

WORKING FACULTY/STAFF DOCUMENT: **Add and Initial**

Suggested Guidelines for using Social Media in Instructional Technology:

Facebook, Twitter, and Blogs

United Theological Seminary of the Twin Cities

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Update May 2, 2010

- 1) Purpose: Educational [jcw]
 - a. Expand upon “assigned and in-class” material while outside of class [jcw]
 - i. Links to relevant online content [jcw]
 - ii. Provided by students and instructor [jcw]
 - b. Pre-Class and Post-Class discussion of class material/subjects [jcw]
 - c. During class [jcw]
 - i. Twitter comments by Direct Message (DM) [jcw]
 - ii. Twitter comments to whole class [jcw]
 - iii. Multi-tasking dialogue and research (especially of Millennials and iGenerationals) [jcw]
 1. YouTube Links [jcw]
 2. Website Links [jcw]
- 2) Appropriate Professional Boundaries [jcw]
 - a. Do not invite students to “friend”/”follow” you on Facebook (FB) or Twitter [jcw]
 - b. Do not “snoop” [jcw]
 - i. Avoid visiting student’s Facebook (FB) page and profile [jcw]
 - ii. Respond to only educationally related posts on Facebook and Twitter [jcw]
 - iii. Be pastoral only through DM on Twitter or “Send a Message” on Facebook (FB) [jcw]
 1. Confidential communication [jcw]
 2. For initiating a longer conversation in person [jcw]
 - c. Faculty/staff blog posts relate to research or teaching material [jcw]
 - i. Give out professional blog address [jcw]
 - ii. Create a blog for personal postings to friends and family [jcw]
 - d. Comment on student blog posts when educationally supportive or to add a resource [jcw]
 - e. Do not critique a student blog post, as blog posts are not assignments and students need a free place to write [jcw]
 - i. If blog post is slanderous, talk directly to student [jcw]
 1. Better to meet student in person than respond via FB, Twitter, or email [jcw]
 2. E-Communication does not work for conflict resolution [jcw]
 - ii. If blog post entails inappropriate disclosure (or TMI) on the part of student
 1. Better to meet student in person than respond via FB, Twitter, or email [jcw]
 2. E-Communication does not work for discussing appropriate boundaries [jcw]