



October
2024

FacDev Chatter

The FacDev Chatter is the monthly (or so) newsletter about faculty development opportunities coming up at Knox College. These include planned workshops and funding opportunities, both internal and external to Knox College.

More Autumn Notes from the ADFA



Sitting in my office wondering how it is 85° in late September, it appears as though I was overly optimistic about the approach of autumn in Galesburg. The mosquitoes are gone, but the heat seems to be lingering on. At least my backyard plants are still showing life (and blooms).

So far this term, I've been lucky to sit in on two program retreats. Hearing how other departments approach their primary job of teaching our students has definitely driven home the importance of a liberal arts education — an education for the entire student. While many students come to Knox College for a degree in Business or English or History or whatever, it is the courses *outside* the major that most complete the student.

None of this is surprising, however. You have embraced this and live it daily.


For that, I thank you.

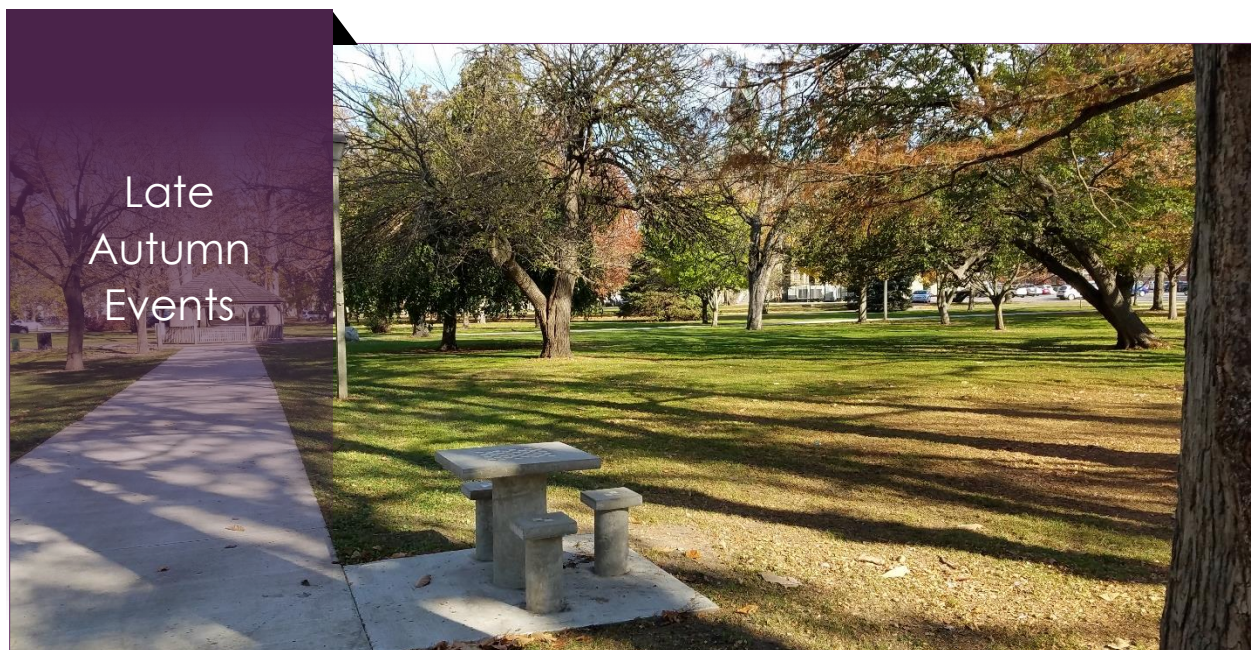
~ Ole

The Fac Dev Calendar

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As the Fall Term continues, I am pleased to announce several scheduled events. From the Brown-Bag Tuesdays to a fascinating Friday at Four, there is still a lot happening in the autumn.

Brown Bag Tuesdays 🍱

When: Tuesdays from 12-noon until 1:00

Where: Evelyn Handler Forum (ALUM 300)

This term, we will have a series of events designed to support y'all throughout the term. All faculty can learn from these, and I encourage all to attend... if only to grow community and find a place to eat lunch away from the office. Here are the planned topics:

October 8	Fink's taxonomy and assignments, courses, and majors
October 15	Moodle tips (and continuing October 8 work)
October 22	Faculty funding (e.g., CoFR)
October 29	Universal course design
November 5	What to do with December

While those are planned, feel free to ask questions about anything of interest to you. These are not intended to be high-pressure settings.

