

MEMORANDUM

Office of the Provost

Date: September 2024
To: Faculty Senate

From: Eric W. Johnson, Provost

Re: Report on Faculty Development Activities, Academic Year 2023-2024

Report on Faculty Development Activities Academic Year 2023-2024

1. Executive Summary

Each academic year, reports are compiled by various departments on campus to highlight faculty development activities and opportunities offered throughout the previous year. These reports are collected from the Office of the Provost; Committee for Enhancing Learning and Teaching (CELT); Creative Work and Research Committee (CWRC); the Valparaiso University Writing Program; the Office of Sponsored and Student Research; the Center for Innovation in Teaching, Assessment, and Learning (CITAL); and recently the Valparaiso University Experience (VUE, formerly Valpo Core). These reports are presented annually to Faculty Senate at the first meeting of the academic year.

Office of the Provost – Last year's fall faculty workshop continued the discussion of generative AI being used in teaching and learning. The fall workshop showed a reduced attendance compared to fall 2022. Last year's spring faculty workshop focused on strengths and improvement in teaching and learning. The spring workshop showed an increase in attendance compared to 2023.

<u>CELT and CWR Grants</u> – In AY 2023-24, CELT saw a small decrease in the amount of total travel grants awarded. However, more funding was awarded compared to 2022-23. Teaching and Learning Expense Grants saw a decrease with only one awardee while Summer Teaching and Learning Fellowships saw an increase with three total awardees. CWR saw a major increase in fall undergraduate research grants with 23 students awards. Other grants were given to roughly the same number of awardees.

<u>Valparaiso University Writing Program</u> – The Valparaiso University Writing Program offered slightly more faculty development and program development opportunities in 2023-24, including a series of three workshops dedicated to navigating generative AI. The writing program also provided additional support for the Valparaiso University Experience (VUE), Bloom Scholars Program, and Access College.

<u>Office of Sponsored and Student Research</u> – The Office of Sponsored and Student Research held the same amount of grant and fellowship writing information sessions, however, there were fewer attendees during AY 2023-24.

<u>CITAL</u> – CITAL generally saw increases in attendance across faculty learning communities (FLCs), the Faculty Writing Circle, and professorial lectures. The number of faculty workshops in 2023-24 were reduced in order to encourage more attendance. Fewer trainings were offered for new academic leaders with less attendees in general than in AY 2022-23. The CITAL faculty help desk processed an increased number of requests for support this past year with Blackboard and Simple Syllabus as the two services most requested. CITAL drastically increased their involvement across campus by attending various committees, meetings, and group gatherings to better understand issues surrounding teaching and learning. Lastly, CITAL began a biweekly newsletter to provide further outreach on the topics of teaching and learning.

<u>Core/VUE</u> – Valpo Core increased the amount of faculty development activities in AY 2023-24 during the transition to VUE, which included increased informational and learning sessions about the new program proposal. VUE saw higher attendance at events this year.

Full details for all faculty professional development activities are captured below for each area.

2. Office of the Provost

	Date	Attendance
Fall Faculty Workshop "Teaching and Learning in the Age of Generative AI"	8/17/23	163
This year's fall workshop continued the discussion on teaching during a time when AI is being used more frequently. Updates from the Honor Council were provided followed by a brief presentation on Quality Matters. During the second half, guest speaker Derek Bruff, Ph.D., provided a presentation on how the current age of generative AI affects teaching and learning. A Q&A session followed the presentation to end the workshop.		
Spring Faculty Workshop "Teaching and Learning"	5/13/24	154
This end-of-year workshop included discussions about various elements of teaching and learning. Before diving into two separate breakout sessions, a presentation was given on the Valparaiso University Experience (VUE). Breakout sessions included topics on increasing student engagement and community in the classroom, learning how to match teaching skills to one's personal strengths, how to adapt assignments and pedagogy to work alongside AI, and discussions of personal teaching success stories.		

