the Summer or Fall sessions.



TECHNOLOGY

The Teaching and Learning Program, at its core, focuses on the significance of technology both as a means of developing resources for the campus and as a foundation for the delivery of effective pedagogy among the faculty. The FCTL is a high-end user of video, audio, teaching, and social media technology. In 2020, he helped (along with the Director of DE Learning) transition LTCC to the PlayPosit app within Canvas (a powerful interactive video tool for teaching). In 2021, the FCTL became aware of a TechConnect webinar on Zoom Subaccounts. Following the workshop, he made requests to the Director of IT and the SLT to move LTCC to such a Zoom account. The impact of this new form of Zoom will be felt within the world of online teaching, specifically as the new Zoom will allow faculty to directly host Zoom sessions from the Canvas calendar and not have to rely on the ConferZoom tool. The new Zoom will also streamline faculty Zoom signups for accounts, saving days of waiting time for the old account system to process. By staying on top of the latest video, audio production, social media, and teaching technologies, the FCTL and the LTCC T&L Program will continue to provide the most significant technological information to the campus community.





Audio & Video Project Workspace

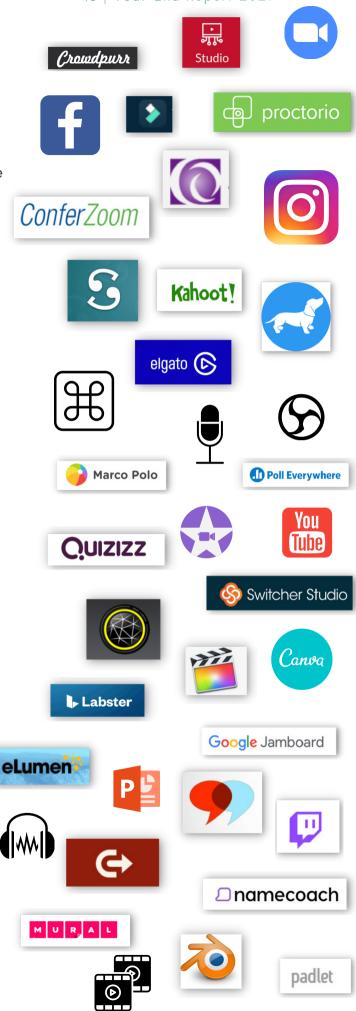


NEW SOFTWARE & APPS

In the 2020-2021 academic year, additional emphasis was placed on developing trainings, video tutorials, and informational guides related to emerging software, technology, and apps. The FCTL keeps up to date on all the emerging technologies (as related in professional publications, listservs, Internet sources, and personal connections) and passes along such leads to faculty and others on campus. Some of the new technologies, apps, and platforms considered in trainings, workshops, and tutorials are included on this page.

- Blogs and Social Media
- Zoom
- Confer Zoom
- Zoom Immersive View
- PlayPosit
- Audacity
- Microphones
- Cameras/2nd Cameras
- Webcams
- Filmora
- Final Cut Pro
- Canva
- iMovie
- OBS (livestreams)
- PowerPoint
- Stock Video/Audio
- Blender
- 3C Media
- Green Screens
- Vericite
- Scribd
- Canvas Commons
- Quizizz
- Crowdpurr
- Kahoot!
- Poll Everywhere
- Snap Camera
- Mural
- Padlet
- Jam Board

- Name Badge/Coach
- Labster
- Facebook
- Instagram
- YouTube
- Proctorio
- Marco Polo
- 2.5D
- VR
- Stream Deck/El Gato
- Switcher Studio
- Twitch
- Macros
- Keyboard Commands
- Gradebook
- Video Games
- eLumen



PART-TIME FACULTY ROUNDTABLE

In June 2021, the FCTL assisted part-time faculty representatives Mary Cook and Candace Fair in scheduling and hosting a Part-Time Faculty Roundtable. The event was, in part, a suggestion of the LTCC President and it included a survey that was administered as part of the workshop. Ten faculty were in attendance.



It's time we collected some data on and feedback from our LTCC part-time faculty. Please complete this anonymous survey in order to help us achieve this goal. Thank you in advance for your participation!





