



# Syracuse University

## Project Advance

### SPANISH 201 SUMMER INSTITUTE 2021

**Monday, July 12 – Friday, July 16, 2021**

(Most of the course content workshops will be offered in Spanish.)

The Summer Institute is an intensive synchronic and asynchronous training that is closed to the equivalent to a 3-credits grad course. The time and effort participants put into this week course work will determine the eligibility to become certified to build and teach the SPA201 course in the SUPA partner schools. Active engage with discussions and coursework during workshops and while working on your own will be accepted and encouraged.

By the end of this seminar SUPA instructor candidates will

- be familiar with Syracuse University Project Advance Program and its accreditation standards;
- be familiar with the Languages, Literatures, and Linguistics Department and the Spanish 201 course
- have access to administrative related processes and contact information
- have a better understanding of the course, required book, online resources, and SU library resources for faculty and students;
- have completed the first draft of the course syllabus
- demonstrate abilities and understanding of teaching this course through a ‘microteaching’ short lesson;
- demonstrate understanding of the instructor role once become SU adjunct faculty
- be prepared to complete course requirements toward certification
- be prepared to engage and exchange with the SUPA family

#### CALENDAR OF ACTIVITIES:

Monday, July 12

<b>8:30-9:45</b>	<b>Program-wide Welcome &amp; Orientation - Required</b>
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ZOOM live session link:

<https://us02web.zoom.us/j/82745632103?pwd=bkYlIkzWDhCUVFXT1Qrd0t5S1ljdz09>

Meeting ID: 827 4563 2103

Passcode: adPaZ6

10:30-12:00	<p><b>Welcome to the Syracuse University 201 Course</b></p> <p>Kennia Delafe and Professor Elizabeth Juárez-Cummings</p> <ul style="list-style-type: none"> <li>• Introductions (come prepare to share some fun facts about you)</li> <li>• Introduction to SU's foreign language program and college classrooms. Who we are and what we do?</li> <li>• What does it mean to be part of the SUPA family?</li> <li>• Who are you as an instructor? Who will you become as SUPA adjunct Instructor?</li> </ul> <p>Live session link:  <a href="https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09">https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09</a></p> <p>Meeting ID: 954 7940 0355  Passcode: 057409</p>
1:00-2:00	<p><b>Introduction Syracuse University Spanish 201 Course</b></p> <p>Professor Elizabeth Juárez-Cummings</p> <ul style="list-style-type: none"> <li>• The syllabus, the book, VHL, and the course expectations</li> </ul> <p>How to prep for this session?</p> <ul style="list-style-type: none"> <li>○ Visit our SI Blackboard organization to access to the course materials</li> <li>○ Read the syllabus, go over the book and visit the VHL site</li> <li>○ Prepare to share questions and ideas about how you may integrate the grading components in your classroom</li> <li>○ Who are our students?</li> </ul> <p>Live session link:  <a href="https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09">https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09</a></p> <p>Meeting ID: 954 7940 0355  Passcode: 057409</p>
2:15-3:30	<p><b>The Interactive vs. Communicative classroom</b></p> <p>Professor Elizabeth Juárez-Cummings</p> <ul style="list-style-type: none"> <li>• Activities, exercises or tasks?</li> <li>• Read Van Patten, 2017 Ch5 to prepare for this session</li> </ul> <p>Live session link:  <a href="https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09">https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09</a></p> <p>Meeting ID: 954 7940 0355  Passcode: 057409</p>
Homework (Presentations will be on <u>Thursday</u> )	<p><b>Mini Lesson Presentation</b></p> <ul style="list-style-type: none"> <li>- Start planning a 30-minute <b>communicative</b> mini lesson in Spanish on a topic of your choice from the Imagina Book 4ht E chapters 1-6 (grammar, vocab, culture, literature, etc.)</li> </ul>

- We will expect you to be prepared to share your objectives and evaluation for this lesson, teach your lesson as if we were your students, and allow time to exchange ideas with the group at the end.

(Review the documents provided in BB to guide your work. The mini lesson itself cannot exceed 15 minutes.

**All lesson files must be shared in the Mini Lesson folder on Blackboard (BB).**

Tuesday, July 13th

**8:30-10:00 Syracuse University Spanish 201 Syllabus (Asynchronous)**

Using the provided SPA201 syllabus template located on the BB, start outlining your syllabus and calendar of activities.

