



Annual Report

2017-2018

Faculty Development and Center for Excellence in Teaching

Faculty and Academic Program Support
Executive Narrative

FACULTY DEVELOPMENT, including Center for Excellence in Teaching (CET) and Faculty Development Grants and Awards (FDGA), July 1, 2017-June 30, 2018

Submitted by Elaine Maldonado on July 12, 2018

NARRATIVE

The Faculty Development Program includes the Center for Excellence in Teaching (CET) and the Faculty Development Grants and Awards (FDGA) program. Professor Elaine Maldonado is the Director of Faculty Development. She reports to Dr. Yasemin Jones, AVP, Academic Affairs. Professor Jeffrey Rimán is the CET's coordinator and instructional designer. He reports to Elaine Maldonado. Celia Baez is the associate coordinator for both the CET and FDGA Program and for 2017-18, Patrick Obando and Kelly Wang served as part-time technical aides for the CET lab.

Center for Excellence in Teaching (CET)

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

Information on faculty development activities and CET services are disseminated via the CET website (www.fitnyc.edu/cet), Google calendar, FIT Direct, FIT portal, listservs, paper advertisements, plasma displays, posters, presentations at Deans Council, department and chairs' meetings and at college-wide events such as Convocation, new faculty events and at Faculty Senate meetings. SUNY professional development opportunities, as well as national and international professional development opportunities, are disseminated to faculty via CET listserv.

The CET web site (<http://www.fitnyc.edu/cet>) is continually updated and enriched. It includes the Online Adjunct Orientation, teaching/learning resources, monthly calendars, videos of FIT master teachers in the classroom, event presentations and recordings, workshop artifacts, grant reports, tutorials and a wide range of internal and external links. One page is dedicated to the faculty FDGA, the program that provides professional development funding to faculty; Another page is dedicated to the SUNY Chancellor's Awards. Faculty Development annual reports and annual survey results are posted, as well as program descriptions and CET contact information.

Assessment

The faculty development program relies on a range of metrics in order to assess its outcomes and base future strategies on these results. For example, the CET conducts an overall yearly survey that is 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 (FIT). Website usage is recorded/analyzed by Google, and results are forwarded to the director monthly. A suggestion box is available in B502. Based on data and outcomes, the director, with the AVP for Academic Affairs and CET staff, determine future strategies.

A program periodic review took place in fall, 2017. James Lang (Assumption College) and Becky Kasper (SUNY-Brockport) were selected as external reviewers. Due to illness, Becky Kasper was replaced by John Kane (SUNY-Oswego). Reviewers spend two days on campus, met with numerous members of the FIT community and attended the CET's student-faculty round table event. The overall review was quite positive. Recommendations included better branding for the program, more space and additional personnel.

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. The yearly budget of \$88,326 is augmented by Academic Affairs (up to an additional \$10,000) to expand faculty research/creative activity. The FDGA Committee makes recommendations on faculty submissions to the Office of Academic Affairs. For the 2017-2018 academic year, the committee included Karen Pearson, Catherine Geib, Leslie Pearson, Michael Bowen, Christine Pomeranz, Emre Ozsoz, Joseph Staluppi, and Benita Jones. FDGA has taken over the SUNY CPD points for faculty participation in SUNY conference and workshop participation.

Between September 2017 and May 2018, FDGA Committee met seven times and reviewed 94 applications. The Committee recommended 91 faculty for funding for a total of \$91,100 for conference travel, research, creative activities and industry practicums. Of this total, 10 faculty were for research or creative activities for a total of \$11,665.

Faculty who receive awards via this program are listed on the FDGA web page and project descriptions, when applicable, are summarized and posted. Faculty are invited to present their research findings and/or experiences at CET events. Elaine Maldonado works closely with faculty who are developing research/creative projects. In fall 2017, a new brochure highlighting FDGA-funded faculty research, scholarship and creative activity was produced and disseminated.

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 or Adjunct Teaching.