T&L BY THE NUMBERS (THROUGH 2 YEARS)

271 Videos Created 102 Workshops Offered

18,659
Total Video Views







3518 Views



543 Views



633 Views

Streamlabs, OBS, Multi-Cam



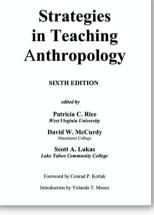
292 Views

ABOUT THE FCTL

Scott A. Lukas serves as LTCC's Faculty Chair of Teaching & Learning. He was the recipient of the national AAA/McGraw-Hill Award for Excellence in Undergraduate Teaching of Anthropology by the American Anthropological Association (2005), the California statewide Hayward Award for Excellence in Education by the California Community Colleges (2003), Lake Tahoe Community College Distinguished Faculty (2013), and Lake Tahoe Community College Associated Student Council Teacher of the Year (2004).



He is the author/editor of numerous books, including, Strategies in Teaching Anthropology, 6th Edition (2010, Pearson Education) and was part of the American Anthropological Association's new faculty teaching academy held at the annual national meetings. He was a participant in the 2005-2006 @ONE Statewide Scholars program with his project "An Analysis of Student Success in Reflexive Online Classroom Assignments," co-authored the study "The Actors Behind the Curtain: Representation of Women Faculty in Community College Institutional Decision-making," and contributed to multiple chapters of Handbook for Achieving Gender Equity Through Education. Scott is a former Six Flags employee trainer and has worked as a workshop and training consultant for Walt Disney Imagineering, ABC, and Pixar. He has provided interviews for The Wondery, To the Best of Our Knowledge, the Canadian Broadcasting Company, The Independent, The New York Times, The Washington Post, Slate, The Chicago Tribune, The Financial Times (of London), The Daily Beast, Huffington Post UK, Atlas Obscura, Skift, Caravan, and the Angie Coiro Show, and was part of the documentary film and video series, The Nature of Existence (directed by Roger Nygard).





Contact Scott

T&L ASSESSMENT & IMPROVEMENT

In addition to many positive comments received, the T&L program is aware of concerns expressed about approaches in LTCC Teaching & Learning. The program receives the following feedback:

- One-on-one Communication
- FCTL Tenure Review Comments
- T&L Surveys
- Comments from SLT

Based on the feedback, changes take place in terms of approach, communication, workshop content, and other areas.





[The FCTL] has Teaching Talks every Tuesday at noon. I started attending during my first Quarter not knowing what to expect. I have been inundated with information regarding Canvas and teaching online. [The FCTL] is very hands-on, and offers incredible ideas and suggestions that I would never think of. Learning Canvas was difficult because it's such a powerful app. The more I learned, the more I realized I didn't know. [The FCTL] has unconditionally helped me with every element of Canvas and teaching online. [The FCTL] is very personable and approachable. I am a dedicated student of [The FCTL] and will continue to attend his Teaching Talks every Tuesday.



He could use other faculty as examples of good teaching. Much like in the classroom setting where faculty are asked to observe as part of new faculty training, he could use good technique and teaching methodologies from other faculty at the college to exemplify good teaching practices.

Make everything more succinct. How can we hit some high points in a 2 minute video that more folks are likely to watch?

We need to bring outside speakers to campus. Does UNR or Sac State have anyone who specializes in teaching methods who could facilitate a workshop?

More organization in terms of resources, how they are presented, and how they are made available.

Changes Made

T&L CHANGES



- Faculty Guest Facilitators (Kellie Greiner, Jon Kingsbury, Mike Spina, Treva Thomas, Mark Williams)
- More Text and Handouts (PowerPoints, PDFs, Website)
- New One-Pagers (Content Organization)
- New Feedback Surveys
- Expanded Workshop Q&A, Brainstorming (Jamboards)
- Shorter Videos and Video Indices on YouTube
- One-on-One Office Hours Time
- More Professional Development Workshops



Directions Forward

- Additional Faculty Guest Speakers
- Assistance for ISP Onboarding
- Collaborations with New DE Director and Director of IT on Trainings & Technology
- Assistance with Department Meetings
- Post-Pandemic Assistance
- New Tiny Tech Video Series
- T&L Website Update
- Increase Workshop Attendance



LOOKING FORWARD

With the challenges of the COVID-19 pandemic and transitions to F2F offerings in Fall 2021 in mind, the LTCC Teaching and Learning Program will continue to support faculty and staff in training and professional development opportunities related to technology, instruction, and connected areas. In addition, due to the program's goal of being adaptive to college and community needs, it will continue to evaluate new and emerging concerns, issues, and contexts in teaching, learning, and professional development so as to offer the most up-to-date connections to faculty and college needs.

The LTCC Teaching and Learning Program will continue to promote the positive values of teaching and learning and faculty professional development in many ways.

