

2020-2021
Unit Annual Report
Division of Academic Affairs
Unit: Center for Teaching and Learning

There are amended instructions throughout this document to reflect the special circumstances of this academic year (AY20-21). You will find these in red. As an institution and as departments we have learned that we can use our creativity to deliver services and learning even in the most difficult of circumstances. This year's annual report should also serve as a memorialization of the lessons learned.

I Mission and Goal/Outcomes Statement:

Provide overall Mission/Goal Statement for your unit.

The Center for Teaching and Learning enhances the teaching and learning experiences of all faculty, librarians, and students by sustaining, promoting, and celebrating pedagogical practice, innovation, and excellence. The Center's opportunities for collaboration and professional development advance a culture of creative inquiry into the scholarship, science, and art of teaching and learning.

II Personnel:

List all staff and note all personnel changes that occurred during 20-21.

<u>Name</u>	<u>Position</u>
Sarah Wright	Faculty Coordinator
Nancy Robillard	Administrative Assistant (the CTL is one of five departments she assists)
Megan Krell	Faculty Lead – Advising (started Spring 2021)
William Cortezia	Faculty Lead – Inclusive Excellence (started Spring 2021)

III Facilities/Equipment:

List any new facilities/equipment/software etc. acquired during 20-21.

The only equipment purchased was sent off to recipients of various grants.

IV Budget Expenditure Analysis:

Was the budget expended as planned? Were additions/changes made, and if so, explain.

Please note any changes that resulted from the pandemic.

The budget was not expended as planned, because of the pandemic. The CTL usually supports faculty applicants and the coordinator for travel to related conferences. Another typical expenditure is supporting faculty awards/grants that did not occur during the past academic year. Instead this money was spent on a combination of Micro- and Macro-Grants that faculty could apply for on a rolling basis. Another typical expenditure is catering for some events that were, of course, not needed this year.

These changes allowed us to use a greater portion of the CTL budget to support the stipends for summer workshops than we have in the past. These stipends have been generously paid by Academic Affairs in previous summers. The payments have not yet been processed and do not yet appear in our operating report, but this year it should be much closer to a matching amount from both (AA and CTL) budgets.

V Programs/Activities:

List major campus activities, events etc. that the office participated in/supported; committees served; community outreach; etc. List events provided to current and prospective students. Also, provide professional development of all staff. Please note which, if any, of these activities occurred specifically as a result of, or in response to, the pandemic

Micro- and Macro-Grants:

- Sight Reading Factory – online music teaching tool – Jonathan Harvey
- Copy Editor Fee for *The* - Katharine Covino-Poutasse
- Membership in AIB – Yang Liu
- Inflatable globes – Amanda Suzzi
- PDF Expert & external hard drive – Benjamin Levy
- Book, *Poorly Understood: What America gets Wrong about Poverty* – Zachary Miner
- Apple Pencil – Lena Ficco

Monthly Teaching and Learning Hours:

- September – Race and the Curriculum
- October – Racially Mindful Advising
- November – Inclusive Teaching
- February – Active Teaching and Learning
- March – We’re Gonna Make It...
- April - ... After All

LA&S Conversations:

- Building the New Curriculum – *The Pathway to LA&S Course Approval*
- The Purpose of it All – *Liberal Learning, Our Students, and the Urgency of Now*
- Beginning the Journey – *An Exploration of the Foundational Learning Outcomes*
- Exploring Ways of Knowing – *The Expression, Inquiry, and Analysis Outcomes*
- Putting it All Together – *The Integrative Outcomes*

Summer Institutes

- Advising the Whole Student - Monday, May 17
- CTL Social Hour and Semester Debrief - Tuesday, May 18
- General Education Course (Re)Design Workshop - Wednesday, May 19
- Trauma-Informed Teaching - Wednesday, May 19
- Teaching a Culturally Responsive Class - Thursday, May 20
- Civic Engagement Workshop - Friday, May 21

VI Action Plan for 2020-21:

(Insert Action Plan for 20-21)

There was no action plan for 2020-21.

VII Assessment Report for 2020-21

*Were the Action Plan objectives met? Provide in list or table format that parallels item VI above.
Please note any changes to the plan that occurred as a result of the pandemic.*

There was no action plan for 2020-21.

VIII Other Accomplishments:

List accomplishments not already captured above.

Please note which, if any, of these accomplishments are related specifically to your department’s response to the pandemic.

- Online Teaching workshops/seminars/resources – collaboration with Digital Learning and IT – Summer 2020
- Launched [google site for the CTL](#)
- Piloted Faculty Leads in the areas of Advising and Inclusive Excellence
- Technology in Online Teaching – cohosted with Digital Learning
- Deans’ Anti-Racism Award Recipient Talks – cohosted with the Deans

IX Action Plan 2021-2022:

Planned Initiatives for 2021-22 Add more rows as needed	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2	Indicate if a DEI initiative
Programming from the Faculty Lead for Advising: workshops, discussion groups, templates, resource repository (articles, books, recordings, etc.)	2.1, 4.4	X
Programming from the Faculty Lead for Inclusive Excellence: workshops, discussion groups, book club, resource repository (articles, books, recordings, etc.)	2.3, 4.4	X
Teaching and Learning Hours and other programming under the theme <i>What We’ve Learned from Pandemic Teaching</i> . Hope to encourage faculty to share ideas with their colleagues and try out new approaches in their teaching practice.	4.3, 4.4, 4.7	
Continue to add resources and ways to connect to the CTL google site and public facing website, and work to publicize these so that faculty and staff can easily find, navigate, and make use of the resources.	4.7	

Updates to the Action Plan may be submitted via a revised Annual Report.

X Reflection:

Take this section to reflect on--

- 1) *Initiatives that you may be considering for 22-23 academic year that you did not already capture above.*
- 2) *Reflect on how the department adapted to the pandemic. Reflect on actions that surprised you and on lessons learned that will help in the future.*

In the CTL, we did our best to support faculty and staff as complete humans, not just educators. We all have fields of expertise that we teach in, but the pandemic made it even more obvious that we are people first, and so are our students. This will be an important view to continue to keep in mind as we return to “normal”. Because all of the events were held virtually, we were happy to see that attendance generally increased. Not needing to walk all the way across campus after a long day, encouraged folks to attend who otherwise may have opted out. We were also able to easily record a substantial portion of the programming and provide those for reference. We will aim to continue the practice of having virtual options for attendance, and keeping clear notes or recordings for those who cannot attend.