

**Center for the Enhancement of Learning and Teaching
ANNUAL PROGRESS AND PLANNING REPORT
Due March 15, 2007**

Part One: CELT Annual Report for Calendar Year 2006

SUMMARY

CELT Program Attendance

2006	2005	2004	
576	536	357	Total attendance at CELT spring and fall conferences, workshops and other events (double counted) – Up 7% over 2005; Up 61% over 2004
374	292	233	Number of different individuals who attended a CELT faculty development event in calendar 2006 – Up 28% over 2005; Up 61% over 2004
111	98	63	Number of people who came to a CELT event 2 or more times – Up 13% over 2005; Up 76% over 2004
56	64	45	Number of associate faculty (Continuing Lecturers, Limited Term Lecturers and Graduate Assistants) who participated in at least one event – Down 13% over 2005; Up 24% over 2004

CELT Consulting Services

2006	2005	2004	
101	64	48	Number of faculty and staff who received consulting services either for technology or pedagogy – Up 58% from 2005; Up 52% from 2004
4000	4,442	2,330	Number of students in courses for which faculty sought consulting services
43	32	25	Number of departments, centers or schools represented by faculty and staff receiving consulting services
18	19	NR*	Number of associate faculty (Limited Term Lecturers and Graduate Aides) who received consulting services (already counted in all faculty receiving consulting services)

***Not reported.**

College Goals and Accomplishments Calendar Year 2006

Unit	Section	No.	University Strategic Goals	Goal	List of 2006 Activities and Accomplishments	Bottom Line Metrics (Show at least 2 yrs of data)		
						2006	2005	2004
	B-Goals	1	Provide innovative, relevant, and rigorous academic programs	1.1 Provide professional development opportunities in best teaching practices, methods, strategies	<p>1.1.1 CELT sponsored or promoted professional development events on a variety of topics related to pedagogy, reaching with technology, and Scholarship of Teaching and Learning.</p> <p>CELT participated in development and implementation of faculty orientations for new tenure-track faculty, limited-term lecturers, graduate assistants, and pre-tenure faculty.</p>	50 events	40 events	-
				1.1.2 Increase program attendance through innovative scheduling and use of alternative delivery strategies and formats.	<p>1.1.2 Attendance at CELT events increased by 7%.</p> <p>In 2006 the number different individuals attending at least one CELT event increased by 28%.</p> <p>In 2006 the number of individuals attending 2 or more events increased by 13%.</p> <p>1.1.1.1 More workshops are offered twice during a semester or at different times on the same day. CELT continues to host the popular monthly IHETS 2nd Wednesdays at noon videoconferences, offer workshops via web-based videoconference, co-sponsor audio conferences and webinars.</p>	576	536	357
						374	292	-
						111	98	63
				1.1.3 Finish Teaching Fellows Program development and disseminate at IPFW and elsewhere.	<p>1.1.3 CELT's Instructional Consulting services is in its second year of operation.</p> <p>Individuals receiving service Representing departments Student impact</p>	17*	8*	8
						13	10	8
						700	430	330

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						2006	2005	2004
					<p>*only 4 fellows were available in the Spring, five in the Fall. Two faculty continued from 2005.</p> <p>There are 5 Teaching Fellows, but only 4 were available at a time due to sabbatical leaves. Lesa Vartanian, PSY, completed her training to replace outgoing Fellow, Marcia Dixson, COM. The Fellow spends 8-10 hours per faculty member per semester. In addition, the CELT Director performed some consulting ranging from one to several meetings with various faculty. This activity is included in the counts above.</p> <p>An online consulting request form was instituted with great success. A brochure was written and is available online and in the CELT office. The Fellows finished the Guides to Teaching and the Consulting Guides for peer consultants and started work on a program evaluation procedure. The fellows prepared a proposal for the Professional and Organization Developers (POD) Network annual conference. A consultant and program evaluation scheme was developed.</p> <p>The CELT Director experimented with the Groupwise instant message system as a way to help faculty when and where they need it. The Director was able to help one individual with a classroom management issue using this means.</p>			
				1.1.4 Provide resources and programs specifically aimed at departments and department chairs.	1.1.4 This goal was only partially realized. Yvonne Zubovic and the Director visited the School of Visual and Performing Arts and the Theater Department. Worth Weller and the Director also visited Marc Lipman, Dean of Arts & Sciences. Samantha Birk presented eInstruction and Turnitin to the Psychology department faculty.			
				1.1.5 Mount a new CELT web site and a web site for LRC by the end	1.1.5 The CELT web site was converted to the new IPFW template by the end of September. Revisions and corrections took place in January 2007. The			