3. CELT and CWR Grants

Committee to Enhance Learning and	# of Awardees	Total Amount Awarded
Teaching (CELT) Grants		-
May 2023	2	\$3,000
Travel Grants		
(for travel July 1 – Oct. 31, 2023)		
September 2023	2	\$2,000
Travel Grants		
(for travel Nov. 1, 2023 – Feb. 29, 2024)		
January 2024	4	\$3,545
Travel Grants		
(for travel March 1 – June 30, 2024)		
October 2023	1	\$750
Teaching/Learning Expense Grants		
(for spring 2024)		
February 2024	3	\$3,500
Summer Teaching and Learning Fellowships		
(for summer 2024)		
Creative Work and Research Committee		
(CWRC) Grants		
Fall 2023		
Undergraduate Research Grants	23 students	\$5,439
University Research Grants		
 Kapfer (awarded biennially) 	1	\$4,000
Univ. Research Professorship	2	\$4,000
We Raise Foundation	1	\$10,000
Spring 2024		
Expense Grants	3	\$2,659
Summer Research Fellowships	2	\$5,000
Undergraduate Research Grants	5 students	\$2,902
Faculty Sponsored-Student Research	2 students	\$1,659

4. Valparaiso University Writing Program

Workshops, Committees, or Seminars	<u>Date</u>	<u>Attendance</u>
University Writing Program Certification Workshop: Core, CC,	8/10/23-	17
WIC, WID	8/11/23	
Constitution of the Western Heisenster Western Discount of the	0/14/22	20
Core 110 Fall Faculty Workshop, University Writing Director led	8/14/23 —	28
workshops on writing assignments and rubrics	8/15/23	
Writing Center overview; New Faculty Orientation sessions on	8/16/23	3
services provided by the Writing Center		
General Education Committee reports	Monthly	10

"Artificial Intelligence and Writing," series of three faculty workshops (co-sponsored with CITAL)	9/23	2
LEARN2 Strategic Planning meetings: Reimagining FY (VUE)	9/29/23,	~7 per meeting
	10/6/23,	
	10/20/23,	
	10/27/23,	
	11/3/23,	
	11/10/23,	
	11/17/23,	
	11/24/23,	
	12/1/23,	
	12/8/23,	
	12/15/23,	
	12/22/23,	
	1/23/24,	
	1/30/24,	
	2/27/24,	
	3/19/24,	
	4/9/24,	
	4/23/24,	
	4/30/24,	
	5/6/24	
Team taught pilot VUE class: University Writing Director and	Ongoing	1, 4
Gozon Chair in Values-Based Leadership, including focus groups	12/14/23	,
with students	(focus	
	group) and	
	Spring 2024	
	ongoing	
Writing leadership meetings: directors of CORE, CC freshman	Aug. 2023 –	3
program, Writing Center, and University Writing Program, with	Dec. 2023	
Associate Provost		
VUE Faculty Symposium	5/14/23 -	40
	5/17/23	
Faculty Workshop: "Getting to Know Generative AI"	11/7/23	~12
Second Faculty Workshop: "Generative AI: Tool, Collaborator, or	2/20/24	~12
Accomplice?"		
Third Faculty Workshop: "The Good, the Bad, and the Ugly of	5/3/24	~10
AI"		
VUE open house conversations	5/13/24	~25
Spring Faculty Workshop: breakout session on AI and writing	5/2/24	~60
Writing Center class workshops: GRD 500, CORE 115, LS 608,	8/24/23,	~20 students
etc.	8/25/23,	per session, ~1
	9/12/23,	instructor per
	9/14/23,	session; 220
	10/16/23,	students total,
	10/19/23,	11 instructors
	2/1/24,	total

