

Program Effectiveness Report
Center for Teaching and Learning
2001-2002

With the ultimate goal of fostering student success, CTL's mission is to provide faculty and academic departments at California State University, Dominguez Hills with resources and services that promote excellence in teaching and learning. The Center strives to promote continuous improvement and reflection through providing our faculty with opportunities and resources for professional development in teaching, research, and service. CTL operates with advice from the CTL Advisory Committee which is a group consisting of faculty representing the schools/colleges and the Academic Senate.

To achieve these goals, the Center works in active partnership with faculty to:

1. Share and disseminate information on effective, learner-centered teaching methods that foster active learning strategies.
 - CTL sponsored and/or co-sponsored 7 Faculty Forum workshops on teaching and learning topics. Total attendance: 48.
 - The library and print materials tracking system revealed that 16 faculty borrowed books and journals.
 - CTL co-hosted the annual CSUDH-El Camino Teaching and Learning conference attended by 15 CSUDH faculty (96 overall attendance).
 - CTL website has been completely redesigned and is now being fine-tuned to ensure accessibility for those with disabilities. <http://ctl.csudh.edu>

2. Offer support and mentoring services to faculty at each stage of their career by sponsoring individual and group activities that offer faculty the opportunity to examine and critically reflect upon their pedagogy.
 - With Faculty Affairs, CTL organized and conducted the New Faculty Orientation (28/33 in attendance including new and sophomore faculty.)
 - CTL participates in the RSCAAP process to assist the Office of Funded Projects in their support for faculty development in the area of research.

3. Promote development and renewal by providing support and recognition for faculty efforts to improve or extend their pedagogical skills and knowledge.
 - CTL awarded \$22,209 in grants during AY 2001-2002 to 36 faculty. CTL awarded \$6,000 in lottery funded stipends.

4. Provide ongoing support for faculty who wish to integrate new instructional methodologies and emerging technologies into their teaching.
 - The CTL faculty computing studio is open for walk-in and small group instruction.
 - CTL offered 96 one-hour technology workshops.
 - CTL had 38 instances of faculty borrowing cameras and other equipment by 21 different faculty members.
 - CTL had 48 instances of faculty walking in for specific application consults by 28 different faculty members.
 - CTL had 73 instances of faculty walking in to use equipment such as scanners and laser printers by 31 different faculty members.
 - Examples of technology workshop feedback from faculty:
 - What did you like best about the workshop?*
 - "Just what I needed"
 - "Offered at times I am available"
 - "I had no idea it was so easy"
 - "So patient"
 - How did the workshop meet/not meet your expectations:*
 - "I can go home and start on my Blackboard class tonight"
 - "Powerpoint is just what I need for conferences"
 - How can the workshop be improved?*
 - "Have more classes, more often"
 - "This computer is too slow"
 - CTL sponsored an intensive one-week Winter Institute for 6 stipended faculty to undertake significant course development projects. Participants unanimously acclaimed this a very successful event for the contribution it made to their skills and knowledge.

5. Foster community and interdisciplinary collaboration among faculty in their teaching activities.
 - CTL was not generally active in this area during the past year.

6. Foster good practice in the assessment of student learning outcomes, as a strategic component of the continuous improvement of our educational programs.
 - CTL met with 10-12 faculty per month providing individual and small group consultation on outcomes assessment strategies and techniques.
 - CTL participated in the review of all campus program outcomes assessment documents and provided data processing support to the campus-wide committee charged with review of the documents.
 - CTL hosted the 2nd Annual Spotlight on Assessment project showcase.

7. Offer consultation, workshops, and services that promote good practice evaluation of teaching performance and which in turn, support development and renewal.
 - CTL was not generally active in this area during the past year.

California State University, Dominguez Hills
General Fund Budget Request: Summary of Requests
College Year 2003- 04

Form #1

Division: Faculty Affairs
Unit/Cost Center/Dept: CTL
Administrator: Ronald Ambrosetti

BASELINE BUDGET CATEGORY	2002-03 Baseline		2003-04 Budget Request		Total of Proposed 2003-04 Allocation	
	Number	Dollars	Number	Dollars	Number	Dollars
Full Time Faculty (Including FERP)					0.0	\$0
Part Time Faculty					0.0	\$0
MPP					0.0	\$0
Staff	2.0	\$111,700			2.0	\$111,700
Temporary Help					0.0	\$0
Student Assistants	2.0	\$6,000		\$6,996	2.0	\$12,996
Total Personnel	4.0	\$117,700	4.0	\$6,996	4.0	\$124,696
<i>See Note 1</i>						
Operating Expenses		\$36,000				\$36,000
Equipment						\$0
Total Operating/Equipment		\$36,000				\$160,696
Grand Total		\$153,700		\$6,996		\$160,696

ONE TIME NON-RECURRING	Number	Dollars
Personnel Expenses		
Operating/Equipment Expenses		
Total One Time	0.0	\$0

Note 1: Total Baseline number of positions should equal the organizational chart positions even if the position is vacant.
MPP position (\$84,000) is vacant for 2002-2003.

