Touring TOPkit: Your Faculty Development Toolkit
Amanda Major, James Paradiso, and Charlotte Jones-Roberts

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What’s TOPkit?

TOPkit is comprehensive openly-licensed resource that empowers those responsible for faculty development.
State University System of Florida Board of Governors

2025 Strategic Plan for Online Education

Tactic 1.2.3

“Provide an online toolkit and annual workshops for institutional staff who are responsible for professional development activities for faculty who teach online courses.”

Goal of creating a culture of quality for online education in Florida.
Testimonials about TOPkit’s Value

“As UF’s Office of Faculty Development & Teaching Excellence creates workshops and materials to support faculty and graduate assistants with teaching, TOPkit is our first stop. We check in to see the strategies that have worked for others as well as resources folks have shared. TOPkit is a great resource!”

Jennifer Smith
Director of the Office of Faculty Development & Teaching Excellence
University of Florida

“Instructional designers at UNF reference TOPkit for content and strategies to share with faculty. It’s a great place to get ideas when considering which topics to include in our faculty training and provides in-depth information on effective faculty development for online learning.”

Deb Miller
Director of the Center for Instruction & Research Technology
University of North Florida
1. Explore how the newly improved TOPkit comprehensive, openly licensed resource can empower you to be a faculty development guru at your higher education institution.

2. Increase the value you bring to your institution from both resources you will receive and the community that you will have the potential to build from this gamified session.
Navigation in TOPkit.org

How to Get the Most from TOPkit

The Teaching Online Preparation Toolkit (TOPkit) is a comprehensive resource for those who are responsible for faculty development, including those who develop relationships with faculty to ensure quality online or hybrid courses. Although TOPkit is Florida funded, it has an international reach. The site is organized by a three-step process for planning, developing, and evaluating your program, along with supporting resources. We invite you to explore TOPkit’s many resources and participate in upcoming events.

Plan
Discover planning guidance so that you may assess your institution’s faculty development program portfolio, and offer exemplars of models from other institutions.

Develop
Sort through an array of implementation resources for faculty development. Checklists, rubrics, tools, techniques, strategies, legal considerations, to move your efforts forward in program creation and delivery.

Evaluate
Uncover resources and tips to assess program quality, along with identifying potential data sources available on your campus.

https://topkit.org/
Let’s play a Jeopardy-like game.

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https://www.playfactile.com/testymctestface
Putting these resources to use...

- **The Faculty Development Decision Guide (FDDG)**
- Models for Faculty Development
- Quality Transformation Model for Faculty Development (QTMFD)
- Examples of Faculty Development Pathways

**Plan**

Discover planning guidance so that you may assess your institutional faculty development program portfolio, and offer examples of models from other institutions.

**Develop**

Sort through an array of implementation resources for faculty development. Checklists, rubrics, tools, techniques, strategies, legal considerations to move your efforts forward in program creation and delivery.

- Sample Course (HOT!)
  - Preview
- Tools, Techniques, and Strategies
  - Faculty Incentives
  - Affordable Content
- Content Considerations
  - Copyright, FERPA, UDL

**Evaluate**

Uncover resources and tips to assess program quality, along with identifying potential data sources available on your campus.

- Peer Review (recently added)
- Checklists & Rubrics (HOT!)
  - Links to an array of external resources
- Sources of Data
- Tips and Guidance

*Other resources include information about TOPkit Digest, Journals, Conferences and more....*
A penny for your thoughts...

What did you find valuable?

What’s missing?

Who else might appreciate TOPkit?

#TOPkit #TOPkitWorkshop
How to get involved....

Participate in the TOPkit community!

● Find or add PD events to the TOPkit Calendar.

● Register for Upcoming TOPkit Events:
  ○ Innovation Summit – March 3, 2020
  ○ TOPkit Workshop – March 4-5, 2020
  ○ Online CoLAB – April 2020

● Enhance faculty development programs with the interactive Decision Guide.

● Ask ADDIE to solve a faculty development dilemma.

● Share or find an effective practice in the community.
Questions? Contact TOPkit@ucf.edu.

https://TOPkit.org