	2/20/24,	
	2/26/24,	
	3/13/24,	
	4/18/24	
Writing Center staff meetings	Monthly	18 per meeting
MLL Writing Center support discussion and workshop with	2/26/24	10
Salena Anderson		
Faculty Writing Assignment/Pedagogy Consultations		
Faculty consultations for inputting all capstone writing assignment	9/22/23,	20
courses into Curriculog	9/29/23,	
	10/6/23	
Faculty consultations: CONHP, GRD 500,	By	14
CORE/VUE/THEO/ENGL 608, 205, and 210, GEO, visiting	appointment	
faculty meeting on writing program	1.1	
Professional Development		
Attended webinar: How Are Business Practitioners Using	10/10/23	1
Generative AI? (Used material for AI workshops co-sponsored		
with CITAL)		
Attended webinar: Scaling Experiential Learning for Underserved	10/10/23	7
Students (provided overview for LEARN2 Team)		
Attended Writing Human's Innovation Conference at Marquette	2/1/24	2
University with Writing Center coordinator		
Website Revision for University Writing Program and Writing		
Center		
University Writing Program website resources update	9/29/23,	Online
	12/4/23	resources
Support for Bloom Scholars Program		
Bloom Summer Program and Writing Center collaboration	3/22/24	2
meeting		
Support for Access College		
Access College and Writing Center collaboration and pre-semester	7/22/24,	12 students per
writing assessment	7/26/24	meeting, $\frac{1}{3}$
		staff members
		per meeting
		1

5. Office of Sponsored and Student Research

Grant and Fellowship Writing Information Sessions	<u>Date</u>	Attendance
WOW + Trust: The Keys to Preparing Successful Applications	10/16/23	3
Demystifying Grant Budgets	10/19/23	3
WOW + Trust: The Keys to Preparing Successful Applications	10/24/23	3
Demystifying Grant Budgets	10/25/23	3

Shaping Your Great Idea into a Fundable Project	10/30/23	3
Shaping Your Great Idea into a Fundable Project	11/3/23	2
WOW + Trust: The Keys to Preparing Successful Applications	4/2/24	0
Demystifying Grant Budgets	4/4/24	1

6. Center for Innovation in Teaching, Assessment, and Learning (CITAL)

Faculty Learning Communities

A faculty learning community (FLC) is a small group of faculty that meets regularly to explore a teaching topic that interests them. They research the topic, read together, and support each other in making positive changes in the classroom.

Title	Date	Attendance
1. Teaching Underprepared Students and The Hidden Curriculum Facilitated by Tiffany Kolba (Math & Statistics), Jenna Van Sickle (Lilly Fellows Program), Jesse Sestito (Mechanical Engineering), and Lauren Sestito (Mechanical Engineering)	Biweekly all year	15
2. Fostering Community and Student Engagement Facilitated by Natalie Krivas (Graduate Studies) and Stacy Hoult (World Languages and Cultures)	Biweekly all year	19

Faculty Writing Circle

The Writing Circle meets once a week for just an hour to give each other feedback on current writing projects, share writing goals, and encourage each other to find time to write.

Title	Date	Attendance
Fall 2023	13 sessions	Average: 4
Spring 2024	8 sessions	Average: 4
Summer 2024	11 sessions	Average: 6

Professorial Lectures

Upon attaining the status of full professor, a faculty member delivers a talk to fellow faculty. The lecture can be on their work at Valpo, their career trajectory, or their area of research.

Professor/Topic	Date	Attendance
Michael Chikeleze, Ph.D., Richard C. and Francelia A. Gozon University Chair in Values-Based Leadership, "Taking a Stand: Preparing Students to Lead and Serve with Values"	9/21/23	43 + online
Sara Danger, Ph.D., Department of English, "In Their Own Words: Child Writers and the 19th-Century Press"	10/19/23	34
Joseph Bognar, DMA, Department of Music, "No One is Going to Hear That': The Art of Meaningful Expression at the Piano"	11/2/23	35 + online
Richard Sévère, Ph.D., Department of English, "Straight Outta Camelot: What King Arthur's Court Teaches Us About Black Masculinity and Friendship"	11/16/23	73 + online
Bharath Ganesh Babu, Ph.D., Department of Geography and Meteorology, "The Nature of Nature: Bridging the Social and Natural Sciences Through Geography"	12/7/23	39 + online

Events for New Faculty

CITAL organizes a series of events for first year faculty (sometimes inviting some second and third-year faculty). These include both social events and pedagogical workshops. We reduced the number of workshops this year to encourage better attendance. This spring, the April dinner/discussion with full professors replaced the usual Spring New Faculty Dinner/discussion on Mission. Next year we plan to hold both.

Title	Date	Attendance
Fall New Faculty Orientation for Teaching Support	8/16/23	21
Fall New Faculty Orientation on Valpo's Essential Character	8/21/23	15
Fall New Faculty Dinner/Discussion with Faculty Teaching Award Winners • Speakers were Salena Anderson, Carlos Miguel-Pueyo, Tiffany Kolba, Jay Grossman, Sara Story, and Theresa Carrol	11/14/23	13
Presentation by Teaching Underprepared Students and The	2/28/24	8

Title	Date	Attendance
Hidden Curriculum FLC members (first, second, and third-year faculty)		
Dinner/Discussion with Full Professors (first, second, and third-year faculty)	4/29/24	13

Faculty Development Fellowship

The fellow spends a year learning more about the scholarship of teaching and learning (SoTL) around a specific teaching and learning topic. The fellow works with CITAL to share what they have learned with other faculty. The fellow receives a \$2,500 stipend and \$500 in faculty development funds. Another \$1,000 pays for fellows and others to attend the annual Midwest SoTL Conference in South Bend in April.

This year's recipients (awarded jointly) were Lauren and Jesse Sestito. Their project was "The Impact of the Hidden Curriculum on Underrepresented Groups."

There were three major outcomes from their project:

Outcomes	Date	Attendance
Jointly running the FLC on Teaching Underprepared Students and The Hidden Curriculum with Tiffany Kolba and Jenna Van Sickle	See FLC data	See FLC data
Faculty attending the Midwest Scholarship of Teaching and Learning (SoTL) conference at Indiana University, South Bend	4/12/24	13
Presentation at Midwest SoTL Conference: Lauren and Jesse Sestito presented on "The Hidden Curriculum of Late Work Policies"	4/12/24	n/a

Visiting Faculty Fellowships

This program was created to support visiting faculty by matching them with an area on campus that aligns with their interests. The goal is for them to enhance their area of research or interest, add a new line to their C.V., and show future employers that they understand how curricular and co-curricular programs work together for student success.

Each fellow works no more than two hours per week in a single area of campus during spring semester. All new visiting faculty were invited to apply.

This is the second year of the fellowships. Those who completed the program are listed below with their assigned areas. Each received a \$500 stipend:

Name	Department	Area Assigned To
Laura Mendez Carvajal	Political Science	Angela Vidal-Rodriguez, Assistant Vice President for Diversity, Equity, and Inclusion
Jonah Elrod	Music	Brooke Regier, Writing Center Coordinator

Training for New Academic Leaders

The sessions are designed to help acquaint anyone working in an academic leadership position with the necessary skills and information to thrive in their new role.

Title	Date	Attendance
The Nuts and Bolts of Being Chair • Led by Dean Gregg (Bagel) Johnson	8/14/23	12
Scheduling Classes • Led by Dean Gregg (Bagel) Johnson	9/19/23	12
Marketing Our Department: Admissions and Recruiting • Led by Associate Dean Richard Sévère	10/17/23	11
Hiring and Searches • Led by Associate Dean Richard Sévère	11/28/23	7
Leading from the Middle: Self-Care and Mental Health for Leaders, Faculty, Staff, and Students • Led by Cynthia Rutz, CITAL	1/23/24	5
Program Assessment • Led by Dean Gregg (Bagel) Johnson	2/20/24	4
Mentoring and Yearly Faculty Review • Led by Assistant Provost Kevin Goebbert	5/21/24	4

Full Professor Group Gatherings

Faculty who had been promoted to full professor in the last couple of years are convened as an ongoing cohort. The goal is to provide a forum to talk about the next stage of their career as campus leaders.

Discussion Topic	Date	Attendance
What Being Full Professor Means	12/11/24	6
Creating the Campus Culture that We Want to Live In	3/25/24	9
Dinner/Discussion with New Faculty	4/29/24	8

Faculty Help Desk

The CITAL helpdesk is a way for faculty to receive dedicated support for teaching and learning, whether with faculty development or instructional technology and design services. Last year, CITAL processed 687 requests for assistance. This information is broken down by term and topic below. This year we worked with faculty related to Canvas sandboxes. However, the largest drivers of support currently are Blackboard and Simple Syllabus. It should be noted that moving forward the new Canvas LMS will include 24/7 student and faculty support.

Additionally, this does not capture all work conducted via email with Partner Solutions, other interest groups, and other faculty who contacted individual CITAL staff. In an effort to increase use of the system, the cital@valpo.edu has been reconfigured to create an automatic helpdesk ticket, consistent with help@valpo.edu and registrar@valpo.edu.

Term	Number of Requests
Summer 2023	24
Fall 2023	364
Spring 2024	264
Summer 2024	35
Total	687

Service Type	Number of Requests
Blackboard	494
Simple Syllabus	140
Dalian	7
Canvas	29
Quality Matters	3
Instructional Technology Consultations	10
Instructional Design Conversations	4
Total	687

Faculty and Administration Meetings

The CITAL team has been active in meetings across the institution by serving on and attending various committees, meetings, and group gatherings to better understand faculty and staff issues

around teaching and learning. Below is a table outlining the meetings with different groups that do not fall directly in other areas of the report.

Title	CITAL Members Present	Date
Beacon Academy	Ed Finn	August 2023
CELT Committee	Ed Finn Cindy Rutz	September 2023 - May 2024
Christ College First Year Experience	Ed Finn	June 2024
CITAL Faculty Advisory Group (16 members)	Ed Finn Cindy Rutz	October 2023 - May 2024
CITAL Affiliates Group (10 staff members)	Ed Finn Cindy Rutz	November 2023
Committee on Assessment and Accreditation	Ed Finn	September 2023 - May 2024
CORE Workshop	Ed Finn	August 2023
Curriculum Development in Simple Syllabus - SOCW MS (Department Chair)	Gina Rue	December 2023 - April 2024
Curriculum Development in Simple Syllabus - OCTH D (Department Chair)	Gina Rue	December 2023 - May 2024
Faculty Meeting	Ed Finn	May 2024
Faculty Senate	Ed Finn	January 2024
Grad Admissions Meeting	Ed Finn	November 2023
Learn 2: Reimagined FYP	Ed Finn	September 2023 - December 2023
LMS Evaluation Group	Ed Finn Gina Rue	August 2023 - June 2024
Partner Solutions	Ed Finn	April 2024 - May 2024
Scholarly Communication Committee	Ed Finn	August 2023 - April 2024
Serve 7: Valpo Education in the World	Ed Finn	September 2023

Title	CITAL Members Present	Date
Valpo Leads	Ed Finn	September 2023 - April 2024

Faculty Instructional Technology Workshops and One-on-One Sessions

A total of 37 workshops and 62 individual one-on-one sessions were offered to faculty during the academic year. Faculty support was provided upon request for Blackboard and Simple Syllabus individual sessions. A primary focus of workshops was on Simple Syllabus with the requirement of full adoption by fall 2023. The number of sessions and attendance by term are offered below.

