



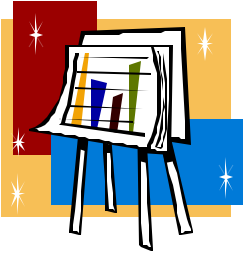
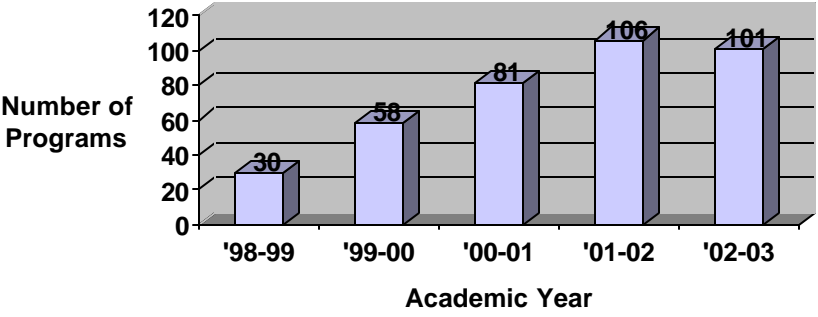
**NORTHERN ILLINOIS UNIVERSITY**  
**Faculty Development and Instructional Design Center**



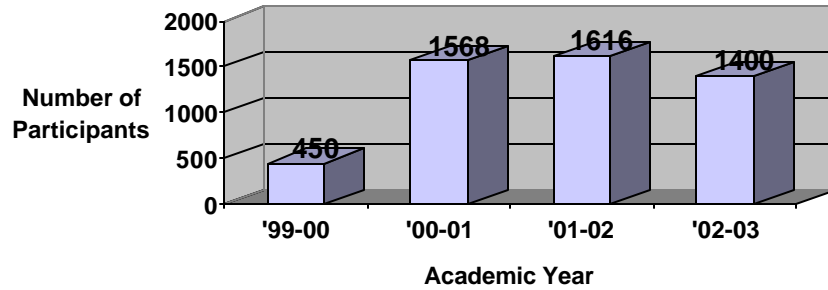
**Annual Report**  
**2002-2003**

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	<p data-bbox="472 222 1008 254" style="text-align: center;"><b>Foreword</b></p> <p data-bbox="472 289 1411 453">The 2002-2003 Annual Report of the Faculty Development and Instructional Design Center summarizes the programs, activities, and accomplishments of the Center during its fourth full academic year of operation since its reorganization in August 1998. During 2002-2003, the Center initiated several new programs and activities while managing the budget challenges similar to other units at NIU.</p> <p data-bbox="472 485 1325 516">The significant accomplishments of the Center during 2002-2003 include:</p> <ul data-bbox="472 520 1411 919" style="list-style-type: none"> <li>▪ Offering over 100 programs on teaching, technology, and development issues for more than 1,400 participants,</li> <li>▪ Inviting 15 national and regional experts to present workshops on teaching, technology and related topics,</li> <li>▪ Collaborating with campus units to offer new programs on research and scholarly activities,</li> <li>▪ Assisting Information Technology Services with upgrading Blackboard and related services,</li> <li>▪ Continuing to promote accessibility and diversity issues,</li> <li>▪ Seeking externally funded projects for faculty development initiatives, and</li> <li>▪ Handling the transfer of teaching assistant training and development responsibilities to the Center.</li> </ul> <p data-bbox="472 951 1411 1245">Without the help and support of the various campus units, administrators, faculty, supportive professional staff, and civil service staff, the Center could not have accomplished its goals during 2002-2003. The Center is especially grateful to Dr. J. Ivan Legg, Executive Vice President and Provost, for his support of the Center's activities and his guidance, the Faculty Development Advisory Committee for its advise and participation in the Center's activities, and the Pepsi-Cola General Bottlers, Inc., for the Pepsi Incentive Funding which made it possible for the Center to invite nationally-recognized experts to NIU and arrange a number of campus-wide programs on teaching and technology integration.</p> <p data-bbox="472 1276 1411 1476">I would like to express my sincere appreciation to the talented and motivated staff of the Center that works hard to assist faculty and academic supportive professional staff in their teaching, technology integration, professional development, and research and scholarly activities. I would like to thank Brenda Hodges, Program Coordinator at the Faculty Development and Instructional Design Center, for her assistance in preparing this report.</p> <p data-bbox="472 1507 1411 1644">This is the fourth annual report the Center has produced; I look forward to receiving your feedback on the report and how it can be improved, along with any suggestions for improving our programs and services. Thank you for your continued support.</p> <p data-bbox="472 1675 837 1812">Sincerely,    Murali Krishnamurthi  Director</p>

<p><b>Mission</b></p>	<p>The mission of the Faculty Development and Instructional Design Center is to support faculty and academic supportive professional staff through a variety of programs, activities, and resources that support the university's mission on teaching, research, and scholarly activities.</p>												
<p><b>Vision</b></p>	<p>The Faculty Development and Instructional Design Center envisions an enriched academic environment at Northern Illinois University that facilitates and promotes effective teaching, supports professional development, stimulates research and scholarly activities, and encourages the integration of instructional technologies.</p>												
<p><b>Functions</b></p>	<p>The major functions of the Faculty Development and Instructional Design Center are as follows:</p> <ol style="list-style-type: none"> <li>1. Provide opportunities for improving teaching effectiveness.</li> <li>2. Promote research and scholarly activities.</li> <li>3. Facilitate the integration of instructional technologies.</li> <li>4. Provide professional development opportunities.</li> <li>5. Serve as a referral service and as a resource unit for faculty.</li> </ol>												
<p><b>Program Data</b></p> 	<p>The Center offered 101 formally scheduled programs between August 16, 2002 and August 15, 2003. The total attendance for these programs exceeded 1,400. This figure includes participation by faculty and Supportive Professional Staff (SPS), repeat participation by some faculty and SPS, and external visitors. Participation had to be limited in some cases due to laboratory and supervisory staff limitations. The number of programs indicates the Center's responsiveness to faculty needs.</p> <p>Program data does not include information dissemination meetings and invited presentations by academic units. Some programs were co-sponsored with other campus units.</p> <p>Participation in faculty development programs is completely voluntary and the attendance figure is a clear indication of faculty interest in participating in development programs on teaching improvement, technology integration, and related areas.</p> <p style="text-align: center;"><b>Number of Programs Offered</b></p>  <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Academic Year</th> <th>Number of Programs</th> </tr> </thead> <tbody> <tr> <td>'98-99</td> <td>30</td> </tr> <tr> <td>'99-00</td> <td>58</td> </tr> <tr> <td>'00-01</td> <td>81</td> </tr> <tr> <td>'01-02</td> <td>106</td> </tr> <tr> <td>'02-03</td> <td>101</td> </tr> </tbody> </table> <p>The actual number of programs offered by the Center during 2002-2003 was slightly less compared to 2001-2002, but the Center offered more consultations and programs of longer duration in 2002-2003 compared to 2001-2002. Also, the Center did not host any externally funded conferences during 2002-2003 similar to 2001-2002.</p>	Academic Year	Number of Programs	'98-99	30	'99-00	58	'00-01	81	'01-02	106	'02-03	101
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**Program Attendance**



The chart above indicates program attendance. Data on consultations, grants and other development programs offered are included in separate sections in this report.

