

## 2018 Spring Faculty Development Workshop

**Date:** May 10 – 11 (Thursday – Friday), 2018

**Venue:** Dialogue House Seminar Room 203/204 and Integrated Learning Center 101, International Christian University, Tokyo

**Sponsors:** United Board and ICU IERS (Global Research Network for Liberal Arts Education)

**Organizers:** UB Project Team and CTL

**Application:** All ICU's full-time and part-time teaching and general staff members including TAs are invited to this workshop. You can apply to one or more of the sessions listed below. Registration is on a first come, first served basis. Space is limited as each session will run as an active, small group workshop. To apply, please fill out the form below no later than February 28, 2018.

Participants are encouraged to bring **their own laptop computer to DH203/204.**

**For further information, please contact:**

Ms. Tomoko Kobayashi and Ms. Kunie Ito, CTL Office ([ctl@icu.ac.jp](mailto:ctl@icu.ac.jp))

Prof. Insung Jung ([isjung@icu.ac.jp](mailto:isjung@icu.ac.jp))

### Program

**Session 1 (Theme: Writing Effective Essay Questions and Offering Wise Feedback)**

**Chair: Prof. Insung Jung**

**May 10<sup>th</sup> Thursday 10:00 am – 12:00 pm (Venue: DH203/204)**

- Facilitator: Dr. Jessica L. Tinklenberg (Associate Director, Center for Teaching and Learning, The Claremont Colleges, USA; Email: [Jessica.Tinklenberg@claremont.edu](mailto:Jessica.Tinklenberg@claremont.edu))
- Focus: In this session, participants will explore when and how to create effective essay questions and offer quality feedback that is based on sound learning theories and class objectives. They will also engage in activities to create essay items that assess various levels of learning in their classes, and develop essay rubrics and feedback comments on different answers.

**Lunch break**

## **Session 2 (Theme: Many uses of MOODLE)**

**Chair: Prof. Jeremiah Alberg**

**May 10<sup>th</sup> Thursday** 2:00 pm - 4:00 pm (Venue: ILC101)

- Facilitator: Prof. Eric Hagley (College of Liberal Arts, Linguistic Science and International Relations Research Unit, Muroran Institute of Technology, Hokkaido, Japan; Founder of Moodle Association of Japan; Email: [hagley@mmm.muroran-it.ac.jp](mailto:hagley@mmm.muroran-it.ac.jp))
- Focus: In this session, participants will explore key functions of MOODLE, the world's most widely used learning management system (LMS) via hands-on activities. Such functions as communicating with students, sharing documents and online resources, integrating online discussions into classroom teaching, handling assignments online, giving quizzes online and creating lessons will be examined. In addition, how to save time on class logistics by using MOODLE will be discussed.

## **Session 3 (Theme: Work-Life Balance at a Small Liberal Arts College)**

**Chair: Prof. Toshi Sasao**

**May 11<sup>th</sup> Friday** 10:00 am – 12:00 pm (Venue: DH203/204)

- Facilitator: Ms. Mei Mei Ong (Deputy Principal and Director of Academics of Sunway College Johor Bahru, Malaysia; Email: [mmong@sunway.edu.my](mailto:mmong@sunway.edu.my))
- Focus: In this session, participants will explore how to organize and manage their time, space and overall environment, and examine effective ways of maintaining self-motivation, achieving a sense of fulfillment and inspiring others in today's challenging world.

## **Lunch break**

## **Session 4 (Themes: Personal Finance in Japan)**

**Chair: Prof. Allen Kim**

**May 11<sup>th</sup> Friday** 2:00 pm - 4:00 pm (Venue: DH203/204)

- Facilitator: Mr. Ben Shearon (Institute for Excellence in Higher Education, Tohoku University, Japan; Blogs: [sendaiben.org](http://sendaiben.org) and <http://www.retirejapan.info/> ; Email: [sendaiben@gmail.com](mailto:sendaiben@gmail.com))
- Focus: In this session, participants will learn about personal finance in Japan and explore how to prepare for retirement.