

**FACULTY DEVELOPMENT, including Center for Excellence in Teaching (CET) and Faculty Development Grants and Awards (FDGA) Program**

Annual Report, 2016-17, Submitted by Elaine Maldonado on June 14, 2017

Section I: NARRATIVE

The Faculty Development program includes the Center for Excellence in Teaching (CET) and the Faculty Development Grants and Awards Program (FDGA), in addition to grant-funded projects. Professor Elaine Maldonado is the Director of Faculty Development and CET. She reports to Dr. Yasemin Jones, AVP for Academic Affairs. Professor Jeffrey Riman is the CET's coordinator and instructional designer. He reports to Elaine Maldonado. Also reporting to the director, Celia Baez is associate coordinator for both the CET and FDGA Program and for 2016-17, Patrick Obando served as part-time technical aide in the CET lab.

**Center for Excellence in Teaching (CET)**

CET program activities are designed to promote faculty development and excellence in teaching across the disciplines. Selected activities are conducted in B502, however, most activities are held at locations throughout the campus.

Information on faculty development activities and CET services are disseminated via the CET web site ([www.fitnyc.edu/cet](http://www.fitnyc.edu/cet)), Google calendar, FIT Direct, FIT portal, listservs, paper advertisements, plasma displays, posters and CET newsletter. Information is also shared at Deans Council, department and chairs' meetings, college-wide institutes, seminars, panels, new faculty events, Faculty Senate meetings and at Convocation. SUNY professional development opportunities, as well as national and international professional development opportunities, are disseminated to faculty via CET listserv.

CET web site <http://www.fitnyc.edu/cet>

The CET web site is continually updated and enriched. It contains monthly calendars, videos of FIT master teachers in the classroom, event presentations and recordings, final reports of FDGA-funded faculty projects, workshop resources, tutorials, information about SUNY Chancellor's Awards and a wide range of internal and external links.

An online adjunct orientation was installed on the CET web, and the link is prominently displayed on the web site landing page (<http://www.fitnyc.edu/cet/>). Additional new web resources include a teaching video with Kyle Farmer, Lynda.com teaching videos, online syllabus

tutorial (Concourse), links to “design thinking” videos and faculty reflective teaching portfolios associated with the Teaching with Technology program.

Faculty Development annual reports and survey results are posted on the CET, as well program description/resources and CET contact information. The SUNY program Workspace is currently being tested for use as a web-based discussion tool--- in place of Facebook.

#### Assessment

The faculty development program relies on a range of metrics in order to assess its outcomes and bases future strategies on these results. For example, the CET conducts an overall yearly survey that is now combined with its survey of faculty technology needs. Feedback is routinely garnered from selected events, both electronically and/or in hard copy and sign-in sheets provide on-site event attendance. B502 lab usage is electronically recorded by IT Labstats and web site usage is recorded/analyzed by Google, and results are forwarded to the director bi-monthly. A suggestion box is available in B502.

Event assessments include the question: How might participation in this event affect your teaching?

Based on data and outcomes, the director, with the AVP for Academic Affairs and CET staff, determine future strategies.

#### **Faculty Development Grants and Awards (FDGA)**

FDGA is FIT’s funding arm for faculty development and covers research, scholarship and creative activities, as well as travel to professional conferences (to attend or present papers), industry practicums and the facilitation of campus seminars and projects. Its yearly budget is augmented by AA (up to \$10,000) to expand faculty research/creative activity funding. The FDGA Committee makes recommendations on all applications to the Office of Academic Affairs. For the 2015-16 academic year, the committee included Raj Vangapaty, Christine Pomeranz, Leslie Preston, Karen Pearson, Nancy Ostroff, Charlotte Brown, Helene Verin, Allison Wade Wermager, Joseph Staluppi, and Benita Jones. The FDGA Committee also forms the core of the local review committee for the SUNY Chancellor’s Awards for Excellence. Committee make-up is tailored, when necessary, to meet SUNY criteria for Professional Service, Librarianship and Adjunct Teaching.

The FDGA Committee met ten times and reviewed 119 applications for funding. During the 2016-17 academic year, 118 faculty were awarded a total of \$104, 235 for conference travel, research, creative activities and professional practicums through the FDGA program. Of this total, \$20, 496 was forwarded to the Office of the VPAA.

Faculty who receive awards via this program are listed on the CET’s FDGA web site and project descriptions, when applicable, are summarized and posted. Funded faculty are invited to present their research findings and/or experiences at CET events. Elaine Maldonado works closely with faculty who are developing research projects.

This spring, a full color brochure highlighting 2014-16 FDGA-funded faculty research/Creative Activities was produced. It will be disseminated at the 2017 fall Convocation.

#### **Personnel**

Director: Elaine Maldonado oversees and sets the direction for the faculty development program, including the CET, FDGA, SUNY Chancellor’s Awards for Excellence and Distinguished

Professorships. She is responsible for the planning and implementing of faculty training, professional development events such as roundtables, workshops, seminars and conferences, budgets, CET publications, materials and web sites. She meets with faculty individually to develop teaching/learning projects, structure research proposals, consult on tenure/promotion applications, explore teaching strategies and to assist faculty with teaching improvement plans. Her schedule accommodates evening, as well as day faculty.

Coordinator: Jeffrey Riman lends teaching experience and provides a broad range of technical support to CET initiatives. Daily, he assists colleagues, individually and in groups, with the integration of technologies into their teaching. He also designs and conducts a wide range of teaching with technology workshops and maintains the CET web site. Professor Riman trains faculty who use the LMS to enhance their classes, providing group and individual support. He routinely coordinates with IT and Online Learning. He also conducts the TWT sessions, manages the Concourse digital syllabus project and serves as the CET's liaison to SUNY educational technology efforts.

Celia Baez is the associate coordinator for the faculty development program, which includes the CET and FDGA. She provides support for a wide range of activities. She produces/maintains the monthly calendar, invitations, advertising materials, attendance records and data summaries. She also coordinates with Human Resources, Facilities, Purchasing/Accounts Payable, Media and Federal Work Study. As coordinator for FDGA, SUNY Chancellor's Awards and the SUNY Distinguished Professorships program, Ms. Baez provides key administrative services for these processes. She also manages timesheet and scheduling activities for part-time technical aide, Patrick Obando.

### **Programmatic Changes or Additions**

2016-17 Metrics:

- CET facilitated 62 faculty development events focused on teaching/pedagogy, professional development and/or technology for education. See attachment.
- During 2016-17, a total of 681 faculty participated in CET events.
- Approximately 5,700 faculty logged into CET lab computers from July 1, 2016-May 30, including projections from June 1-June 30, 2017. \*Note: IT System did not function properly for about one month.
- CET web site recorded 3,657 visits from July 1, 2016-May 30, including projections through June 30, 2017. Note: CET did not receive FIT Google reports for about one month.
- A total of 91 faculty responded to the CET annual survey. See attachment.

Teaching with Technology (TWT) Certificate Program continues to serve faculty from across the disciplines. A total of 22 TWT faculty reflective portfolios can be found on the CET web site under TWT (<http://www.fitnyc.edu/cet/teaching-with-tech.php>).

CET library has been expanded with the following book purchases: Make it Stick!, Brown, Roediger and McDaniel; Redesigning America's Community Colleges, Jaggars, Smith and Davis;

Tenure and Promotion Confidential, Perlmutter; and Improving How Universities Teach Science, Wieman; Minds Online: Teaching Effectively with Technology, Miller.

Approximately 450 Concourse digital syllabi are currently active.

Computers in the CET and CET offices have been replaced.

### **Special Initiatives**

CET facilitated events with external speakers. Katherine Maher, Executive Director of Wikimedia, was the keynote speaker for the May 30 Adjunct Summer Institute, *Promoting Integrity in Student Research: Wikimedia in the Post-truth Era*. Additional external presenters at this event included Anne Leonard, Citytech/CUNY, Ryan Mc Grady, Wikipedia NYC, Iris Finkel, Hunter/CUNY, and Richard Knipel, Metropolitan Museum of Art. A total of 42 faculty attended this event.

