

Courses, incentive structure, course evaluation – Centre for Teaching and Learning (CUL)

Career level	Number of employees in this segment	Course scope, number of course seats, course language	Brief description	Incentive structure	Participant evaluations
First-year students	Approx. 2800 students every year from the seven departments at BSS	Study techniques 6 hours. 200-1.000 seats per course per department. Offered in Danish and English.	Study techniques, learning behavior, and didactic decisions behind first semester teaching. Activating learning organized, among other things, in accordance with the principles of cooperative learning and blended learning/e-learning.	Incentives: 1. To the students: Voluntary. 2. To departments: Recommended by the management. The course is free. 3. CUL organizes the course and teaches in collaboration with the departments.	N/A
Student teachers (GTA's)	280 (high estimate)	Student teacher course 10 hours (1 course day plus 3 hours of preparation). 25 seats per course. 200 seats per year. Offered in Danish every semester and in English every other semester.	Teaching techniques and organization of classroom teaching. The student teachers' role.	Incentives: 1. To student teachers: Attending the course is a prerequisite for being employed (part of the employment contract) 2. To departments: Recommended by the management. The course is free. 3. CUL organizes and teaches the course.	2010-2012 Benefits – Very high/high: 90 % Answers: 171 Participants: 189 Response rate: 89 %
PhD students	277	Seminar- and classroom teaching 15 hours (1 course day plus 8 hours of preparation). 12-16 seats per course. 44 seats per year. Offered in Danish every semester and in English every other semester.	Planning, implementation, and development of seminar and classroom teaching in accordance with the principles of constructive alignment.	Incentives: 1. To PhD students: Mandatory. According to the PhD school's rules, all PhD students must attend at least one of the pedagogical training courses offered by CUL. 2. To the PhD school/the institution: The executive order requires the institution to offer PhD students a course in dissemination as well as supervision in teaching. <i>BSS guidelines for the PhD program</i> (p. 16) states that the supervisors should ensure that the PhD student's opportunity to participate in any relevant educational courses etc. is incorporated into the PhD plan. The course is free. 3. CUL organizes and teaches.	N/A
		Lecturing- and presentation techniques 15 hours (1 course day plus 8 hours of preparation). 12-16 seats per course. 44 seats per year. Offered in Danish every semester and in English every other semester.	Planning of teaching, rhetorical and visual effects, activating lectures, and constructive feedback.		

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Part-time teachers (DVIP): External lecturers and teaching assistants	500 (high estimate)	Educational course for DVIP 16 hours (2 half course days plus 8 hours of preparation). 16 seats per course. 32 seats per year. Offered in Danish every semester.	Strengthening of educational competences, knowledge of constructive alignment, justification for didactic choices, feedback. The course is organized as blended learning.	Incentives: <ol style="list-style-type: none"> To part-time teachers (DVIP): Paid by the department for course participation for no more than 16 hours. For the departments: Decided by the management that part-time teachers are paid for course participation by the departments. The course is free. CUL organizes and teaches. 	2008-2012 Benefits – Very high/high: 100 % Answers: 89 Participants: 119 Response rate: 75 %
Assistant professors and post-docs	108 assistant professors/postdocs (approx. 650 at AU in total)	Teacher training programme (CUL is co-organizer). 150 hours. The course consists of 4 modules (overnight course, course days and preparation). BSS has at its disposal: 15 seats per course. 45 seats per year. Offered in Danish every semester and in English every other semester.	Course in higher education teaching and learning. Own development as a teacher, student roles. Learning theory, organization of teaching, research-based teaching. Teaching methods, lectures, classroom teaching, supervision, laboratory, blended learning. Offer of supervision. Preparation of teaching portfolio.	Incentives: <ol style="list-style-type: none"> To assistant professors/some postdocs (BSS): 1) Mandatory course and completion is a prerequisite for tenure/associate professorship, 2) reduction of workload so that the assistant professor only teaches 75 per cent of the norm for an associate professor during the appointment period (four years). To the departments: The course is free and AU covers CUL's contribution. AU Educational Development Network organizes and teaches the courses, i.e. that the teachers come from the four educational research and development units at Aarhus University, including CUL. Furthermore, CUL functions as coordinator and secretariat for the network as well as course management of both the Danish and the English teacher training programme. 	2011-2012 Benefits – Very high/high: 93 % Answers: 65 Participants: 81 Response rate: 80 %
Associate professors and professors	256 associate professors and 128 professors	Supervision 60 hours (4 course days plus preparation). 21 seats per course. 42 seats per year. Offered every semester. Every third semester in English and otherwise in Danish.	Master thesis-, PhD- and colleague supervision. Mutual matching of expectations. Feedback on academic texts. Roles and relations. Communication and meta-communication.	Incentives: <ol style="list-style-type: none"> To associate professors and professors: In case of employment, it is a condition that the course must be completed within two years (stated in the job advertisement), and for current employees the course must be completed within a few years. Some departments provide one-time payments for course completion (5,000 -20,000 DKK). Completion is a prerequisite for being able to provide supervision at the PhD school. To the departments: Management decision (in 2012) that all newly employed associate professors and professors must complete the course within two years after appointment, and all other within eight years, i.e. before 2020. All departments have an annual quota of course seats. If these seats are not used, the Dean may withhold 50,000 DKK per unused seat per year. The course is free. CUL organizes and teaches. 	2008-2012 Benefits – Very high/high: 89 % Answers: 85 Participants: 99 Response rate: 85 %

