



TEACHING AT FRANKLIN UNIVERSITY

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For Your Calendar

INST 540: Instructional Coaching

- Are you an adjunct faculty member who has been at Franklin for at least five years with outstanding evaluations and would like to give back to the teaching community? If so, consider reaching out to your Lead Faculty to learn more about becoming an instructional coach. Our nomination process will be open November through December and all new candidates will be announced in January.

The Instructional Strategies (INST) 600 Series

The spring 600 series, composed of four courses on general instructional practices, feedback, technology tools, and inclusive pedagogy, do not cover the fundamentals of teaching but might instead be considered as seminars for advanced instructional excellence. In these courses, instructors will have the opportunity to design and implement concrete and practical strategies to facilitate engaging and collaborative learning.

Instructors may enroll for all four courses at once, in chronological order, but can also register for individual courses independently without any fear of missing material. Instructors who have taken the course previously are also welcome to take the course again, since the discussions and foci vary according to the interests of the cohort. To register for the INST600 series or to read the course descriptions or course outcomes, please visit the [Faculty Development Courses webpage](#).

Please note that active Franklin adjunct faculty who successfully complete any of the following faculty development courses and also complete the course evaluation will be compensated with a one-time incentive of \$50. Only active Franklin adjunct faculty are eligible to receive compensation. Adjunct faculty who are onboarding or have not started teaching are not eligible to receive compensation until after beginning their first teaching assignment.

Faculty Credentials Database


The Center for Teaching Excellence is pleased to announce the new Faculty Credential Database. Intended to replace Interfolio, the new database will store all faculty credentials and faculty profile information. You may access the database by going to the Franklin Hub, or by clicking [here](#).

Please watch our [quick tutorial video](#) before updating your profile.

While only full-time faculty and Doctoral Faculty Advisors are reflected in the faculty profiles, all faculty credential information is critical for accreditation reporting and should be updated at least one time per year.


Please direct any questions or inquiries to the CTE Coordinator, Emma Wardell, by emailing emma.wardell@franklin.edu.

Faculty Hub



Health of Program

OPEN



Faculty Credentials

OPEN



Faculty Observation (coming soon)

OPEN

Quick Updates and Tips

- The new *faculty alert to advising form* can be accessed in Canvas on the Global Navigation Menu (blue bar on the left side) on the Information Icon, under the “Franklin Faculty Resources” section. You can use this tool to contact a student’s advisor with any concerns about attendance, performance, or retention. You may also find other helpful information such as email access and a link for reporting Canvas issues.
- Need to view students who have been dropped from a course because of non-attendance? You can see them in the People tab and access their information there. You can also view them from the gradebook. Click on the 3 ellipses next to student’s name, then click “inactive enrollments.”



Information

Take Attendance & Submit Final Grades
Faculty take attendance and submit final grades in self service.

Video Conferencing Guides for Remote Classrooms
Get help on how to use and configure conferences in canvas.

Franklin Faculty Resources
Faculty and Staff Resources

Faculty Alert to Advising NEW

Franklin Student Resources
Student Resources ...

Self Service
Registration, Planning, and Finance

Email
Access your university email

Franklin University Canvas Support
Franklin University support articles for Canvas

Online Help
Online help and Tutorials

Report a Problem
If Canvas misbehaves, tell us about it

Inclusive Teaching Tip

Assign roles in group work

- Learners have different personalities and some lend themselves better to pro-actively volunteering to answer questions or step into certain roles in group work. To adapt to each student learner, consider assigning roles in your group work in such a way that the learner must support one another and high value is placed on different skills and roles within the group. This could look like roles for note-taking, presenting, coordinating the schedule, or even assign a “contrarian” role to intentionally create a reflective and critical space for learning. Feel free to share other roles you may assign on the [Franklin Teaching Community site](#).