Share your Syllabus file by uploading it to **BB/Instructors Syllabi/ File name:**

**Syllabus\_YourLastName\_SchoolName\_2022.** Your course Syllabus

Draft submission is due on Friday by noon.

**10:00-12:00 Syllabus discussion group meeting** with Professor Juarez-Cummings and Kennia Delafe

We will guide the discussion to answer the following common questions/statements. Feel free to bring your own.

- Pros and cons of the SU SPA201 syllabus.
- What to include and what to not include in your course syllabus.
- Is the calendar part of the syllabus?
- Where your syllabus is flexible and where it is not.
- Seals, such as biliteracy and the school's, can they be included?
- When does the syllabus needs to be ready and who should be getting it? Other scenarios where I will need to share my syllabus?
- What happens if the syllabus is not ready for my students?
- Can I give a version of this long syllabus to my students?

Join ZOOM Meeting at:

<https://syracuseuniversity.zoom.us/j/91724903297?pwd=N0RqS0hNUzd1OG9lR1BQaVBIS1JlZz09>

Meeting ID: 917 249

Passcode: 039112

**1:00-2:15 Accessing materials through the University Library**

Virtual Mendeley and Library Resources workshop

*Patrick Williams*, Librarian for Literature, Rhetoric, and Digital Humanities, *SU Library*

Join ZOOM Meeting at

<https://syracuseuniversity.zoom.us/j/92160039989?pwd=Y1o3cGdPZTMzN2ZlZlQW4yczdVMWduZz09>

Meeting ID: 921 6003 9989

Passcode: 996042

**2:30-3:30 The dynamic classroom: Activities and Communication**

Presenter: Katie Clinton, SU Spanish Instructor

Live session link:

<https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09>

Meeting ID: 954 7940 0355

Passcode: 057409

**Homework**

- Visit our SI Blackboard organization to access to the course materials for today's homework activity: *Oral and Written Assessment*
- Watch the assigned videos and read the essays
- Evaluate using the provided rubric
- Come prepared to discuss your evaluation

**Wednesday, July 14<sup>th</sup>**

**8:30- 10:30 Student Registration and Grade Reporting Presentation Workshop**

Presenters: Emily Beck, Sr. Student Records Coordinator

ZOOM live session link:

<https://syracuseuniversity.zoom.us/j/98935318381?pwd=ZUhyOEtsOFFtdS9PL1pWL1kzbWJEZz09>

Meeting ID: 989 3531 8381

Passcode: 338924

**10:45-12:00 Vista Higher Learning Platform**

Presenter: Kent Stewart

<https://global.gotomeeting.com/join/671828037>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States (Toll Free): 1 877 309 2073

- One-touch: <tel:+18773092073,,671828037#>

United States: +1 (646) 749-3129

- One-touch: <tel:+16467493129,,671828037#>

**1:00 – 2:00 Designing and Evaluating Literature Assignments**

Presenter: Dr. Gerardo Cummings

Live session link:

<https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09>

Meeting ID: 954 7940 0355

Passcode: 057409

**2:15- 3:30 Oral and Written Assessment Group Discussion**

Presenter: Professor Juarez-Cummings

How to prep for this session?

- o Refer to Tuesday's homework.

Live session link:

<https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09>

Meeting ID: 954 7940 0355

Passcode: 057409

**Homework:** Work on your final Microteaching presentation plans for tomorrow and the Syllabus draft for Friday. Syllabus draft check point tomorrow morning.

Thursday, July 15th

**9:00-10:00 \*TalkAbroad Workshop**

\*This is subject to change to a different day and time

Presenter: Professor Juarez-Cummings

Live session link:

<https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09>

Meeting ID: 954 7940 0355

Passcode: 057409

**Accessing to SU Library for Spanish Instructors**

Presenter: Ann Skiold, Visual Arts and Language Librarian, Syracuse University Libraries

Live session link:

<https://syracuseuniversity.zoom.us/j/97319055964?pwd=T0k2d0hJUHI1VmVSVm1pTkQ1aW53UT09>

Meeting ID: 973 1905 5964

Passcode: 929867

**10:30-12:00 Mini Lesson Showcase Part 1**

SUPA Candidate Instructors

Live session link:

<https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09>

Meeting ID: 954 7940 0355

Passcode: 057409

**1:00-3:00 Mini Lesson Showcase Part 2**

SUPA Candidate Instructors

Live session link:

<https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09>

Meeting ID: 954 7940 0355

Passcode: 057409

**Friday, July 16th**

**9:00-10:00 SUPA Administrative Discussion**

Presenter: Kennia Delafe, SUPA Assistant Director, Course Admin

Live session link:

<https://syracuseuniversity.zoom.us/j/99021224484?pwd=QXplb3ViSXpKbngzeTYzVkFrcGRqQT09>

Meeting ID: 990 2122 4484

Passcode: 539037

**10:30-11:30 Syllabus for the New academic Year 2021-2022 Discussion**

Presenters: Kennia Delafe and Professor Elizabeth Juárez-Cummings

- Final Syllabus draft Q&A
- What to do next?
  - Final Syllabus due date for approval
  - Final Syllabus due date for the course and students
  - Proposal Checklist

Live session link:

<https://syracuseuniversity.zoom.us/j/95479400355?pwd=WHk5OWV3Z2dpOEZyOTM0NEp4eGNLZz09>

Meeting ID: 954 7940 0355

Passcode: 057409

**11:30-12:00 Summer Institute Closings**

Presenter: Kennia Delafe, SUPA Assistant Director, Course Admin

- Summer Institute Evaluation Survey
- Last-minute Q&As

Live session link: **Continue on the same ZOOM session as above.**

## FOLLOW UP ASSIGNMENTS AND DUE DATES:

- All participants must complete and submit:
    - Certification Proposal Statement (outlined below) by **the end of the last day of the Summer Institute week.**
    - Course Syllabus outline by **the end of the last day of the Summer Institute week.**
    - SPA201 course Syllabus for the academic year must be submitted for approval by **August 15<sup>th</sup>.**
  - Electronic copies of these documents must be sent to Kennia Delafe (kdelafe@syr.edu) for SU Adjunct Certification approval.
  - No class will be assigned prior Certification.
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### Proposal Statement Outline (preliminary)

*Think of this as a series of questions to answer in this general order.*

1. Course philosophy and expectations
  - a. what do you expect your students to learn in specific, and in terms of general outlook?
2. With respect to the above, what is the...
  - a. general demographic expected in Spanish 201 course?
  - b. expected class size and number of sections
3. Will you have teaching assistants or partner instructors, and will this impact the way you teach the class and make the schedule?
4. In case of emergencies, will the school provide a certified backup to carry on your course? What will be the proposed contingency plan?
5. Do you have permission/resources available to schedule field trips, excursions, or visits to local or regional sites that may help with instruction or course outcome?
6. Do you anticipate factors that may impact your class structure, expectations, and desired outcomes? If so, please explain.

### Overall course guidance:

For all courses to be certified as a Syracuse University Project Advance Course and to be able to open course sections, **an approved syllabus for the full academic year must be on file in the Project Advance office by August 27<sup>th</sup>.** Please follow the due dates guidelines from above to guarantee course sessions are opened on time.

For Teachers to be certified as Syracuse University Instructors, teachers must maintain SU Instructor certification by adhering to the given certification standards provided on the Instructors guide, actively participating in professional development provided by the course administrator and course Faculty, maintaining

direct communication with Course Administrator in case of needs and emergencies, and being a Syracuse University representative for students, parents, and High School administrators and staff. Failure of doing so, the indicated course will not be offered as a Syracuse University course, and it will be contingent until complying with the requirements.

If you have questions or concerns, please feel free to contact your course administrator Kennia Delafe [kdelafe@syr.edu](mailto:kdelafe@syr.edu).

Additional Online Resources:

**Getting ready to teach Syracuse University courses? Visit the following course preparation resources:**

Rapid Online Course Development Guide:

<https://answers.syr.edu/display/AC/Rapid+Online+Course+Development+Guide>

Learning objectives Guidance Documents:

<https://universitysenate.syr.edu/committees/curricula/courses-procedures-and-forms/learning-objectives/learning-objective-guidance-documents/>

Rubric Library:

<https://effectiveness.syr.edu/assessment/assessment-resources/rubric-library/>

Classroom Assessment Techniques:

<http://www.ncicdp.org/documents/Assessment%20Strategies.pdf>

Alternatives to traditional Exams:

<https://answers.syr.edu/display/AC/Alternatives+to+Traditional+Exams>

Academic Integrity Resources:

<https://class.syr.edu/academic-integrity/>

Summer Online Course Checklist (A guide that can be adopted to any course development)

<https://answers.syr.edu/display/AC/Summer+Online+Course+Checklist>

Aligning your course to Any Format:

<https://answers.syr.edu/display/AC/Align+Your+Course+for+Any+Format>