



**Center for the Enhancement of
Teaching and Learning**

**Annual Report
January 1 – December 31, 2008**



The Center for the Enhancement of Teaching and Learning (CETL) was established in 1986 as a result of a faculty initiative to further promote educational quality at Georgia Tech. It has grown from an office that administered the Institute's Course/Instructor Opinion Survey (CIOS) (i.e., faculty teaching evaluations) and assisted faculty in their teaching to a multi-faceted center. CETL offers professional development initiatives for graduate students, teaching enrichment activities for faculty throughout their careers, educational research on teaching and learning issues, and initiatives funded by both alumni and granting agencies.

CETL strives to lead Georgia Tech to a teaching and learning standard of excellence. As such, CETL is instrumental in carrying out Georgia Tech's strategic goal to provide a student-focused education. CETL encourages meaningful participation of faculty and teaching assistants in the student learning experience by providing mentoring and teaching support.

*The **mission** of the Center for the Enhancement of Teaching and Learning is to provide resources, develop networks, and offer programs to continually support faculty, instructors, and teaching assistants in fully-engaged, collaborative, and diverse learning communities.*

Staff in 2008

Donna Llewellyn, Ph.D. – Director

Joyce Weinsheimer, Ed.D. – Associate Director for Faculty Development

Tris Utschig, Ph.D. – Assistant Director for the Scholarship and Assessment of Teaching and Learning

Lydia Soleil, Ph.D. – Assistant Director for TA Programs and Graduate Student Development

Karen Head, Ph.D. – Graduate Communication Coordinator

Chaohua Ou, Ed.D. – Educational Technology Specialist

Stephen Rehberg – Educational Technology Specialist

Clint Lyle – Administrative Manager

Felicia Turner – Administrative Assistant

Maria-Isabel Carnasciali – Postdoctoral Researcher

Large Programs

GTREET (Georgia Tech Retreat Exploring Effective Teaching)

GTREET is a biannual two-day off-site retreat dedicated to discussing, reflecting on, and learning about different teaching and learning issues related to Georgia Tech. Priority registration is given to faculty who have arrived at Tech in the last two years plus a select group of more senior “mentor” faculty who facilitate discussions. The program has an invited speaker plus local experts making presentations and leading sessions. See Appendix A for the 2008 program.

27-28 January 2008

Invited speaker and facilitator: Dr. G. Christian Jernstedt, Professor of Psychology and Brain Sciences at Dartmouth College
48 GT participants

Celebrating Teaching Day

Celebrating Teaching Day is an annual event that honors all of CETL’s teaching fellows: the Class of 1969 Junior Faculty Teaching Fellows, the Hesburgh Award Teaching Fellows, and the GT-STEP Fellows. The program begins with a poster session of the Fellows presenting their projects and a welcome from the President of Georgia Tech and the Class of 1969 class agent. There is a luncheon with an invited speaker or presentation.

11 March 2008

Resource Fair and Poster Display
Honors for Thank a Teacher Recipients, Teaching Fellows, STEP Fellows
Panel Presentation: Using Innovative Courses to Spark Learning, Kirk Bowman (INTA), Joseph Hughes (ECE), and Kelly Comfort (Modern Languages)
144 participants

Fall Teaching Kick-Off 2008

This year as a new programmatic initiative CETL offered a day of seminars for Georgia Tech faculty before the fall term began. The goal of these seminars was to connect faculty with some new options for teaching and to refresh and rejuvenate the faculty before the start of the academic year.

11 August 2008

- Teaching the Multitasking Generation
Presented by Karen Head
23 participants
- Enhancing your Class with Technology
Presented by Chaohua Ou and Stephen Rehberg
20 participants
- Strategies for Mentoring your Graduate Students and TAs
Presented by Lydia Soleil
16 participants

New Faculty Orientation

CETL has been organizing New Faculty Orientation for over 20 years. This program takes place during the Tuesday through Thursday of the week before classes start in the fall semester. CETL organizes, supports, facilitates, and hosts the first two days. The third day is organized by OHR with CETL support. New this year, we instituted a resource fair on this third day so that the faculty would not have to listen to a series of short presentations on so many topics. It was a major success and will be the model for the future. See Appendix B for the full 2008 NFO program.