Programmatic Changes or Additions

2017-18 Metrics (July 1, 2017-June 30, 2018):

- CET facilitated 51 faculty development events focused on teaching/pedagogy, professional development and/or technology for education. See attachments.
- Of these 51 events, 32 sessions addressed teaching with technology.
- A total of 523 faculty participated in CET events.
- A total of 5,899 faculty log-ins were recorded in the CET lab. Tracking done with FIT LabStats.
- CET website recorded 1,538 visits. Tracking done with Google Analytics.
- A total of 106 faculty responded to the CET annual survey. See attachment.
- Teaching with Technology Certificate Program continues as a one-day immersion. A total of 27 faculty have received certificates of completion to-date (ten certificates were conferred in 2017-18).
- Seven 30-minute “Quick Stop” technology workshops were facilitated.
- A total of 532 Concourse online syllabi are currently in use.
- Online Adjunct Orientation recorded a total of 131 visits.
- CET web has been updated with new resources such as Concourse syllabus templates, Reflective Teaching portfolio samples, San Francisco Asian Museum video tour, curriculum process information, Blackboard tutorials and new master teaching video with Kyle Farmer.
- Coordinator spent approximately 30 hours working on FRS-related activities.
- As FACT 2 chair, coordinator will spend approximately 8 hours per week on related activities.
- New technical aide, Kelly Wang, replaced Patrick Obando in January 2018.
- A total of 91 faculty were awarded a total of \$91,100 through the FDGA program (travel, research, creative activities, projects and practica.
- Chancellor’s awards were conferred on 100% of FIT’s faculty and professional service nominees, a total of seven awards.
- The following one-time purchases were made: Library books on teaching (Shulman, Turkle, Fink, etc.), publication of FDGA faculty research booklets, Campus Technology and Chronicle of

Higher Education subscriptions, Bloom’s taxonomy resources, critical thinking guides, VR Oculus headsets, computer upgrades for coordinator’s office and department i-pad, various event posters, new door logo and Adjunct Institute faculty tote bags with CET logo. Carpet cleaning took place over winter break.

Special Initiatives

Elaine Maldonado was awarded, with Kyunghye Pyun, a \$50,000 SUNY IITG grant for 2017-2018. Part of this grant, the regional conference, *Beyond the Bamboo Canvas: Innovative Technology for a Globalized Classroom*, will be held at FIT on November 2, 2018; Executive Director, International Institute for Education, Allan Goodman, and J. Wilson, Curator for Chinese Art at the Smithsonian Institution, will be keynote speakers.

The director was also awarded a \$1,000 Student-Faculty Corporation (SFC) grant for student-faculty roundtable luncheon on the topic of student-faculty communication. A total of 47 participated in this event. Funding for the continuation of this program is anticipated.

The Online Adjunct Orientation continues to attract adjunct faculty users. User profiles and frequency tracking have been implemented. Additional authentication, as well as videos of new full-faculty orientation presentations, will be added in the near future.

As suggested by New Faculty Orientation Committee, tenure guideline materials have been created and will be included in new faculty orientation folders; An interview focused on department mentoring will be conducted with Robin Sackin in July, and posted in the fall.

The FDGA faculty research booklet highlighting faculty work will be distributed again at fall 2018 Orientation at the New Faculty Orientation.

CET facilitated events with external speakers. Maya Georgieva, Director of Digital Learning at the New School was the presenter at the 2018 Adjunct Summer Institute, *Virtual Reality for Real-life Teaching*; Jennifer Cassidy, Lynda.com, was a speaker at February 9th *Pathways to Innovation*.

CET partnered with IT and the Faculty Research Center on multiple events. Pathways to Innovation had a total of 46 attendees.

In addition to regularly offered workshops such as *Talking about Teaching*, *Voicethread*, *It’s Your First Day of Class!*, and *Blackboard*, new CET sessions such as the faculty symposium on critical thinking and a workshop on neurodiversity in the classroom were conducted. Multiple events were facilitated with the Library such as *Digital Storytelling*; FDGA faculty “give back” sessions such as *Haute Headhunter* with Daniel Cole were conducted, as well as partnerships events such as *Couture Korea* with the SF Museum of Asian Art.

International Activities

The Director and Coordinator attended the OPEN SUNY 2018 Conference at the SUNY Global Center.

CET partnered with Kyunghye Pyun to facilitate a private video tour of the San Francisco Asian Art Museum. Focused on the Korean couture collection, a live-streamed Q&A with museum staff and FIT

students and faculty followed. The video is posted on the CET homepage, and it has been made available to SUNY Korea faculty; AAC&U webinar was facilitated on global learning and study abroad.

Of the 91 faculty funded via the FDGA program, 53 faculty were funded for **international** conference presentation and/or research.

Elaine Maldonado and Kyunghye Pyun presented their grant-funded work on globalizing the classroom at the May 2018 CIT Conference in Cortland New York.

CET Global page was expanded with links to COIL, SUNY Korea and IITG grant; CET website is advertised to overseas partners yearly.

Noteworthy Awards and Recognition

SUNY Chancellor's Awards (SCA)

The SUNY Chancellor's Awards Committee, with the FDGA Committee at its core, met on November 28, December 5 and May 8. The Distinguished Professorship Selection Committee did not meet in 2017-2018.

Chancellor's Awards for Excellence 2017-2018 were conferred on all three of FIT's full-time nominees: Ajoy Sarkar and Johannes Knoops, both for Scholarship and Research and Erika Rohrbach for Professional Service. Chancellor's Awards for Excellence in Adjunct Teaching were conferred on all of FIT's adjunct nominees: Andrea Casson, Esther Rifkin, Elena Romero and Ellen Oster.

In May, the SCA Committee for Excellence in Adjunct Teaching reviewed and recommended two faculty to the President for consideration for the 2018-2019 cycle: Rena Sussman-Silverman and Elida Behar.

Upcoming Plans and Initiatives

NEW FULL-TIME FACULTY ORIENTATION: Office of Faculty Development will facilitate the upcoming Academic Affairs two-day new faculty orientation, August 21-22.

SUNY-IITG REGIONAL CONFERENCE, *Beyond the Bamboo Canvas: Innovative Instruction for a Globalized Classroom*, will be facilitated at FIT on November 2, 2018. Opening remarks by President Brown and VP Oliva are anticipated and 100-150 attendees are expected.

ONLINE ADJUNCT ORIENTATION will be updated with videos of full-time faculty orientation presentations.

NEW ADJUNCT ORIENTATION: Plans for a face-to-face new adjunct orientation are in process with Academic Affairs.

STUDENT-FACULTY ROUNDTABLE (funding anticipated by Student-Faculty Corporation) will be conducted on the topic of civility in the classroom: *The Respectful Classroom*.

ADJUNCT SUMMER INSTITUTE 2019 will partner with FITABLE on the topic of neurodiversity in the classroom.

CET scheduling for 2018-2019 will continue to be built on faculty input. In addition, the director and/or coordinator will attend a faculty development conference during the 2018-2019 academic year to meet and brainstorm with faculty developers nationally and/or regionally.



A total of \$7,000 in virtual reality equipment/software was requested in spring 2018 and should be purchased for CET lab.

As per external reviewers, release time faculty should be hired to assist with Chancellor's Awards, web editing, printed materials editing and report writing.

Mentoring video with Professor Robin Sackin will be taped on July 31, 2018. It will be posted on the CET website.

Efforts to make CET web materials ADA compliant are ongoing.

2017-18 Attachments:

1. Annual survey, 2017-2018
2. Annual activities list.
3. Sample activity flyers.
4. Sample activity assessment.
5. Sample bi-monthly lab usage report.



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Faculty Development and the Center for Excellence in Teaching

Faculty and Academic Program Support **FIT Strategic Plan Priorities**

Goal One – Ensure Academic and Creative Excellence

A. Build Flexibility into the Curriculum

- Multiple activities were conducted to support faculty building flexibility into the curriculum. These included events such as Flipping the Classroom, Creating Assignments that Promote Critical Thinking, Couture Korea with the San Francisco Asian Art Museum, Pathways to Innovation (virtual/augmented reality for teaching), Integrating Social Media into Teaching, Interested in Creating New Curricula?, Learn How to Use Clickers in Your Classroom, Integrating the FIT Museum Collection into Your Curriculum, Sustainability Curriculum: A Roundtable Discussion, Tips and Tricks for Enhancing Google Slides with Videos, Webinar: Student Entitlement-Fact or Fiction, Labster, Neurodiversity in the Classroom and Virtual Reality for Real-life Teaching;

Training was provided to help faculty use the online Concourse digital syllabus and presentations were offered at various School meetings; Workshops on creating syllabi were conducted and resources from curriculum-centered workshops are posted on CET web;

B. Encourage Greater Participation in Minors and Electives

- n/a

C. Expand Programs in the School of Liberal Arts

- n/a
-

D. Require a Third Year Shared Experience Course

- n/a

E. Recruit, Develop and Retain and Outstanding Faculty

- Multiple activities were conducted to develop and retain outstanding faculty. For 2017-2018, examples include the all-day Adjunct Summer Institute (certificate-bearing), Education Theory Series, Library Resources You Should Know About, *It's Your First Day of Class!*, *Get Published!*, MAC Tips and Tricks, Teaching with Technology Program (certificate-bearing); 30-Minute Quick Stops (tech training), Student-Faculty Roundtable (a forum focused on improving student-faculty communication); Director regularly meets with faculty to help develop teaching plans to improve pedagogical practice; Coordinator meets regularly with faculty to support the integration of technology into their teaching; Two full-time faculty have been directed to CET for teaching intervention, as per 21.2.3, CBA.

The CET website provides a growing, closely monitored wealth of faculty development resources, and over 1,538 faculty visits were recorded during the past year; Also, visits to the interactive, online adjunct orientation continues to increase; New master teaching videos, technology tutorials, readings about teaching and faculty teaching portfolio examples are available, and resources generated by CET events are posted regularly; There are also links to teaching centers such as the BOK Center at Harvard, online subscriptions to Campus Technology and Chronicle on Higher Education and links to important articles about teaching and learning.

In 2017-2018 (September-May), FDGA reviewed 94 faculty applications and awarded 91 faculty a total of \$91,100 for professional development such as participation in conferences/professional gatherings, research, project facilitation, industry practicums or creativity activity. Of this total, \$11,665 supported research and/or creative or scholarship activities. This faculty work was shared in two Academic Affairs faculty showcases. *It's Your First Day of Class!* was conducted during Convocation week, fall 2017 and spring 2018; A total of 52 adjunct faculty attended the Adjunct Summer Institute on May 30; A total of seven faculty were honored with Chancellor's Awards at the FIT faculty awards ceremony in May, 2018; Director conducted outreach to all faculty approaching tenure to review tenure/promotion process; Calls for SUNY award nominees are disseminated twice in the fall and in January.

B502 houses a professional and lending library and books are updated annually; The space is arranged with comfortable seating areas and communal tables that foster professional and collegial exchange; Faculty may access the space 24/7 with their ID cards and the coordinator is available 30 hours per week to assist faculty with teaching in technology; The director schedules one late night each week to accommodate evening faculty.

The Faculty Development listserv is used to announce upcoming events, SUNY activities, presentation/funding opportunities, suggested readings and links to external faculty development resources. At the beginning of each semester, information on events designed for new adjuncts are sent to Human Resources, the deans and department chairs.

The director designs and facilitates the New Faculty Orientation for Academic Affairs. This two-day event provides a warm welcome and introduces new full-time faculty to a wide range of resources, including Library, Grants Office, Writing Studio, CET, Registrar, IT, etc.

F. Develop a Visiting Faculty/Distinguished-Practitioner Program

- n/a

Goal Two – Be an Innovation Center for Creative Industries Worldwide

A. Establish an Innovation Center @ FIT to Foster Research, Creative Work, and Strategic Partnerships

- The director serves on the Emerging Technologies Committee and both director and coordinator are members of the Faculty Advisory Group for the FRS;

B. Create an Organizational and Information Infrastructure That Promotes Innovation and Experimentation

In order to support faculty exploration of new technology in education, a request for \$7,000 for innovative technology for the CET-B502 was submitted; With IT, CET facilitated collaborative technology-centric workshops, as well as the campus wide event on virtual/augmented reality, *Pathways to Innovation*. Maya Georgieva, Digital Education Director at the New School was the premier presenter at the innovative May 30 Adjunct Summer Institute, *Virtual Reality for Real-life Teaching*.

C. Increase the Visibility and Recognition of the Research and Creative Activities of FIT Faculty, Students, and Partners

- A booklet on FDGA-funded faculty achievements was published and distributed at fall/spring Convocations; Faculty share research/scholarship at CET events such as *Get Published: Faculty Share Successful Strategies*, *Haute Headhunter: New Traditional Dress in North Borneo and Labster*, as well as the sessions conducted in collaboration with FRS.

Seven faculty were honored with SUNY Chancellor's Awards for Excellence at the President's Award ceremony in May; Director is currently participating in the pilot development of FIT's Expert File site.

SUNY Chancellors Award page on the CET website is dedicated to distinguished faculty and those recognized by the SUNY for Excellence in Teaching, Scholarship/Creative Activity, Faculty Service, Librarianship or Professional Service. The FDGA page outlines past, as well as current awardees, and includes faculty final reports on research, presentations, practicums and other funded activities.

