



THE Center POINT Press

A monthly publication of the Center for Inclusive Teaching and Learning at UW-Stevens Point

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Teaching for 21st Century Citizenship

The UW-Stevens Point Center for Inclusive Teaching and Learning is pleased to offer the **22nd Annual UWSP Teaching Conference** on Thursday, January 18, 2018, from 10:00 a.m. to 4:00 p.m. in Albertson Hall. Faculty and staff members of UW-Stevens Point, UW-Marathon County, and UW Marshfield/Wood County are invited to attend. Check-in begins at 9:30 a.m. the day of the event and refreshments and a buffet lunch will be provided.

The conference, themed **“Teaching for 21st Century Citizenship,”** will feature session presentations highlighting strategies and resources for teaching students how to participate and grow in a rapidly changing and fraught world.

Keynote speakers for the event are Dôna Warren and John Blakeman. They will present and share in conversation on “The Marketplace of Ideas In and Out of the Classroom.”

More information is available on our [website](#), and watch for a session schedule to be posted one week prior to the conference.

Please register to attend.

Grants Available

The CITL continues to offer Online Course Development Grants. The application deadline for courses to be offered during the Summer 2018 term is **January 15, 2018**. Grant recipients will earn \$1,000/credit to develop their online courses. [Learn more about the Online Course Development Grant.](#)

READ MORE ON PAGE 2 ABOUT ADDITIONAL ONLINE GRANTS THAT WILL BE AVAILABLE.

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Center for Inclusive Teaching and Learning

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More Grant Programs Coming

CITL hopes to unveil two more online course development grant programs soon.

Online Course Revision Grants: This grant program will provide online instructors funding and support to review, revise, and update their existing online courses. This program is expected to pay recipients \$500 per credit up to \$2,000. Recipients will receive a stipend, Quality Matters (QM) training, and support from CITL staff. All courses will go through a QM self-review process led by CITL after they have been revised.

Online Program Development Grants: This program will offer funding to departments who develop new online programs. The expected timeline for full program development is two years from the start of work to having all courses designed and offering the first course. Recipients of program development grants will receive professional development, instructional design support, assistance with course mapping/degree planning, and marketing support.

Campus Departments/Units Should Schedule Diversity and Inclusivity Training

By Lindsay Bernhagen, Ph.D.

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<https://www.uwsp.edu/citl/Pages/InclusiveCampus.aspx>

At the request of the students and the chancellor, I have developed a diversity and inclusivity training for all faculty and staff at UWSP. More information is available on [CITL's website](#), but the highlights are below:

The training is **4 or 5 parts** (the first part is a 20 minute mini-introduction that can be folded into part II if you prefer).

- The last part is for those who work in instructional capacities only. The rest of the sessions are broad enough to be relevant to all who are employed at UWSP.
- The sessions are interactive and discussion-based.

- Each training piece, with the exception of the optional intro bit, takes **60 minutes** so that it fits within a standard department meeting time.
- We can provide these sessions for individual units, or combinations thereof—it is up to you and your convenience.
- Each department is expected to do roughly **one part of the training per semester**.
- to give CITL a chance to revise and update the materials as necessary so they reflect current research

Departments engaging in the training will be listed on the [CITL website](#).

Please contact me with any questions and to schedule your first training if you have not already done so, or to schedule your next training if you're ready!

I look forward to working with you all as we continue to strive toward a more inclusive campus.

Best,



The reasons for this are:

- to avoid a "one and done" model of training that research suggests is ineffective
- to easily fold in new faculty and staff as they join units

Preparing for the Migration from D2L to Canvas

The Canvas migration plan is complete, and can be viewed in full [here](#). UWSP will begin migrating courses from D2L to Canvas in April of 2018. Approximately 100 courses will go live in Canvas for Fall 2018. Approximately 200 additional courses will go live in Spring 2019. All courses offered for Winterim 2019, Summer 2019, Fall 2019 and beyond will be offered in Canvas. The last courses offered in D2L will occur during Spring 2019.