The absence of major conferences in 2002-03 is reflected in the attendance figures. There were two major conferences held in 2000-01, which drew a combined total of 400 participants, and the statewide conference held in 2001-02 drew 218 participants.

**Teaching Effectiveness**

The Faculty Development and Instructional Design Center promotes effective teaching through the following activities and services:

- Arrange workshops, seminars, institutes and related programs on teaching effectiveness
- Provide instructional design consultations
- Offer workshops on integrating technology into teaching
- Offer teaching-related consultations and classroom observations
- Assist faculty with the development of learning communities to promote good teaching and networking
- Promote multicultural and international education
- Provide access to resources on teaching



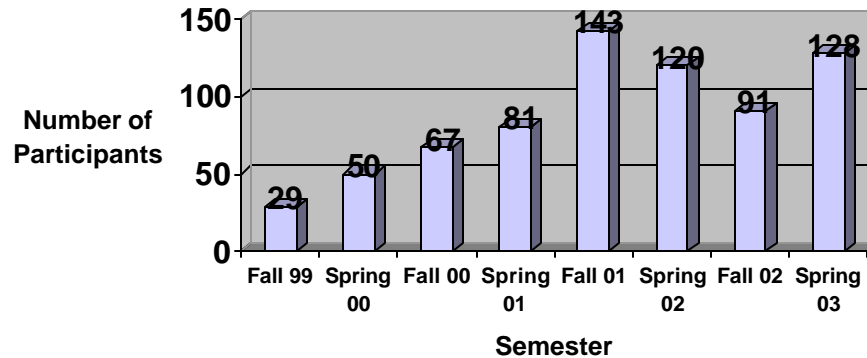
During 2002-2003, the Center offered teaching effectiveness programs of varying durations on a number of topics of interest to faculty. The results of program assessments conducted by the Center indicated that more faculty participated in teaching effectiveness programs of longer duration scheduled before classes started each semester or programs on particular topics offered by expert presenters from outside NIU few times during the semester. Based on this assessment, the Center scheduled its teaching effectiveness programs during 2002-2003.

Faculty participation in the Teaching Effectiveness Institute coordinated by the Center at the beginning of every fall and spring semester is shown in the chart on the next page. The attendance figure for the institute fluctuates due to two reasons. The first day's program during the fall institute has always been on the "Fundamental Principles of Instruction" and the attendance for this depended on the number of new faculty joined NIU that fall and participated in this program.

The second day's institute usually focused on a particular teaching topic, and therefore, its participation depended on the nature of the topic. If the topic was of broader interest, more faculty from all disciplines participated, but if the topic was

broader interest, more faculty from all disciplines participated, but if the topic was important but appealed only to fewer disciplines then fewer faculty usually participated. The Center values offering programs that cover a range of topics that benefit faculty from diverse disciplines and not just focus on attendance figures.

### Teaching Effectiveness Institute Participation



From fall 2001, the Center scheduled two separate programs on consecutive days as part of the Teaching Effectiveness Institute and the attendance figure shown above is the total attendance for two days.

During 2002 -2003, the Center invited several nationally and regionally-recognized presenters to offer workshops on various topics on teaching. They included:

- Stephen D. Brookfield (University of St. Thomas in Minneapolis)
- Ray Schroeder (University of Illinois at Springfield)
- Elizabeth Piper (The Piper Group, Inc.)
- Douglas Eder (Southern Illinois University Edwardsville)
- Gloria Rogers (Rose-Hulman Institute of Technology)
- Richard Coulson (Southern Illinois University)
- Larry Busch (Southern Illinois University)
- James L. LeBeau (Southern Illinois University)
- Janet Handy (Southern Illinois University)



#### Teaching Effectiveness Programs Offered by the Center During 2002-2003

“Fall 2002 Teaching Effectiveness Institute - Fundamental Principles of Effective Instruction,” offered by NIU faculty on August 15, 2002.

“Active Learning and Critical Thinking Strategies for Energizing the Classroom,” workshop presented by Charles C. Bonwell on August 16, 2002 as part of the August 2002 Teaching Effectiveness Institute.

“Mind Mapping: A Versatile Technique for Increasing Instructional Effectiveness and Maximizing Comprehension,” workshop presented by Christa Dallmann on September 17, 2002.

“Every One Can Learn World Music: My Approach of World Music Teaching,” a Presidential Teaching Professor Seminar offered by Dr. Kuo-Huang Han, (School of Music), on September 24, 2002. Sponsored by the Office of the Provost.



**“Four the Fun of It! Games that Teach,”** the following series of workshops presented by Christa Dallmann on the following dates:

- Session 1 of 4 on October 16, 2002.
- Session 2 of 4 on November 21, 2002.
- Session 3 of 4 on December 5, 2002.
- Session 4 of 4 on January 15, 2003.

**“Interactive Learning: Students and Teachers Partnering for Success,”** a daylong workshop presented by Elizabeth Piper (The Piper Group, Inc.) and Donna Kuchmek (Kuchmek Consulting) as part of the January 2003 Teaching Effectiveness Institute.

**“Strategies for Fostering Effective Classroom Discussion as a Way of Teaching,”** workshop by Stephen D. Brookfield (University of St. Thomas in Minneapolis, Minnesota) as part of the January 2003 Teaching Effectiveness Institute.

**“On Line Learning in Higher Education: Future Trends in Education Technology,”** workshop presented by Ray Schroeder – Professor Emeritus of Communication and Director of Technology Enhanced Learning at the University of Illinois at Springfield as part of the January 2003 Teaching Effectiveness Institute.

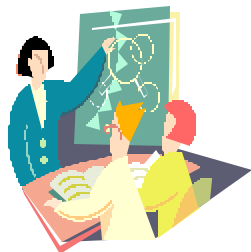
**“Juggling Dogs and Assessment: The Importance of Feedback, Critical Thinking, and Punctuation,”** workshop presented by by Douglas Eder (Southern Illinois University Edwardsville) on February 7, 2003.

**“General Education, Assessment, the Scholarship of Teaching: Having It All And Doing Some Of It While Seeming To Do Nothing,”** workshop presented by Douglas Eder (Southern Illinois University Edwardsville) on February 7, 2003.