Director serves on Faculty of the Future Committee, which produced two 2017/2018 faculty achievement showcases; Director secured, with Kyunghee Pyun, a \$50,000 SUNY IITG grant. Project activities will culminate with a fall 2018 regional conference at FIT focused on faculty development.

A special session is scheduled at the New Faculty Orientation each year to introduce campus research and scholarship resources. The upcoming orientation will showcase the research and scholarship of Johannes Knoops and Ajoy Sarkar (SCA 2018); E. Maldonado, FDGA and Lucia DeRespinas, Grants Office, will present faculty opportunities at this session.

Goal Three – Provide an Empowering Student Experience in a Cohesive Community

A. Promote Greater Academic and Co-curricular Intellectual Engagement for Students

Activities promoted academic and co-curricular student engagement. These included: *Library Resources You Should Know About*, *Building Visual Narratives with Digital Data and Creating Assignments that Promote Critical Thinking*; The Student-Faculty Roundtable, with 47 attendees, addressed student/faculty communication and classroom dialogue; The video and live panel with the San Francisco Museum of Asian Art offered student and faculty the opportunity to jointly explore Korean couture; CET website provides faculty with resources from key activities.

B. Make International Perspectives and Understanding Fundamental to the Student Academic and Co-Curricular Experience.

The Director and Coordinator attended the OPEN SUNY 2018 Conference at the SUNY Global Center; Designed for students and faculty, CET partnered with Kyunghee Pyun to facilitate a private video tour of the San Francisco Asian Art Museum's Korean couture collection. The video is posted on CET homepage, and it has been made available to SUNY Korea faculty.

FDGA funded a total of 53 faculty for international conference presentation and/or research. Elaine Maldonado and Kyunghee Pyun presented their grant-funded work on globalizing the classroom at the May 2018 CIT conference in Cortland New York.

CET Global page expanded with links to COIL, SUNY Korea and IITG grant; The November 2 IITG conference keynote speaker will be Allan Goodman, Director Institute for International Education (US Department of State); the webinar for faculty, Global Learning- Beyond Study Abroad, was facilitated.

C. Build and Enhance Physical and Virtual Spaces That Promote a Deeper Sense of Community

- n/a

D. Increase Alumni Engagement with FIT

- n/a



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Faculty Development and the Center for Excellence in Teaching

Faculty and Academic Program Support

Faculty Accomplishments

Director

Elaine Maldonado (with Kyunghye Pyun), were awarded a \$50,000 SUNY IITG grant for 2017-2018: Bamboo Canvas: Innovative Instruction for a Globalized Classroom. She was also awarded a Student-Faculty Corporation grant for \$1,000 ; Chair, New Faculty Orientation Committee; Member, Executive Committee of the Faculty Senate; Member, Executive Committee of the UCE; Member, Faculty of the Future Committee; Member, Emerging Technology Committee, Member, FRS Advisory Board and Faculty Grants Council; Consultant, Faculty Senate IT Committee; Submitted/recently awarded, 2018-2019 Student-Faculty Corporation proposal for renewal of roundtables on the topic of classroom civility: *The Respectful Classroom*; Presenter, SUNY-CIT May, 2018; Attended, SUNY-COIL Conference; Member of the following SUNY-wide groups: Department Chairs, Faculty Development Community of Practice, Teaching/Learning Certificates Advisory Group Assessment Advisory Group; Editorial Board member, *Plattsburg Journal of Teaching and Learning* (<http://digitalcommons.plattsburgh.edu/commongood/editorialboard.html>).

Coordinator

Jeffrey Riman was recently elected chair, SUNY FACT2 Council and for 2017-2018 served as one of FIT's FACT2 campus representatives; Member; Member, FIT ADA Compliance Committee; Chair, Faculty Senate IT Committee; Coordinated FIT online syllabus template, Syllabus Connect; Conducted Teaching with Technology Certificate Program workshops; Conducted technology "Quick Stops;" Created Blackboard and Syllabus Connect online tutorials; Member, FRS Advisory Council; Directed design and creation of IITG conference postcards and we site; Oversaw videotape and live stream of San Francisco Asia Art Museum video and mentoring video with Robin Sackin; Professor Riman teaches two evening courses (6 contact hours) at Parsons.

Associate Coordinator

Celia Baez is the 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; Advises FDGA grant applicants and serves as FDGA secretary.