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						2006	2005	2004
				of Fall 2006 semester.	LRC web site was completed at the same time.			
				1.1.6 Promote a community of learning among faculty.	1.1.6 Approximately 40 faculty from IPFW and other Indiana institutions presented at CELT workshops, conferences, and showcases. CELT published 4 issues of its newsletter (edited by CELT Board members), highlighting the activities of faculty. (available online at http://www.ipfw.edu/celt/News.htm) Faculty showcase web page highlighting faculty technology projects was added to the CELT web site. http://www.ipfw.edu/celt/faculty/faculty.shtml	40	20	-
				1.1.7 Provide funding for professional and instructional development	<p>1.1.7.1 CELT awarded \$10000 to 5 faculty to re-design 4 existing courses. These faculty attended an Institute led by past winners and CELT advisory Board members prior to beginning work.</p> <p>1.1.7.1.1.1 Jeanette Clausen and the CELT Director developed a set of general principles for the design of curriculum development grants at IPFW.</p> <p>1.1.7.2 CELT and the ECON department sponsored Carrie Stumph for a week long workshop in course design (\$1000). Dr. Stumph then led a work group of 4 faculty members through the steps of re-designing their courses. She will continue this work in 2007.</p> <p>1.1.7.3 CELT provided a small amount of funding for two Chemistry faculty to attend a national conference of Chemistry educators at Purdue.</p> <p>1.1.7.4 CELT supported the attendance of one faculty to attend a teaching conference</p>	\$10000	\$10000	\$10000
						\$1000	-	-
						\$150		
						\$100		

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					<p>workshop on Faculty Learning Communities.</p> <p>1.1.7.5 CELT paid stipends of \$1000 each (\$4000) to 4 Teaching Fellows for their services in instructional consulting, and \$2000 to the Psychology department for a course release to support the training of Lesa Vartanian.</p> <p>1.1.7.6 CELT supported the professional development of staff members. The CELT Secretary attended 2 ITS training sessions; the instructional designer attended two professional conferences, presenting at one of them; the Director attended a national conference of faculty developers.</p>	\$6000	\$4000	-
				1.1.8 Publicly acknowledge and reward teaching excellence.	1.1.8 CELT did not achieve its goal of sponsoring or promoting teaching awards. However, through its faculty showcases, faculty-led workshops, and acknowledgement of curriculum development projects in the CELT News and on its web site, CELT gives recognition to teachers who spend extra time enhancing their teaching and that of others.			
				<p>1.2 Support for Teaching with Technology</p> <p>1.2.1 Use alternative and multiple delivery strategies to implement workshops, modeling best practices in integrating technology with teaching.</p>	<p>5 new workshops were developed and conducted: Introduction to Breeze, Effective Animation in PowerPoint, Introduction to Podcasting, and "Want to play a game?" with StudyMate. All workshops received excellent evaluations and were repeated.</p> <p>39 workshops of a total of 50 events focused on the use of technology in teaching.</p> <p>1.2.1 The Breeze workshop was delivered via Breeze, recorded for replay, and made available to IPFW faculty via the CELT web site. A digital audio recording of Vince Maloney's Open House presentation on eInstruction was made and posted on the CELT website.</p>	39/50	23/40	

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					Workshop participants now receive copies of handouts and other materials on a CD-ROM instead of paper. 2006 Fall conference participants each received a Flash drive containing handouts and audio files.			
				1.2.2 Continue to provide technology consulting services through CELTs Instructional Designer, its Multimedia Developer, and the multimedia lab.	1.2.2 Technology consulting services were provided to 84 clients, the majority of whom sought help with utilizing internet-based applications in connection with distance and F2F classes. 55 faculty and staff used the multimedia lab, either on their own with help from the CELT Educational Technologist.	84 55	65 33	
				1.2.3 Increase utilization of the multimedia lab to 50%. (1680 hours available)	1.2.3.1 A brochure has not yet been created, but a listing of hardware and software has been posted on the CELT web site. 1.2.3.2 Because of increased faculty demand for digitizing video from other formats and with the hiring of a student Multimedia Assistant in October 15 hours/week to perform video digitizing, usage of the lab increased dramatically. Continuing Studies provided a specialized piece of equipment and the funds to hire the assistant. 1.2.3.3 The multimedia lab was used to conduct workshops on 9 days. (Lab workshops are generally offered at 2 different times on the same day.)	53% (892/1680)	32%	
				1.2.4 Continue to lead and coordinate instructional technology initiatives with Purdue and IU as well as within IPFW.	1.2.4 CELT director serves on Purdue's Educational Technology Advisory Committee.			
				1.2.4.1 Expand collaboration with ITS	1.2.4.1 CELT has collaborated with ITS Client Support services in offering workshops on WebCT			