**“Integrating Service Learning in Courses: NIU Faculty Experiences,”** panel presentation moderated by Christa Dallmann on February 26, 2003. Panel members consisted of NIU faculty Carol Adkins (Teaching and Learning), Vickie Clarke (Political Science), and Kurt Rosentrater (Technology).

**“The Learning Organization: Revitalizing The Learner’s Experience,”** Presidential Teaching Professor Seminar presented by John Niemi, Distinguished Teaching Professor (Department of Counseling, Adult and Health Education) on April 15, 2003.


**“Once Upon a Time: Using Stories to Teach,”** seminar presented by Christa Dallmann on April 23, 2003.



**“Portfolios,”** workshop presented by Gloria Rogers (Rose-Hulman Institute of Technology) on June 3, 2003. Sponsored by Assessment Services.

**“Mind Mapping: A Versatile Tool for Increasing Instructional Effectiveness and Maximizing Comprehension,”** workshop presented by Dawn Karlovsky on June 26, 2003.

**“Problem-Based Learning Workshop,”** a daylong workshop presented by Richard

	<p>L. Coulson et al. (Southern Illinois University-Carbondale) on July 24, 2003. “Fall 2003 Teaching Effectiveness Institute – Fundamental Principles of Effective Instruction,” a daylong institute offered by NIU Faculty on August 14, 2003.</p> <p>“Developing and Using Cases to Teach Ethics,” a daylong workshop presented by Michael Davis (Illinois Institute of Technology) as part of the August 2003 Teaching Effectiveness Institute on August 15, 2003.</p> <p>The above list does not include customized teaching effectiveness programs offered by the Center for several academic units.</p>
<p>Diversity</p> 	<p>The Faculty Development and Instructional Design views diversity as an integral part of teaching effectiveness, technology integration, research and scholarly activities, and promotes diversity through related programs, services, and resources. Center staff also contributes to diversity activities at NIU through its participation in various diversity-related committees on campus. During 2002- 2003, the Center offered several programs on various aspects of diversity in collaboration with other units on campus. Listed below are some of those programs:</p> <p>“Web Accessibility,” a hands-on workshop for the Webmasters group at NIU presented by Laura Miller on September 19, 2002 and September 20, 2002.</p> <p>“Interacting Effectively with Students and Colleagues with Disabilities,” workshop presented by Diane Tyrrell and Phinette Maszka (Affirmative Action and Diversity Resources) on September 26, 2002.</p> <p>“Responding to and Understanding the Needs of Post-Secondary Students with Mental Illness,” workshop presented by Daisy Castro (Thresholds Community Scholar, Chicago) on October 17, 2002.</p> <p>“Faculty Diversity Training for Department Chairs,” a daylong workshop offered by Lee Mun Wah (Stir Fry Seminars) on March 13, 2003.</p> <p>“Religion Panel” moderated by Murali Krishnamurthi at the Multicultural Curriculum Transformation Institute on May 16, 2003. Sponsored by the Provost’s Task Force on Multicultural Curriculum Transformation.</p> <p>“Disabilities Panel,” presented by Nancy Kasinski (CAAR) and Laura Miller as part of the 2003 Multicultural Curriculum Transformation Institute sponsored by the Provost’s Task Force on Multicultural Curriculum Transformation at NIU on May 20, 2003.</p>
<p>Technology Integration</p>	<p>The Center promotes technology integration into teaching, courses, and curricula through the following activities and services:</p> <ul style="list-style-type: none"> <li>• Offer workshops, seminars, institutes, and related programs on integrating a wide spectrum of technologies into teaching</li> <li>• Provide a laboratory environment for faculty to experiment with instructional technologies</li> <li>• Serve as the initial point of contact for faculty teaching online credit courses</li> <li>• Offer training programs on web course management software and online pedagogy</li> </ul>



- Make available resources on instructional technologies and related topics
- Collaborate with other units to provide support for faculty in integrating instructional technologies

The Center views technology integration as part of teaching effectiveness and not independent of teaching. The technology integration programs, offered by the Center, focus on pedagogy as well as technology skills. During 2002-2003, the Center offered a number of programs ranging from the integration of basic instructional technologies to advanced multimedia technologies.

Technology Integration Programs Offered by the Center During 2002-2003:  
“Blackboard I (Basics),” workshops presented by Carol Scheidenhelm on:

- September 9, 2002.
- September 27, 2002.
- October 15, 2002.

“Changes and Developments in Media Streaming (Presented in Collaboration with Media Services),” workshop presented by Dan Cabrera on September 18, 2002.

“Scanning to Enhance Your PowerPoint Presentations,” workshop presented by Dan Cabrera on:

- September 20, 2002.
- February 10, 2003.

“Preparing Students for Online Learning Experiences,” workshop presented by Carol Scheidenhelm on:

- September 23, 2002.
- June 25, 2003.

“Blackboard II (Intermediate),” workshop presented by Carol Scheidenhelm on:

- October 7, 2002.
- October 24, 2002.
- December 11, 2002.

“Basic Animations with Macromedia Flash,” workshop presented by Rachel Turner (Media Services) on October 9, 2002.

“NIU Resources: Media Services / Information Technology Services,” workshop presented by Carol Scheidenhelm on October 11, 2002.

“Sharing Blackboard Teaching Tips,” workshop presented by Carol Scheidenhelm and Laura Miller on October 18, 2002.

“Adding Closed Captioning to Streaming Video,” workshop presented by Dan Cabrera on October 18, 2002.

“PhotoShop Tips and Tricks,” workshop presented by Dan Cabrera on November 4, 2002.

“Blackboard Open Lab Session,” offered by:







- Carol Scheidenhelm and Laura Miller on November 7, 2002.
- Carol Scheidenhelm on December 6, 2002.
- Carol Scheidenhelm and Dawn Karlovsky on February 12, 2003.
- Carol Scheidenhelm and Dawn Karlovsky on February 27, 2003.

“Blackboard III (Advanced),” workshop presented by Carol Scheidenhelm on November 11, 2002.

“Blackboard Overview,” workshop presented by:

- Carol Scheidenhelm and Laura Miller on November 13, 2002.
- Carol Scheidenhelm and Dawn Karlovsky on January 16, 2003.
- Dawn Karlovsky on March 27, 2003.

“Multimedia Integration into Blackboard (Basics),” workshop presented by Dan Cabrera on:

- November 15, 2002.
- April 4, 2003.

“Importing Varying File Formats into Blackboard,” workshop presented by:

- Carol Scheidenhelm, Laura Miller, and Dan Cabrera on November 19, 2002.
- Dawn Karlovsky, Laura Miller, and Dan Cabrera on February 14, 2003.

“Capturing Audio on Your Computer,” workshop presented by Dan Cabrera on:

- December 3, 2002.
- February 21, 2003.
- March 7, 2003.

