

# Comprehensive Faculty Development Program

The Center for Teaching and Learning  
California State University, Dominguez Hills

Submitted by Roberta Ambrosino, James L. Cooper, Mary J. Cruise, & Jamie Dote-Kwan  
to Provost Allen Mori  
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*Mission Statement*

With a continuing goal of fostering student engagement and success, our mission is to provide faculty and academic programs at California State University Dominguez Hills with resources and services that sustain excellence in a dynamic teaching and learning environment, and other forms of professional development in our diverse, multicultural setting. The Center is dedicated to promotion of ongoing improvement and reflection through providing faculty with opportunities and resources for professional development in teaching, scholarly activity, and service.

To achieve these goals the Center works in partnership with faculty, staff and administration, contributing to the achievement of the CSUDH Strategic Plan...Toward 2010, Goal 3, Objective 1: "Identify, disseminate, and implement 'best practices,' including service learning in academic programs that will maximize learning for a diverse student population" (CSUDH Strategic Plan...Toward 2010).

1. Share and disseminate information on effective, learner-centered teaching methods that foster student engagement in active learning.
2. Provide support and teaching/learning mentoring services to faculty by sponsoring individual and group activities that offer faculty the opportunity to examine and critically reflect upon their pedagogy including evaluation of teaching performance.
3. Promote professional development and renewal by providing grant support dependent upon availability and recognition for faculty efforts to improve or extend pedagogical skills and scholarship activity including integration of new instructional methodologies and emerging technologies into the teaching/learning environment.
4. Sustain "best practices" in the assessment and evaluation of student learning outcomes, as an essential component of the continuous improvement of academic programs.
5. Foster networking among faculty and interdisciplinary collaboration focused on student engagement and success.
6. Use ongoing evaluation findings to improve CTL resources and services.
7. Serve as resource center for faculty who wish to integrate instructional methodologies and emerging technologies into their teaching.
8. Promote good practice in the evaluation of teaching performance.

## On-going Activities and Proposed Strategic Initiatives and in Support of CTL Mission

Taken directly from the Mission Statement, the following objectives and activities (current or planned) form a framework within which the Center operates in order to achieve its broad goal of fostering student engagement and success, and other forms of professional development.

CTL Goals and Objectives	CTL Activity or Initiative in Support of Objective	Measures and Indices	Academic Year 2004-2005
<p>1. Share and disseminate information on effective, learner-centered teaching methods that foster student engagement in active learning.</p>	<ul style="list-style-type: none"> <li>• Faculty Forum Brown Bags, featuring CSUDH faculty who provide innovative, research-based strategies to inform active and interactive instruction</li>   <li>• Speaker Series, external consultants who provide innovative, research-based strategies to inform active and interactive instruction</li>   <li>• PEEL, partnership with the University of Arizona, hosting workshops focused on addressing the needs of students with different learning styles</li>   <li>• BEAMS, partnership with AAHE &amp; NSSE, a 5-year initiative, fostering ways in which Historically Black, Hispanic-serving, and Tribal colleges and universities can increase student learning and success</li> </ul>	<ul style="list-style-type: none"> <li>• Number of events, attendance rates, results of exit evaluation forms, and 6 month follow-up surveys</li>   <li>• Number of events, attendance rates, results of exit evaluation forms, and 6 month follow-up surveys</li>   <li>• Number of events, attendance rates, results of exit evaluation forms, and 6 month follow-up surveys</li>   <li>• Number of events, attendance rates, results of exit evaluation forms, and 6 month follow-up surveys</li> </ul>	

