Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Teaching development is a never-ending process, and we all have areas of our teaching where we can continue to grow. There are a number of ways you can continue to learn about teaching. I encourage you to consider the following (particularly those I’ve marked) to support your continuing teaching development; whatever you choose, consider ways you can document your process. Let’s plan to discuss what you’ve learned and how you are thinking about integrating that into your teaching:

**Digital & Hard Copy Resources:**

\_\_\_ Explore ETSU’s Center for Teaching Excellence (CTE) web resources. Go to [www.etsu.edu/teaching](http://www.etsu.edu/teaching) then click on Resources in the left navigation bar to explore multiple instructional methods and approaches.

\_\_\_ Explore Articles and Infographics at **The Scholarly Teacher** website: [www.scholarlyteacher.com](http://www.scholarlyteacher.com).

\_\_\_ The CTE has two bookshelves’ worth of books about teaching and related practices available for check-out in their lounge. Explore what they carry; located in Sherrod Library, Room 441.

**Workshops:**

\_\_\_ The CTE offers multiple workshops each semester that are free. There may be some coming up that align with the goals we have outlined. Typically, each of the Four Teaching Essentials workshops is offered at least once per semester. Of these, it might be helpful to consider attending, if possible:

\_\_\_ Community of Learners

\_\_\_ Respect for Students

\_\_\_ Active and Collaborative Learning

\_\_\_ Feedback Early & Often

Other upcoming workshops that I find noteworthy include:

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*(The CTE keeps records of attendance for easy documentation.)*

**Consultations:**

\_\_\_ For a comfortable, supportive way to gain insights and suggestions about your teaching, you can request a **TLC** (Teaching and Learning Consultation) from the CTE. These are focused, formative consultations with trained peers from ETSU. While you get a written set of suggestions at the end of the process, you also get a separate letter of participation for your documentation, if you don’t wish to disclose the details of the consultation with anyone else. Make your request by going to <https://www.etsu.edu/teaching/tlcs/consultations.php>.

\_\_\_ If you feel like you need a more comprehensive consultation about your teaching, you can contact the CTE directly and request one. A member of the staff will work with you to address specific areas of need that you identify (they can assist with this, as well), and then give you suggestions in writing. This process is also supportive (and non-evaluative) but can address multiple areas of focus. Start with an email request to [teaching@etsu.edu](mailto:teaching@etsu.edu).

**Conferences and Retreats:**

\_\_\_ We typically have 2 free conferences available to attend at ETSU: The Conference for High-Impact Instructional Practices (CHIIPs), offered each August before classes begin, and the Micro-CHIIPs virtual conference, offered in January. You can learn new ideas – or share your own – at each of these. Watch the CTE webpage ([www.etsu.edu/teaching](http://www.etsu.edu/teaching)) for upcoming announcements.

\_\_\_ The Conference for Higher Education Pedagogy (CHEP) is held annually in February at Virginia Tech. This is a nearby conference attended by hundreds of faculty across the country. Learn more by going to <https://chep.teaching.vt.edu/>.

\_\_\_ For more ideas about online instruction, the Online Learning Consortium (OLC) hosts several conferences per year, and some have virtual attendance options. Go to <https://onlinelearningconsortium.org/> to learn more (this group also offers workshops and on-demand learning opportunities that might be worth exploring).

\_\_\_ The CTE periodically offers teaching retreats, which blend opportunities for learning, consultation, and time to work on updating courses, all while in a collegial social environment. Watch the CTE webpage ([www.etsu.edu/teaching](http://www.etsu.edu/teaching)) for upcoming announcements about any retreat opportunities.

**Faculty Learning Communities:**

\_\_\_ The CTE typically hosts a few faculty learning communities each year. While these often are formed with a plan to meet for a full academic year, it is possible they will be open to new members mid-year, so you might reach out to inquire. You can learn which FLCs are underway this year by going to: <https://www.etsu.edu/teaching/services/communities.php>.

**Support the Teaching of Others:**

If you would like to get more involved in teaching service as an aspect of your teaching development, consider some of the following options:

\_\_\_ Submit a proposal for a session at ETSU’s conferences (CHIIPs or Micro-CHIIPs), or at another teaching conference.

\_\_\_ Volunteer, if the call comes out, to become a Peer Consultant for TLCs, as a representative of our College.

\_\_\_ Contact the CTE about starting, and leading, a new faculty learning community, with a focus on a topic you are interested in exploring with others.

\_\_\_ Watch for opportunities to share your teaching ideas through the CTE. Initiatives around these opportunities are currently under development.

**Teaching Research**:

\_\_\_ Consider adding to your publications while also learning more about good teaching by contributing to the field of the Scholarship of Teaching and Learning (SoTL; research or scholarly activity about teaching and learning in higher education).

The CTE can assist you with getting started if you request a consultation. They also offer writing support through a SoTL Writing Group that holds regular meetings online with writing time. This group is open at any time to new members. Learn more by going to <https://www.etsu.edu/teaching/scholarship_teaching_learning.php>.

Please view all checked above as a menu of suggestions that might best meet your currently stated goals as an instructor, rather than mandated activities. I look forward to hearing about the path(s) you select and how they positively impact your teaching practices.

Sincerely,

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Chair, [Department] Date