“Using the Control Panel in Blackboard,” workshop presented by:

- Carol Scheidenhelm on December 13, 2002.
- Carol Scheidenhelm and Dawn Karlovsky on February 25, 2003.

“College of Health and Human Sciences Project - Special workshop,” offered by Carol Scheidenhelm on December 17, 2002.

“PowerPoint Training,” presented by Carol Scheidenhelm and Dawn Karlovsky on January 8, 2003.

“Basic Audio Capturing,” workshop presented by Dan Cabrera on

- Morning of January 24, 2003.
- Afternoon of January 24, 2003.

“Blackboard Assessment Tools,” workshop presented by Carol Scheidenhelm on January 27, 2003.

“Special Blackboard session for College of Education,” presented by Carol Scheidenhelm and Dawn Karlovsky on January 31, 2003.

“Blackboard Communication Tools,” workshop presented by Carol Scheidenhelm and Dawn Karlovsky on February 4, 2003.





“Smart Podiums,” workshop presented by Carol Scheidenhelm on March 3, 2003.

“When Dr. Jekyll Becomes Professor Hyde: Projecting a Positive Image in Online Courses,” workshop presented by Carol Scheidenhelm and Laura Miller on March 18, 2003.

“Advanced Blackboard,” workshop presented for the College of Education by Dawn Karlovsky on March 31, 2003.

“REsearchMentor: An Intelligent Tutorial For Research Design In Education And The Social Sciences,” presentation by Dr. M Cecil Smith (Educational Psychology and Foundations) and Dr. Thomas J. Smith (Educational Technology, Research and Assessment), recipients of the 2002 David Raymond Grant Award, on April 2, 2003.

“Discussion and File Sharing in Blackboard,” workshop presented by Carol Scheidenhelm and Dawn Karlovsky on April 7, 2003.

“Online Assessment and Grade Book Issues,” workshop presented by Carol Scheidenhelm and Dawn Karlovsky on April 10, 2003.

“Innovations in Teaching with Technology,” presentations of Faculty Summer Institute grant recipients moderated by Carol Scheidenhelm on April 18, 2003.

“Stand-Alone Web Pages to Supplement Online Teaching,” workshop presented by Laura Miller and Carol Scheidenhelm on April 21, 2003.

“Electronic Portfolios,” workshop presented by Dan Cabrera as part of the Portfolios workshop on June 5, 2003. Sponsored by Assessment Services.

“Blackboard Overview,” workshop presented by:

- Carol Scheidenhelm and Dawn Karlovsky on June 17, 2003.
- Carol Scheidenhelm and Dawn Karlovsky on June 23, 2003.
- Dawn Karlovsky on July 8, 2003.

“Creating an Effective Online Syllabus,” workshop presented by Carol Scheidenhelm on June 19, 2003.

“CD/DVD Burner Workshop,” workshop presented by Dan Cabrera on July 16, 2003.

#### Laboratory Facilities for Faculty to Experiment with Technologies

The Center’s four-station Collaboratory and four-station Digital Multimedia Studio were used by a number of faculty and academic supportive professional staff during 2002-2003 for experimenting with instructional technologies. However, technology workshops for larger audiences could not be offered in these facilities due to lack of space and computing equipment.

During 2002-2003, the College of Health and Human Sciences graciously shared its Still Gym 201 and newly designed state-of-the-art computer laboratory in Wirtz Hall 307 with the Center for offering hands-on workshops. These facilities allowed the Center to offer larger workshops on technology and related programs.





### Online Teaching Initiatives

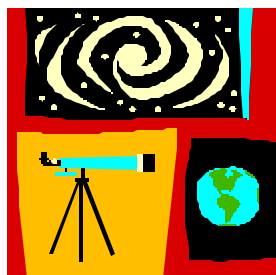
The Center's collaboration with Information Technology Services (ITS) to promote effective use of online technologies continued to flourish during 2002-2003. Center staff participated in ITS' Blackboard Technical Group which coordinated Blackboard upgrades, testing of new features, and the implementation of user interfaces and procedures. One of the major activities of the group during 2002-2003 was the upgrading of Blackboard from version 5.5 to 6.0 which involved technical staff from the Center, ITS, and various academic units in testing the upgraded system. Center staff and ITS Customer Support Center staff also worked together on developing user materials for faculty and students and posted them on the web.

The Center created and delivered a series of new programs during 2002-2003 for improving online teaching and dealing with teaching- and technology-related issues. Among the more successful of the new offerings was the "Faculty Development Friday" sessions dedicated to topics concerning online teaching. Other popular sessions dealt with effective use of new Blackboard features.

During spring 2003, 12,136 students were enrolled in 464 course sections of varying levels of online delivery on Blackboard. This overwhelming effort to embrace online teaching can be attributed to faculty enthusiasm to learn new technologies, the initiative of Center staff and the collaborative support of Information Technology Services, Registration and Records, and campus units.

During 2002-2003, the Center worked actively with the Office of the Vice President for Administration, e-Learning Services, Information Technology Services (ITS) and representatives from the College of Liberal Arts and Sciences (CLAS) on a HECA grant for the development of online courses. This grant funded twelve faculty members to create and deliver online courses or course components. Included in the grant activity was an all-day training session in which support personnel from e-Learning, ITS, CLAS and the Center presented sessions on various topics dealing with online teaching and learning. The grant committee has discussed plans to extend the program pending future funding for the project.

### Research and Scholarly Activities



The Center considers teaching, research, and scholarly activities as part of scholarship, and promotes research and scholarly activities through the following activities and services:

- Promote research mentoring programs with the help of academic units and the Graduate School,
- Encourage collaborative research and scholarly efforts across disciplines,
- Refer faculty to appropriate resource units that support research and scholarly activities at NIU, and convey to these units faculty needs on related issues,
- Seek externally funded projects to support faculty development activities, and
- Sponsor research workshops, seminars and institutes.

### Research Mentoring

The Center continued its research-mentoring program during 2002-2003 with the help of Dr. Sherilynn Spear, Chair of the School of Allied Health Professions. Dr. Spear mentored a group of six non-tenured faculty from five colleges at NIU.



### Collaborative Research and Scholarly Efforts

Center staff assisted numerous faculty on research and scholarly activities related to pedagogy and/or technology integration and also collaborated on some research projects during 2002-2003. Two examples are the Center's continued participation in the Division of International Programs and the College of Education's grants.

### Seeking Externally Funded Projects

The Center submitted or participated in the submission of numerous proposals to external agencies to obtain funding for faculty development activities that could not be supported with the Center's regular budget. The following proposals were submitted directly by the Center or in partnership with other campus units during 2002-2003:

"Integration of Ethics and Scientific Literacy into Diverse Disciplines," proposal prepared and submitted to National Science Foundation on June 6, 2002 by Murali Krishnamurthi. Co-Principal Investigators: William Tolhurst, Murali Krishnamurthi, Kathleen Valde, and Fred Kitterle. Funding requested: \$74,045. Proposal pending.

