

## Information for CTLA Summer Workshops 2024

Summer workshop proposals were accepted from January 26 - March 1, 2024. Proposals included the type of workshop proposed, a brief description, expected outcomes, the anticipated audience, and 1 or 2 potential weeks the workshop might be offered. Proposals were reviewed by the Instructional Support Committee and the CLTA. Summer workshops will be held in-person on campus or online in 2024. Registration on [GLADIS](#) will open in early May.

### 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 2024: Please ask participants to bring their own water bottles.
  - AM options: Coffee; pastry of the day or a fresh fruit platter
  - PM options: Coffee or assorted pop; cookies, bars, or a fresh fruit platter
- 4) Attendance reports:
  - Workshop leaders will take attendance each day and submit the information to [hallkarla@grinnell.edu](mailto:hallkarla@grinnell.edu) in the CTLA within one week after the workshop is held.
- 5) All participants and leaders must submit an evaluation for each workshop they attend.
  - The Qualtrics link for 2024 summer workshop evaluations:  
[2024 Summer Workshop Evaluation Form](#)
- 6) Summer workshop stipends:
  - Completion of a workshop evaluation is required to receive a stipend.
  - Eligible faculty may receive a stipend for up to two summer workshops (or three summer workshops if one is the Tutorial Instructors workshop).
  - Summer stipend amounts for 2024:
    - \$160 per 'day' for participants
    - \$260 per 'day' for one workshop leader
    - \$210 each per 'day' for workshop co-leaders
  - The same summer stipends may be provided for staff members if:
    - The staff member attends/leads a workshop during an 'off-contract' month (e.g., if the staff member has a 9- or 10-month employment contract).
    - The workshop is related to their position at Grinnell College.

**Types of summer workshops supported by CTLA funding:**

Summer workshops afford the opportunity for learning and professional 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 the short-term and long-term impacts the workshop may have.

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 (e.g., a new platform for data analysis); 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 mentoring community.

**Further information:**

Please contact the CTLA if you have any questions.

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