<p>1. continued</p>	<ul style="list-style-type: none"> <li>• ECLP, partnership with Title V grant, centered on increasing critical literacy—that is, the reading, writing and critical thinking skills of our transfer Hispanic and other students taking upper-division courses</li> <li>• Faculty Associates, providing instructional consultation services (including discussion, observation, focus group, and survey services) on a voluntary and confidential basis</li> <li>• Expand, maintain, and promote faculty use of the CTL Resource Library of print and electronic materials, and video materials concerning a wide range of teaching and learning topics</li> <li>• Post and maintain current, annotated web-links to selected websites related to teaching and learning</li> </ul>	<ul style="list-style-type: none"> <li>• Number of events, attendance rates, results of exit evaluation forms, and 6 month follow-up surveys</li> <li>• Number of faculty participating in each activity (including data on faculty rank, years teaching, teaching load, broadly categorized disciplinary area)</li> <li>• Outcomes of improvement</li> <li>• Number of “walk-ins”, volumes, and circulation rates, number of times materials are used for reference or/and workshop handouts</li> <li>• Number of hits on webpage listing conferences and number of hits on links to external sites</li> </ul>	
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CTL Goals and Objectives	CTL Activity or Initiative in Support of Objective	Measures and Indices	Academic Year 2004-2005
<p>2. Provide support and teaching/learning mentoring services to faculty by sponsoring individual and group activities that offer faculty the opportunity to examine and critically reflect upon their pedagogy including evaluation of teaching performance.</p>	<ul style="list-style-type: none"> <li>• Offer workshops and seminars on topics of direct relevance to new faculty, such as New Faculty Orientation</li> <li>• Fall follow-up, New Faculty Success Program</li> <li>• Ongoing spring activities for faculty as requested or referred</li> </ul>	<ul style="list-style-type: none"> <li>• Percent and frequency of new faculty participating in CTL events and services</li> <li>• Outcomes in terms of students' improvement in teaching/learning</li> <li>• Formative feedback collected from faculty using CTL services and resources</li> <li>• Survey of faculty concerning services to new faculty</li> </ul>	

CTL Goals and Objectives	CTL Activity or Initiative in Support of Objective	Measures and Indices	Academic Year 2004-2005
<p>3. Promote professional development and renewal by providing grant support dependent upon availability and recognition for faculty efforts to improve or extend pedagogical skills and scholarship activity including integration of new instructional methodologies and emerging technologies into the teaching/learning environment.</p>	<ul style="list-style-type: none"> <li>• AAHE annual conference and others as funds become available, support travel to present research findings at conferences, travel to support scholarship of teaching conferences, scholarship of teaching money to fund proposals, scholarship of teaching seminar series</li> <li>• Fund grants to assist faculty in attending faculty development workshops to present their own teaching innovations or research results</li> <li>• Offer faculty support for disseminating their instructional innovations or sharing their skills and reflections on teaching/learning topics</li> </ul>	<ul style="list-style-type: none"> <li>• Number of faculty applying and receiving CTL grants, quality of grant applications</li> <li>• Reported outcomes of teaching/learning improvement</li> <li>• Number of faculty receiving such support and reports of funded faculty</li> <li>• Reported improvement in teaching/learning environment</li> <li>• Number participating and results of workshop evaluation forms</li> <li>• Number of publication</li> </ul>	

CTL Goals and Objectives	CTL Activity or Initiative in Support of Objective	Measures and Indices	Academic Year 2004-2005
<p>4. Sustain “best practices” in the assessment and evaluation of student learning outcomes, as an essential component of the continuous improvement of academic programs.</p>	<ul style="list-style-type: none"> <li>• Faculty Associate for Student Learning Outcomes Assessment will continue consultation with appropriate University committees: UCC, PRP, WASC, GE, SLOA, and Chair of USLOAC</li> <li>• Continue individual and group faculty consultations on academic program assessment and evaluation activities. Report and track academic program assessment activity</li> <li>• Provide individual instructional consultation services (including discussion, observation, and survey services) on a voluntary and confidential basis</li> <li>• Participate in Brown Bag Faculty Forums, speaker series, PEEL, ECLP and other CTL, Campus, and system-wide activities as appropriate</li> <li>• Offer to facilitate instructional focus groups on a voluntary and confidential basis</li> <li>• Faculty Forum Brown Bags, featuring CSUDH faculty who provide innovative, research-based strategies to inform active and interactive instruction</li> </ul>	<ul style="list-style-type: none"> <li>• Percent and frequency of faculty participating in CTL events and services of SLOA</li> <li>• Outcomes addressed in year end reports of University Committees</li> <li>• Formative feedback collected from faculty using CTL services and resources</li> <li>• Outcomes of USLOAC and PRP, SLOA Activities</li> <li>• Outcomes of Faculty Associate (SLOA) and USLOA goals</li> <li>• Track participation and outcomes</li> </ul>	

