Colleagues,

As the conversion process unfolds, many faculty members are working on conversion at the course level. The Academic Affairs unit, including the Student Learning Outcomes Assessment (SLOA) Office and Teaching and Learning Services (TLS), will provide course-level resources and support for conversion. Our experienced team of assessment specialists and instructional designers will work with you to design or redesign courses for semester format, develop student learning outcomes and integrate best practices for student success.

Beginning Fall 2010 quarter, SLOA and TLS will offer resources for faculty who are converting their courses. Some of these include:

**Beginning Fall Quarter 2010**

- **1-to-1 Appointments & Walk-in Conversion Assistance**

  Starting October 14, faculty may “walk-in” to the TLS area on the A level of The Wallace Center to consult with instructional designers/technologists on course (re)design and other conversion issues without an appointment. Walk-in times will be from 1:00-3:00 pm on Thursdays and from 9:00-11:00 am on Fridays. This time also offers opportunities to confer with faculty colleagues or work on your course in a quiet, technology-enabled environment. Faculty may also schedule 1-to-1 customized training by visiting [http://wallacecenter.rit.edu/events](http://wallacecenter.rit.edu/events).

- **The Math of Conversion Tutorial**

  This short online tutorial clarifies common misconceptions about transitioning courses from quarters to semesters. It can help frame your approach to course (re)design by providing a side-by-side comparison of the number of weeks and contact hours in quarter and semester formats. Faculty can find this tutorial at [https://connect.rit.edu/calendar_comparison](https://connect.rit.edu/calendar_comparison).

- **Faculty Guide for Course Assessment**

  A faculty guide, *Creating Practical and Meaningful Course-Level Assessment of Student Learning*, is available online at ([http://www.rit.edu/outcomes/](http://www.rit.edu/outcomes/)) for faculty who are in the process of developing course-level assessment. The course guides are also available in hard copy in the TLS area in The Wallace Center.

**Beginning Winter Quarter 2010**

- **Developing Course-Level Learning Goals & Student Learning Outcomes**
This half-day session offered by SLOA takes you through a structured process to create quality course learning goals as the basis for course (re)design. The workshop includes peer sharing and collaboration as you develop or refine learning goals and student learning outcomes for one of your own courses.

- **Developing Course Assessments**

During this half-day session facilitated by the SLOA office, you review a variety of course assessment options and best practices in matching assessments to course-level learning goals and student learning outcomes. One of the goals of the session is for participants to develop an assessment to measure a course goal and student learning outcome.

**Beginning Summer Quarter 20114**

- **Course (Re)Design Workshop**

This three-week session offered cooperatively by SLOA and TLS guides you through the process of course (re)design from developing course-level learning goals through identifying assessment strategies and key learning activities. Offered in both classroom and online formats, you will work on one of your own courses.

A link to register for these workshops is available on The Wallace Center website ([http://wallacecenter.rit.edu/events](http://wallacecenter.rit.edu/events)) under the “Faculty Success” area. Additional conversion resources will be posted on the conversion website ([http://www.rit.edu/conversion](http://www.rit.edu/conversion)) as they are developed.

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