Annual Report
2007-2008

Faculty Development
and Instructional Design Center
This annual report summarizes Faculty Development and Instructional Design Center’s programs, activities, and services for faculty, supportive professional staff and graduate teaching assistants at Northern Illinois University during 2007-2008. The information summarized in the report clearly indicates the continuing demand for development programs and services, and faculty, staff, and graduate teaching assistants’ interest in participating in development activities in fulfillment of NIU’s mission on teaching and scholarly activities.

Faculty Development and Instructional Design Center has been able to meet the continuing demand by offering a comprehensive range of programs, resources and services on teaching, technology integration, diversity, research and scholarly activities, and professional development opportunities, which only a very few faculty development centers in U.S. offer under one campus unit.

Center’s accomplishments during 2007-2008 would not have been possible without the support of the Office of the Provost and the hard work and dedication of the Center staff. Center staff seeks the continued support of academic and support units, and the enthusiastic participation of faculty, staff, and graduate teaching assistants in development programs and activities.

Yours truly,

Murali Krishnamurthi
Director

**Mission**

The mission of Faculty Development and Instructional Design Center is to support faculty, academic supportive professional staff, and graduate teaching assistants through a variety of programs, resources, and services in fulfilling the Northern Illinois University’s mission on teaching and scholarly activities.

**Vision**

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.

**Functions**

The major functions of the Center are to: provide opportunities to improve teaching effectiveness, promote research and scholarly activities, facilitate the use of instructional technologies in teaching, provide professional development opportunities, and serve as a referral service and as a resource unit.
Introduction

The 2007-2008 annual report of Faculty Development and Instructional Design Center summarizes the programs, activities, and accomplishments of the Center during its ninth full academic year of operation since its reorganization in August 1998. The significant accomplishments of the Center during 2007-2008 include:

- Offering 176 programs for more than 1,800 participants.
- Inviting 9 national and regional experts to present programs at NIU.
- Promoting the use of Blackboard Web course management system.
- Supporting programs and activities on research and scholarly activities.
- Offering development programs for academic administrators, including new department chairs.
- Participating in several internally and externally funded projects for faculty development initiatives.
- Promoting accessibility and diversity issues.
- Offering graduate teaching assistant training and development programs.
- Awarding several professional development grants and opportunities to faculty and SPS.
- Developing and publishing several online tutorials for faculty, staff and student use.
- Awarding Outstanding Graduate Teaching Assistant awards.
- Developing resources and support services quickly to assist faculty, staff and graduate teaching assistants during the campus tragedy in spring 2008.

During 2007-2008, Center staff collaborated with various academic and support units to meet the ongoing and evolving needs of NIU faculty, academic supportive professional staff, and graduate teaching assistants in their teaching, technology integration, professional development, and research and scholarly activities. Without the help and support of the various campus units, administrators, faculty, supportive professional staff, civil service staff, and graduate teaching assistants, the Center could not have accomplished its goals during 2007-2008. Center staff would like to express their sincere appreciation to the NIU community for its continued support of faculty development activities.

The Center is especially grateful to Executive Vice President and Provost, Dr. Raymond Alden III, and the Provost’s Office staff for their support of the Center’s activities. Faculty Development Advisory Committee members’ advice and participation in the Center’s programs, and the academic and support units’ support of the Center’s activities were invaluable for the Center’s operation during 2007-2008.

Program Data

The Center offered 176 formally-scheduled programs between August 16, 2007 and August 15, 2008. The total attendance for these programs was 1,821 and the total number of hours the attendees spent for these programs was 6529.40. These numbers include one-time and repeat participation by faculty, instructors, Supportive Professional Staff, graduate teaching assistants, some students, and guests.

Figures 1, 2 and 3 show the number of programs offered by Center staff each academic year for the past five years, program attendance and program participation hours of those who attended the programs.
Program participation had to be limited in some cases due to space and coordination staff constraints. Program data reported here does not include information dissemination meetings. Some programs were co-sponsored by the Center with other units on campus. Data on consultations, grants and other development programs offered are included in separate sections of this report.

Participation in Center’s programs is completely voluntary and the continued participation of faculty, teaching staff, and GTAs in the programs indicates their sustained interest in professional development programs on teaching improvement, technology integration, and related areas.

Attendance for programs generally varies year to year due to a number of reasons including program topics (that is, whether they are of general interest to all faculty or only to some faculty), name recognition of invited speakers, incentives such as lunch or books offered to participants, and date and time of program offerings.

The increase in total programs for 2007-2008 can be partially attributed to the continued interest of faculty, SPS, and graduate teaching assistants in participating in Center’s programs. The increase can also be partially attributed to the innovations in teaching with technology and demand for new workshops. This increase in number of programs occurred despite losing one staff member during the year and canceling several programs during February 2008 due to the campus tragedy.

