



MEMORANDUM
Office of the Provost

Date: September 2023
To: Faculty Senate
From: Eric W. Johnson, Provost
Re: Report on Faculty Development Activities, Academic Year 2022-2023

**Report on Faculty Development Activities
Academic Year 2022-2023**

1. Office of the Provost

	<u>Date</u>	<u>Attendance</u>
Fall Faculty Workshop “Uplift Valpo: Our Beacon for the Journey Forward”	8/18/22	229 (est.)
<p>This year’s fall workshop focused on the Action Agenda for Diversity, Equity, and Inclusion. An overview was presented on Valpo’s plan for moving forward and how it relates to the academic components of the Action Agenda. A variety of breakout sessions were offered, each lasting about 45 minutes. Breakout sessions included topics on using Simple Syllabus, launching a sustainability/environmental studies center, creating an inclusive classroom, mindfulness practices for navigating hot topics, creating an inclusive classroom, Valpo Connect, creating inclusive curriculum, inclusive tenure and promotion standards, Carnegie Leadership, and NCAA Division I athletics.</p>		
Spring Faculty Workshop “AI and ChatGPT”	5/15/23	120
<p>This end-of-year workshop included discussions about ChatGPT and the pros and cons of using AI. Breakout sessions included the subjects of AI use with writing assignments, creative ways to incorporate AI use in the classroom, concerns with AI and academic integrity, and additional ethical concerns that may arise from AI use in writing. Provost Johnson spoke about strategic planning initiatives related to academics following the breakout groups in the final hour.</p>		

Tim Raines Workshop
“Promoting a Culture of Inclusion and Belonging”

5/19/23

50 (est.)

This special workshop featured guest speaker Dr. Tim Raines, a social justice educator and consultant who works with universities. Dr. Raines spoke on ways to develop activities in and out of the classroom that promote creativity, innovation, and empowerment by using historically underserved youth’s distinct strengths and viewpoints. This workshop helped offer practical skills and insights to various classrooms in order to address bias and microaggressions as well as develop supportive teacher-student relationships.

2. CELT and CWR Grants

<u>Committee to Enhance Learning and Teaching (CELT) Grants</u>	<u># of Awardees</u>	<u>Total Amount Awarded</u>
May 2022		
Travel Grants (for travel July 1 – Oct. 31, 2022)	5	\$3,275
September 2022		
Travel Grants (for travel Nov. 1, 2022 – Feb. 28, 2023)	2	\$1,856
January 2023		
Travel Grants (for travel March 1 – June 30, 2023)	2	\$2,700
October 2022		
Teaching/Learning Expense Grants (for spring 2023)	2	\$1,200
February 2023		
Summer Teaching and Learning Fellowships (for summer 2022)	1	\$3,500
<u>Creative Work and Research Committee (CWRC) Grants</u>		
Fall 2022		
Summer Research Fellowships	2	\$7,000
Undergraduate Research Grants	8 students	\$3,720
University Research Grants		
• Kapfer (awarded biennially)	0	\$0
• Univ. Research Professorship	2	\$4,000
• We Raise Foundation	1	\$10,000

Spring 2023

Expense Grants	1	\$1,000
Undergraduate Research Grants	8 students	\$3,943
Faculty Sponsored-Student Research	2 students	\$1,979

3. Valparaiso University Writing Program

<u>Workshops, Committees, or Seminars</u>	<u>Date</u>	<u>Attendance</u>
University Writing Program Certification Workshop: Core, CC, WIC, WID	8/11-12/22	20
Core 110 Fall Faculty Workshop, writing assignments, and pedagogy, Writing Center overview	8/15-16/22	25
New faculty orientation sessions on services provided by the Writing Center	8/17/22	4
Core 115 Spring Faculty Workshop, writing assignments & pedagogy, Writing Center overview	12/12/22	25
LEARN2 Strategic Planning Meetings: Reimagining FY	10/2/22, 11/4/22, 11/11/22, 1/27/23, 2/3/23, 2/10/23, 2/24/23, 2/27/23, 3/1/23, 3/10/23, 3/24/23, 4/14/23, 4/28/23	6
Writing Leadership Meetings: directors of CORE, CC freshman program, Writing Center, and University Writing Program, with Associate Provost	Aug. 2022 – June 2023, monthly	5
College Composition and Communication Conference, Chicago, with Writing Center Coordinator, University Writing Director, and TESOL program director	2/15-18/23	3
Attended McGraw Hill Seminar on ChatGPT (UWP Director)	4/11/23	1
International Writing Centers Conference, attended by University Writing Director	10/24-29/22	1

