FIT Fashion Institute of Technology
Center for Excellence in Teaching

Faculty Development Annual Report 2020-2021

FACULTY DEVELOPMENT, including Center for Excellence in Teaching (CET) and Faculty Development Grants and Awards (FDGA), July 1, 2020 – June 25, 2021

Submitted by Elaine Maldonado on June 30, 2021

CHAPTER I- UNIT PROFILE

Mission Statement

With the goal of improving teaching and student learning through professional development, the FIT Faculty Development Program, anchored by the Center for Excellence in Teaching (CET), assists and supports faculty in the development, use and assessment of effective instructional and curricular strategies. The Faculty Development program provides support for innovative educational exploration across the curriculum and fosters a community of shared teaching practice. CET also works with faculty to explore new academic technologies and integrate pedagogically sound technology into the classroom.

"You cannot teach today the same way you did yesterday to prepare students for tomorrow." John Dewey

Key Functions and Overview

Key functions

Promote excellence in teaching
Provide effective faculty development activities
Increase participation in faculty development
Support adjunct faculty
Manage Chancellors Awards for Excellence (faculty) and Distinguished Professorships
Manage Faculty Development Grants and Awards program
Foster faculty technology skills with regard to teaching
Provide in-lab and on-line faculty teaching resources
Provide 24/7 lab access
Manage New Faculty Orientation for Academic Affairs and participate in CBA teaching intervention

Overview

The Faculty Development (FD) Program includes the Center for Excellence in Teaching (CET) and the Faculty Development Grants and Awards (FDGA) program. Professor Elaine Maldonado is the Director of Faculty Development and CET. Reporting to Elaine Maldonado, Assistant Professor Jeffrey Riman is the CET's coordinator and instructional designer, and Celia Baez is the associate coordinator for both the CET and FDGA Program. For 2020-2021, Daniel Persaud and Anbar Azam served as part-time

technical aides.

Program activities that include workshops, seminars and roundtables promote faculty development and excellence in teaching. During the pandemic, consultations with faculty and program activities were conducted online. Perkins grant funded workshops expanded CET programming and served previously unmet faculty needs.

Information on faculty development activities and CET services are disseminated via the CET website (www.fitnyc.edu/cet), Google calendar, FIT Direct, FIT portal, listservs, paper advertisements, plasma displays, posters, presentations at Deans Council, department and chairs' meetings and at college-wide events such as Convocation and at Faculty Senate meetings. SUNY professional development opportunities, as well as national and international professional development opportunities, are disseminated to faculty via CET listserv.

The program website (https://www.fitnyc.edu/cet) is always being updated and enriched. It includes the Online Adjunct Orientation, teaching/learning resources, monthly calendars, videos of FIT master teachers in the classroom, event presentations and recordings, workshop artifacts, grant reports, recorded online workshops, tutorials, and a wide range of internal and external links. One page is dedicated to the Faculty Development Grants and Awards program, which provides professional development funding to faculty; Another page is dedicated to the SUNY Chancellor's Awards. Faculty Development annual reports and annual surveys are posted, as well as program descriptions and CET contact information. In large part due to the pandemic, an unusually large number of remote teaching resources have been added.

The director manages the Faculty Grants and Awards program, faculty Chancellors Awards, Online Adjunct Orientation and the Academic Affairs New Faculty Orientation, including program planning, resources/materials development, campus introduction and tour, receptions and informal mentoring for tenure and promotion.

Faculty Development Grants and Awards (FDGA) is FIT's funding program for faculty development and covers research, scholarship and creative activities, as well as travel to professional conferences (to attend or present papers), industry practicums and the facilitation of campus seminars and projects. Managed by the director, the FDGA Committee makes recommendations on faculty funding to the Office of Academic Affairs. For the 2020-2021 academic year, the committee included Lana Bittman, Karen Pearson, Ann Cantrell, Su Ku, Emre Ozsoz, Erica Moretti, Ellen Simpao, Brian Emery, Joseph Staluppi and Md Imranul Islam. The addition of SUNY CPD "points" (cash equivalent) enables faculty to participate in SUNY training workshops and conferences.

Faculty who receive awards through this program are listed on the FDGA web page and project descriptions, when applicable, are summarized and posted. Faculty are invited to present their research findings and/or experiences at CET events. The director works closely with faculty who are developing research/creative projects.

Selected via faculty governance election process, FDGA Committee forms the core of the local review committee for the SUNY Chancellor's Awards for Excellence. Committee make-up is tailored, when necessary, to meet SUNY criteria for Professional Service, Librarianship or Adjunct Teaching.