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				Client Support Services.	<p>Vista, eInstruction, and Macromedia Breeze. CELT uses the ITS training lab from time to time. CELT collaborated closely with ITS in the transition of classroom technologies from LRC control to ITS. CELT also coordinated its attendance at the InfoComm and Educause national conferences with ITS staff more closely than it has in the past. Close collaboration with several parts of ITS was necessary in order to launch Studio M.</p> <p>1.2.4.2 CELT has co-written articles for the ITS Infoshare.</p>			
				1.2.4.2 Provide support to faculty and to ITS for implementing Turnitin plagiarism software.	<p>1.2.4.2.1 “Educating Responsible Writers” is a workshop planned with the Library, Writing Center, and CASA and was given in the Fall of 2006. (The spring workshop was cancelled due to low enrollment.)</p> <p>1.2.4.2.2 A brochure explaining the utilization of Turnitin was created in cooperation with the Library, the Writing Center, and CASA, adapted from the brochure created by IU’s Writing Center. 350 copies were printed. A Turnitin web page was placed on the CELT web site, on the Library web site and on the its web site.</p> <p>1.2.4.2.3 Four faculty have received consultation on integrating Turnitin training for students, following the pedagogy outlined in the brochure.</p> <p>1.2.4.2.4 Samantha Birk presented eInstruction and Turnitin to the Psychology department at the chair’s request.</p>			
				1.2.4.3 Implement video streaming	<p>1.2.4.3.1 The video streaming server that CELT purchased last year in 2005 was put into use in July 2006 and is now used for streaming video for distance and F2F courses.</p> <p>1.2.4.3.2 Evaluation of the implementation has not</p>	250 videos are being streamed	-	-

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					<p>taken place.</p> <p>1.2.4.3.3 Channel 5 provides access to TV and 2-way video courses via streaming on its web site. (Channel 5 has a separate streaming server)</p>	11 courses were available by Fall 2006		
				<p>1.2.4.4 In collaboration with ITS and DCS implement IPFW's pilot of Macromedia Breeze web-based videoconferencing.</p>	<p>1.2.4.4.1 ITS decided to purchase individual licenses from Purdue on an as-needed basis.</p> <p>1.2.4.4.2 ITS Client Support created a web site, in cooperation with CELT, to facilitate access by IPFW staff and faculty to the individual licenses. As of December 2006, thirty-seven (37) licenses were in use at IPFW—22 for faculty and 15 for administrative use.</p> <p>1.2.4.4.3 CELT worked in collaboration with ITS to present an introductory Breeze workshop (see https://breeze.itap.purdue.edu/p69785706/), assisted with the development of training curriculum and topics, which will be offered by ITS Client Support.</p> <p>1.2.4.4.4 Evaluation of the implementation has not taken place.</p>	22 faculty 15 Admin	1 or 2	-
				<p>1.2.4.5 In collaboration with ITS, LRC, Channel 5, URC, implement podcasting for teaching and learning.</p>	<p>1.2.4.5 CELT conducted a workshop introducing instructional uses of podcasting. Four (4) faculty are creating podcasts and using them in their courses.</p>	4 courses	-	-
				<p>1.2.5 Continue "Learning Environment" theme for the LEAD grant program.</p>	<p>1.2.5 One new project was funded at the exploratory level (\$1500), to develop curricular materials for using the "Collaboratory" in ET.</p>			
				<p>1.2.6 Student Multimedia lab open for student use.</p>	<p>1.2.6.1 Facility was finished in November. Grand opening was scheduled for January 5, 2007, one</p>			

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					<p>semester behind schedule.</p> <p>1.2.6.2 John Ladd, a graduate of IPFW's VCD program, was hired in November as the Lab coordinator, and worked closely with Sam Birk to establish procedures, plan for the grand opening, and develop a web site.</p>			
				1.2.7 Complete the Strategic Plan for Instructional Technology.	<p>1.2.7.1 Strategic plan was submitted to the VCAA in May 2006.</p> <p>1.2.7.2 VCAA submitted a proposal to ITPC to create a subcommittee of faculty, staff, and students, the Instructional Technology Coordinating Committee (ITCO) to provide guidance for instructional technology. The proposal was accepted, and ITCO was approved.</p>			
				<p>1.3 Mission and Structure of CELT</p> <p>1.3.1 Add two new work areas to KT 238 to accommodate the web conversion team.</p> <p>1.3.2 Starting with Fall 2007, add an Instructional Technologist-Web developer to CELT, paid by ITS and supervised by CELT, to help complete OAA web conversion project, and provide ongoing support for OAA web design, development and maintenance.</p> <p>1.3.3 Split the Instructional Designer position into 2 positions:</p>	<p>1.3 and 1.3.2.1 CELT created a new temporary full-time position, Web Project Coordinator, funded by the VCAA, to coordinate the upgrading of school and departmental web sites to the new IPFW template. CELT supervised this position and the part-time Web Editor position until the end of 2006. These positions were moved to University Relations by the start of 2007. The computers used by these positions were relocated to URC.</p> <p>Web sites completed included the OLS, Doermer School of Business, CELT, and most of Health Sciences.</p> <p>1.3.3 A search committee was organized and screened over 20 applicants for the Instructional Consultant position. The search was extended through the end of the calendar year.</p>			