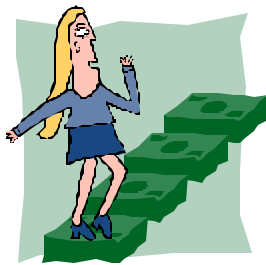
"Capacity Building and Advocacy for Women's Participation in Grassroots Democracy in Sri Lanka," proposal prepared and submitted to U.S. AID by Jaya Gajanayke, International Training Office, on July 12, 2002. Funding Requested: \$182,376. Project Advisory Committee Member: Faculty Development and Instructional Design Center. Proposal funded.

"Ensuring High Quality Education for Students with Disabilities Through In-Service Training on Accommodative Teaching, Assistive Technologies, and Support Strategies for Faculty and Administrators," proposal submitted by Murali Krishnamurthi and Nancy Long (Communicative Disorders) on July 18, 2002 to U.S. Department of Education. Funding requested: \$750,421 for 3 years. Proposal not funded.

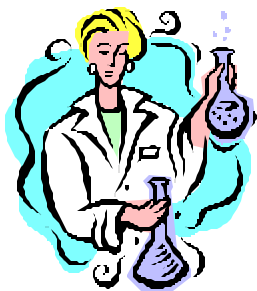
"Teaching Training on Web-Based Environmental Management Systems," proposal submitted by Murali Krishnamurthi to Environmental Protection Agency on February 14, 2003. Funding requested: \$24,726 for one year. Proposal pending.

"Online Decision Instruction for Data Integrity," proposal submitted to the Office of Research Integrity by Murali Krishnamurthi on February 28, 2003. Funding requested: \$25,000 for one year. Proposal pending.

"Expansion of Basic Nurse Education and Practice," proposal submitted by the School of Nursing to the U.S. Department of Health and Human Services. July 1, 2003 start date. Funding requested: \$1,366,599.00 for three years. Project Partner: Faculty Development and Instructional Design Center. Proposal not funded.



"Partnership to Infuse Technology into the Teacher Preparation Curriculum," proposal submitted by the College of Education to the U.S. Department of Education for July 1, 2001 start date. (Project Partner: Faculty Development and Instructional Design Center). Funding requested: \$343,354.00 for three years. Proposal funded.



“Project Pipeline,” proposal submitted to U.S. House Appropriations Committee on Labor, Health and Human Sciences, Education and Related Agencies as part of NIU’s Federal Research Agenda. Funding requested: \$1,500,000 for 2004-2006. Proposal pending.

“Project Quill,” proposal submitted by the Department of Literacy Education to the U.S. Department of Education. September 29, 2002 start date for four years. Funding requested: \$289,370 each year for four years. Project Consultant: Faculty Development and Instructional Design Center. Proposal funded.

“Total Engagement Against Bioterrorism: An Enhanced Curriculum Model,” proposal submitted by the College of Health and Human Sciences to the U.S. Department of Health and Human Services for start date September 1, 2003. Funding requested: \$800,000 for two years. Project Partner: Faculty Development and Instructional Design Center. Proposal not funded.

#### Research and Scholarly Activities-Related Programs

One of the new initiatives of the Center during 2002-2003 was the development and offering of programs on research and scholarly activities. The Center collaborated with a number of campus units to offer these programs. Below is the list of research and scholarly activities related programs offered by the Center during 2002-2003.

“An Introduction to Education Research”, a daylong workshop presented by Sheryl Gowen and Alisha Waller (Georgia State University) on October 25, 2002.

“Introduction to IRB Review,” offered by Lori Bross and Sandy Arntz (Office of Research Compliance) on:

- September 12, 2002.
- November 5, 2002.
- January 29, 2003.

“Publish and Flourish,” a daylong workshop presented by Tara Gray (New Mexico State University) on May 12, 2003.


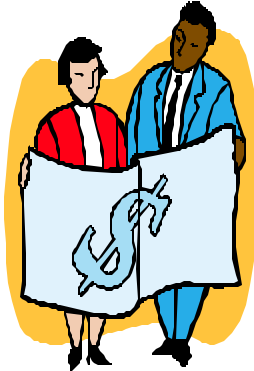
“Departmental Review of IRB Applications and Introduction to New NIU IRB Policies and Procedures,” workshop presented by Lori Bross (Office of Research Compliance) on:

- June 2, 2003.
- June 4, 2003.
- July 8, 2003.
- July 17, 2003.
- August 12, 2003.
- August 14, 2003.



“Summer Research Institute”, a one and a half daylong institute presented in collaboration with the Graduate School, Office of Sponsored Projects and the Office of Research Compliance on June 10-11, 2003.

“Internet Resources and Lobbying: Advocacy Strategies for GROW Project”, workshop presented by Carol Scheidenhelm for the participants of the Division of International Program’s GROW project on May 7, 2003.

	<p>“Retreat for HECA Grant Recipients,” workshop presented by Carol Scheidenhelm on May 16, 2003.</p> <p>The Center also exhibited a poster on its Illinois Board of Higher Education sponsored grant on Accommodative Teaching and Assistive Technologies at the Office of Sponsored Projects’ sponsored grant exhibits on February 26, 2003.</p>
<p><b>Professional Development</b></p>  	<p>The Center provides professional development opportunities to faculty and supportive professional staff through the following activities and services:</p> <ul style="list-style-type: none"> <li>• Arrange mentors for new faculty joining NIU</li> <li>• Provide career consultation services to faculty</li> <li>• Offer professional development grants to faculty and supportive professional staff</li> <li>• Serve as a referral resource to faculty for their professional needs</li> <li>• Assist in hosting the new faculty forum and maintain communication channels with new faculty</li> <li>• Convey faculty needs to the Provost’s Office, and foster faculty development</li> </ul> <p>During 2002 -2003, the Center arranged a number of development programs for faculty. These include:</p> <p>“New Faculty Forum,” coordinated by Center staff on August 22, 2002. Sponsored by the Office of the Provost.</p> <p>“Lunch with the Provost for First Year NIU Faculty” coordinated by Center staff on March 18, 2003 and co-sponsored by the Office of the Provost.</p> <p>“Faculty Development Friday: Survivor NIU,” offered by Carol Scheidenhelm on March 21, 2003.</p> <p>“Faculty Development Friday: Top 10 Strategies for Online Teaching,” offered by Carol Scheidenhelm on April 25, 2003.</p> <p>During 2002 -2003, the Center arranged mentors for 4 new faculty who requested such support. Both mentors and mentees were supplied with numerous articles, web resources, and helpful information on mentoring.</p> <p><u>Professional Development Grants</u></p> <p>During 2002 -2003, the Center coordinated the following grant programs:</p> <ul style="list-style-type: none"> <li>• Faculty Development Grants (two cycles each year)</li> <li>• Supportive Professional Development Grants (two cycles each year)</li> <li>• David Raymond Grant for the Use of Technology in Teaching</li> <li>• Faculty Summer Institute on Learning Technologies Grant</li> </ul> <p>The Center offered the following professional development grant writing workshops during 2002-2003:</p> <p>“Faculty Development Grant Writing workshop,” presented by Murali Krishnamurthi on November 1, 2002 and April 4, 2003.</p>



“Supportive Professional Development Grant Writing Workshop,” presented by Murali Krishnamurthi on November 8, 2002 and by Brenda Hodges on April 10, 2003.