An event held in fall 2016, brought Adobe guest speakers to campus to introduce faculty to emerging Adobe service products, and 23 faculty attended.

Supplementing regularly offered workshops such as It's Your First Day of Class! and Blackboard, examples of new 2016-17 CET sessions included Tiltbrush, Virtual Learning Environments, Labster, Does Your Curriculum Promote Inclusive Design?, Reflective Teaching Practice, SUNY and Internal Funding Opportunities, Curriculum Mapping, Grading-Best Practices and Promoting Academic Integrity. As recipients of internal grants, Justine DeYoung, Philippa Lindenthal, Amy Lemmon, Grazyn Pilaowicz and Sasha Wright facilitated "give-back" professional development sessions for the CET.

The Education Theory Series continued throughout the year with sessions on Flipped/Reversed Classroom, Service Learning and Writing for Learning. The last session, Active Learning, was postponed due to scheduling conflicts and will be rescheduled in the fall. A total of 73 faculty have attended this series to date.

Partnering with IT, the all-day Virtual Reality Day, which included multiple external guest speakers from organizations such as Eon and New York Times, was facilitated on February 3. A post-event survey was conducted and as a result, the CET provided follow-up activities such as Tiltbrush, Labster and Virtual Learning Environments workshops. A follow-up, full day VR boot camp is being scheduled for January 2018. Additional partnerships with IT are being explored.

Limited administrative access is being provided to the CET coordinator in order to independently explore new software. The program, UNITY, has been requested for the CET lab.

Bi-monthly meetings with Greg Fittinghoff were launched in fall 2016 and have continued throughout the year. One outcome has been a pilot using virtual reality for safety guides in jewelry labs. Another is the IT purchase of a power computer to support the recent CET purchase of VR goggles.

CET will be included in the design of the B524, emerging technology lab.

An end-of-first -year new faculty survey was distributed and will be shared with the New Full-time Faculty Orientation Committee in fall, 2016.

The new online adjunct orientation was launched in fall, 2016. Link is available on the CET web site front page and is sent to chairs, deans and HR every semester to be forwarded to new adjunct faculty.

### **International Activities**

Student-faculty Roundtable, *International Study Experience*, was conducted and 62 faculty and students attended. Recordings and artifacts can be found on the CET web at <http://www.fitnyc.edu/cet/events/student-faculty-roundtables/international-study.php>

Professors Kyunghee Pyun and Elaine Maldonado were awarded an IITG grant for \$50,000 that will promote Asian arts and crafts in the curriculum through faculty development, including a regional conference at FIT.

Elaine Maldonado attended the 40<sup>th</sup> anniversary Fulbright awards dinner on May 23.

A total of 48 faculty were funded through FDGA for international activities

### **Noteworthy Awards and Recognition**

#### SUNY Chancellor's Awards (SCA)

Elaine Maldonado manages the SUNY Chancellor's Awards program. The Chancellor's Awards Committee, with the FDGA Committee at its core, met on November 8. Chancellor's Awards for Excellence 2016-17 were subsequently conferred on both of FIT's nominees: Brian Fallon for Professional Service and Wendy Yothers for Scholarship and Creative Activities. SUNY also conferred the Excellence in Adjunct Teaching Award on Hamilton Johnson. On May 9, the SCA Committee for Excellence in Adjunct Teaching reviewed and recommended four faculty for Excellence in Adjunct Teaching for the upcoming 2017-18 cycle, which is now limited to four nominations: Andrea Casson, Esther Rifkin, Ellen Oster and Elena Romero.

