

## Information for CTLA Summer Workshops 2025

The call for 2025 summer workshops proposals ran from January 15 - February 14, 2025. Proposals included the type of workshop proposed, a brief description, expected outcomes, the anticipated audience, and potential weeks the workshop might be offered. Proposals were reviewed and selected in March by the CLTA and the Instructional Support Committee. Proposers were then contacted to finalize the details.

Registration for summer workshops is available in [GLADIS](#).

The advertised deadline was 5/16/25. Some workshops may stay open longer if needed. Summer workshops will be held in-person on campus or online.

### **Workshop Guidelines for Leaders:**

- 1) The proposed minimum attendance for most summer workshops is 5-6 people, but leaders may choose a higher minimum attendance at their discretion.
- 2) A workshop 'day' is broadly defined as approximately 3 hours of meeting time plus other assignments or readings.
- 3) The following refreshments may be provided for in-person workshops:
  - *New for 2025:* Please ask participants to bring their own water bottles.
  - AM options: Coffee; bakery tray
  - PM options: Coffee; cookies or bars
- 4) 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 the tutorial workshop) regardless of the funding source. Eligible faculty are 'off-contract' when they participate.
    - Stipend amounts:
      - \$160 per 'day' for faculty participants
      - \$260 per 'day' for one faculty facilitator
      - \$210 each per 'day' for faculty co-facilitators
  - The same stipends may be provided for staff members if both are true:
    - The staff member is participating during 'off-contract' dates.
    - The workshop is related to their position at Grinnell College.

### **Important instructions for leaders about attendance and evaluations:**

- All participants and workshop leaders must submit an evaluation for each workshop they attend: [Qualtrics link for 2025 summer workshop evaluations](#)
- Completion of an evaluation is required to receive a stipend.
- Workshop leaders must take attendance for all sessions and submit the information to [hallkarla@grinnell.edu](mailto:hallkarla@grinnell.edu) in the CTLA within one week after the workshop is held. This information is required for stipend payments.

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

Faculty-Staff Summer Workshops afford 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, diversity and inclusion, 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:**

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.

Please contact the CTLA if you have any questions.

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