CHAPTER II: Summary of unit activities and progress on 2020-2021 goals

Summary of unit activities and progress on 2020-2021 goals

Faculty Development/Center for Excellence in Teaching

Pandemic Impact

The pandemic had an unrelenting impact on the work of faculty development and the CET. Beginning March 16, 2020, CET faculty and staff, including part-time tech aides, worked from home. The CET/B502 lab was closed, however, the lab provided faculty with remote software access via Leostream. Security and Information Technology provided lab usage reports. Staff member Celia Baez utilized the College VPN to continue routine work with Accounts Payable, Budget, Purchasing and data reporting. CET faculty and staff were not issued College equipment and, as a result, they were obliged to use private equipment to perform College business while at home.

A number of cancelled 2019-2020 events were redesigned and rescheduled for remote delivery. Examples include *Designing with Music* and the Adjunct Institute, *Teaching in Times of Crisis.* Faculty Development Grants and Award Committee met remotely and approved faculty funding for virtual activities. However, travel remained restricted through spring 2021, as per college policy. Faculty are currently being advised to keep possible travel restrictions in mind for future planning and that all travel must comply with NYS-DOE guidelines.

During the pandemic, oversight for the department budget did not rest with the department. This strategy had a negative impact on faculty development operations. The loss of spontaneity hurt program creativity. Disallowing many outside vendors and staff reimbursement made it more difficult to access needed products. Also, without a clear picture of ongoing ledgers, it was a challenge to effectively manage funds. We are   hopeful that budget management will return to past practices in 2021-2022.

CET activities were transferred to the online environment. Examples include the Adjunct Institute, FDGA meetings, SUNY Chancellors Award meetings, Blackboard and Blackboard related training; Tech workshops; Teaching workshops; Perkins-funded teaching with technology workshops; Teaching with Technology Certificate Program; Regular meetings; Drop-in faculty help hours with director and coordinator; Website work was expanded to including new pages dedicated to remote teaching and recordings of online workshops, etc. Awards to faculty to attend conferences, conduct research, etc. were limited to virtual activities through June 30, 2021.

Throughout the pandemic CET offered many Blackboard (Bb) and other technology-centric workshops in collaboration with the Office of Online Learning to address remote teaching needs. Unfortunately, many activities fully focused on teaching were deferred out of necessity. By late fall 2020, the CET began to return to its primary mission of promoting excellence in teaching.

Special Initiatives

In April, CET facilitated its Adjunct Spring Institute, with 82 attendees: *Teaching in Times of Crisis.* Partnering with Susan Breton, Counseling, this very successful event included guest speaker Dolores Cimini, SUNY-Albany https://www.fitnyc.edu/cet/adjunct-institute/asi_teaching_in-crisis.php

In November, guest presenter Dan Tefler facilitated *Designing with Music* with 61 attendees. Originally scheduled for fall 2020, the event was rescheduled and held online in 2021. This highly inventive and immersive event explored the intersection of design, technology and pedagogy---and the curricular possibilities for FIT. (http://www.fitnyc.edu/cet/events/designing-with-music.php)

CET also facilitated, throughout 2020-2021, a $26,000 Perkins-Vatea faculty workshop program. Targeting current industry software, faculty participated in training sessions and produced software-related teaching materials that could be integrated into AAS curriculum. A dedicated page on the CET website has been created for this project. Every workshop was waitlisted, and a 2021-2022 continuation proposal was submitted to the Grants Office. (http://www.fitnyc.edu/cet/perkins-twt.php)

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A subscription to the online scheduling tool, Calendly, was purchased to streamline faculty tech appointments with the coordinator. New books were purchased for the CET teaching library and requests to clean the B502 carpets and repaint were submitted. Invitations to semester opening events, especially pertinent to new faculty, were distributed to Human Resources, Chairs and Deans for dissemination.

Metrics

Between July 1, 2020 and June 25, 2021:

Overall, there were 47 faculty development activities with 673 faculty participants (See attachments for sample flyers.).

- A total of 34 CET faculty development activities including sessions on remote teaching, were facilitated with 512 faculty.
- A total of 6 workshops on remote teaching tools were conducted in collaboration with Online Learning with a total of 80 faculty.
- A total of 7 CET multi-session Perkins industry software workshops were conducted with a total of 81 faculty participants.
- The director and coordinator conducted approximately 10 individual consultations with faculty per week. Beginning with the campus closure, the coordinator often conducted as many as ten consultations per day.

Additional program metrics reported by CET coordinator for 2020-2021

CET website metrics are reported by Google Analytics. Google reported 19,003 "entrances" on the CET website between July 1, 2021 and June 9, 2021.