#### Director

Elaine Maldonado presented the FIT faculty development program at the Carnegie Foundation for the Advancement of Teaching at their annual Summit in San Francisco in March, 2017. News was posted in FIT Direct. She was re-elected to Faculty Senate Executive Committee for 2017-19 and continues to serve on the UCE Executive Committee; Served on Faculty Senate Search Committees for Dean, A&D and Associate Vice President, Academic Affairs; Serves as chair, for the New Faculty Orientation Committee; Member, Emerging Technology Committee; Member, Non Classroom Faculty Task Force; Member, Faculty of the Future Committee and Faculty Grants Council; Served on the Innovation Lab Roundtable; Member of the following SUNY-wide groups: Department Chairs, Faculty Development Community of Practice, Teaching/Learning Certificates Advisory Group; Member of the editorial board of *Common*

*Good, SUNY Plattsburg Journal of Teaching and Learning.* She reviewed one article this past year. (<http://digitalcommons.plattsburgh.edu/commongood/editorialboard.html>).

The director, with Kyunghye Pyun, will facilitate a \$50,000 SUNY-IITG grant to expand Professor Pyun's Bamboo Canvas project with faculty development and regional conference.

Recently, the director also received a \$1,000 grant from the Student-Faculty Corporation for the continuation of the Student-Faculty Roundtables.

#### Coordinator

Jeffrey Riman continued to serve on the SUNY FACT Council and as one of FIT's two FACT2 campus representatives; As a FACT 2 Council member, he contributes to the design of the SUNY-CIT Conference and FACT2 Innovation Grants Program; He attended online and in person (8/16) FACT 2 meetings; Served on FACT 2 Ad Hoc Committee to review cross-SUNY faculty VR involvement; Implemented and manages the Concourse syllabus program; Elected to the Faculty Senate IT and CEAP Committees for 2017-19; Conducted Teaching with Technology Certificate Program workshops; Represented the director at Faculty Senate IT meetings; Served on the Innovation Lab Roundtable; Facilitated new VR workshops (Tiltbrush and Virtual Learning Environments) with T. McManus and K. Pearson; Presenter, SUNY-CIT, May 2017 and Lynda.com, April, 2017.

#### Administrative Coordinator

Celia Baez serves as student advisor to the FIT Chabad Club; Produces Chabad newsletter and volunteers clerical hours to student activities and fund-raising; Distributes CET materials at Convocation and manages Q&A; Participant, Internal Communication Discussion with External Relations.

#### **Upcoming Plans and Initiatives**

Plans are underway to use SUNY's new program, Workplace, to promote online faculty exchange.

The last Education Theory Series session on Active Learning will be scheduled for fall 2017. Other events already on the calendar include real time tour of San Francisco Asia Museum with museum curator, publishing event with Open SUNY and Glasstree Publishing, VR January 2018 Boot Camp and IITG regional conference on integrating Asian art and craft into the curriculum.

FDGA-funded faculty research and creative activity 2014-16 was high-lighted in a new full color publication. It will be distributed at 2017 fall Convocation Plans are in place, going forward, to produce the publication every two years.

CET will seek to expand FDGA funding to reflect institutional encouragement of faculty research, scholarship and creative activity.

CET is planning a new poster -like session for 2017-18 with the theme of The Best Class I Ever Taught! Faculty will model their best lessons and colleagues will have the opportunity to share

best practices in a casual setting. Discussion continues regarding a journal based on these best practices as well as from teaching portfolios posted on CET web.

CET program for 2016-17 will continue to draw on faculty input to reach its goals. In addition, the director and/or coordinator will attend a faculty development conference during the 2017-18 academic year to meet and brainstorm with faculty developers nationally and/or regionally. Please see Goals/Targets document for details.

The CET department review is scheduled for fall, 2017. Goals include: More funding for FDGA program in order to align with College goals of faculty research and scholarship; Dedicated space for the CET's many programs and workshops; Additional personnel to support the management of growing SUNY faculty awards and collaborations with IT.

CEU PROGRAM FOR EDUCATORS: FIT is perfectly positioned to offer CEU programming in Arts Education to NYC public school teachers and college faculty. I continue to look forward to more discussion regarding the possibilities of offering this type of programming through Continuing Education.