Friday at Four 🕒

When: November 8 from 4:00pm until 5:15 or so

Where: Trustees Room (ALUM 302)

We end our fall term with Duane Oldfield's Friday at Four. Here, Duane will discuss his journey looking into the archives trying to decipher how Knox has handled free speech and academic freedom throughout the years.

The December Workshop 🧑🏫

When: December 4 and 5 from 9:00am until 4:00 (or so)

Where: To Be Determined

Every year, we put together a two-day workshop in early December the purpose of this workshop is to build skills as an educator and to build conversations across campus. As we settle the specifics of this event, the ADFA will let you know.

Other Upcoming Calendar Happenings

Winter Pre-Advising

October 14 – 25

It is the time of the year to prepare your advisees for their Winter Term classes. I've already sent out an invitation for mine to schedule a time to meet with me about this. I am excited to see how they are doing and how we can help them achieve their educational goals.

Institute Day

October 16

No formal classes today. A schedule will be emailed when complete.

Homecoming

October 25 – 27

I always find it exciting to see who returns to the Prairie and how they are doing. Several departments are already planning special events for those returnees. That Saturday, Knox will host Grinnell College for the homecoming football game 🏈 at 1:00pm; men's soccer ⚽ will host Lawrence University at 10:30; and women's soccer ⚽ will host Lawrence at 12:30.

Daylight Saving Time Ends

November 3

Spring ahead; fall back. This time, we gain an hour to our schedule. What you do with that hour is entirely up to you. 😊

Reading Days

November 13 and 16

Because we started the term earlier than usual, to allow for a lengthier December Break, our final examination schedule conflicts with some sporting events. Thus, the usually contiguous Reading Days are split.

Final Examination Days

November 14, 15, and 17

... as are the usually contiguous Final Examinations Days.



"Instructional design is all about reducing
confusion in our students."

Marcy Stein



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Program Reviews

Several of you will be working on department and program reviews this academic year. The Office of Faculty Development is here to support you with useful information, helpful schedules, and accountability. For information about assessing your academic program, rather as part of regular ongoing assessment activities or part of a program review, please visit the [Departmental Assessment Tools](https://www.knox.edu/offices/faculty-affairs/departmental-assessment-tools) page or the [Academic Schedule for program reviews](https://www.knox.edu/offices/faculty-affairs/program-review-academic-schedule).

- <https://www.knox.edu/offices/faculty-affairs/departmental-assessment-tools>
- <https://www.knox.edu/offices/faculty-affairs/program-review-academic-schedule>



This year, we will start reviewing non-academic programs in Fall Term and continue with the scheduled academic programs in Winter Term. Stay tuned!

The 411 Corner

i Colleges/universities have many moving parts. These parts need to fit together to ensure that things progress smoothly. To help with this at Knox, and by faculty suggestion, I am adding an information section to my newsletters. The 411 Corner this month concerns advising the second language element (SL).

Advising: The Second Language Requirement

Faculty regulations require that the student must be able to read and write in a second language. To qualify for a SL *substitution* course, they must have studied a language formally in high school. English cannot count as the second language because all Knox students are expected to be proficient in English. If the advisee did not study their language in high school (grades 9–12), then they do not qualify for an SL substitution course... unless they pass an Oral Proficiency Interview.

If the student did not study their language at the high school level, then they may take a proficiency test in that language. This proficiency test is through a third-party (Language Testing International) and costs the student around \$165.00. The “Oral Proficiency Interview” measures

the ability to speak in a language. It is a live, unscripted, 15–30-minute phone conversation with a Certified ACTFL Tester.


Here is the website that gives more information.

https://www.languagetesting.com/lti/product/selectTest/lang_id/7233/client_id/228

Note that there is no longer such a thing as a language “waiver.” We have not given waivers for the second language since 2019 when the faculty changed the regulations.