The Center sponsored 25 faculty and SPS to engage in new learning outside NIU through Faculty Development Grants, SPS Development Grants, and the Faculty Summer Institute on Learning Technologies Grant programs during 2002-2003. The Faculty Summer Institute on Learning Technologies grant was funded by the Office of the Provost and the Center during 2002-2003. The Office of the Vice-President also allocated \$3,000 for SPS Development Grants during 2002-2003, which enabled the Center to fund two grant cycles of \$3,000 each (the other \$3,000 funded by the Center).

The David Raymond Grant for the Use of Technology in Teaching was sponsored by Mr. David Raymond, former Member of NIU Board of Trustees and the Office of the Provost. Two recipients were awarded a total of \$2,500 through the grant. The recipient was required to give a public presentation that was attended by Mr. Raymond.

Faculty Development Grant recipients received a maximum of \$2,500 each from the Center. They had to submit a formal proposal and indicate equal matching and letters of support from their academic units. Supportive Professional Development Grant recipients received a maximum of \$1,000 each. They had to submit a formal proposal and a letter of support. Recipients of both grants are required to submit final reports after completing their development activities.

#### Faculty Development Grants Awarded for July to December 2002

Ngoyi Bukonda (Allied Health Professions)  
Dianne Cearlock (Allied Health Professions)  
Yih-Wen Kuo (Art)  
Jie Song (Geography)  
Sandra Frey Stegman (Music)  
Mary Stewart (Art)

#### Faculty Development Grants Awarded for January to June 2003

John Banko (Finance)  
Betty Birner (English)  
Chris Liska Carger (Literacy Education)  
Kurt Schultz (School of Art)  
Eugene Sheng (Computer Science)

#### Supportive Professional Development Grants Awarded for July to December 2002

Ellen Anderson (Career Planning and Placement)  
Dan Turner (Orientation and Campus Information)

#### Supportive Professional Development Grants Awarded for January to June 2003

Mei Chen (College of Engineering and Engineering Technology)  
Matthew Mangum (Athletics/Strength & Conditioning)  
Paula Propst (ITS)  
Loretta Swanson (School of Art)



2003 David Raymond Grant for the Use of Technology in Teaching Recipient Michael Day (English)

Faculty Summer Institute on Learning Technologies Grant Recipients for 2003

Radha Balamuralikrishna (Technology)  
 Charlie Condon (College of Law)  
 Kent Gallagher (Theatre and Dance)  
 Omar Ghrayeb (Industrial Engineering)  
 Leanne Lauer (University Libraries)  
 Nipa Phojanamongkolkij (Industrial Engineering)  
 Robert Schneider (Theatre and Dance)

Center staff followed up with many of the grant recipients during the academic year and assisted them in their grant activities.

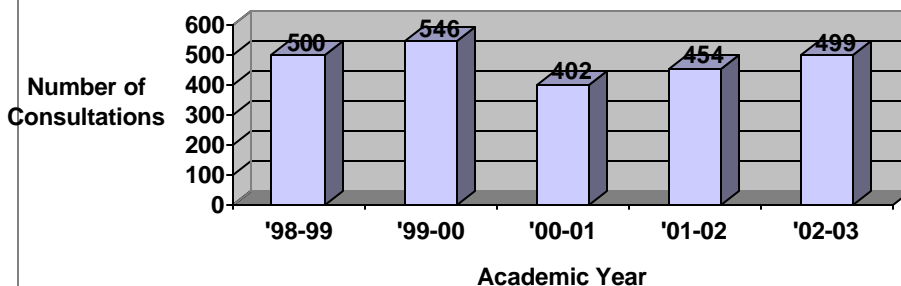
**Consultations**



Apart from offering workshops on teaching, technology integration, research and scholarly activities, and development grants, Center staff offer individual and group consultations on a range of issues for faculty and SPS. These consultations range from half an hour to several hours and can take place face-to-face, online, or through the phone.

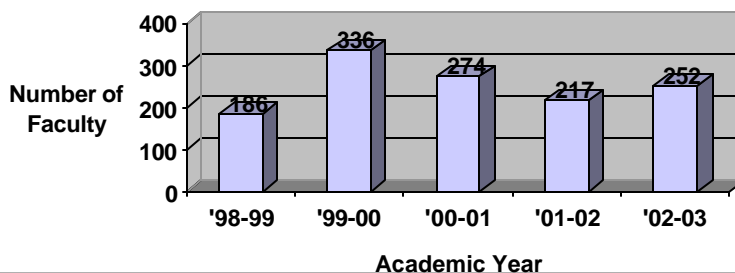
During 2002-2003, Center offered a total of 499 face-to-face consultations to 252 faculty and SPS as shown the charts below. Many of these faculty and SPS required numerous consultations of varying durations during the same period. These figures do not include telephone or online consultations or consultations on non-academic matters.

**Number of Individual Consultations**





By increasing program offerings, Center staff served more faculty and SPS through regularly scheduled programs for large groups of faculty, and as a result reduced the number of repetitive individual consultations. Center staff found it efficient to reach more faculty and SPS through programs offered for groups of faculty than repeating the same information through individual consultations.

