## Center for Excellence in Learning and Teaching: Functions, Relationships, Personnel

<table>
<thead>
<tr>
<th>Purpose</th>
<th>CELT Functions</th>
<th>Additional Faculty Assistance/ Training Needs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support faculty career success</td>
<td>Online “Summer Welcome” for new faculty (Moodle course) &lt;br&gt; New-Faculty Orientation &lt;br&gt; New-Faculty Seminar (fall semester)</td>
<td>Grants &lt;br&gt; Research/Creative Activity</td>
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<tr>
<td>Support faculty capacity to enhance student success</td>
<td>Instructional Design &lt;br&gt; Course Transformation Project cohort &lt;br&gt; video captioning and transcription &lt;br&gt; One-to-one consultation with faculty &lt;br&gt; Consultation with colleges and departments &lt;br&gt; Workshops and events &lt;br&gt; Exploring/sharing emerging instructional technologies &lt;br&gt; Institute for Student Success &lt;br&gt; coordination and participation</td>
<td>Accessibility &lt;br&gt; Writing Across the Curriculum (WAC) &lt;br&gt; Advising &lt;br&gt; Inclusive academic excellence &lt;br&gt; Classroom management &lt;br&gt; Technology (e.g., Elluminate, clickers, hardware &amp; software, accommodating online learning)</td>
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</tbody>
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### Support faculty career success

- Online “Summer Welcome” for new faculty (Moodle course)
- New-Faculty Orientation
- New-Faculty Seminar (fall semester)

### Instructional Design

- Course Transformation Project cohort
- video captioning and transcription
- One-to-one consultation with faculty
- Consultation with colleges and departments
- Workshops and events
- Exploring/sharing emerging instructional technologies

### Institute for Student Success

- coordination and participation

### Websites

- Faculty Development
- Assessment
- CELT
- Service Learning

### Service Learning

- (an approach to active learning that enhances student achievement of course learning outcomes by integrating relevant community service experiences). This involves developing:
  - Faculty/Courses
  - MOUs, Risk management
  - Community Partners
  - Insurance, Compliance
  - Student Service Learning Interns
  - Events (Day of Caring, Volunteer Fair, Conference)

### Assessment support and guidance

- training, materials, models
- consultation and feedback on plans and reports

### CLA Testing

- Faculty Learning Communities (action research on a common issue)
- Book Circles (discussion of a book read in common)

## External Relationships

### Formal Memberships

- Faculty Development Committee (chair)
- Provost’s Council
- Service Learning Committee (chair; participate)
- Institute Planning Committee (convene)
- ICC/PPA
- Affordable Learning Solutions
- ATI Instructional Materials
- Training Collaborative (convene)

### Relationships (w/other faculty resources) Needing Development

- Research and Sponsored Programs
- Library
- Extended Education
- Office of Diversity and Inclusion
- Institutional Research and Planning
- Academic Personnel Services
- ITS

## Personnel

<table>
<thead>
<tr>
<th>FTE</th>
<th>Category</th>
<th>Time Base</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MPP</td>
<td>12/12</td>
<td>Director of Learning Assessment; Director of CELT</td>
</tr>
<tr>
<td>2.75</td>
<td>ITC’s</td>
<td>11/12</td>
<td></td>
</tr>
<tr>
<td>1.5</td>
<td>SSP’s</td>
<td>10/12; 11/12</td>
<td>Both in Service Learning; Director is .5 FTE</td>
</tr>
<tr>
<td>.75</td>
<td>ASC</td>
<td>11/12</td>
<td></td>
</tr>
<tr>
<td>.4</td>
<td>Faculty</td>
<td>AY</td>
<td>Rotating position, one-year renewable</td>
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