



Teaching Learning Center, S-501B

Co-Directors: Brahmadeo Dewprashad (Ext. 1322) and Mabel Asante (Ext. 1401)

To: BMCC Full-Time and Adjunct Faculty and Staff

Re: PROFESSIONAL OPPORTUNITIES AVAILABLE AT THE TLC

The **Teaching Learning Center (TLC)** is where members of the BMCC instructional community come together to talk about our work in the classroom and our professional and creative lives outside of the classroom. TLC presentations are among the professional and service activities considered for tenure or promotion. Please join your peers from across the campus as a presenter **and/or** as an audience member.

PRESENTATION OPTIONS

- Professional work.** (Try out presentations for conferences, other professional events, or publication.)
- Published works or works in progress** (any format).
- Food for Thought (FFT):** Moderate informal discussions or organize a panel to provoke thought, raise questions, examine the teaching and learning issues we face at BMCC.

NOTE: We encourage scenarios or role-plays from the classroom, provocative readings, analyses of student work. Presentations should be designed for maximum audience participation and include a specific or implied question to open the discussion. (E.g., last spring we had FFT presentations on plagiarism and learning styles.)

ATTRACTING AN AUDIENCE: To attract the largest audience, we recommend you choose a day other than Friday. The time is your choice, within the limits of our schedule. We do not schedule presentations on Wednesdays from 2:00-4:00 PM since these hours are reserved for campus meetings. We will handle college-wide publicity of the event, but we suggest that you personally invite people who may be particularly interested in your work. If your presentation is suitable for BMCC students, please check the appropriate box on the form below. Please note that if we invite students, the presentation will not be held in Room S-501 B. We will choose a suitable alternative.

YOUR RESPONSIBILITIES: Presenters are responsible for photocopying and for arranging the use of audio-visual equipment. Proposal makers for FFT are responsible for moderating or finding a moderator. The TLC has a projection screen for Power Point presentations.

SIGNING UP FOR A PRESENTATION: Please fill out the form below and mail it to one of the persons listed. If you have any questions, please do not hesitate to call or e-mail us.

Debra Greenwood, SOC, N626, Ext. 7259, dgreenwood@bmcc.cuny.edu
Cynthia Wiseman, ESL, N436, Ext. 8373, cwiseman@bmcc.cuny.edu

Name _____ Dept. _____

E-mail _____ Office Phone _____ Home Phone _____ Fax _____

Title of Presentation _____

Brief description _____

Category of Presentation: Professional work Published work or work in progress Food for Thought

Preferred Month _____ Day (not specific date) _____ Time of Presentation _____

Alternate Month _____ Day(s) _____ Time (s) of Presentation _____

Days and times you are NOT available _____

Suitable for students? (circle one) YES NO