Note 2: Requests for new positions should be shown on an organizational chart in some highlighted manner.

Anticipating salary increase for Administrative Support Coordinator.

For the last two years CTL has under-estimated the cost of student assistants/the percentage paid by workstudy programs.

California State University, Dominguez Hills

General Fund Budget Request: Priorities

Form #2

College Year: 2003 - 04

Division: Faculty Affairs

Unit/Cost Center/Dept: CTL

Administrator: Ronald Ambrosetti

Priority	Description	Baseline Request	One Time Request
1	Increased allocation for Student Assistant	\$6,996	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
Totals		\$6,996	\$0

California State University, Dominguez Hills
General Fund Budget Request: Justification for Augmentation
College Year: 2003 - 04

Form #3

*Priority No. 1

Division: Faculty Affairs
Unit/Cost Center/Dept: CTL
Administrator: Ronald Ambrosetti

Description/Justification of Request:	Expenditure Type and Categories																									
Description: Increased allocation for Student Assistant	Permanent Funding <input checked="" type="checkbox"/>																									
	One-Time Funding <input type="checkbox"/>																									
Description: CTL employs a student assistant at Level III, extensive specialized skills. When her workstudy aid runs out, CTL picks up 100% of the salary. For the last two years, CTL has under-estimated the cost of this position.	<table border="0" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:80%;"></th> <th style="text-align: right; border-bottom: 1px solid black;">Dollars</th> </tr> </thead> <tbody> <tr> <td>Faculty Position</td> <td style="text-align: right; border-bottom: 1px solid black;">_____</td> </tr> <tr> <td>Staff Position</td> <td style="text-align: right; border-bottom: 1px solid black;">_____</td> </tr> <tr> <td>MPP Positions</td> <td style="text-align: right; border-bottom: 1px solid black;">_____</td> </tr> <tr> <td>Other Personnel Services</td> <td style="text-align: right; border-bottom: 1px solid black;">\$ 6,000.00</td> </tr> <tr> <td>Total Position Request</td> <td style="text-align: right; border-bottom: 1px solid black;">\$ 6,000.00</td> </tr> <tr> <td>Staff Benefits</td> <td style="text-align: right; border-bottom: 1px solid black;">\$ 996.00</td> </tr> <tr> <td>Total Personal Services</td> <td style="text-align: right; border-bottom: 1px solid black;">\$ 6,996.00</td> </tr> <tr> <td>Operating Expenses</td> <td style="text-align: right; border-bottom: 1px solid black;">_____</td> </tr> <tr> <td>Equipment</td> <td style="text-align: right; border-bottom: 1px solid black;">_____</td> </tr> <tr> <td>Grand Total of Request</td> <td style="text-align: right; border-bottom: 1px solid black;">\$ 6,996.00</td> </tr> <tr> <td colspan="2">Written Statement of Goal:</td> </tr> </tbody> </table>			Dollars	Faculty Position	_____	Staff Position	_____	MPP Positions	_____	Other Personnel Services	\$ 6,000.00	Total Position Request	\$ 6,000.00	Staff Benefits	\$ 996.00	Total Personal Services	\$ 6,996.00	Operating Expenses	_____	Equipment	_____	Grand Total of Request	\$ 6,996.00	Written Statement of Goal:	
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Written Statement of Goal:																										

**The priority number must match the priority number on Form #2
 2003-4 Justification for Augmntn*

California State University, Dominguez Hills
Information Request: Special Funds*

Form #5

Fiscal Year: 2003 -2004

Division: Faculty Affairs
 Unit/Cost Center/Dept: CTL
 Administrator: Ronald Ambrosetti

Data for Fiscal Year 2001-02	CERF	Foundation	State	Trust	Indep Oper.	Housing	Parking	Construction	TOTALS
BEGINNING BALANCE, JULY 1, 2001									0.00
INCREASES/SOURCE									
Foundation Board Allocation		\$12,500							\$12,500
Faculty Development			\$40,000						\$40,000
									\$0
SUBTOTAL	00	\$12,500	\$40,000	\$0	\$0	\$0	\$0	\$0	\$52,500
DECREASES/USE									
Workshops, New Faculty Orientations, El Camino Conference		\$12,500							\$12,500
Stipends, Trainer fees, Software licenses, Special consultants			\$40,000						\$40,000
									\$0
SUBTOTAL	00	\$12,500	\$40,000	\$0	\$0	\$0	\$0	\$0	\$52,500
ENDING BALANCE, JUNE 30, 2002	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**Data should be provided for Fiscal year, 2001-02.*