- CET website visits: 1,196 CET landing page visits were recorded with Goggle Analytics.

- Online Adjunct Orientation web visits: 329 entrances were recorded with Google Analytics.

- CET lab usage: FIT Lab stats does not report on B502 computer usage all the time. Also, the lab has been closed throughout the pandemic. Nevertheless, 474 B502 computer log-ins were recorded. Also, CET was configured with Leostream and 134 faculty Leostream log-ins were tracked.

- Concourse syllabus templates: A total number of 1,224 Concourse templates were in use during 2020-21.

Faculty Development Grants and Awards

FDGA OTPS budget for 2020-2021 was $85,085. Between September 2020 and May 2021, FDGA Committee met 7 times and recommended a total of 23,724 in funding to support 36 faculty for conference travel, research, creative activities, and industry practicums for a total of Note: Due to the pandemic, far less money was awarded because of travel restrictions.

FDGA stipend budget for 2020-2021 was $8,730. Due to the pandemic and online event delivery, faculty Adjunct Institute stipends were reduced to $50.00/faculty for a total of $3,450.

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SUNY Chancellor's Awards

Materials to elicit Chancellor's Award nominations were disseminated at fall 2020 Convocation for full-time faculty and at winter 2021 Convocation for adjunct faculty. Follow-up emails were sent by Human Resources to the entire FIT community. The following full-time faculty received Excellence Awards in April 2021: Erica Moretti (Scholarship), Michelle Van-Ess Grant (Professional Service) and Katelyn Prager (Teaching).

Four adjunct faculty have been recommended for the 2021-2022 Excellence Awards. Based on the President's approval, four nominations may be sent to the SUNY Chancellor's Office in early fall 2021.

The Distinguished Professorship Selection Committee did not meet in 2020-2021.

Faculty/Staff Accomplishments

Professor Elaine Maldonado, Director, Faculty Development and CET: Served on Faculty Senate Sabbaticals and Release Time Committee; Emerging Technologies Committee and FRS Advisory Group; Chair, New Faculty Orientation Committee; Consultant to Faculty Senate IT Committee; Member, OER Task Force; CBA faculty intervention; Managed (including writing summaries) for multiple cycles of Chancellor's Awards process; Met individually with tenure/promotion candidates; SUNY Faculty Developers Conference presenter, October 2020; Submitted 2020-2021 Perkins faculty development grant proposal for $29,000; Submitted with PI Jean Amato the NEH grant, *Home and Homeland;* Chair, Benita Moore T&P Committee. Exhibiting artist, *Art in Time of Corona.* (https://www.artsy.net/artwork/elaine-maldonado-inconsolable)

Professor Jeffrey Riman, CET Coordinator an Instructional Designer: Chair, Faculty Senate IT Committee; Member, FRS Advisory Group; Member, ADA Compliance Committee; Lynda.com, administrator; Adjunct instructor at Parsons; Co-presenter for October 2020 SUNY faculty developers conference; Provides faculty training for Concourse syllabus; Provides tech support for faculty development activities; Facilitates a wide range of CET tech-related workshops, including the Teaching with Technology Certificate Program; Coordinated Perkins workshop program; Maintains CET website; Adjunct faculty at Parsons;

Celia Baez, Associate Coordinator for CET and FDGA: Student Chabad Club advisor; Using VPN system for at-home work; Coordinates FDGA and SUNY Chancellor's Awards; Project coordinator for Perkins-Vatea grant; Recording secretary, FDGA Committee and SUNY Chancellors Award Committees.

Assessment Methods

The faculty development program relies on a range of metrics to access program performance and strategize for the future. The following assessment tools are used:

1. Yearly faculty online survey (http://www.fitnyc.edu/cet/about.php)
2. Teaching with technology reflective teaching portfolios (http://www.fitnyc.edu/cet/teaching-with-tech.php)
3. Google Analytics for CET web usage
4. Reflective teaching portfolios for self-evaluative teaching development (http://www.fitnyc.edu/cet/teaching-with-tech.php)
5. Built-in Concourse usage tools to track digital syllabus usage

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   6. Miscellaneous event surveys. See attachments.
   7. Attendance extracted from remote meeting platforms
   8. Perkins-Vatea 2020-2021 quantitative project assessments. See attachment.

CHAPTER III- NEXT YEAR'S GOALS AND PLANNING. (See attached table)

Attachments

   a. Goals and Targets (table)
   b. List of 2020-21 CET events
   c. Web analytics
   d. Selected event flyers
   e. Selected assessment and surveys