The attendance figures and contact hours were slightly lower for 2007-2008 compared to 2006-2007. However, it should be noted that the attendance figures and contact hours were unusually high during 2006-2007 because of one program, “Customer Service, Disney Style,” co-sponsored with Outreach Services that was attended by 500 participants. The campus tragedy also had some impact on the program attendance during spring 2008.

As the number of programs and program attendance figures alone cannot give a true picture of the actual duration of professional development activities during an academic year, Center staff also track the actual number of hours that participants spent on professional development activities. This data was helpful to the Center to assess the cost effectiveness of programs offered and use its resources effectively. Whenever possible the Center requested sponsorship or co-sponsorship of programs by other units on campus.

**Teaching Effectiveness**

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

- Arranging workshops, seminars, institutes and related programs on teaching effectiveness
- Providing instructional design consultations
- Offering workshops on integrating technology into teaching
- Offering teaching-related consultations and classroom observations
- Promoting multicultural and international education
- Providing access to resources on teaching

During 2007-2008, the Center offered teaching effectiveness programs of varying durations on a number of topics of interest to faculty, academic supportive professional staff, and graduate teaching assistants. The Center invited the 9 nationally or regionally recognized presenters to offer workshops on various topics on teaching.

Dr. Milt Cox presents on learning communities at the Teaching Effectiveness Institute on August 17, 2008
Robert Cipriano (Southern Connecticut State University)
• David Nelson (Northwestern University)
• Richard Sobel (Harvard University)
• Milton D. Cox (Miami University)
• Alan Aycock (University of Wisconsin-Milwaukee)
• Tanya Joosten (University of Wisconsin-Milwaukee)
• Amy Mangrich (University of Wisconsin-Milwaukee)
• Robert Noyd (U.S. Air Force Academy)

Teaching Effectiveness Institutes
As in previous years, the Center offered Teaching Effectiveness Institutes at the beginning of fall and spring semesters for faculty and teaching staff during 2007-2008. The fall Teaching Effectiveness Institute was for two days: Day 1 consisted of a series of presentations on “Fundamental Principles of Instruction” and Day 2 consisted of a daylong workshop on a particular topic of interest.

The spring Teaching Effectiveness Institute consisted of a one-day workshop on an advanced topic of interest. Faculty participation in Teaching Effectiveness Institutes during 2007-2008 remained comparable to previous years. Attendance for the institutes reflects faculty members’ continued interest in teaching effectiveness and the Center’s effort in offering programs that meet their needs and interests. Figure 4 shows the attendance for the Teaching Effectiveness Institute for the last five academic years.

Teaching Assistant Orientation
Since Fall 2003, the Center has been offering daylong Teaching Assistant Orientations at the beginning of fall and spring semesters. These orientations are attended by graduate teaching assistants, research assistants and staff assistants at NIU. The Fall TA Orientation usually includes a series of presentations in the morning for all attendees and concurrent sessions on different topics of interest in the afternoon. The spring TA orientation includes a series of sessions on a number of advanced teaching topics of interest for all attendees. The sessions are presented by NIU faculty, staff and GTAs.

Participation in TA Orientations is voluntary for graduate teaching assistants from a majority of academic units, but some academic units require their graduate teaching assistants to participate in the orientation. Many academic units require their GTAs to participate in the fall TA Orientation, but not in the spring TA Orientation. Fall 2007 TA Orientation included a series of presentations in the morning for all attendees and the afternoon sessions included 5 concurrent sessions on different topics of interest to GTAs. Spring 2008 TA Orientation included morning and afternoon sessions on a variety of topics for all attendees.

Figure 5 shows TA Orientation participation since Fall 2003, the first year the Center was in charge of the program. Similar to faculty programs, attendance for TA programs also varies from year to year due to a number of reasons including the topics of major programs, name recognition of invited speakers, incentives, such as lunch or door prizes offered to participants, date and time of program offerings, and whether program participation is required by academic units or not.
Teaching effectiveness programs offered by the Center during 2007-2008

“Fall ’07 Teaching Effectiveness Institute,” coordinated by Center staff on August 16, 2007.


“Rubrics for Effective and Efficient Grading” special workshop presented for the School of Music by Janet Giesen on August 21, 2007.

“Fall ’07 Teaching Assistant Orientation,” coordinated by Chigozie Achebe on August 21, 2007.


“Presidential Teaching Professor Seminar: Connecting with Students in the Classroom: Enhancing Cognitive,” offered by Dr. Carole Minor (Department of Counseling, Adult, and Higher Education) on October 23, 2007.

“Writing Goals and Objectives: There is a Difference,” offered by Janet Giesen on:

- October 24, 2007


“Concept Mapping for Teaching and Learning,” offered by Janet Giesen on:

- July 2, 2008.


“Formative and Summative Feedback for Teaching and Learning,” offered by Janet Giesen on:

- August 6, 2008.


“Presidential Teaching Professor Seminar: Learning Through Experience: Using the Five Senses to Increase Musical Awareness, by Robert Chappell (School of Music) on February 14, 2008.


