

## Information for CTLA Faculty-Staff Summer Workshops 2026

The [Summer Workshop Proposal Form](#) will be open from January 14 – February 13, 2026. Proposals include the type of workshop proposed, a brief description, expected outcomes, the anticipated audience, and 1 or 2 potential weeks the workshop may be offered. Summer workshops may be held online or in-person on campus.

For the summer of 2026, proposals will be reviewed and selected in March by the CLTA and the Instructional Support Committee. Proposers are contacted to finalize the details.

Registration instructions on [GLADIS](#) will be provided in late spring.

### Workshop Guidelines:

- 1) A workshop 'day' is broadly defined as approximately 3 hours of meeting time plus other assignments or readings.
- 2) All participants and leaders must submit an evaluation for each workshop they attend. A Qualtrics link for 2026 summer workshop evaluations will be provided in May.
- 3) Summer workshop budgets may include stipends:
  - Eligible faculty may receive a stipend for up to two summer workshops (or three summer workshops if one is a tutorial workshop) regardless of the funding source. Eligibility is defined as being 'off-contract' when the workshop is held.
  - Stipends may be provided for staff members if both of the following criteria are true:
    - The staff member is participating during 'off-contract' dates.
    - The workshop is directly related to their staff position at Grinnell College.
  - Completion of an evaluation is required to receive a stipend.
  - Stipend amounts:
    - \$160 per 'day' for eligible participants
    - \$260 per 'day' for one eligible facilitator/leader
    - \$210 each per 'day' for eligible co-facilitators/leaders
- 4) The following refreshments may be provided for in-person workshops:
  - AM options: Coffee, water, hot tea; bakery items *or* fresh fruit
  - PM option: Coffee, water, assorted pop; cookies
- 5) Instructions for leaders about attendance:
  - Please take attendance and submit to [hallkarla@grinnell.edu](mailto:hallkarla@grinnell.edu) in the CTLA within one week after the workshop is held.

For tips about leading a productive, well-run workshop, see this link: [Tips For Leading Summer Workshops](#) These ideas were collected at a Faculty Friday event in 2018

**Types of faculty-staff summer workshops supported by CTLA funding:**

Faculty-Staff Summer Workshops offer the opportunity for learning and development in many facets of college life and work. The most successful workshops have a well-defined purpose that describes who will benefit from participation and what long-term impact the workshop may have on teaching and learning at the College.

Curricular development workshops focus on individual or collaborative development of specific programs and courses that faculty members may develop. Some of our current concentrations and programs originated with a curricular development workshop.

Pedagogy workshops focus on conversations about topics such as active learning, writing instruction, oral communication, or team teaching. They may be about specific techniques, about learning outcomes and assessment of learning; or about other topics affecting teaching and learning in the classroom, labs, and studios.

Learning environment workshops focus on broad issues of student success, classroom management, and building community. They may include topics such as advising, inclusive teaching, and other topics involving collaboration of faculty and staff as part of a teaching and learning community.

Student learning assessment workshops focus on the evaluation of student learning outcomes in a department, major, concentration, or program. This may include writing or revision of department/program mission statements and learning outcomes, development of assessment plans or instruments, or evaluation of assessment data. These workshop proposals will be reviewed by the Assessment Committee in coordination with the Instructional Support Committee and the CTLA.

**Further information:**

Please contact the CTLA if you have any questions.

Susan Ferguson  
Email: [fergusos@grinnell.edu](mailto:fergusos@grinnell.edu)  
Phone: ext. 3133

Karla Hall  
Email: [hallkarla@grinnell.edu](mailto:hallkarla@grinnell.edu)  
Phone: ext. 3020