**Number of Faculty Who Received Consultations**





	<p>Center staff also noticed that faculty learned more from each other by sharing experiences, engaging in constructive dialog on teaching, and collaborating with one another when they participated in programs offered for groups of faculty than from individual consultations. However, for certain issues faculty and SPS needed individual, confidential consultations, and Center staff made themselves fully available to all those who needed such assistance.</p>
<p>Resources</p>  	<p>Center staff developed or acquired and made available during 2002-2003 numerous resources on various topics of interest to faculty. These include:</p> <ul style="list-style-type: none"> <li>▪ a number of videos on teaching and related topics that were checked out by faculty,</li> <li>▪ a 192-page “Instructional Guide for University Faculty” with foundational information and practical techniques on effective teaching,</li> <li>▪ online resources on a number of topics posted on the Center’s website, and</li> <li>▪ numerous brochures that served as quick references on particular topics.</li> </ul> <p>The list of videos available from the Center can be found at:  <a href="http://www3.niu.edu/facdev/resources/videos.htm">http://www3.niu.edu/facdev/resources/videos.htm</a></p> <p>The “Instructional Guide for University Faculty” can be found at:  <a href="http://www3.niu.edu/facdev/resources/guide/guideintro.htm">http://www3.niu.edu/facdev/resources/guide/guideintro.htm</a></p> <p>Apart from the mentioned resources, Center staff continued to maintain the following computing facilities during 2002-2003:</p> <ul style="list-style-type: none"> <li>▪ a four-station Collaboratory for faculty to experiment with a variety of instructional technologies (maintained by Laura Miller, Information Technology Coordinator at the Center)</li> <li>▪ a four-station Digital Multimedia Laboratory for faculty to experiment with multimedia technologies (maintained by Dan Cabrera, Multimedia Coordinators at the Center)</li> <li>▪ a small work group of 23 workstations (maintained by Laura Miller, Information Technology Coordinator) for staff and graduate assistants’ use at the Center, and for faculty to experiment with technologies in the Collaboratory and the Digital Multimedia Laboratory,</li> <li>▪ Center’s 7 laptop computers, video-data projectors, and smart board are used to provide workshops for faculty and staff at various locations on campus. The Center’s Smart Board is located in the College of Health and Human Sciences computer lab located in Wirtz Hall 307 and used by faculty in that facility.</li> </ul> <p>Center staff moderated the following Listservs which served as both informational and networking resources for faculty:</p> <ul style="list-style-type: none"> <li>▪ New Faculty Virtual Forum</li> <li>▪ Blackboard Users</li> <li>▪ Blackboard Support Group</li> <li>▪ Faculty Development and Instructional Design Center Listserv</li> </ul> <p>Center staff also posted information on other listservs, such as NetTeach, Webmasters, and academic units’ listservs on campus to disseminate information about Center’s programs, grant opportunities, etc.</p> <p>During 2002-2003, the Center also continued to post information on its website about programs, grant information, and online resources.</p>

## Professional Service



Center staff served on numerous formal and informal committees, commissions, task forces, and groups at NIU and contributed its services. The following list shows a sample of committees that Center staff served on during 2002-2003:

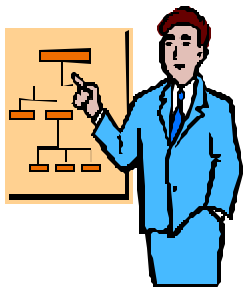
- Blackboard Technical Group (Dawn Karlovsky, Murali Krishnamurthi, Laura Miller, and Carol Scheidenhelm)
- Computing Facilities Advisory Committee, chair during 2002-2003 (Murali Krishnamurthi)
- Intellectual Property Committee (Murali Krishnamurthi)
- International Week Committee (Murali Krishnamurthi)
- Presidential Commission on the Status of Minorities (Murali Krishnamurthi)
- Presidential Commission on Persons with Disabilities (Laura Miller and Carol Scheidenhelm)
- Presidential Task Force on Asian Americans (Murali Krishnamurthi)
- Provost's Task Force on Multicultural Curriculum Transformation (Murali Krishnamurthi)
- Responsible Conduct of Scholarship Committee (Murali Krishnamurthi)

Murali Krishnamurthi served as a reviewer for the 2003 POD, faculty development conference, and reviewed numerous proposals for workshops and panels. Center staff also served on several other informal working groups such as the one established for the Blackboard Working Group (Carol Scheidenhelm, Laura Miller, and Dawn Karlovsky).

Laura Miller, T. J. Lusher (University Libraries), and Katie Whitelaw (ITS) developed a resource page on Web Accessibility for the ITS website and the Presidential Commission on Persons with Disabilities website during 2002-2003.

Murali Krishnamurthi continued to serve as the Faculty Advisor for the NIU Chapter of Hispanic Professional Engineers and the Judson Baptist Fellowship during 2002-2003.

## Publications and Presentations



Apart from publishing its Instructional Guide for University Faculty, the Center also published its newsletter "Spectrum" twice during 2002-2003. The issues can be found at <http://www3.niu.edu/facdev/resources/spectrum.htm>.

The following is a list of publications and presentations at professional meetings or conferences by Center staff during 2002-2003:

"Course Dynamics Online: Strategies for Successful Virtual Groups in Online and Web-Enhanced Courses," presented at 2003 Illinois Distance Learning Conference in Springfield, Illinois on January 28, 2003 (Carol Scheidenhelm).

"Low Bandwidth/Low Budget Strategies for Delivering Learning Materials for Visual and Auditory Learners," presented at 2003 Illinois Distance Learning Conference in Springfield, Illinois on March 28, 2003 (Dan Cabrera).

"Beginning Blackboard", a half-day workshop presented at the Faculty Summer Institute on Learning Technologies at University of Illinois, Urbana-Champaign on May 20, 2003 (Carol Scheidenhelm).

"Short Focused Tutorials", a half-day workshop presented at the Faculty Summer Institute on Learning Technologies at University of Illinois, Urbana-Champaign on May 21, 2003 (Dan Cabrera).



“Building Online Communities & Collaboration in Synchronous and Asynchronous Environments,” a half-day workshop presented at the Faculty Summer Institute on Learning Technologies at University of Illinois, Urbana-Champaign on May 20, 2003 (Carol Scheidenhelm).

“Captioning Streaming Video with Quick Time”, a half-day workshop presented at the Faculty Summer Institute on Learning Technologies at University of Illinois, Urbana-Champaign on May 22, 2003 (Dan Cabrera).

“Assessing Multicultural Initiatives in Higher Education,” published in Assessment and Evaluation in Higher Education, Vol. 28, No. 3, 2003, pp. 263-277 (Murali Krishnamurthi).

“Comprehensive Assessment of Faculty Development at a Higher Education Institution,” presented at the 15th International Assessing Quality in Higher Education Conference held in Cape Town, South Africa, July 2003 (Murali Krishnamurthi).

### Staff Training and Development

Along with coordinating various programs offered, Center staff attended many professional development programs offered by the Center as well as by other units at NIU. Listed below is a sample of professional development activities that the Center staff participated outside NIU during 2002-2003:

Carol Scheidenhelm attended the SLATE (Blackboard Users Group) meeting at Northwestern University on September 19, 2002 and December 12, 2002.

Murali Krishnamurthi attended 2002 Annual POD Conference in Atlanta, Georgia on October 10-12, 2002.

Carol Scheidenhelm attended MEDEA meeting in Palatine, Illinois on December 12, 2002.

Dawn Karlovsky attended the SLATE (Blackboard Users' Group) meeting at Northwestern University on December 12, 2002

Dawn Karlovsky attended the Blackboard Users' Conference in Maryland on January 23, 2003.