“What Do I Do When . . . “: An Open Conversation,” offered by:
- Janet Giesen on March 6, 2008.
- Chigozie Achebe on March 20, 2008 for TAs.
- Janet Giesen on April 1, 2008.


“To Teach or Not to Teach (with PowerPoint That Is),” offered by Chigozie Achebe on March 26, 2008.

“Service Learning,” offered by Janet Giesen on April 9, 2008.


“Problem-Based Learning,” offered by Janet Giesen on April 17, 2008.


“Fall ’08 Teaching Effectiveness Institute,” coordinated by Janet Giesen on August 14, 2008.


Technology Integration

The Center promotes technology integration into teaching, courses, and curricula through the following activities and services:
- Offer workshops, seminars, institutes, and related programs on integrating a wide spectrum of technologies into teaching
- Provide a laboratory environment for faculty to experiment with instructional technologies
- Serve as the initial point of contact for faculty teaching online credit courses
- Offer training programs on web course management software and online pedagogy
- 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. Technology integration programs offered by the Center focus on both pedagogy and technology skills and range from the integration of basic instructional technologies to advanced multimedia technologies.
Technology integration programs offered by the Center during 2007-2008

“New Tools and Features in Blackboard,” presented by Jason Rhode and Olga Urban on:
- April 29, 2008.

“Blackboard Overview for GTAs,” presented by Chigozie Achebe on:
- September 12, 2007.
- June 12, 2008.

“Blackboard I: Introduction to Blackboard,” presented by:
- Olga Urban on September 6, 2007.
- Olga Urban on November 1, 2007.
- Olga Urban on December 18, 2007.
- Olga Urban on April 7, 2008.

“Effective Teaching with Interactive Pen (SMART Panel) Displays,” presented by:
- Chigozie Achebe on October 4, 2007.
- Chigozie Achebe on October 5, 2007.


“Introduction to Blackboard Communities,” presented by:

“Blackboard II: Building Your Blackboard Course,” presented by:
- Olga Urban on September 12, 2007.
- Jason Rhode on October 9, 2007.
- Jason Rhode on February 11, 2008.
- Jason Rhode on March 18, 2008.
- Jason Rhode on April 10, 2008.
- Jason Rhode on June 11, 2008.

“Capturing Audio on Your Computer,” presented by Dan Cabrera on:
- September 13, 2007.
- October 18, 2007.
- “Podcasting with Blackboard,” offered by Dan Cabrera and Jason Rhode on September 25, 2007.
- “Mastering the Control Panel in Blackboard,” offered by:
  - Chigozie Achebe on September 26, 2007.
  - Chigozie Achebe on February 5, 2008.
- “Clickers in the Classroom,” offered by Janet Giesen and Olga Urban on:
  - September 27, 2007.
  - January 8, 2008.
  - June 3, 2008.
- “Basic Video Capture and Editing,” offered by Dan Cabrera on October 2, 2007.
- “Blackboard Communication Tools,” offered by:
  - Chigozie Achebe on October 10, 2007.
  - Jason Rhode on October 19, 2007.
- “Redesigning Course Materials for Online Delivery,” special workshop for Department of Literacy Education offered by Jason Rhode on October 18, 2007.
- “Audio Podcasting,” offered by Dan Cabrera on:
  - January 22, 2008.
- February 12, 2008.
- April 8, 2008.
- June 17, 2008.
- “Blackboard Open Lab,” offered by:
  - Olga Urban and Jason Rhode on November 12, 2007.
  - Jason Rhode and Olga Urban on December 12, 2007.
  - Olga Urban on April 15, 2008.
- “Advanced Video Editing,” offered on November 13, 2007 by Dan Cabrera.
- “Blackboard Assessment Tools,” offered by Olga Urban on:
Mark Rosenbaum presents on using Lecture 123 as a teaching tool on April 24, 2008

- April 14, 2008.

“Short Focused Tutorials,” offered by Dan Cabrera on:
- June 19, 2008.


“Redesigning Course Materials for Online Delivery,” offered by Jason Rhode on:

“End-of-Semester Considerations for Your Blackboard Course,” offered by Jason Rhode on:
- December 6, 2007.
- April 23, 2008.

“Using the Blackboard Content Collection to Manage Your Course Content,” offered by Jason Rhode and Olga Urban on:
- December 17, 2007.
- March 27, 2008.
- July 14, 2008.


“Plagiarism Prevention Using Blackboard SafeAssign,” offered by:
- Jason Rhode and Olga Urban on July 9, 2008.


“Introduction to Blackboard for New Faculty,” special workshop offered for the College of Education by Jason Rhode and Olga Urban on February 1, 2008.


“WIMBA Classroom: Teach and Meet Live Online,” offered by Jason Rhode on:
- March 7, 2008.


“Introduction to WIMBA Classroom: Intensive Training,” offered by Jason Rhode on:
- March 12, 2008.