Faculty Funding Opportunities

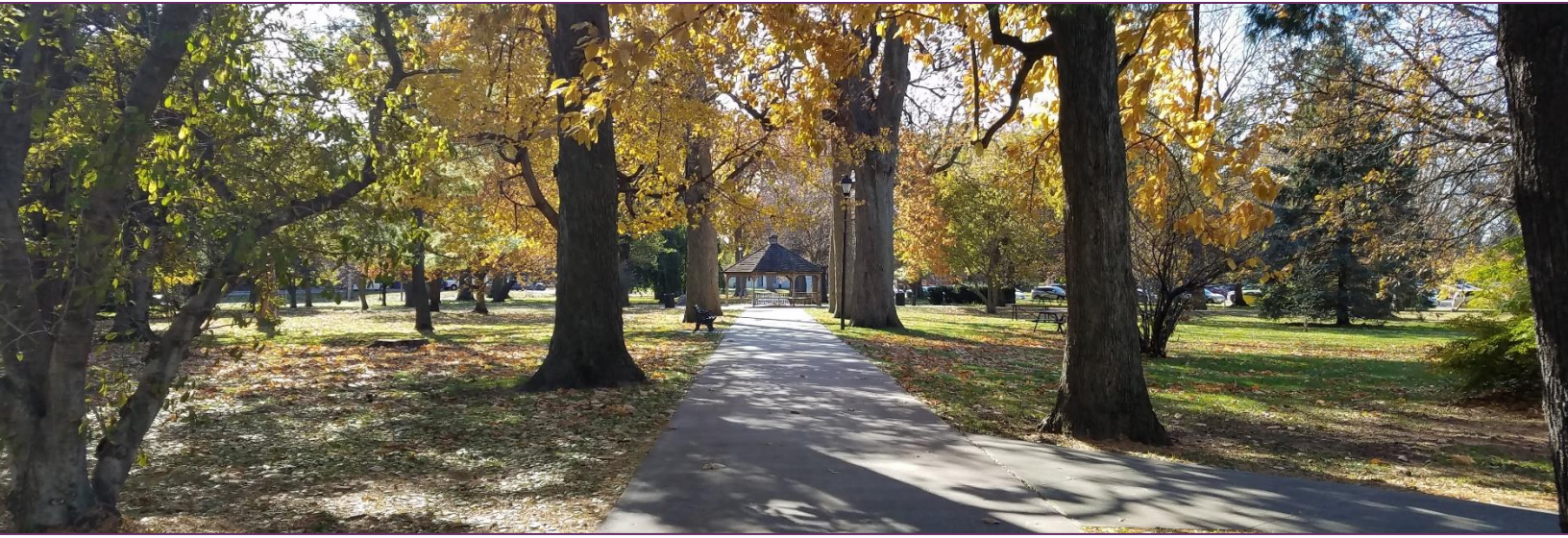
Old Funding Opportunity

 [The Mellon Emerging Faculty Leaders \(MEFL\)](#) are building inclusive campus communities through their teaching, scholarship, and service. Awardees are early-career faculty whose research focuses on contemporary American history, politics, culture, and society. In addition to bringing a diversity of perspectives to their fields, MEFL awardees are building support systems, networks, and affinity groups for their students and peers.

Eligibility:

- Applicants eligible for the Mellon Emerging Faculty Leaders Award will be assistant professors in tenure-track appointments who are pursuing tenure.
- They will have successfully passed the standard third-year/midpoint review or their institution’s equivalent no later than January 31, 2025.
- Eligible applicants are typically in the fourth or fifth year of the tenure-track appointment and are still working to complete key items for the tenure dossier, which should not be scheduled for submission prior to the end of the award year (Summer 2026).
- Please note that the award seeks to support progress toward tenure for scholars who are also meaningfully engaged in building campus community; therefore, applicants who are already effectively in a position to go up for tenure.
- Applicants must be U.S. citizens or permanent residents of the United States as of December 1, 2024 (please include a copy of your green card with your application supplemental items if a permanent resident).

The due date for this is **December 1**. If you have any questions, please contact Fallon Allison (fnallison@knox.edu). She has all the deets! She also has a lot of help to help you receive this grant.



Financial Support for Your Research and Creative Work

Whether you are looking for seed money for a new project or just need a bit of help finishing something already under way, the Committee on Faculty Resources (CoFR) can help. We support your professional work at all stages of development.

Support for Research, Creative Work, and Conference Travel

- For Research & Creative Work (R/CW), use this form:
 - https://knox.co1.qualtrics.com/jfe/form/SV_5ps5egTUKf7e9Ui
- Upcoming R/CW deadlines:
 - October 18, 2024
(last call for funding for Winter Term 2025 projects)
 - January 24, 2025
(first call for Summer 2025 and last call for Spring Term 2025 projects)
 - April 18, 2025
(last call for Summer 2025 projects)
- For Conference Travel Allotment (CTA), use this form:
 - https://knox.co1.qualtrics.com/jfe/form/SV_dpzxil6xLgPspPo

For more information, please visit

- <https://www.knox.edu/offices/faculty-affairs/faculty-funding>