Training internship and monthly staff meetings for student/peer writing consultations via Writing Center	Ongoing	9
Meetings with General Education Committee to discuss and approve Capstone writing proposals	Oct. 2022 – April 2023, monthly	10
Meetings with Bloom Scholars Program and Access College directors to arrange for trained Writing Center consultants in those programs	Ongoing Spring 2023	3
Interim Writing Director and Writing Center Coordinator participated in ChatGPT/AI Faculty Discussion/Reading Group	Spring 2023	10
Writing Center-sponsored panel on “What My Professor Wants in this Assignment: Coffeehouse Colloquium” panel and planning sessions with faculty and writing student peer consultants	11/8/2022	40
CORE Curriculum Committee	Spring 2023	5
CITAL Affiliates, writing leadership meetings, and learning center director meetings	Monthly	5
Search to hire new Writing Center Coordinator and instructor for ENGL 210 & LS 608	June 2023 – July 2023	4
<u>Faculty Writing Assignment/Pedagogy Consultations</u>		
Capstone writing assignment (CWA) planning meetings via Zoom, in-person, and email; feedback on proposals for the following departments or colleges: Psychology, Math, Social Work, History, Education, CVA, Music, Music Therapy, Kinesiology, Creative Writing, Public and Professional Writing, Spanish, Physics, Biology, Chemistry, Computer Science, Political Science, Sociology, Theology, Economics, Meteorology, College of Business, College of Nursing and Health Professions	9/22/22 – 5/15/23	35+
Faculty outreach classroom workshops via Writing Center	Ongoing	12
<u>Support for WIC</u>		
Curriculum development support for new instructors of writing intensive courses: ENGL 210 (Business and Professional Writing) and ENGL 205 (Writing in Health Sciences)	Fall 2022	3
<u>Support for Core Program</u>		
Consultations with Core Director on writing assignments and information literacy sessions; review of Core 115 pilot course assignments	Ongoing	6
<u>Website Revision for University Writing Program and Writing Center</u>		
	11/8/22	2

4. Office of Sponsored and Student Research

Grant and Fellowship Writing Information Sessions

Writing Grants/Fellowship Proposals	9/29/22	4
Demystifying Grant Budgets	10/5/22	2
Turning your Great Idea into a Fundable Project w/Zsuzsanna Szaniszlo	10/18/22	3
Making Time to Write Grants When You're Already Really Busy w/Ben Boche and Danielle Orozco-Nunnelly	10/19/22	4
Grant and Fellowship Writing 101	3/27/23	2
Demystifying Grant Budgets	3/28/23	3
Grant and Fellowship Writing 101	4/4/23	4
Demystifying Budgets	4/5/23	1

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

Faculty Learning Communities (FLC)

Three Faculty Learning Communities met all year to discuss best practices, articles and books, as well as their own experiences.

FLC 1: Unconventional Grading Methods

- Led by Zsuzsanna Szaniszlo (Math & Statistics) and Jenna VanSickle (Lilly Fellows Program)

biweekly 8

FLC 2: Teaching to your Strengths

- Led by Sara Gundersen (Economics) and Lori Miltenberger (Grad School and Continuing Education)

biweekly 7

FLC 3: Generative AI/Chatbot Reading Group

- Led by Martin Buinicki (English) starting in January

biweekly 10-12

Faculty Writing Circle

Faculty meet approximately weekly to help each other with their writing.

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|---------------|-------------|-----|
| • Fall 2022 | 9 sessions | 3 |
| • Spring 2023 | 12 sessions | 3 |
| • Summer 2023 | 12 sessions | 3-5 |

Professorial Lectures

“Martin & The Movies: Exploring the Lutheran Confessions with Film” 9/15/22 24+

- Presented by Professor Rick Wolff (Department of Communication and Visual Arts)

“Self, Community, Spirit: The Discipline of Wholehearted Listening” 9/29/22 51+

- Presented by Professor Allison Schuette (Department of English)

“Lessons from the Field: Heritage Tourism and the Experience Economy in Kyoto” 10/20/22 39+

- Presented by Professor Jennifer Prough (Christ College)

“Active Learning in Engineering: From Service Learning to Project-Based Learning” 11/3/22 33

- Presented by Professor Peter E. Johnson (Department of Mechanical and Bioengineering)

“Explorations in Early Christian Wholistic Care” 11/17/22 n/a

- Presented by Professor Lisa D. Maugans Driver (Department of Theology)