“Promoting Online Collaboration with WIMBA Classroom in Blackboard,” offered by Jason Rhode on:
- April 4, 2008.
- June 10, 2008.

“Advanced Short Focused online Tutorials with Articulate-Engage,” offered by Dan Cabrera on April 16, 2008.

“Using Lecture 123 as a Teaching Tool,” presentation by Mark Rosenbaum (Department of Marketing) on April 24, 2008 as part of the David W. Raymond Grant for the Use of Technology in Teaching Presentation and Award Reception.

“Wimba Classroom,” special workshop for the School of Nursing and Health Studies offered by Jason Rhode on May 5, 2008.


“Teaching with Technologies Institute,” offered on June 5, 2008 and conducted by:
- Jason Rhode on “Social Networking Technologies.”
- Olga Urban on “Resource Sharing Technologies.”
- Dan Cabrera on “Multimedia Learning Technologies.”
- Jason Rhode on “Collaborative Learning Technologies.”

“Online Teaching Series,” offered on June 12, 2008 by:
- Jason Rhode and Dan Cabrera on “Overview of Online Teaching and Learning.”
- Jason Rhode and Janet Giesen on “Principles of Effective Online Course Design.”


“Online Teaching Series,” offered on June 25, 2008 by:
- Janet Giesen and Olga Urban on “Introduction to Online Course Construction.”
- Olga Urban on “Strategies for Promoting Communication in the Online Learning Environment.”

“Online Teaching Series,” offered on July 8, 2008 by:
- Jason Rhode on “Using Online Assessment Tools to Facilitate Teaching and Learning.”
- Jason Rhode, Dan Cabrera and Janet Giesen on “Redesigning a Face-to-Face to Face Lesson for Online Delivery.”

“Using Blackboard Content Collection to Manage Your Course Content,” offered by Jason Rhode on July 14, 2008.


Facilities for experimenting with technologies

The Center has a twelve-station Collaboratory in Adams Hall Room 323 and a Digital Multimedia Studio in Adams Hall Room 334 with 4 PC workstations, 2 Mac stations, and a DVD duplicating station. The facilities are maintained by the Center for faculty, staff, and graduate

Participants at a technology integration workshop at the Center’s Collaboratory
teaching assistants to experiment with technologies, as well as for Center staff to conduct workshops on digital multimedia technologies.

Larger technology integration workshops are held in the Instructional Technology Teaching Laboratory in Altgeld Hall Room 100 or University Libraries’ computing facilities located in Founders Library Room 297.

**Online teaching initiatives**

During 2007-2008, the Center developed and delivered several new workshops for assisting faculty with online teaching and learning. These workshops covered a variety of topics, including advanced features of Blackboard and the following instructional technologies: Wikis, Blogs, Podcasting, Social Bookmarking, Social Networking, Synchronous Collaboration, and Personal Response Systems. The focus of these workshops was not only to introduce faculty to advanced technologies but also to help faculty integrate sound pedagogical techniques in their teaching.

The Teaching with Technology Institute, held in June 2008, served as yet another venue for introducing these emerging technologies to the NIU teaching community. Center staff provided an overview of the aforementioned instructional technologies and shared with participants examples of how these technologies can be harnessed to enhance the teaching and learning environment. Hands-on activities afforded faculty the opportunity to experience the technologies first-hand and explore the pedagogical possibilities for incorporating these new technologies into teaching.

In an effort to provide yet another level of focused, systematic training for faculty interested in teaching online, the Center developed the Online Teaching Series of workshops consisting of six hands-on workshops covering the following topics: Overview of Online Teaching and Learning, Principles of Effective Online Course Design, Introduction to Online Course Construction, Strategies for Promoting Communication in the Online Learning Environment, and Using Online Assessment Tools to Facilitate Teaching and Learning. The sessions were well received and plans have been made to continue offering the Online Teaching Series of sessions in the future.

Additionally, Center staff assisted numerous individual faculty members with their online teaching needs related to developing, organizing and delivering materials and evaluating students in the online environment. Many faculty members scheduled regular sessions with Center staff both before and during their first semester of online teaching. These sessions provided them the opportunity to review what was working and inquire about new strategies they would like to implement.

During 2007-2008, Center staff continued to be active with the Blackboard Administrative and Blackboard Status groups, and handled faculty and teaching assistants’ calls for assistance using Blackboard for teaching. This involvement included organizing the campus-wide pilot of the Wimba Classroom online collaboration suite and its integration to the Blackboard Learning System environment. Wimba Classroom is a feature-rich, online collaboration suite that integrates with Blackboard and allows educators and students to engage in meaningful and memorable interactions by combining interactive technologies with...
instructional best practices. Wimba Classroom was piloted with faculty during Spring and Summer 2008 with plans of campus wide adoption for NIU faculty in Fall 2008.