Carol Scheidenhelm and Dan Cabrera attended the 2003 Illinois Distance Learning Conference in Springfield, Illinois on January 28, 2003.

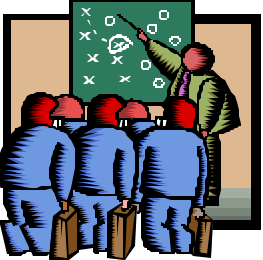
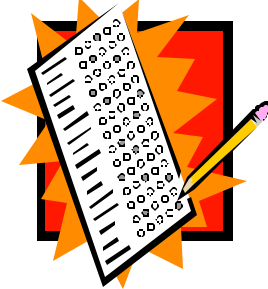
Carol Scheidenhelm and Dawn Karlovsky attended the workshop “Adapting Materials for an Online Environment” sponsored by McHenry College on March 7 and 14, 2003.



Dawn Karlovsky attended the SLATE (Blackboard Users' Group) meeting at Roosevelt College on March 19, 2003.

Dawn Karlovsky attended the SLATE (Blackboard Users' Group) meeting at Robert Morris College in Chicago, Illinois on April 10, 2003.

Carol Scheidenhelm attended MEDEA meeting at Elgin Community College on May 2, 2003.



	<p>Dawn Karlovsky attended the SLATE (Blackboard Users Group) meeting at Robert Morris College in Chicago, Illinois on May 22, 2003.</p> <p>Dawn Karlovsky and Carol Scheidenhelm attended the SLATE (Blackboard Users Group) meeting on July 16, 2003 at Northwestern University.</p>
<p>Outreach</p> 	<p>Center staff engaged in numerous outreach activities during 2002-2003 and listed below is a sample of those activities:</p> <p>"Promoting Quality Through Faculty Development in a U.S. University," presented to a delegation of higher education institution officials from China on October 22, 2002 at NIU (Murali Krishnamurthi). Sponsored by the Division of International Programs.</p> <p>Assessment workshops on February 7, 2003 by Douglas Eder (Southern Illinois University-Edwardsville) was open to other colleges and two participants from Illinois Valley Community College and one from the College of DuPage attended.</p>
<p>Assessment</p> 	<p>During Fall 2000, the Center developed a comprehensive plan to assess its programs and services and submitted it to Virginia Cassidy, Assistant Provost for Academic Planning and the University Assessment Panel. The proposed plan was well-received and put in operation during spring 2001 for continuously monitoring and improving the Center's programs and services.</p> <p>As part of the assessment plan, the Center has been conducting evaluations of its programs. The Center also has been conducting detailed evaluations of programs of longer duration such as the Teaching Effectiveness Institute and conferences. Results of these evaluations indicate that the programs have been successful and that a majority of participants were satisfied with the programs and services.</p> <p>Center staff realized that along with collecting data through surveys, reports, and other off-line feedback mechanisms it would be beneficial to meet with faculty and SPS face-to-face, engage them in discussions, and collect useful information on their needs and interests. For this purpose, a total of 8 needs analysis focus group sessions were held during fall 2002 to spring 2003. It was very beneficial to hold these focus groups along with conducting surveys. The Center received numerous suggestions from faculty about their needs, positive reinforcement that the Center was on the right track, and appreciation for the opportunity to meet face-to-face with colleagues across disciplines and discuss faculty development needs</p> <p>In 2003, the Center completed its five-year assessment report of its programs and services. The results of the report clearly indicated that the programs and services offered by the Center were making a positive impact on campus and that faculty and SPS were satisfied the quality of the programs and services offered. The data collected from program evaluations and the results of assessment are being used to identify program needs and opportunities for improving programs and services.</p>
<p>Faculty Development Advisory Committee</p>	<p>The Center would like to acknowledge the support of the members of the Faculty Development Advisory Committee during 2002-2003. Committee members actively participated in the programs offered by the Center and reviewed faculty development grant proposals submitted by faculty. Their support has been invaluable to the Center. Committee members during 2002-2003 include:</p> <p>Deborah Booth, External Programs, Visual &amp; Performing Arts</p>

	<p>Charles Cappel, Sociology  Paula Frasz, Theatre &amp; Dance  Julie Kraut, Allied Health Professions  Andrew Otieno, Technology  Jenny Parker, Kinesiology &amp; Physical Education  Rob Ridinger, University Libraries  Daniel Schneider, College of Law  Joe Scudder, Communication  Daniel Wunsch, Management</p>
<p>Center Staff During 2002-2003</p>	<p>The following staff members served in full-time capacities at the Center during 2002-2003:</p> <p>Daniel Cabrera, Multimedia Coordinator  Christa Dallmann, Instructional Design Coordinator  Amy Deegan, Secretary  Brenda Hodges, Program Coordinator (joined September 2002)  Dawn Karlovsky, Online Technologies Coordinator (joined November 2002)  Murali Krishnamurthi, Director  Laura Miller, Information Technology Coordinator  Carol Scheidenhelm, Instructional Technologies Coordinator</p> <p>Dongmei Xie and Ananth Parthasarathy Vankipuram served as graduate assistants and David Audy as a student worker during 2002-2003.</p>
<p>Staff Awards and Accomplishments</p>	<p>During 2002-2003, Center staff received several personal and professional accomplishments and below is a list of some of those accomplishments:</p> <p>Dan Cabrera, Amy Deegan, Murali Krishnamurthi, and Laura Miller – received Certificate of Recognition from the Center for Access-Ability Resources for 2003.</p> <p>Laura Miller – Supportive Professional Staff Certificate of Appreciation for Excellence for 2003.</p>
<p>Acknowledgments</p> 	<p>The Faculty Development and Instructional Design Center would like to express its sincere appreciation to the Office of the Provost for its support of the Center's programs and activities during 2002-2003.</p> <p>The Center is especially grateful to Pepsi-Cola Bottlers, Inc, NIU Foundation, and the Office of the Provost for the support provided through Pepsi Incentive Funding during 2002-2003. The Center would like to thank the Office of the Vice-President for its partial funding of the Supportive Professional Development Grants and the Office of the Provost for the Faculty Summer Institute on Learning Technologies Grants, and the Faculty Development Advisory Committee and the SPS Awards Committee for reviewing faculty and SPS development grants.</p> <p>The programs and activities of the Center would not have been possible without the help of faculty and staff presenters and participants from various academic and support units at NIU. The Center would like to acknowledge Affirmative Action and Diversity Resources, Assessment Services, Center for Access-Ability Resources, Counseling and Student Development Center, Division of International Programs, Document Services, Graduate School, Holmes Student Center, Human Resource Services, Media Services, NIU Bookstore, Office of the Ombudsman, Office of Public Affairs, Office of Publications, Office of Research Compliance, and Office of Sponsored Projects for their support of faculty development programs.</p>

