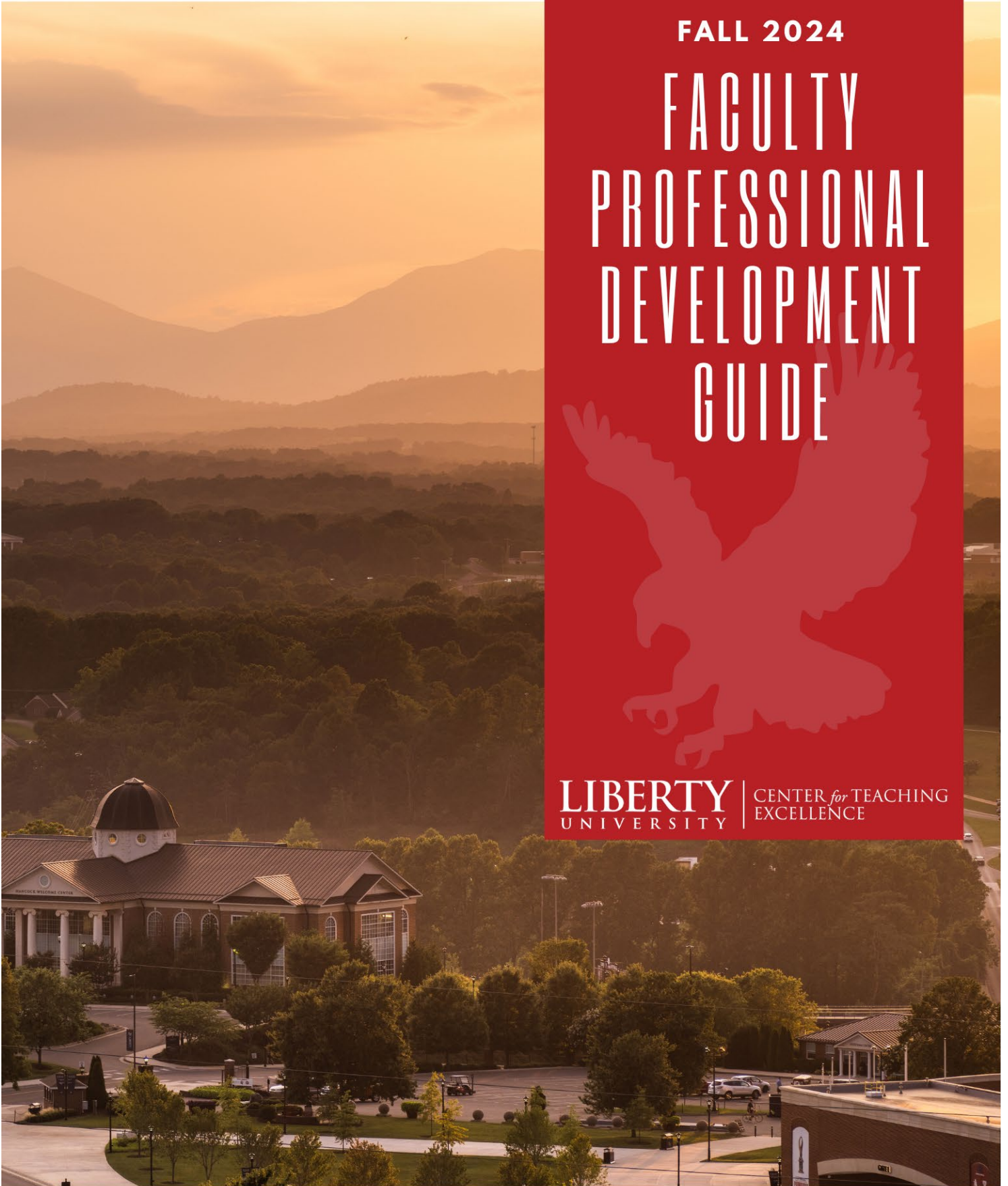


FALL 2024

FACULTY PROFESSIONAL DEVELOPMENT GUIDE

LIBERTY UNIVERSITY | CENTER *for* TEACHING EXCELLENCE



FACULTY PROFESSIONAL DEVELOPMENT

AUGUST 2024



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

CTE Virtual Open Office Hours; Tuesday, Aug. 6, 13, 20 & 27
Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Canvas Workshops; Thursday, Aug. 8
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

Getting Started with Top Hat; Monday, Aug. 12
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Setting Up MS Teams; Tuesday, Aug. 13
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Editing Your Concourse Syllabus; Tuesday, Aug. 13
Noon-12:45 p.m.; DeMoss Hall, Room 3066 and MS Teams

Podium Proficiency; Wednesday, Aug. 14
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Building Relationships: Student Motivation in Online Learning Series; Wednesday, Aug. 14
Noon-12:45 p.m.; MS Teams

Classroom Management for the Residential Classroom; Thursday, Aug. 15
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Recording with MS Teams; Thursday, Aug. 15
Noon-12:45 p.m.; DeMoss Hall, Room 3066 and MS Teams

Building Relationships (Part I): Student Engagement Strategies Series; Friday, Aug. 16
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Virtual Prayer Session: Fall B-Term; Monday, Aug. 19
Noon-1 p.m. No registration required. Log on: [MS Teams](#)

Using Rewards and Recognition: Student Motivation in Online Learning Series; Wednesday, Aug. 21
Noon-12:45 p.m.; MS Teams

Building Relationships (Part II): Student Engagement Strategies Series; Friday, Aug. 23
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

AI Tools for Faculty Efficiency and Productivity; Monday, Aug. 26
1-1:45 p.m.; DeMoss Hall, Room 3066 and MS Teams

Cultivating Student Autonomy: Student Motivation in Online Learning Series; Wednesday, Aug. 28
Noon-12:45 p.m.; MS Teams

Online Book Study: Online Teaching at Its Best (Meeting 1 of 4); Thursday, Aug. 29
Noon-1 p.m.; MS Teams

Routines, Randomizers, and Teacher Voice: Student Engagement Strategies Series; Friday, Aug. 30
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

FACULTY PROFESSIONAL DEVELOPMENT

SEPTEMBER 2024



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

CTE Virtual Open Office Hours; Tuesday, Sept. 3, 10, 17 & 24
Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Strategies for Student Submission and Success Rates: Student Motivation in Online Learning Series; Wednesday, Sept. 4
Noon-12:45 p.m.; MS Teams

Using Message Students Who in Canvas; Friday, Sept. 6
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Visual Design Principles for PowerPoint; Monday, Sept. 9
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

In-Person Book Study: AI for Educators (Meeting 1 of 4); Tuesday, Sept. 10
10-11 a.m.; DeMoss Hall, Room 3066

MS Tasks: Microsoft Tools for Organization and Efficiency Series; Wednesday, Sept. 11
5-5:45 p.m.; MS Teams

Using Technology to Integrate Faith in the Classroom; Friday, Sept. 13
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Praise and Recognition, Capturing Students' Attention, and Conclusions: Student Engagement Strategies Series;
Monday, Sept. 16; 10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Virtual Prayer Session: Fall C-Term; Monday, Sept. 16
Noon-1 p.m. No registration required. Log on: [MS Teams](#)

MS Planner: Microsoft Tools for Organization and Efficiency Series; Wednesday, Sept. 18
5-5:45 p.m.; MS Teams

Faith Learning Integration: Fall Keynote with Dr. Mark Eckel (Brown Bag Lunch Provided); Thursday, Sept. 19
11:30 a.m.-12:30 p.m.; DeMoss Hall, Room 3066 and MS Teams

How to Facilitate Class Discussions in the Residential Classroom; Friday, Sept. 20
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Creating Presentations in Adobe Express Webpage; Monday, Sept. 23
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

MS Bookings: Microsoft Tools for Organization and Efficiency Series; Wednesday, Sept. 25
5-5:45 p.m.; MS Teams

Online Book Study: Online Teaching at Its Best (Meeting 2 of 4); Thursday, Sept. 26
Noon-1 p.m.; MS Teams

Creating Breakout Rooms in an MS Teams Meeting; Friday, Sept. 27
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

How to Create Images with Copilot; Monday, Sept. 30
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

FACULTY PROFESSIONAL DEVELOPMENT

OCTOBER 2024



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

In-Person Book Study: *AI for Educators* (Meeting 2 of 4); Tuesday, Oct. 1
10-11 a.m.; DeMoss Hall, Room 3066

CTE Virtual Open Office Hours; Tuesday, Oct. 1, 8, 15, 22 & 29
Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

MS PowerPoint: Microsoft Tools for Organization and Efficiency Series; Wednesday, Oct. 2
5-5:45 p.m.; MS Teams