In May 2008, the Blackboard Learning System was scheduled to be upgraded to version 8.0 and Center staff assisted with the testing of the upgraded system. Due to several unresolved technical issues that surfaced during testing, the upgrade was postponed and a two-phase upgrade has been tentative rescheduled for December 2008 to version 7.3 and May 2009 to version 8.0. In anticipating of the upcoming upgrade Center staff also updated Blackboard Support materials on the Web during summer 2007.

There has been a steady increase in the use of Blackboard during the past five years, as evidenced by the data on Blackboard usage provided in Tables 1 through 4. As evident from the tables, from spring 2002 to summer 2008, the use of Blackboard for teaching credit courses more than quadrupled at NIU.

The increase in use of Blackboard would not have been possible without the collaborative efforts of ITS, Registration and Records, and Faculty Development and Instructional Design Center for administering and supporting Blackboard, training faculty and graduate teaching assistants on Blackboard by Center staff, the support of technical staff at various colleges and departments, and the enthusiasm of faculty and students at NIU for using online technologies.

**Research and Scholarly Activities**

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

- Encourage collaborative research and scholarly efforts across disciplines
- Refer faculty to appropriate resource units that support research and scholarly activities at NIU, and convey faculty needs to these units
- Seek externally funded projects to support faculty development activities
- Sponsor programs on research and scholarly activities with the help of other units

During 2007-2008, the Center arranged the workshop, “Write Well, Publish More!” by Brad Peters (Department of English) on May 29, 2008.

Brad Peters offers his “Write Well, Publish More workshop on May 29, 2008

**Sponsored Projects**

The Center submitted or participated with other units on campus in the submission of the following proposals to internal and external agencies to obtain funding during 2007-2008:

- “An Online Environment for Educating Science and Engineering Graduate Students on
Laboratory Ethics,” proposal submitted to National Science Foundation, $142,990 for August 2008 to July 2010. Co-Principal Investigators: Purushothaman Damodaran (Florida International University) and Murali Krishnamurthi. Proposal not funded.

**Professional Development**

The Center provides professional development opportunities to faculty and supportive professional staff through the following activities and services:

- Arrange mentors for new faculty who request such support
- Provide career consultation services to faculty
- Offer professional development grants to faculty and supportive professional staff
- Serve as a referral resource to faculty for their professional needs
- Assist the Office of the Provost in hosting the New Faculty Forum for new tenure-track faculty
- Convey faculty needs to the Provost’s Office, and foster faculty development

During 2007-2008, the Center coordinated the New Faculty Forum for the Office of the Provost and also arranged a number of development programs for faculty, staff, and graduate teaching assistants. The professional development programs offered during 2007-2008 include:


“Dealing Effectively with People with Emotional Difficulties,” a panel presentation for department chairs presented by Micky Sharma (Counseling and Student Development), Nancy Apperson (Human Resource Services), Ken Davidson (Legal Services), Darren Mitchell (NIU Public Safety) on September 28, 2007.

“Basics of Grantwriting for GTAs,” coordinated by Chigozie Achebe on:
- April 22, 2008.

“Provost’s Luncheon for First-Year Faculty,” held on March 4, 2008 for the Office of the Provost.

“Promoting Collegiality in the Academic Environment,” workshop for department chairs presented by Robert Cipriano (Southern Connecticut State University) on March 20, 2008.


**Professional Development Grants**

During 2007-2008, the Center coordinated the following grant programs:

- Faculty Development Grants
- Supportive Professional Development Grants
- David Raymond Grant for the Use of Technology in Teaching

The Center offered the following development grant writing seminars during 2007-2008:

“Faculty Development Grant Writing Seminar,” offered by Brenda Hodges on:
- October 5, 2007.
- March 5, 2008.

“Supportive Professional Staff Development Grant Writing Seminar,” offered by Brenda Hodges on:
- November 2, 2007.
- April 4, 2008.

Deborah Haliczer presents at the New Faculty Forum held on August 23, 2007
Faculty Development Grants: Faculty Development and Instructional Design Center offers a number of development grants annually in two cycles to regular, continuing faculty (tenured or tenure track). The purpose of these grants is to encourage and support faculty development activities, such as attending/arranging workshops or seminars for teaching effectiveness, new learning that includes supplemental training that is not available on campus, learning or development of new technologies for teaching, and career redirection.

Faculty development grant recipients received a maximum of $2,000 each from the Center. They were required to submit a formal proposal, indicate matching funds, include letters of support from their academic units, and submit final reports after completing their development activities. The following faculty members were awarded faculty development grants during 2007-2008:

- Meri Goehring (School of Allied Health and Communicative Disorders)
- Deborah Gough (School of Allied Health and Communicative Disorders)
- Dennis Jones (Department of Technology)
- Virginia Wilcox-Gok (Department of Economics)
- Debra Zahay (Department of Marketing)

Grants Awarded for July to December 2007:
- Steve Builta (College of Education)
- Julia Lamb (Center for Southeast Asian Studies)
- Vicki Clarke (Division of Public Administration)
- Vickie Gillio (University Counsel)
- Brian Walk (Division of Administration and University Outreach)

David Raymond Grant for the Use of Technology in Teaching: This grant is sponsored by Mr. David Raymond, former Member of NIU Board of Trustees, the Office of the Provost, and the NIU Foundation. One recipient is awarded $2,500 through the grant each year and required to give a public presentation of grant outcomes.