All instructors currently using D2L who wish to use Canvas, will either need to export their courses from D2L and import into Canvas or create the course from scratch. In most cases, the import process will be straightforward, but there may be instances where more intervention is required. A UW System team is currently working on identifying these instances and providing guidance. This information will be provided to

the UWSP community when it becomes available.

UWSP and the Center for Inclusive Teaching and Learning (CITL) are committed to making the transition to Canvas as painless as possible for students and instructors. CITL will:

- Perform course exports from D2L and imports into Canvas.
 - Provide technical guidance in course design, including group and one-on-one instructional sessions.
 - Provide guidance for instructional best practices for online and blended education.
 - Not be able to migrate instructor courses without instructor assistance.
- Feedback and participation in the process is vital to a successful migration.

The most recent Canvas transition information is located on the website at www.uwsp.edu/canvas.

Please direct any questions about the Canvas project or migration, to the campus project manager
Sean Ruppert - sruppert@uwsp.edu.

Add Your Courses Now

The Canvas transition team is ready to solicit applications from instructors wishing to move their courses to Canvas. It is important that all instructors start thinking about migration now; UWSP has over 3000 courses that need to be moved into Canvas - a task that is not possible if a majority of instructors wait until Summer of 2019 to begin the migration process.

Please, sooner than later, get your courses into our migration schedule. You can add your courses to our queue here:
https://uwsp.az1.qualtrics.com/jfe/form/SV_6mmrUnQgGVmXlq4

Courses will be migrated with preference given to courses that are scheduled to go live in Canvas first. Instructors are encouraged to start migration as early as is possible for them to avoid a surge as migration deadlines near.

Advisory Board Meets

The CITL Advisory Board met on December 11, 2017 to review the initiatives that have been implemented through the Teaching Center and to discuss future initiatives. A full list of board members and meeting information is available on the [CITL website](#).



FERPA for Faculty: Who has an educational right to know?

By Gretel Stock-Kupperman

The Federal Educational Rights and Privacy Act (FERPA) is an important regulation for faculty to consult when considering sharing data about students. FERPA protects the privacy of educational records, and provides guidance on when to release information. Educational records include any institutional record related to a student in any form. This includes grades, assignments, transcripts, accommodations, records in AccesSPoint, logs of use of student services, and more.

It is critical to protect student privacy, especially in an age of massive data sharing. The [Office of the Registrar](#) provides comprehensive information for faculty and staff regarding how UWSP applies FERPA in university policies. Within these necessary restrictions, there are options to share information with individuals who are in a position to help students succeed in their college careers without gaining a signed consent from a student. The primary tool for this kind of sharing within FERPA is the exemption allowing “school officials” with a “legitimate educational interest” or “need to know” to have access to student educational records.

“Legitimate educational interest” comes into play if a university employee is engaged in a task that is specified in their position description related to a student's education or discipline, providing a service or benefit related to the student or student's family, or maintaining the safety and security of campus. This interest is limited by the specific parameters of the task at hand. For example, a staff member in Residential Living would have access to student room assignments in order to facilitate room changes and housing contracts, but they would not have access to a student's class schedule, as their task does not require access to that information.

So what does this mean to instructors? When you are working with a student, who has the right to know? In general, you can ask the following questions:

Does the office you are contacting work directly with students on academic support or student life?

Examples include Advising Centers, Dean of Students, and Disability Services.

Is the information you are disclosing part of a student's educational record?

Limit the specifics of this disclosure to individuals such as advisors and administrators who help with student concerns, or directly ask if the individual has access to this information through university systems.

Is disclosing the information part of regular administrative operations?

Examples include submitting grades, progress reports, or concerns to offices involved in student support.

Does the concern you are working on involve a student's health or safety?

Offices involved may be Health Services, Residential Living, University Police, Dean of Students, or others.

Is the student requesting a letter of recommendation?

Explicit permission must be received by the student for you to release information. A [Letter of Recommendation Release](#) should be completed ahead of time.

If you have questions about FERPA on campus, you can contact the [Office of the Registrar](#). Additional tools and tutorials are available from the [Department of Education](#).