

## Adjunct Faculty Academic Calendar

### November:

21-25 Thanksgiving Recess  
No Classes/Campus Closed

### December:

8 Fall 2012 Classes End  
10-15 Final Exams  
14 Commencement  
19 Grades Due to Registrar by Noon

### November Workshops

(register at: [svsu.edu/workshops](http://svsu.edu/workshops))

- 2 Learn Over Lunch - Encouraging Collaborative Learning  
12:00 pm – 1:00 pm  
SE – 201
- 17 Social Media and Web 2.0  
1:00 – 2:00 pm  
C-147
- 19 Learn Over Lunch - Formative & Summative Assessment  
12:00 – 1:00 pm  
SE-201
- 28 Creating a Website: Weebly  
1:00 – 2:00 pm  
C-147
- 30 Formative Assessment: How Do We Know If They Get It?  
12:00 – 1:00pm  
SE-203

### THANKSGIVING WEEK

#### OFFICE HOURS



Nov. 19–20 8:00AM to 7:30PM  
Nov. 21 8:00AM to 4:30PM  
Nov. 22-23 CLOSED

Office of  
**ADJUNCT  
FACULTY  
SUPPORT  
PROGRAMS**

## Formative Assessment:

### How Do You Know They Get It?

A pre-assessment evaluation of what your students know at the onset of a semester or when a new topic is introduced can be invaluable in helping you understand where to begin focusing your instruction. Likewise, a summative assessment at the end of the semester or at the closure of a topic will let you know which students are ready to move on to the next level. However, formative assessments are the key to determining if your students are on track as the semester progresses. Teaching without formative assessments can be a little like driving with your eyes closed.

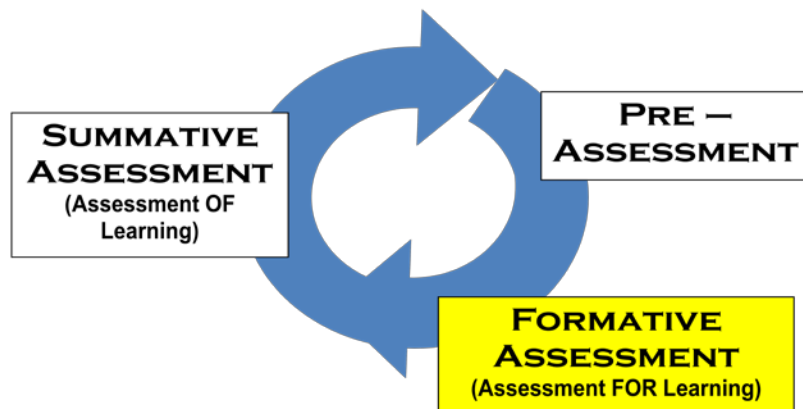
“Evidence shows that formative assessment is an essential component of classroom work and that its development can raise standards of achievement,” according to Paul Black and Dylan William, authors of the article, “Inside the Black Box: Raising Standards Through Classroom Assessment,” published by Phi Delta Kappa International.

Formative assessments take place at the same time learning is underway; in fact, they are conducted throughout the learning and teaching process to diagnose student needs and plan the next steps in your instruction. Additionally, formative assessments provide students with feedback they can use to improve the quality of their work. As a consequence, they can help students take control of their own learning, which can only increase the gratification they feel when they succeed. *(Two workshops in November will take on the issue of student assessments. See the schedule on the left).*

Black and William point to a number of studies that provide evidence that formative assessment improves the self-esteem of students when they are applied as part of a “culture of success, backed by a belief that all pupils can achieve.” Part of that culture includes classroom discussions in which students are encouraged to “talk about their understanding.” Such discussions can help the instructor respond to students and reorient their thinking.

*(Paul Black, professor emeritus and Dylan William, head of professor educational assessment, teach at King's College in London, England)*

## ASSESSMENT PROCESS



## Adjunct Faculty Profile



*Melissa Kaczmarek  
2008 Mary H. Anderson Award  
Staff Development Specialist*

*Years at SVSU: 16  
Undergrad: SVSU  
Graduate: Central Michigan U.  
Home: Bay City, MI*

*In the Loop:* What keeps you coming back to SVSU to teach?

*Melissa K:* I took my first course at SVSU in 1991 with Dr. Susie Emond and felt an immediate connection to the College of Ed. I have been connected with SVSU since then. I've watched SVSU grow over the years and am very proud of SVSU and all of its accomplishments.

*ITL:* Any advice for new adjunct faculty members?

*MK:* Keep communication lines open and meet with your chairs and colleagues. SVSU cares about students and staff. The sense of collegiality is very strong here.

*ITL:* How do you keep students in your classroom focused?

*MK:* I teach grad students in the College of Ed, mostly through online courses. I give frequent feedback and differentiate my instruction as much as possible to fit individual needs of my students.

*ITL:* How do you reduce stress during mid-terms and finals?

*MK:* I send out a weekly newsletter for my online courses outlining any areas of explanations needed from the work turned in the week before and give a preview of the upcoming week.

*ITL:* What is a good teaching day at SVSU?

*MK:* Every day! My best days are when my students say, "I can't wait to use this strategy in my own classroom!"

## Formative Assessment Idea: How Do I Know What I Know?

Metacognitive questions can help your students understand how well they understand a concept. Here are some examples:

1. **What kind of idea is it?**  
Name the major category area.
2. **What are some examples?**  
Name the best examples of this idea that you can think of.

3. **What are some similar ideas?**  
Name some things that are similar to help remember the concept.
4. **What are some different ideas?**  
Name something different than the concept you are studying, that you should avoid confusing with it.
5. **What are its characteristics?**  
Name the qualities that make this concept what it is.

## Library News: Zahnow Goes Mobile!

It's no secret to Adjunct Faculty instructors at SVSU that Melvin J. Zahnow Library is a tremendous resource for students and faculty conducting academic research. Wouldn't it be great if you could access all those wonderful resources and services on your smart phone, tablet or other mobile device?

Well, according to the Head of Reference Services Anita Dey, M.L.S., M.S.A., you can, and it's actually quite simple. To locate the mobile options, visit the library homepage (<http://www.svsu.edu/library>) and click on the "Zahnow Mobile" button.

Once you've done that, Dey says you can search the library catalog to locate books or search selected databases for journal articles with the same level of functionality as traditional online access. Screens and facets display clearly on smart devices making access convenient. If you encounter problems or need assistance in conducting your research, you can chat with a librarian from your mobile device.

Links to Zahnow Library hours and calendars are included as well. For more information, visit the Reference and Information desk, located on the first floor of the library.

## 5th Annual "Count the Candy Corn" Winners

The Office of Adjunct Faculty Support Programs congratulates Lindsey Trumble and Nicole Johnson for tying with the closest guesses in counting the number of candy corns in glass head for the 5th Annual Count the Candy Corn in the Head Contest. Lindsey is one of our student employees, while Nicole is Adjunct Faculty in Biology.

The winning number was 866 candy corns. Second place goes to Gina Miller, an Adjunct Faculty instructor in the Department of Communication, while Jennifer Ordway, Director of the Student Counseling Center, placed third.

Each of them won a small gift as their prize. Thanks to everyone for participating, once again. We look forward to next year's contest!

### Campus Alert

SVSU students, faculty, and staff can sign up for the Emergency Notification System to receive notifications of campus closings due to adverse weather conditions or other emergencies. Participants can receive notifications via cell phone, text message, and email. To register your device to receive notifications, go to:  
[www.svsu.edu/universitypolice/emergency](http://www.svsu.edu/universitypolice/emergency)