The 2008 grant was awarded to James Horn (Department of Chemistry and Biochemistry) at a formal reception on April 24, 2008. At this reception, Mark Rosenbaum (Department of Marketing) presented the accomplishments of the grant project he was awarded in 2007.

Recognitions

In spring 2004, the Center established the Outstanding Graduate Teaching Assistant Award to recognize the contributions of graduate teaching assistants to the teaching mission of NIU.

The award review subcommittee of the Faculty Development Advisory Committee reviewed the
nominations for the awards and selected the following four recipients for 2008:

- Tekkamah Curry (Counseling, Adult and Higher Education)
- Anna Kenar (Art)
- Mazen Nagi (Political Science)
- James Younkin (Physics)
- Joseph Peterson (Geology and Environmental Geosciences)

Each recipient of the award was presented with a plaque and recognized at the Graduate Student Reception sponsored by the Graduate School on April 28, 2008.

Consultations, Requests and Referrals

Apart from offering workshops on teaching, technology integration, research and scholarly activities, and development grants, Center staff offer consultations, referrals to other units on campus and requests for information on a range of issues for faculty, academic Supportive Professional Staff and graduate teaching assistants. A majority of the consultations were on technology issues, especially on the use of Blackboard web course management system for teaching purposes.

During 2007-2008, Center offered a total of 950 consultations, requests and referrals to 402 faculty, staff, and graduate teaching assistants. Many of these required numerous consultations of varying durations during the same period, and some were offered to groups of faculty on technology issues.

Figures 5 and 6 show the number of consultations offered by Center staff each academic year for the past four years, and the number of individuals who received such consultations. The consultations ranged from half an hour to several hours, and took place face-to-face, online, or via the telephone.

Apart from the mentioned consultations, Janet Giesen, Instructional Design Coordinator, at the Center, offered detailed classroom observations and feedback for faculty who requested such support during 2007-2008.

Resources

Center staff developed or acquired and made available during 2007-2008 numerous resources on various topics of interest to faculty, staff, and graduate teaching assistants in fulfilling NIU’s mission on teaching and scholarly activities. These include:

- Blogs
- Resources for Teaching After a Crisis
- Podcasts
- Quick Tips for Effective Instruction
- Tutorials on academic integrity, responsible conduct of research, effective writing practices, and teaching effectiveness.

The “Resources for Teaching After a Crisis” which the Center staff developed quickly to assist faculty after the 2/14/2008 campus tragedy can be found at http://www.niu.edu/facdev/resources/crisis. These resources are being widely used by other universities also.

Apart from the previously mentioned resources, Center staff maintained the following computing facilities with the assistance of Michael Vannoy, Information Technology Coordinator at the Center, during 2007-2008:

- A twelve-station Windows-based Collaboratory with various general-purpose software, laser printers and scanners, a projection system for workshops and for faculty to experiment with a variety of instructional technologies.
- A six-station Digital Multimedia Studio where faculty can experiment with multimedia content and develop instructional materials (managed...
by Daniel Cabrera, Multimedia Coordinator at the Center).

- A Teaching Resource Room with books and videos, PC, TV, VCR and DVD player setup for faculty and teaching assistants to view instructional videos.

- A small conference room with a projection system for seminars and workshops.

- A small work group of 16 workstations for Center staff and graduate assistants.

- Five file servers: Servers are used as a development server for the Program Registration Databases and file sharing, a testing environment and temporary backup system, for multimedia streaming video, and for programs and staff files. A fifth server is a Linux server which is used for podcasts blogs and other online content.

- Eight PC laptops and four Mac laptops, five video-data projectors, and Smart Board are used to deliver workshops for faculty and staff all over campus. Center’s Smart Board is located in the Instructional Technology Teaching Laboratory in Altgeld Hall Room 100.

The Center’s Collaboratory and Digital Multimedia Studio were regularly used by individual and small groups of faculty and supportive professional staff for experimentation as well as developing materials during 2007-2008.

Center staff moderated the following listservs which served as both informational and networking resources for faculty:

- New Faculty Virtual Forum
- Faculty Development and Instructional Design Center Listserv

Graduate and Teaching Assistant Listserv

Center staff also posted information on other listservs on campus to disseminate information about Center’s programs, grant opportunities, etc., and periodically issue news releases through Northern Today and other media resources at NIU.

Publications and Presentations

Center’s publications during 2007-2008 included the following newsletters every fall and spring:

- “Spectrum” newsletter for faculty and supportive professional.
- “TA Connections” newsletter for graduate teaching assistants.