Using a Variety of Class Discussion Formats in the Residential Classroom; Thursday, Oct. 3
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Preparing Your RESDEV for Course Copy; Friday, Oct. 4
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Engaging Your Class with MS Whiteboard; Monday, Oct. 7
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

MS Whiteboard: Microsoft Tools for Organization and Efficiency Series; Wednesday, Oct. 9
5-5:45 p.m.; MS Teams

Scheduling Meetings with MS Bookings; Monday, Oct. 14
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Open Communication: Nurturing Students in the Online Classroom Series; Wednesday, Oct. 16
Noon-12:45 p.m.; MS Teams

Strategies for Interpreting Turnitin Reports; Friday, Oct. 18
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Using Course Learning Objectives to Drive Instruction; Monday, Oct. 21
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Virtual Prayer Session: Fall D-Term; Monday, Oct. 21
Noon-1 p.m. No registration required. Log on: [MS Teams](#)

Meaningful Interactions: Nurturing Students in the Online Classroom Series; Wednesday, Oct. 23
Noon-12:45 p.m.; MS Teams

Faith Learning Integration with Dr. Sherene Khouri (Brown Bag Lunch Provided); Thursday, Oct. 24
11:30 a.m.-12:30 p.m.; DeMoss Hall, Room 3066 and MS Teams

Creating Interactive Videos with Kaltura Video Quizzes: Active Learning Series; Friday, Oct. 25
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Engaging Students During Lectures with Poll Everywhere: Active Learning Series; Monday, Oct. 28
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Supportive Environments: Nurturing Students in the Online Classroom Series; Wednesday, Oct. 30
Noon-12:45 p.m.; MS Teams

Online Book Study: *Online Teaching at Its Best* (Meeting 3 of 4); Thursday, Oct. 31
Noon-1 p.m.; MS Teams

FACULTY PROFESSIONAL DEVELOPMENT

NOVEMBER 2024



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

Polling with MS Teams: Active Learning Series; Friday, Nov. 1
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Creating Assignments, Quizzes, and Rubrics in Canvas; Monday, Nov. 4
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

CTE Virtual Open Office Hours; Tuesday, Nov. 5, 12 & 19
Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Enhancing Learning and Engagement: Nurturing Students in the Online Classroom Series; Wednesday, Nov. 6
Noon-12:45 p.m.; MS Teams

Presenting with PowerPoint; Friday, Nov. 8
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Helping Students Gain Soft Skills and Self-Regulation Skills; Monday, Nov. 11
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

In-Person Book Study: AI for Educators (Meeting 3 of 4); Tuesday, Nov. 12
10-11 a.m.; DeMoss Hall, Room 3066

Crafting AI Prompts for Faculty Productivity: Leveraging AI for Faculty Productivity Series; Wednesday, Nov. 13
5-5:45 p.m.; MS Teams

Faith Learning Integration with Drs. Paul Rumrill and Cassandra Hibbard (Brown Bag Lunch Provided); Thursday, Nov. 14
11:30 a.m.-12:30 p.m.; DeMoss Hall, Room 3066 and MS Teams

Should Learning Be This Enjoyable? Gamification in the College Classroom: Active Learning Series; Friday, Nov. 15
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

New Analytics in Canvas; Monday, Nov. 18
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Tools for Lesson Planning and Brainstorming: Leveraging AI for Faculty Productivity Series; Wednesday, Nov. 20
5-5:45 p.m.; MS Teams

Online Book Study: Online Teaching at Its Best (Meeting 4 of 4); Thursday, Nov. 21
Noon-1 p.m.; MS Teams

Faculty Enthusiasm = Student Engagement; Friday, Nov. 22p
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

MARK YOUR CALENDAR:
In-Person
RESEARCH BOOT CAMP
for Faculty
Mon-Fri, June 2-6; 8:30 a.m.-4 p.m.
DeMoss Hall, Room 3066

Coming Summer 2025

DECEMBER 2024



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

Increasing Student Engagement with MS Forms; Monday, Dec. 2
1-1:45 p.m.; DeMoss Hall, Room 3066 and MS Teams

In-Person Book Study: AI for Educators (Meeting 4 of 4); Tuesday, Dec. 3
10-11 a.m.; DeMoss Hall, Room 3066

CTE Virtual Open Office Hours; Tuesday, Dec. 3, 10 & 17
Noon-4:30 p.m. No registration required. Log on: [MS Teams](#)

