

April 30, 2020

Dear Faculty Colleagues,

Shifting mid-semester to a remote format was challenging. As we noted in our all-faculty letter this past [Tuesday](#), **our hope and intention is to reopen our campuses for in-person learning as soon as safely possible.**

In light of the uncertainty for New York State on PAUSE rolling back, all summer courses are being offered online and remotely this year. It has never been more important that we are prepared to teach with technology in new and flexible ways.

Fortunately, we have the advantage of “lessons learned” from teaching remotely this spring and the opportunity to plan—albeit quickly—before summer and fall courses begin. The goal of the Provost’s Office is to be supportive of your efforts.

To ensure that we offer our students learning experiences at the highest level of quality possible, **Pace University is requiring that all faculty be certified in online teaching.** At the same time, we are developing a *Learning Online* module for students, drawing from the resources available to them at the Working Remotely site: <https://www.pace.edu/working-remotely/students>. Faculty certification and focused student support can assure accreditors and the public that the Pace educational experience remains competitively innovative.

**Teaching Effectively Online Workshops.** Starting next week the Faculty Center and Pace Online will begin offering a condensed version of its Teaching Effectively Online workshop for faculty who are teaching summer courses. This asynchronous, three-day course emphasizes the basics of online teaching. We estimate that it requires about 10 hours of participation. After the workshop, one-on-one coaching will be available if you want it.

**Exemptions.** If you have already taken the Teaching Effectively Online training through the Faculty Center, you do not need to take it again. If you aren’t sure whether you completed it, email the Faculty Center at [facultycenter@pace.edu](mailto:facultycenter@pace.edu). If you have recently completed similar training at a different institution, please send certification from that training to the Faculty Center at [facultycenter@pace.edu](mailto:facultycenter@pace.edu).

**Inviting Your Expertise.** Any number of you are already skilled online instructors. While our staff provides tremendous support, we know the value of working with a faculty colleague. To support the large number of faculty who are teaching in the fall, we need your expertise. If you would like to serve as a peer mentor, please email the [Faculty Center](#). Several of you have already volunteered (by responding to a survey that we sent in a previous message) and we appreciate your commitment to our community. Someone from the Faculty Center or Pace Online will be in touch with you soon.

**May Training Schedule.** The May workshop schedule is below. Please be aware that first priority will be given to faculty teaching in Early Summer and Summer I. Sessions will be added for June and July to accommodate faculty teaching later in the summer and in the fall.

- Tuesday, May 5 – Thursday, May 7
- Tuesday, May 12 – Thursday, May 14
- Tuesday, May 19 – Thursday, May 21
- Tuesday, May 26 – Thursday, May 28

**[Please click here to register for the Summer Faculty Online Teaching Workshop \(May 2020\).](#)**

Once you have registered, you will receive more specific information about the Teaching Effectively Online workshop. Please be advised that this workshop is NOT intended to teach you to use the Blackboard learning management system. Rather, it focuses on the pedagogy of teaching effectively online and remotely. You must have proficient knowledge of the Blackboard system in order to take the workshop.

**Learning to Use Blackboard and Other Training Opportunities.** If you want to become more comfortable with Blackboard or want support for using specific teaching tools, the Academic Technology team in ITS remains ready to support you. [Here is the current calendar of specific training and webinars.](#)

In closing, please know that our goal is to support your ability to transfer your expertise to the online, and perhaps hybrid, learning environments that we must be prepared to offer in order to support our students' success and our institutional health during the current crisis.

The choices and actions we take now are critical to our ability to continue our mission of *Opportunitas*.

We are happy to answer any questions about this during today's [President Town Call](#) at 3:30 pm, or at tomorrow's Joint Faculty Council meeting. Another Faculty Town Call will be held next week and details will be forthcoming.

Thank you.

Sincerely,

Vanya Quiñones, PhD  
Provost and Executive Vice President for Academic Affairs  
Joan Walker, PhD  
Assistant Provost for Academic Affairs and Research

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