The following is a list of presentations and publications by Center staff at various conferences, and professional meetings 2007-2008:


Giesen, J. (2007, Oct. 12). Designing faculty development initiatives to develop visual literacy competencies in university faculty. Presented at
Resources for Teaching After Crisis

In response to the tragedy at NIU, the NIU Faculty Development and Instructional Design Center has compiled the following information and resources for faculty as the campus community heals. This page will be frequently updated as additional resources are made available throughout the healing process and will remain archived here. To receive all updates automatically, simply subscribe either via RSS or email.

- NIU Resources
- NIU Support Units
- General Resources

Snapshot of Center’s website on Teaching in Times of Crisis published after the campus tragedy.


Center Staff Development

Center staff attended many professional development programs during 2007-2008. Listed below is a sample of professional development activities in which Center staff participated outside NIU:

Jason Rhode and Olga Urban attended the 2007 SLATE Conference, October 4-5, 2007, University of Chicago, Chicago, IL.

Olga Urban attended SLATE meeting at the University of Illinois in Chicago on December 14, 2007.


Jason Rhode attended the Canadian Institute of Distance Education Research session, “Designing the Undesirable: Social Software and Control” on December 14, 2007.

Olga Urban attended SLATE meeting at Roosevelt University in Chicago on December 19, 2008.

Murali Krishnamurthi along with Kathy Wright and Kaisone Rush (College of Liberal Arts and
Center’s newsletters Spectrum and TA Connections Sciences) visited the University of Central Florida on February 8, 2008 to learn more about their distance learning program.


Janet Giesen attended “Healing From Trauma,” by Deborah Haliczer (Employee Relations) and Sharon Howard (Employee Assistance Program) on April 3, 2008.

Janet Giesen and Brenda Hodges attended “The Impact of Hate: Preventing and Combating Hate on Campus” on Monday, April 7, 2008.

Janet Giesen and Brenda Hodges attended the Chicago Area Faculty Development Network meeting, “Best Practices in Faculty Mentoring,” at Robert Morris College, Chicago, IL on April 25, 2008.


Olga Urban attended SLATE meeting at DePaul University in Chicago on July 23, 2008.

### Professional Service

Center staff served on numerous formal and informal committees, commissions, task forces, and groups at NIU and contributed their services.

The following list shows a sample of committees that Center staff served on during 2007-2009:

**Murali Krishnamurthi:**
- Academic Affairs Information Systems Committee
- Blackboard Technical Group
- Computing Facilities Advisory Committee
- Council of Deans
- Faculty Development Advisory Committee
- International Educator of the Year Awards Committee
- International Week Planning Committee
- Judson Baptist Fellowship (Faculty Advisor)
- Personnel Committee, Department of Industrial and Systems Engineering
- Presidential Commission on the Status of Minorities
- Provost's Department Chair Development Workshop Planning Group
- Provost’s Committee on Multicultural Curriculum Transformation
- Responsible Conduct of Scholarship Committee
- Society of Hispanic Professional Engineers (Faculty Advisor)
- Strategic Planning Curricular Innovation Task Force (Member, 2007-2008)

**Jason Rhode:**
- Blackboard Administrative Team
- Blackboard Status Team

**Olga Urban:**
- Blackboard Administrative Team
- Blackboard Status Team

Center staff also served on numerous groups outside of NIU. The following list shows a sample of service that Center staff served on during 2007-2008 that are outside of NIU:

- Baptist Campus Ministry Board of Directors (Murali Krishnamurthi)
- Chinese Kung-Fu Club of DeKalb, Faculty Advisor (Daniel Cabrera)
- DeKalb County Youth Service Board of Directors, Vice-Chair (Murali Krishnamurthi)
International Visual Literacy Association, President (through October 2006), and Immediate Past President (Janet Giesen)

Assessment

The programs, resources, and services offered by the Center during 2007-2008 were assessed on a regular basis and the results were documented in the annual assessment report. Data collected as part of the assessment effort was analyzed by the Director, Program Coordinator and other staff at the Center to identify opportunities for improving Center’s programs, resources, and services.

Data collection mechanisms for assessment purpose included: (1) program evaluations by participants, (2) recording of data on resource usage, consultations, and program attendance, (3) collection of unsolicited feedback from Center’s constituents, and (4) a campuswide survey on the Center’s programs, resources and services.

The campuswide survey was a major assessment effort conducted during spring 2008 as part of the Center’s overall assessment plan which calls for conducting a campuswide survey every four years. The survey was developed and distributed online by Center staff to nearly 2,200 faculty and supportive professional staff. More than 450 faculty and staff responded to survey questions related to their awareness of, participation in, and impact of Center’s programs, resources, and services, and their interactions with Center staff. An overwhelming majority of respondents indicated that the Center was important to the professional development of faculty, staff, and GTAs. A summary of survey responses are indicated in Table 5.