Design Tools for Images and Presentations: Leveraging AI for Faculty Productivity Series; Wednesday, Dec. 4
5-5:45 p.m.; MS Teams

Helping Students Set Goals; Friday, Dec. 6
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Creating a Course Vision to Engage Students; Monday, Dec. 9
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Optimizing Your Schedule with MS Copilot: Leveraging AI for Faculty Productivity Series; Wednesday, Dec. 11
5-5:45 p.m.; MS Teams

Creating “Checks for Understanding” in Class; Friday, Dec. 13
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Creating Animated Videos with Adobe Express Video; Monday, Dec. 16
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

Saving Christmas from Final Grades; Wednesday, Dec. 18
5-5:45 p.m.; MS Teams

How to Set and Promote High Expectations for Your Students; Friday, Dec. 20
10:30-11:15 a.m.; DeMoss Hall, Room 3066 and MS Teams

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FAITH LEARNING INTEGRATION (FLI) SERIES – BROWN BAG LUNCH PROVIDED



Thursday, Sept. 19
11:30 a.m.-12:30 p.m.
DeMoss Hall, Room 3066
Dr. Mark Eckel, *Center for Biblical Integration*

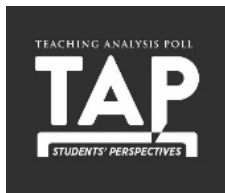


Thursday, Oct. 24
11:30 a.m.-12:30 p.m.
DeMoss Hall, Room 3066
Dr. Sherene Khouri, *College of Arts & Sciences*



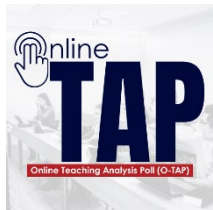
Thursday, Nov. 14
11:30 a.m.-12:30 p.m.
DeMoss Hall, Room 3066
Drs. Paul Rumrill and Cassandra Hibbard, *School of Music*

RESIDENTIAL TEACHING ANALYSIS POLLS (TAPS) – OCTOBER 1-31



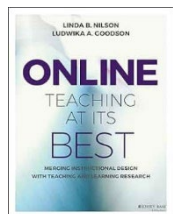
Why wait until your End-of-Course Surveys for student feedback? TAPs are a great way to take the pulse of your residential class mid-semester to determine what is helping student learning and what is hindering student learning. It also provides suggestions for strengthening your class. To request your TAP during the month of October, complete the form at: <https://forms.office.com/r/zWvEhyj8dy>

ONLINE TEACHING ANALYSIS POLLS (O-TAPS)

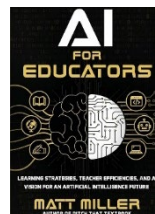


Would you like to gather feedback from your students about your online courses before the End-of-Course Surveys? CTE's Online Teaching Analysis Polls (O-TAPs) are designed to provide online faculty with valuable student feedback on assignment feedback, written communications, discussion facilitation, and support and engagement. To request your O-TAP for an A-Term, B-Term, or D-Term course, complete the form at: <https://forms.office.com/r/j88Ctskjiq>

FACULTY BOOK STUDIES: TO REGISTER EMAIL: cte@liberty.edu



Online Teaching at Its Best
By: Linda B. Nilson and Ludwika A. Goodson
Online Book Study
Thursday, Aug. 29, Sept. 26, Oct. 31 & Nov. 21
Noon-1 p.m.
MS Teams
Facilitated by Tom Doss



AI for Educators
By: Matt Miller
In-Person Book Study
Tuesday, Sept. 10, Oct. 1, Nov. 12 & Dec. 3
10-11 a.m.
DeMoss Hall, Room 3066
Facilitated by Kjell Fenn

VIRTUAL PRAYER SESSIONS

Please join us online for an hour-long prayer session at the beginning of each online term. During each session, we will pray for our students, faculty, and leadership. You can use [this MS Teams link](#) to join us for one or more of our upcoming prayer sessions! This semester's dates are Aug. 19, Sept. 16, and Oct. 21.

VIRTUAL OPEN OFFICE HOURS

Visit CTE on MS Teams for virtual drop-in support! Every Tuesday from noon to 4:30 p.m. ET, CTE hosts virtual open office hours for faculty to ask any technology or teaching questions. You can join us for virtual office hours using [this MS Teams link!](#)