



School of Professional & Continuing Education

JMU Lifelong Learning Institute

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Instructor Information

What is the JMU Lifelong Learning Institute?

The JMU Lifelong Learning Institute (LLI) is a program dedicated to enriching the lives of adult learners by offering non-credit, university-level courses taught by highly-qualified instructors and guest lecturers. In addition to courses, LLI also provides opportunities for socialization, volunteer engagement, leadership and travel specifically designed for adults.

What kind of courses does LLI offer?

LLI offers a wide variety of intellectually-stimulating, non-credit courses that are not limited by a specific discipline. The typical class lasts five weeks. Each class meets once per week for two hours.

Classes are also held during the summer, usually with a shorter time frame.

Who serves as instructors?

Instructors come from a wide variety of disciplines and include university faculty, both active and retired, community educators and leaders, and LLI members. Guest lecturers who have distinguished themselves in their respective fields also teach in the program.

Who are LLI learners?

Learners are highly motivated individuals who enroll in courses because they embrace the joy of learning, without exams and grades, and desire to keep in touch with the larger world through the exchange of ideas and fellowship found in the program. Many learners are college graduates and former professionals who are active in the community.

What do LLI learners expect?

As experienced, well-educated, and often well-traveled people, learners expect the highest quality of instruction.

Within the classroom, learners expect clear communication that provokes thought and insight; visual aids to enhance presentation material; presentations consistent with subject matter as described in the course catalog; and instructors who have the ability to relate their material to the interests of a mature adult learner audience.

When are LLI sessions held and in what format?

LLI currently hosts 4 sessions each academic year, consisting of individual lectures, five-week courses, and other experiential educational activities. Check out the catalog and the online registration portal for current programming dates and times.

Where are courses held?

LLI classes are held in the JMU Ice House and at various community sites throughout Rockingham County. These include area retirement communities and local churches and businesses. Please refer to the current catalog for exact locations. The office welcomes suggestions of new sites and public facilities available for community education.

How do I submit a proposal for consideration?

All proposals must be submitted online. Please go to www.jmu.edu/lli and click on the "For Instructors" link to submit a proposal.

What is a proposal?

A proposal is a course description suitable for publication in the LLI catalog and is generally about six sentences. Your lecture or course should be designed to reach a broad audience. Consider the fact that your audience may be comprised of both

learners with no knowledge of your topic and learners with a strong passion and deep interest in your topic.

What elements should a competitive proposal address?

Competitive proposals provide information learners need to make informed registration decisions:

- What topic will you discuss?
- What information or experience will learners gain?
- How will instruction be delivered? (For example, is this an applied hands-on course, a lecture combined with a question and answer period, or another format to be negotiated with learner input?)

The “Professional Bio” section should be a succinct paragraph highlighting your training, professional experience and active interests. This section should reflect your credentials (formal or otherwise) relative to the topic you propose. Your bio may link to existing webpages within the JMU web domain to highlight additional accomplishments.

Outbound links to external sites will be removed during editing.

What characteristics are shared among successful instructors?

Experience shows that successful (and popular) instructors are aware of the following:

- **Presentation:** LLI learners expect an instructor to be prepared. Learners appreciate an instructor who outlines major points that will be covered for the day and ends with a summary of the day’s lecture or lesson.
- **Punctuality:** LLI learners expect an instructor to start and conclude on time. Many learners have standing appointments and commitments to family and other community organizations that must be accounted for within their daily schedules.
- **Audio-Visual Aids:** Learners tend to prefer instructors who use media (PowerPoint, streaming videos, music, film, etc.) to augment their presentation. Graphics should be enlarged when used in presentations to make viewing easier.
- **Dialogue:** Instructors should reserve at least 15 minutes at the end of each class meeting for questions and answers. Occasionally, a learner may attempt to debate an instructor or wish to share extended personal stories. It is best to redirect these encounters since other learners may find them counterproductive and encroach upon their class time.

What faculty incentives exist?

Instructors receive \$350 per 5-week course. Courses that deviate from the 5-week (10 hour) format are pro-rated at \$35 per instructional hour.

Who should I contact for more information?

Barbara Hetzel, Director, at (540) 568-2333 or by email at hetzelbe@jmu.edu

General inquiries about the program may also be directed to lli@jmu.edu or by calling (540) 568-2923.