“Weather in Code: Building Tools, Visualizing Data, Engaging Students” 12/8/22 35+

- Presented by Professor Kevin Goebbert (Department of Geography and Meteorology)

Fall New Faculty Orientation for Teaching Support 8/17/22 22

New Faculty Campus Tours/Pub Outings 10/6/22 7
Second-year faculty was included. 10/27/22 1
11/10/22 6

Fall New Faculty Dinner/Discussion with Faculty Teaching Award Winners 11/15/22 16

Speakers included Robert Clark, Sara Gundersen, Lara Pudwell, Luke Venstrom

Spring New Faculty Dinner/Discussion on Valpo’s History and Calling/Your Calling 1/31/23 12

Facilitated by Brian Beckstrom, Assistant Vice President for Mission & Spiritual Life, and Mel Piehl, Senior Research Professor and former Dean of Christ College

Writing Prompts Workshop 2/8/23 1

Writing Center Director and student consultants. Second-year faculty included.

<u>Teaching to Your Strengths Workshop</u> FLC leaders Sara Gundersen, Lori Miltenberger, other FLC members. Second-year faculty included.	3/24/23	8
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<u>Panel on Getting Tenure at Valpo</u> Panelists included Interim Dean Bagel Johnson, Jon Bull, Sanjay Kumar, and Julien Smith	5/8/23	13
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Faculty Development Fellows Program
The Fellow spends a year learning more about the Scholarship of Teaching and Learning (SoTL) around a specific teaching/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 in April. This year’s recipient (chosen by the Committee to Enhance Learning and Teaching) was Kristi Bugajski (Department of Biology). Her project was “Using Fundraising as a Service-Learning Opportunity in Courses.”

Two Major Outcomes:

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| 1. Midwest SoTL: Conference, South Bend, IN | 3/11/23 | 11 |
| 2. Dinner/Round Table on Fundraising as Service Learning (held in I-Hub) | 5/1/23 | 9 |

<u>Visiting Faculty Fellowships</u>	Spring 2023	3
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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 received \$300 for working no more than two hours per week in a single area of campus during spring semester. All new visiting faculty were invited to apply.

The three fellows who completed the program include Navid Bargrizan and Jeremiah Cawley from the Department of Music and Paul Olander from the Department of Political Science and International Relations. Navid was assigned to Instructional Design, Technology, and Assessment. Jeremiah and Paul were assigned to the Institute for Leadership and Service.

Training for New Chairs
The eight sessions were designed to help acquaint anyone working in an academic leadership position with the necessary skills and information to thrive in their new role.

Leading from the Middle: Beyond the Job Description	8/15/22	15
<ul style="list-style-type: none"> Facilitated by Richard Sévère, Melanie Trowbridge, Adam Krumwied, and Shelby Topping 		
Scheduling Classes	9/13/22	14
<ul style="list-style-type: none"> Facilitated by Bagel Johnson, Doug Tougaw, and Ali Urbanczyk 		
Marketing Your Department	10/18/22	22
<ul style="list-style-type: none"> Facilitated by Bart Harvey and Brianna Scheffer (Admissions); Richard Sévère, Selina Bartels, and Ben Boche (faculty); Nicki Kollar (IMC); and Bonnie Dahlke Goebbert, Assistant Dean for Strategic Initiatives 		
Mental Health for Students and Faculty	11/29/22	22
<ul style="list-style-type: none"> Facilitated by Lissa Yogan; Natalie Muskin-Press, Assistant Director for Prevention and Wellness Education; Kim Boone (Counseling Services); Pastor Katherine Museus Dabay; and Deondra Devitt (HR) 		
Hiring and Searches	1/24/23	22
<ul style="list-style-type: none"> Facilitated by Richard Sévère, Angie Vernon, and Pete Johnson (faculty); Michelle Soller and Karen Palm (Provost); Doug Tougaw (Dean, CoE); Deondra Devitt (HR) 		
How to Read a Financial Statement	2/21/23	34
<ul style="list-style-type: none"> Facilitated by Aysegul Yayimli, Bagel Johnson, and Isis Drosos (CAS); Shelby Topping and Melanie Trowbridge (IT), and Tamara Gingerich, Associate VP for Finance/Controller 		
Mediation and Community Building	3/28/23	17
<ul style="list-style-type: none"> Facilitated by Lissa Yogan; Bagel Johnson; Andy Richter; Kevin Jantzi; Michael Chikeleze (faculty); Darron Farha, Vice President and University Counsel; Brian Beckstrom, Assistant VP for Mission and Spiritual Life 		
Mentoring and Yearly Faculty Evaluation		
<ul style="list-style-type: none"> Facilitated by Sami Khorbotly, Bagel Johnson, Stacy Hoult, Joe Zaweski, and Lissa Yogan 	4/18/23	17
<u>Full Professor Group Gatherings</u>		
Faculty who had been promoted to full professor in the last couple of years were convened as an ongoing cohort. The goal is to provide a forum to talk about the next stage of their career as campus leaders.		
<ul style="list-style-type: none"> “You’re a Full Professor. Now What?” 	12/12/22	8
<ul style="list-style-type: none"> “Creating the Campus Culture that We Want to Live In” 	2/7/23	10
<ul style="list-style-type: none"> “Fostering Community Building and Fun for Faculty” 	5/2/23	8