The results from the regular program evaluations and the campuswide survey helped Center staff to continue the programs and activities that were working well, and also identify the following opportunities for improvement:

1. **Publicizing programs electronically** – As a first attempt to publicize all programs electronically in response to faculty and staff requests for electronic communications, Center staff began to email graduate teaching assistants workshop flyers to Department Chairs to forward to graduate teaching assistants. In addition, program schedules for both faculty/staff and GTAs can sign up to receive program notices either by email or RSS. Center staff plans to assess if attendance remains steady in order to test publicizing programs this way before moving on to faculty and staff programs.

2. **Combining faculty, staff and graduate teaching workshops whenever appropriate** – After five years of being in charge of GTA training, Center staff assessed the success of offering separate workshops to graduate teaching assistants. Staff decided to open faculty and staff workshops to GTAs whenever appropriate starting summer 2008.

3. **Publicizing GTA programs monthly** – To allow more flexibility in scheduling, Center staff implemented publicizing GTA workshop flyers monthly in the same manner as the faculty/staff workshop monthly flyers instead of a whole semester beginning in July 2008.

4. **Offering workshops completely online** – Center staff responded to faculty and staff comments about not being able to be on main campus during days of workshops by beginning to offer workshops online using WIMBA online collaboration suite.

5. **Distributing newsletters electronically** – Center staff plan to send out the Spectrum Newsletter and

| Table 5. Significant Results from the Campuswide Assessment Conducted in Spring 2008 |
|----------------------------------------|------------------|
| I have found Faculty Development and Instructional Design Center's teaching and teaching-related programs to be informative. | 88.7% |
| In my teaching, I have incorporated elements of what I have learned from Faculty Development and Instructional Design Center's teaching and teaching-related programs. | 81.0% |
| My participation in Faculty Development and Instructional Design Center programs has potential benefit to students. | 84.8% |
| Overall, the programs, resources, and services offered by Faculty Development and Instructional Design Center are valuable for the professional development of faculty, instructors, and SPS at NIU. | 91.9% |
| I would be interested in attending programs of short duration offered entirely online. | 85.3% |
TA Connections Newsletter as a feature rich e-newsletter starting Fall 2008. Newsletters will be distributed through email to all faculty and staff.

Advisory Committee

The Center would like to acknowledge the support of the members of the Faculty Development Advisory Committee during 2007-2008. Committee members actively participated in the programs offered by the Center and reviewed faculty development grant proposals and Outstanding Teaching Award nominations. Faculty Development Advisory Committee’s support has been invaluable to the Center. Committee members during 2007-2008 were:

- Therese Arado, Associate Professor, College of Law
- David Ballantine, Associate Professor, Chemistry and Biochemistry
- Karen Carrier, Associate Professor, Literacy Education
- Paula Frasz, Professor, Theatre and Dance (Chair, 2007-2008)
- Judith Hertz, Assistant Professor, Nursing and Health Studies
- Gyu Kim, Professor, Operations Management and Information Systems
- Lichuan Liu, Assistant Professor, Electrical Engineering
- Robert Ridinger, Professor, University Libraries
- Joseph Scudder, Associate Professor, Communication
- David Stone, Director, Office of Sponsored Projects

Center Staff

The following staff members served in full-time capacities at the Center during 2007-2008:

- Chigozie Achebe, Teaching Assistant Coordinator (till June 2007)
- Daniel Cabrera, Multimedia Coordinator
- Amy Deegan, Office Support Specialist
- Janet Giesen, Instructional Design Coordinator
- Brenda Hodges, Program Coordinator
- Murali Krishnamurthi, Director
- Jason Rhode, Assistant Director
- Olga Urban, Online Technologies Coordinator
- Mike Vannoy, Information Technology Coordinator

The following students and graduate assistants served in part-time capacities during 2007-2008 at the Center:

- Stephanie Anderson, Graduate Assistant (April till August 2008)
- Matthew Cabrera, Student Employee
- Muhammad Umar Hamid, Research Assistant
- Rajendar Reddy Kondam, Graduate Assistant (till December, 2007)
- Ishak Majid Shaik, Graduate Assistant (started January, 2008)

Acknowledgments

The information presented in this report was made possible by all the staff members at the Faculty Development and Instructional Design Center. Data on faculty and staff programs and registration were recorded by Amy Deegan and Brenda Hodges, and data on teaching assistant programs and registration were recorded by Chigozie Achebe.

Program participation data were collected and recorded by all staff members who delivered or coordinated programs at the Center.

Program evaluations data were recorded by Matthew Cabrera, and Web materials were posted by the graduate assistants at the Center. An initial draft of this annual report was prepared by Brenda Hodges, Program Coordinator at the Center.

Center staff members would like to express their sincere appreciation to administrators, faculty, staff and graduate assistants at various academic and support units at Northern Illinois University for their support of faculty development programs and activities during 2007-2008.