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				Sr. Instructional Technologist and Instructional Consultant/Designer.				
				<p>1.4 Management of CELT</p> <p>1.4.1 Continue refining the CELT database program by streamlining the interface and incorporating the professional development history of an individual client.</p>	1.4.1 This goal was not achieved due to lack of time to work with the ITS consultant Tom Kruse.			
			4 Promote the scholarly and creative achievement of faculty, students and staff	4.1 CELT Board will finish the description and application procedure for the Research Fellow program.	<p>4.1 The Research Fellow program did not receive attention this year.</p> <p>4.2 CELT Instructional Designer Sam Birk and faculty member Ray Gildner, GEOL, presented at Purdue's Teaching and Learning Technologies conference on the SCORM development work they have done. They also presented later in the year at the ELI committee (Educause) national conference in Atlanta.</p>			
				4.2 Faculty recipients of LEAD, DECCO, Summer Instructional Grants will develop the evaluation component into a research paper or presentation.	<p>4.2 Peter Goodman, ECET, published two papers related to his re-design of an introductory course funded by the Summer Instructional Grants.</p> <p>John LaMaster and Yvonne Zubovic, Math, presented the evaluation design of their LEAD proposal to 15 faculty in Fall 2006.</p> <p>Mark Jordan, BIOL, a LEAD grant recipient, has presented his evaluation component to colleagues, and is being encouraged to publish his findings in a</p>			

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						2006	2005	2004
					paper.			
				4.3 Provide technology consulting to faculty in support of research.	4.3.1 CELT Instructional Designer and the Educational Technologist spent many hours helping Dr. Sandstrom archive his slide collection and prepare it for transport to a foreign location for his research. 4.3.2 The Educational Technologist provided assistance to faculty in preparation of dissertation materials and to realize visualizations of their research (e.g. Dr. Hamburger).			
			5 Pursue the continuous improvement of university operations	5.1 Transfer maintenance of the VCAA web site to appropriate VCAA personnel.	5.1 Deployment of Serena Collage was delayed so that the transfer could not take place. There were also numerous personnel changes in the VCAA.			
				5.2 Supervise conversion of the OAA web sites to the new IPFW template	5.2 Conversion process was completed.			
				5.3 Complete the reorganization of LRC Graphics, Photography, and classroom technologies.	5.3.1 Responsibility for installed classroom technologies was transferred to ITS as of November 2006. Responsibility for Graphics and Photography was transferred to Publications early in December 2006. Media and Technology Support Services (mobile audio visual equipment used in support of events) was transferred to Physical Plant, also in December 2006. Media Production Services (operation of the TV studio and two-way videoconferencing rooms) remains under the direction of CELT. Scantron services remain with Media and Technology Support Services until an organizational "home" can be identified. Corresponding budget lines were transferred. An unexpected but welcome development was the allocation of \$250,000 to ITS to install technology			

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					<p>in 21 new classrooms (19 in Kettler and 2 in ET) and to add remote monitoring equipment to the design of the teaching workstation. Installation was completed over the winter break. The need for “floating equipment” has been reduced greatly in Kettler, freeing up valuable space and personnel for other purposes.</p> <p>5.3.2 A memorandum of understanding between LRC and ITS was developed and agreed to. Meetings took place Physical plant, Publications, Human Resources, and the Space allocation committee to reach consensus on the re-organization plan.</p> <p>5.3.3 The change was not to be publicized until firm commitments had been received from all involved parties.</p> <p>5.3.4 LRC staff members, except for the two employees transferred to ITS, continued to occupy Helmke B37 until space could be found for them. When the staff moves to different offices, LRC will cease to exist.</p>			
				5.4 Enhance the reliability of the teacher’s instructional technology environment and reduce “floating” computer requests.	<p>5.4.1 Implement the Mobile Teaching Environment project to supply faculty members who most frequently request classroom delivery of “floating” computers and projectors with their own portable computer (tablet or laptop). The OAA provided \$10,000, matched by \$10,000 from the LRC Unrestricted income account. One faculty member in CAET was supplied with a laptop.</p> <p>Evaluation data is not available.</p>			