

2016 8 25

Department Course Coordination Liaisons email:

Dear Department Course Coordination Liaisons,

As part of your department leadership in course coordination we would like to invite you to participate along with Gen Ed Course Coordination Work Group members in four-part Train-The-Trainer workshop that will take place during four weeks in September, 2016. The goal of the workshop is to utilize innovative ideas in course coordination to enhance teaching practices and to continue refining teaching and learning. The workshop will set the tone for the 2016-2018 course coordination cycle.

Please respond with four dates which work best for you by August 31st to Prof. Julia Jordan, Faculty Commons at jjordan@citytech.cuny.edu.

Attached you will find the information about workshop sessions and the list of Gen Ed Working Group members assigned to support Department CC Liaisons.

Please, reach out if you have additional questions.

Sincerely,

Renata Budny and Jose M. Reyes Alamo

Co-Chairs of Gen Ed Course Coordination Working Group

2016-2018 Course Coordination Liaison Charge: A two-year commitment to lead course-level improvement of student learning and the student experience. Course coordination liaisons (CCL) will work with course instructors, other members of their department/chairs, fellow liaisons, deans, members of the Gen Ed and Assessment Committees and others to evaluate course content, course materials and pedagogical practices, and implement, reassess, and share effective course coordination practices.

Gen Ed Course Coordination Working Group website

<https://openlab.citytech.cuny.edu/gened/working-groups/course-coordination/>

Gen Ed Course Coordination Working Group Documents:

<https://openlab.citytech.cuny.edu/gened/working-groups/course-coordination/ccdocuments/>