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Associate professors and professors	256 associate professors and 128 professors	Go Online. Course on blended learning. 45 hours (minimum). 26 seats per course. 52 seats per year. Offered every semester. Every third semester in English and otherwise in Danish.	Educational IT - introduction to Internet-based learning activities and teaching elements (For example, using Blackboard, clickers, wikis, blogs, discussion forums, podcasts, audio slides, screencasts, pencasts, learning modules etc.). Rethinking a course of your own based on the possibilities with blended learning. 8 months technical support for making and developing Internet-based teaching elements and activities. The course is organized as blended learning.	Incentives: 1. To associate professors and professors: In case of employment, it is a condition that the course must be completed within two years (stated in the job advertisement), and for current employees the course must be completed within a few years. Some departments provide one-time payments for course completion (5,000 -20,000 DKK). 2. To the departments: Management decision (in 2012) that all newly employed associate professors and professors must complete the course within two years after appointment, and all other within eight years, i.e. before 2020. All departments have an annual quota of course seats. If these seats are not used, the Dean may withhold 50,000 DKK per unused seat per year. The course is free. 3. CUL organizes and teaches.	2011-2012 Benefits – Very high/high: 96 % Answers: 25 Participants: 30 Response rate: 83 %
		Teaching large classes 10 hours (2 half course days plus preparation and offer of supervision) 21 seats per course. 84 seats per year. Offered in Danish and English every semester.	Activating teaching in lectures and classroom teaching. The course is organized as blended learning and offers individual supervision.	Incentives: 1. To associate professors and professors: Voluntary. 2. To the departments: The course is free. 3. CUL organizes and teaches.	N/A
Broad target group	Assistant professors, associate professors, professors (492 in total)	Teaching in English in the multicultural classroom 40 hours (3 course days plus preparation and supervision). 12 seats per course. 12 seats per year. Offered every year in English (for both Danish- and English speaking teachers).	The international classroom. Didactic choices when teachers and students have different cultural and educational backgrounds and experiences, and where the teaching language is English.	Incentives: 1. To associate professors and professors: Voluntary. 2. To the departments: Recommended by the management. The course is free. 3. CUL organizes and teaches.	N/A
	All VIP's/ teachers at the department (50-220)	Department seminar 2-3 hours (preferably off campus). 40-100 seats available according to agreement. Offered in Danish and English.	Content is arranged with the department: '100.000 km service' of the department's teaching and educational practice.	Incentives: 1. To the employees: Department event decided by the head of department. 2. To the departments: CUL's contribution is free. 3. CUL organizes and teaches in close collaboration with the department.	N/A
	All teachers and course administrators (approx. 800-900)	Blackboard (LMS) 2-3 hours. 20 seats per course. ca. 400 seats per year. Offered in Danish and English.	Provide insight into and competences in using functions, tools, collaborative tools in Blackboard. Foundation courses and workshops for teachers and course administrators. Advanced courses on collaborative tools.	Incentives: 4. To the employees: Voluntary. 5. To the departments: The course is free. CUL organizes and teaches.	N/A