



Open Academy

Welcome to SUNY-ESF (or welcome back) and congratulations on your Tuition Scholarship. To help you prepare for your graduate fellow experience, I invite you to participate in the Annual Colloquium on Teaching and Learning. Although the Colloquium is specifically designed to prepare Graduate Assistants (GAs) for their instructional support roles, we have come to realize that many portions of the Colloquium pertain to graduate fellows and will provide you with essential campus resource information and a network of other Fellows, Research Project Assistants, GAs, faculty and staff. Moreover, our experience indicates that graduate students often find themselves in a GA role over the course of their graduate study. Participation now would also fulfill your requirement should you be hired as a GA in future semesters.

I believe you will find the Colloquium to be a valuable professional development experience that will serve you in the short-term, as well as throughout your graduate study and beyond. This is a unique opportunity to become part of a diverse and talented group of people who share a commitment to excellence in teaching, research and outreach.

We have elected to hold the Colloquium online and one day in person this year. You will be need to complete the requirements of the Colloquium during the week before classes, which coincides with the first week of your RPA/Fellow appointment. ESF is planning to resume instruction with classes beginning on Monday, August 29. This means that the Colloquium would be **the week of Monday, August 22 with in person on Wednesday, August 24**. Details are still being worked out and are subject to change, so we ask that you [register for the Colloquium](#) now so that we may contact you with updates as we proceed.

We plan to use [Blackboard](#) for these resources, and it is how we will monitor completion. If you are unfamiliar, or need a refresher, the Open Academy has created a series of [Blackboard Trainings](#), which are aimed at faculty, but beneficial for GA's as well. We would direct you specifically to the [Getting Started in Blackboard folder](#).

To prepare, please review the enclosed document and complete the [registration](#) as soon as possible. This registration will also be how we add participants to the Blackboard course.

Please feel free to contact my colleague, Mary Rathbun, at 315-470-6817 with any questions you may have.

Sincerely,

Ashley Gouger

Ashley Gouger
Instructional Designer
Open Academy Teaching and Learning Center

Enclosure: Preparing for the Graduate Assistant Colloquium on Teaching and Learning



Preparing for the 2022 Graduate Assistant Colloquium on Teaching and Learning

When?

- The week before classes begin: Monday, August 22nd - Friday, August 26th
- In-person event: Wednesday, August 24th from 9am – 4pm in Moon Library
- Optional Zoom sessions will be announced for during that week

What will I do?

- Online
 - Complete required training related to Title IX, Environmental Health & Safety, etc.
 - Review preparatory material for the in-person event
- At the in-person event
 - Participate in learning activities about Being a Teaching Assistant, Teaching & Learning, Assessment & Evaluation, etc.
 - Meet fellow graduate students to make friends and develop a support network

How do I prepare?

- [Register for the Colloquium](#)
- Make sure that you [activate your SU Netid](#) (which you will use to log in to [Blackboard](#)).
- Reserve time in your schedule the week of August 22nd to complete program requirements and ideally participate in live sessions (specific dates/time TBA)
- Keep an eye on your email for further announcements

For additional information please visit the Colloquium web site:

<https://www.esf.edu/openacademy/tlc/colloquium/default.htm>