

FACULTY TEACHING AND LEARNING CENTER

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Salt Lake
Community
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Teaching Circles

General Information (FACULTY)



Revision 09/09/2014

Teaching Circle Guidelines

What is a Teaching Circle?

A teaching circle is a group of 4 to 10 faculty members who will work together for one to two semester/s to focus on teaching and learning pedagogy. The circle can be discipline-specific, but can also be interdepartmental.

Previous topics included: assessments, active learning strategies, classroom assessment techniques (CATs), rubric development, classroom management, brain-based learning, etc.

Teaching circles are for sharing good teaching and learning pedagogy and to help individuals improve and teach more effectively.

Teaching circles meet for six to eight meetings during the year. If this is accomplished during one semester, and you want to continue the teaching circle Spring semester, it will be necessary to reapply for a new teaching circle.

Only approved teaching circles by the *Faculty Teaching and Learning Center* (FTLC) will receive financial support and recognition.

Who may participate?

SLCC faculty /(staff) members, both full-time and part-time, are eligible to participate in a teaching circle.

What are the participant's responsibilities?

Teaching circles will be led by a facilitator selected from the participating faculty and approved by the Faculty Teaching and Learning Center (FTLC).

Individuals are to participate in and complete the following activities associated with the teaching circle.

- Attend all scheduled teaching circle meetings and/or debriefing sessions. Participants will need to attend the entire time of the teaching circle.
- Assist in developing the teaching circle's goals and develop individual goals and objectives.
- Prepare for each teaching circle by completing assigned material.
- Meet individually/or as group with the teaching circle facilitator to discuss teaching challenges/ problems, goals and objectives, and the focus of teaching/learning projects.

Teaching Circle Facilitators’ Responsibilities

Teaching circle facilitators are responsible to lead the circle and complete all responsibilities below.

The facilitator is responsible for the following:

- Submit a teaching circle application to the Faculty Teaching and Learning Center (FTLC).
- Propose a budget that will assist with resources. Also, all receipts should be hand delivered to the FTLC from the teaching circle facilitator. Budgets will not cover any food items.
- Facilitate a discussion on the circle’s goals and assist members to develop goals and objectives.
- Organize, facilitate, and focus teaching circle group activities.
- Maintain a detailed agenda for each teaching circle meeting.
- Keep an attendance roll for each meeting.
- Facilitate participation so all members have the opportunity to provide input during meetings.
- Follow-up on teaching circle and learning projects.

Even though teaching circles have a facilitator, it is important that the facilitator works with all teaching circle members to decide the overall teaching circle direction.

Adjunct faculty are welcome to participate in teaching circles, however they will need to receive an e-mail from their associate dean approving their participation. Associate deans will need to monitor adjunct faculty hours.

Teaching Circle Application Form

Topic: Teaching Discourse Level English Grammar

Book: **The Grammar Book: Form, Meaning, and Use for English Language Teachers**

Facilitator Information: Name: **Gordon Dunne** Department: English

Daytime Phone Number: 801-957-5141 Email: Gordon.Dunne@slcc.edu

Brief explanation of the topic, issue, question, concern, project, or problem that the group will address and why members are interested in this aspect of teaching.

Word and sentence level grammar teaching has been the mainstay of English grammar instruction for many years around the US and at SLCC. In the early 90's a new approach to grammar teaching which focused on discourse as the primary source of grammar teaching emerged. This, coupled with the general trend toward usage-based approaches and corpus linguistics in language teaching, has helped change the grammar teaching scene in the US and abroad. Salt Lake Community College English and ESL teachers are just becoming aware of this approach. In this teaching circle, we will focus on how this approach might be effectively implemented in our classrooms. Participants will receive a copy of the new edition of *The Grammar Book* by Diane Larsen-Freeman and Marianne Celce-Murcia. This book is the main text for many Master's level Grammar courses in ESL certificate and MA programs. This approach appeals to components of the curriculum that are authentic and relevant to the adult SLCC ESL/English student population.

APPROVED BY: FTLC Director:_____ **Date**_____

David Bate:_____ **Date**_____

Roll Sheets

Members of Teaching Circle

(4 minimum, 10 maximum, including facilitator):

	Name	Department	S#	Fulltime/Staff/Adjunct
1	Gordon Dunne	English	S00561438	Full-time Faculty
2	Jason Roberts	English	S00618332	Full-time Faculty
3	George Ellington	English	S00002686	Full-time Faculty
4	Dean Huber	English	S00000243	Full-time Faculty
5	Brent Green	SAT ESL	S00395575	Administrator
6	Teresa Swenson	SAT ESL	S00003332	Adjunct Faculty
7	Ryan Aslami	English	S00824757	Adjunct Faculty
8	Kathleen McIntyre	English	S00005354	Full-time Faculty
9	Louise Brown	SAT ESL	S00004168	Adjunct Faculty

10	Jen Schimmelpfennig	SAT ESL	S00649732	Adjunct Faculty
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Also please include a proposed budget and justification for materials requested.

We request a budget ____939.50_____ \$ total for the entire teaching circle for the following: ____10 copies of *The Grammar Book* (93.95 free shipping)_____.

Submit the completed form to Raema Christensen -Raema.christensen@slcc.edu (Redwood, TB324) or mail via campus mail to mail stop: FTLC.

Sample Teaching Circle Agenda

(Date:)

1. Faculty in Attendance
2. Minutes from Last Teaching Circle
3. Topic/Issue
4. Next meeting

5. Miscellaneous

6. Start Time: _____ End Time: _____

Teaching Circle Roll Sheet

Teaching Circle Name: _____

Topic: _____

Date:

Name:	Department:	S#:

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Topic: _____

Date:

Name:	Department:	S#:

Topic: _____

Date:

Name:	Department:	S#:

Topic: _____

Date:

Name:	Department:	S#: