
FELLOWS PROGRAM: HOW TO RUN A SUCCESSFUL FACULTY DEVELOPMENT CENTER

PROGRAM

CENTER FOR RESEARCH ON LEARNING AND TEACHING (CRLT)

UNIVERSITY OF MICHIGAN

AUGUST 21 – SEPTEMBER 13, 2013

CRLT FELLOWS PROGRAM TEAM

Constance Cook

Associate Vice Provost for Academic Affairs

Executive Director, CRLT

Clinical Professor of Higher Education

Associate Professor of Political Science

Ph.D. in Political Science, Boston University

Matthew Kaplan

Managing Director, CRLT

Ph.D. in Comparative Literature, University of North Carolina at Chapel Hill

Mary Wright

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Assistant Director and Coordinator of Instructional Technology, CRLT

Ph.D. in Instructional Systems Technology, Indiana University

Jessica Rapai

Program Assistant, CRLT

B.A. in International Relations, University of Michigan

Contact Information:

I. Program Topics

1. Establishing a strong faculty development center
2. Carrying out core activities of a typical faculty development center (e.g., orientation for new faculty, pedagogy seminar, instructional technology, teaching consultation, and assessment of student learning)
3. Understanding fundamental principles of course design including active learning and innovative teaching
4. Understanding the development of faculty members across their careers and their needs and a plan for supporting them
5. Understanding the dynamics of institutional change and the role of faculty development centers in creating a culture of teaching excellence

II. Readings

Cook, C. E., and Kaplan, M. (2011). *Advancing the culture of teaching on campus: How a teaching center can make a difference*. Sterling, VA: Stylus

Diamond, R.M. (2008). Clarifying instructional goals and learning outcomes. Chapter 13 in *Designing and assessing courses and curricula: A practical guide* (3rd ed.)

Kay Gillespie, Douglas L. Robertson, and Associates (2010). *A Guide to Faculty Development* (2nd ed.). San Francisco, CA: Jossey-Bass.

III. Assessment

The Fellows will complete a center planning portfolio.

IV. Portfolio Content

1. Draft Needs Assessment Survey
2. Draft Center Mission Statement (with specific goals)
3. 1-3 Year Center Plan including
 - a. Detailed one-year plan including
 - i. Budget
 - ii. Staffing plan
 - iii. Space requirements
 - iv. Plan to publicize the Center
 - v. Anticipated core programs and services (with some details)
 - a. Seminars/workshops
 - b. Classroom observation
 - c. Instructional Technology
 - d. Teaching consultation
 - e. Midterm student feedback
 - f. Grants
 - g. Teaching evaluation
 - vi. Anticipated research agenda
 - vii. Center assessment plan
 - b. Projected 2-3 year plan
 - a. Projected changes in Ai – Avii

Week 1 Focus: Orientation and Goals #1 and #2

Thursday

- Campus Tour
- Program Overview

Friday

- Introduction to Faculty Development and CRLT
- Faculty Development Needs Assessment
- Meetings with CRLT staff

Week 2 Focus: Goals #1, #2, and #5

Monday

- Orientation Programs
- Teaching Center Services and Strategies
- GSI Teaching Orientation (GSITO)

Tuesday

- GSITO: Classroom Communication
- Faculty Development in Engineering and Education Research

Wednesday

- New Faculty Orientation (NFO)

Thursday

- Engineering GSI Teaching Orientation (EGSITO)

Friday

- Creating and Delivering Effective Workshops

Week 3 Focus: Goals: #2, #3, and #5

Monday

- Holiday (Office is closed)

Tuesday

- Presentation and CRLT staff meeting

- Course Design Focusing on Active Learning and Student Engagement in Large Lectures

Wednesday

- Teaching Consultations: Case Study and Role Play
- Classroom Observation

Thursday

- Classroom Observation and Midterm Student Feedback (MSF)

Friday

- Evaluation of teaching: Case Study

Week 4 Focus: Goal #4 and Putting It All Together

Monday

- Innovative Teaching and Instructional Technology
- Navigating Culture Differences

Tuesday

- Classroom Observations and Debrief

Wednesday

- Curriculum (Re)Design/Development
- Fellows Presentation

Thursday

- Creating a Culture of Teaching Excellence: The Role of a Teaching Center
- Faculty Career Stages and Support
- Fellows Presentation

Friday

- Planning the Future
- Final meetings
- Professional development plan 3: Individual response to reflection prompt
- Individual meetings with CRLT staff