

**CENTER FOR TEACHING & LEARNING**  
***COURSE DESIGN WITH TECHNOLOGY IN MIND (CDTM) – PHASE I***  
**FALL & WINTER QUARTERS, 2009-10**

**I. CDTM PHASE I PROGRAM OVERVIEW**

The *Course Design with Technology in Mind* (CDTM) – Phase I program assists faculty in achieving Cal Poly’s commitment to teaching excellence by incorporating technology into their course(s) to enhance student learning and improve their role as teacher/scholars. Phase I of this program is intended to prepare faculty to effectively use technology in face-to-face courses, hybrid courses that blend face-to-face and online instruction, and online courses. Faculty members that participate in the program will gain an understanding of how to use technology to improve student learning while they learn various pedagogies and tools in a “learn by doing” approach. The learning community will be taught in a hybrid fashion so participants gain first-hand experience learning in a hybrid or blended mode of instruction. Participants will receive private consultation time with experienced CTL instructional designers, as well as the support of CTL student interns to assist them with developing their course.

Interested faculty members are encouraged to apply to participate in the CDTM – Phase I program. CDTM – Phase I participants that decide to fully implement hybrid or online courses will be eligible to participate in CDTM – Phase II course implementation portion of this program during Winter and Spring Quarters. The CTL seeks a diverse group of faculty with varying experience and diverse backgrounds to participate in the CDTM – Phase I program and the associated learning community. Stipends of \$500 per participant will be awarded upon successful completion of the CDTM – Phase I program. Please direct any question related to this program to the Center for Teaching and Learning by email ([ctl@calpoly.edu](mailto:ctl@calpoly.edu)) or telephone 756-7002.

**II. GENERAL WORKSHOP INFORMATION**

**A. Dates and Time**

The Learning Community meetings have been scheduled on Wednesdays from 2:00 – 4:00 PM, in the Kennedy Library, Room 510B. Four face-to-face meetings are scheduled during Fall Quarter 2009 on **October 7, October 28, November 18 and December 2** and three sessions are scheduled for Winter Quarter 2010 on **January 13, February 10, and March 3**. Full participation in the learning community is required.

**B. Learning Outcomes**

Upon completion of CDTM – Phase I, participants will be able to:

- Determine good practices and sound pedagogy to use technology in their courses.
- Demonstrate an understanding of student learning styles and develop course content that supports students with diverse learning styles.
- Create learning modules using an array of Blackboard tools that implement effective pedagogical methods.
- Create online formative and summative assessment activities using Blackboard.
- Apply a variety of established learning principles to improve student learning in the courses they teach.
- Write measurable learning outcomes in their courses and apply them to course design.
- Facilitate learning that will provide enduring understanding by students.

### C. Participant's Responsibilities

- Participants will be required to attend the seven workshops in their entirety and to complete all required activities by assigned due dates.
- Participants will complete foundational learning modules online before the scheduled meetings and will be required to complete assignments after class. Approximately 2-4 hours of online learning, preparation and outside course work will be required to prepare for face-to-face meetings.
- Contribute to the learning of their peers, collaborate on solving pedagogical/technological problems, and provide peer feedback.
- Participants will be encouraged to become proficient in online learning technologies and methods.

### III. CDTM – Phase I APPLICATION PROCESS

- A. The CDTM - Phase I application included in section IV should be limited to not more than 4 pages and should be **submitted electronically via email** to The Center for Teaching and Learning ([ctl@calpoly.edu](mailto:ctl@calpoly.edu)) as a single Microsoft Word or PDF attachment.
- B. **Deadline:** Applicants are responsible to ensure that their CDTM - Phase I proposals are endorsed by their department head/chair and **received by** the Center for Teaching and Learning (Kennedy Library 209) no later than **4:00 PM on Wednesday, September 30, 2009.**
- C. Participant selection will be made by a committee of CTL facilitators, instructional designers and staff associated with the CDTM - Phase 1 program. Criteria for participant selection includes: **proposed outcomes and goals to improve student learning through course design with technology in mind, level of interest in the program, and potential for applicants to make contributions in the learning community.**
- D. Faculty accepted into the program will be notified by **October 2, 2009.**

## **IV. CDTM – Phase I APPLICATION**

### **APPLICANT INFORMATION**

Name:

Email:

Department and College:

University Teaching Experience (Number of Years):

### **CDTM - PHASE I PROPOSAL QUESTIONS**

Please provide your responses to the following questions, which will assist us in the selection of CDTM – Phase I participants. In order to facilitate hands on learning we ask that you identify a specific course you intend to design or enhance using technology. Throughout the duration of the learning community, this course will be used as your case study to develop online content and assessment modules.

1. Provide a description of the course that you wish to design or redesign with technology in mind.
2. Please identify ideas you have to improve student learning through course design with technology in mind. Include specific goals you wish to achieve and opportunities you foresee to enhance student learning using technology.
3. Identify which mode of instruction you plan to use in your course.
  - a. Enhancing face-to-face instruction with technology
  - b. Hybrid or blended course
  - c. Online course
4. Briefly describe how you have used technology in the past to support your teaching and learning goals.
5. Describe your proficiency and interest with the following tools and technologies:
  - a. Desktop publishing and presentation software such as Word and PowerPoint
  - b. Learning management system such as Blackboard
  - c. Web site and/or content design
  - d. Multimedia such as videos, podcasts and YouTube content
  - e. Other software to support learning such as eBooks, simulations and social networking applications
  - f. Communication tools such as wikis, blogs, FAQs, and discussion groups
  - g. Collaborative software to support distance learning such as Elluminate, Panopto, etc.
6. Share your future goals for course design with technology in mind. Do you plan to develop and teach hybrid or online courses?