CTL Goals and Objectives	CTL Activity or Initiative in Support of Objective	Measures and Indices	Academic Year 2004-2005
<p>5. Foster networking among faculty and interdisciplinary collaboration focused on student success.</p>	<ul style="list-style-type: none"> <li>• Continue on-going activities such as Faculty Forum Brown Bags, PEEL, BEAMS, and ECLP</li> <li>• Sponsor or assist academic units in developing interdisciplinary events that bring faculty together to discuss their teaching strategies in order to increase awareness of alternative approaches to teaching, to increase their awareness and understanding of the total education experiences of their students, and to promote community among CSUDH faculty</li> </ul>	<ul style="list-style-type: none"> <li>• Percent and frequency of faculty participating in cross-disciplinary events</li> <li>• Outcomes of collaboration</li> <li>• Formative feedback collected from faculty participating in cross-disciplinary events</li> <li>• Exit evaluation forms, and 6 month follow-up surveys</li> </ul>	

CTL Goals and Objectives	CTL Activity or Initiative in Support of Objective	Measures and Indices	Academic Year 2004-2005
6. Use ongoing evaluation findings to improve CTL resources and services.	<ul style="list-style-type: none"> <li>• Advisory Committee</li> <li>• Administration of general and specific evaluations</li> <li>• Grant readers group</li> </ul>	<ul style="list-style-type: none"> <li>• Outcomes based on review of processes and data collection</li> </ul>	

CTL Goals and Objectives	CTL Activity or Initiative in Support of Objective	Measures and Indices	Academic Year 2004-2005
<p>7. Serve as resource center for faculty who wish to integrate instructional methodologies and emerging technologies into their teaching.</p>	<ul style="list-style-type: none"> <li>• Create and maintain a computer lab for faculty providing access to digitizing equipment</li> <li>• Provide a place where faculty can create high-quality color presentations</li> <li>• Conduct periodic demonstrations of data processing techniques of interest to researchers</li> <li>• Provide the Faculty Forum</li> <li>• Offer small group workshops and training activities related to the design, development, and use of new instructional techniques and media</li> <li>• Offer training to support faculty who wish to integrate Blackboard into their on-campus course offerings</li> <li>• Develop and maintain a library of common productivity software products and more specialized instructional products for faculty “test drive” purposes</li> <li>• Develop workshops and other activities to demonstrate instructionally effective uses for new media (e.g. web-based course components, PowerPoint visuals, etc.)</li> <li>• Monitor resources, augment personnel, update equipment and supplies based on use as funds become available</li> </ul>	<ul style="list-style-type: none"> <li>• Percent and frequency of faculty using CTL services and resources</li> <li>• Formative feedback collected from faculty using CTL services and resources</li> <li>• Use of outcomes assessment strategies to gauge the impact of CTL services and resources on faculty skills and attitudes</li> </ul>	

CTL Goals and Objectives	CTL Activity or Initiative in Support of Objective	Measures and Indices	Academic Year 2004-2005
<p>8. Promote good practice in the evaluation of teaching performance.</p>	<ul style="list-style-type: none"> <li>• Offer individual faculty consultation on preparing teaching portfolios, interpreting PTE results, and other areas related to documentation of teaching effectiveness</li> <li>• Offer to department chairs and RTP committee members workshops/seminars on widely accepted standards and strategies for good practice in evaluating teaching performance</li> </ul>	<ul style="list-style-type: none"> <li>• Percent and frequency of chairs and faculty participating in such events</li> <li>• Outcomes of RTP process or rehire process</li> <li>• Faculty and department chair perceptions and attitudes concerning whether the quality of teaching counts and how that quality is assessed</li> <li>• Data concerning the relationship between well-documented good teaching and consequent rewards and recognition</li> </ul>	

Note - CTL operates with advice from the CTL Advisory Committee which is a group consisting of the CTL's Director, Faculty Associates, and faculty members representing the colleges, and the Library. CTL's Comprehensive Faculty Development Program was developed with their input.

CTL's Five Year Plan and proposed activities are an extension of this Comprehensive Faculty Development Program. This document is reviewed annually and changes made as needed based on data obtained in support of program goals and objectives.

## Glossary of Acronyms Used in This Document

AAHE:	American Association for Higher Education
BEAMS:	Building Engagement and Attainment for Minority Students Project
CSUDH:	California State University, Dominguez Hills
CTL:	Center for Teaching and Learning
ECLP:	Enhancing Critical Literacy Project
GE:	General Education
NSSE:	National Survey of Student Engagement
PEEL:	Project to Enhance and Ensure Learning for Students with Disabilities
PRP:	Program Review Panel
PTE:	Perceived Teaching Effectiveness
RTP:	Retention, Tenure, Promotion
SLOA:	Student Learning Outcomes Assessment
UCC:	University Curriculum Committee
USLOAC:	University Student Learning Outcomes Assessment
WASC:	Western Association of Schools and Colleges