Faculty Help Desk

The Center for Innovation in Teaching, Assessment, and Learning (CITAL) help desk 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 636 requests for assistance. This information is broken down by term and topic below. With the introduction of Blackboard Base Navigation, the number of workshops in this area were substantial. It should also be noted that some areas were combined and “Other” includes teaching and classroom observations. With the rollout of Simple Syllabus, Quality Matters, and Learning Management System pilots, it is expected those tickets will increase next year.

Term	Number of Requests
Summer 2022	66
Fall 2022	331
Spring 2023	179
Summer 2023	60
Total	636

Service Type	Number of Requests
Blackboard	596
Simple Syllabus	9
Instructional Technology & Design	18
Other	13
Total	636

Faculty and Administration Meetings

In order to meet with faculty and staff, Ed Finn attended various faculty and administrative meetings to introduce the new direction and vision for CITAL. Although no formal attendance was taken, approximate numbers are provided based on calendar events or interactions during the events.

	<u>Date</u>	<u>Attendance</u>
• Education Co-Chairs	12/7/22	2
• Academic Leadership Council	1/11/23	11
• Engineering Dean/Chairs	1/26/23	7
• Business Faculty	1/27/23	15
• Library Dean	1/31/23	1
• New Faculty Dinner	1/31/23	11
• Arts & Sciences	2/14/23	20
• CONHP Faculty Meeting	3/20/23	30
• Christ College Faculty	4/12/23	7

Faculty Instructional Technology Workshops

A total of 45 workshops were offered to faculty during the academic year. The first part of the year focused on Blackboard, as we were still fully implementing Base Navigation. The second half of the year saw a shift to 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	Summer 2022	4	23
Blackboard	Fall 2022	5	8
Blackboard	Spring 2023	4	4
Total		13	35

Simple Syllabus Workshops

Title	Term	Offered Sessions	Attendance
Simple Syllabus	Summer 2022	4	30
Simple Syllabus	Fall 2022	4	22
Simple Syllabus	Spring 2023	13	9
Simple Syllabus	Summer 2023	11	8
Total		32	69

CITAL Website

To revamp the CITAL website and make it more faculty-friendly, we met with representatives from across campus including faculty, staff, and the Provost's Office to share ideas. Additionally, with the merger of ITDA (Instructional Technology, Design, and Assessment) and VITAL (Valparaiso Institute for Teaching and Learning), the goal is for this website to be a one-stop shop for faculty needs. Here is the link: [Center for Innovation in Teaching, Assessment, and Learning](#)

Teaching Tips Tuesday Newsletter

This newsletter for faculty comes out biweekly from August 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. This year we produced 17 issues ranging from topics such as Saving Your Students Money to Reaching Disengaged Students to Taking the Pain Out of Testing. To see all past issues, use this link: [Teaching Tip Tuesday Newsletter](#)

6. CORE

	<u>Date</u>	<u>Attendance</u>
<u>Core Faculty Development Activities</u> 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.	08/15-16/22	21
<u>Core Cohorts Fall 2022</u> Core faculty meet in small groups of 4-6 weekly to discuss upcoming assignments and program goals. Facilitated by cohort leaders.	Weekly all semester	21
<u>Core Faculty Workshop</u> This half-day workshop helps faculty prepare for the spring semester in Core. Facilitated by Core Director Lisa Jennings	12/12/22	20
<u>Core Cohorts Spring 2023</u> Core faculty meet in small groups of 4-6 weekly to discuss upcoming assignments and program goals. Facilitated by cohort leaders.	Weekly all semester	24
<u>Core Syllabus Committee</u> The syllabus committee meets to discuss changes to the curriculum for the coming year. Facilitated by Core Director Lisa Jennings	Weekly in April	6