Blackboard Workshops

Title	Term	Offered Sessions	Attendance
Blackboard Building Content	Fall 2023	2	6
Blackboard Building Content	Spring 2024	2	1
Total		4	7

Blackboard One-on-One Sessions

Title	Term	Offered Sessions	Attendance
Blackboard	Fall 2023	24	24
Blackboard	Spring 2024	14	14
Total		38	38

Simple Syllabus Workshops

Title	Term	Offered Sessions	Attendance
Simple Syllabus	Summer 2023	20	47
Simple Syllabus	Fall 2023	11	30
Simple Syllabus	Spring 2024	2	1
Total		33	78

Simple Syllabus One-on-One Sessions

Title	Term	Offered Sessions	Attendance
Simple Syllabus	Fall 2023	18	18
Simple Syllabus	Spring 2024	6	6
Total		24	24

CITAL Newsletter

This newsletter for faculty comes out biweekly from September to May and covers teaching and learning topics we think will help our faculty. We explain new teaching technologies, address current issues (such as generative AI), and shine the spotlight on faculty who are doing innovative work. We made one substantial change in eliminating a specific topical theme for each newsletter, instead looking for the most pressing areas of interest. This allows us to be more adaptable in the moment. Another enhancement was to make the web-based version available on our pages instead of as a PDF. This allows us to track long-term use. This year we produced 15 issues ranging from topics such as implementing Simple Syllabus, the Transition to Canvas, and the Scholarship of Teaching and Learning. To see all past issues, use this link: CITAL
Newsletters. Specific metrics can be found below for each issue:

Newsletter Date	Total Recipients	Open Rate	Click Rate
September 5, 2023	528	58.3%	8.8%
September 19, 2023	530	60.0%	6.9%
October 3, 2023	533	60.8%	7.7%
October 17, 2023	534	62.4%	11.4%
October 31, 2023	533	63.0%	5.4%
November 14, 2023	534	62.0%	6.0%
December 5, 2023	536	61.0%	7.0%
January 16, 2024	497	65.8%	8.6%
January 30, 2024	474	66.5%	8.9%
February 13, 2024	473	66.8%	6.0%
February 27, 2024	473	65.1%	6.2%
March 26, 2024	477	67.1%	3.8%
April 9, 2024	475	65.1%	12.6%
April 23, 2024	475	66.5%	7.6%

Newsletter Date	Total Recipients	Open Rate	Click Rate
May 7, 2024	478	66.7%	9.1%
Average	493	65.1%	7.4%

7. CORE/VUE

<u>Title</u>	<u>Date</u>	Attendance
Core Faculty Workshop This two-day workshop helped faculty learn essential information about Core texts and writing assignments for the fall semester in Core. Facilitated by Core Director Lisa Jennings.	08/14/23 - 8/15/23	24
Core Cohorts Fall 2023 Core faculty meet in small groups of 4-6 weekly to discuss upcoming assignments and program goals. Facilitated by cohort leaders.	Weekly all semester	22
Core Faculty Workshop This half-day workshop helps faculty prepare to teach a pilot section of CORE 115 for the spring semester. Facilitated by Core Director Lisa Jennings.	12/12/23	11
Core Faculty Workshop This half-day workshop helps faculty prepare to teach a regular section of CORE 115 for the spring semester. Facilitated by Core Director Lisa Jennings.	12/14/23	7
Core Cohorts Spring 2024 Core faculty meet in small groups of 4-6 weekly to discuss upcoming assignments and program goals. Facilitated by cohort leaders.	Weekly all semester	22
Faculty Club Faculty and staff interested in learning more about the VUE program had the opportunity to discuss the VUE proposal informally at the Faculty Club gathering. Facilitated by the Learn 2A Strategic Plan Initiative Committee.	2/15/24	25
VUE Forum Faculty and staff interested in learning more about the VUE program proposal attended this forum. Facilitated by the Learn 2A Strategic Plan Initiative committee.	2/20/24	30

VUE Faculty Symposium	5/13/24 - 5/17/24	44
Faculty members whose VUE course proposals were		
accepted participated in a week-long symposium to		
discuss the components and goals of the new VUE		
program and to prepare their courses. Facilitated by		
VUE implementation team of Lisa Jennings, Kelly		
Belanger, Carter Hanson, Michael Chikeleze, Carrie		
Whittier, and Anna Stewart.		