12-14 August 2008

75 participants each day

260 attendees at closing dinner at the Fox Theatre

Orientation to Teaching at Georgia Tech: A Workshop for Temporary, Part-Time Faculty

This is a new program started last year that aims to reach the transient instructors on campus. It is a 2.5 hour program that opens with a panel of experienced temporary part-time faculty, and then reviews Georgia Tech policies and procedures related to teaching, discusses what students are looking for at Tech, and has a presentation by the senior Vice Provost for Academic Affairs.

8 January 2008

13 participants

27 August 2008

7 participants

New TA Orientation

This is a half day program for all new Teaching Assistants across Georgia Tech. It was completely revamped two years ago and went through a partial redesign this past year. The program now consists of facilitated small-group discussions (20-30 students) that highlight the central policies and procedures that govern being a TA at Tech as well as inform students about how to be an effective TA. Following these discussions, TAs participate in break-out groups which include both disciplinary and special topic sections.

17 August 2008

253 participants

Course/Instructor Opinion Survey

CETL administers the campus student evaluation of courses each semester with the Course/Instructor Opinion Survey. This instrument is administered over the internet with reports also delivered online. Each term approximately 60% of enrolled students complete at least one survey with an overall response rate approaching 50%. In 2008, a Task Force led by CETL was formed to investigate improving the current survey. In accordance with the recommendations of the Task Force, CETL helped draft new survey

items and has conducted a small initial pilot survey in SU08 followed by a larger pilot in FA08 involving over 1200 students.

Faculty Fellow Programs

- Class of 1969 Teaching Fellows
Initially funded by the Lily Foundation and then the Georgia Tech Foundation, the Class of 1969 adopted this program at their 25th alumni reunion in 1994. Each fall semester, 10-12 tenure-track full-time junior faculty (pre-tenure) form a cohort that meets weekly and forms a community for discussing teaching and learning issues. They each receive \$1000 to put towards a project related to one of their classes which they then present at Celebrating Teaching Day in the spring. This program is coordinated and facilitated by Joyce Weinsheimer. This includes recruiting the fellows, running the program, leading the weekly 90 minute meetings, observing the fellows' teaching, conducting a Class Dialogue for each participant, and then discussing the written observations with the fellow. The participants from 2008 were:
 - Daniel Castro, Building Construction
 - Maysam Ghovanloo, Electrical and Computer Engineering
 - Byung-Cheol Kim, Economics
 - Guy Lebanon, Computational Science and Engineering
 - Aaron Levine, Public Policy
 - Lisha Li, Library and Information Center
 - Ruth Uwaifo Oyelere, Economics
 - Nicoleta Serban, Industrial and Systems Engineering
 - Ingeborg Schmidt-Krey, Biology
 - Lakeshia Taite, Chemical and Biomolecular Engineering

- Class of 1969 Teaching Scholars
This year, CETL initiated a new theme-based program for both tenure-track and non-tenure track faculty. Joyce Weinsheimer organized this from its conception. She chose the theme of peer-assisted learning, and invited Eric Moschella from the Office of Student Success Programs to co-lead the sessions with her. They held 90-minute meetings during Fall semester, and held two 90-minute meetings during the Spring. In addition, each Teaching Scholar piloted a project involving peer-assisted learning during Spring semester and then presented their findings at Celebrating Teaching Day. The 2008 Class of 1969 Teaching Scholars were:
 - Esfandiar Behraves, Biomedical Engineering
 - Charlie Cox, Chemistry and Biochemistry
 - Rupal Thazhath Cutting, Biology
 - Amy D'Unger, History, Technology, and Society
 - Karen Head, Literature, Communication, and Culture
 - Rehim Kilic, Economics
 - Wendy Newstetter, Biomedical Engineering
 - Raghu Pucha, Mechanical Engineering
 - Christine Valle, Mechanical Engineering

○ Hesburgh Award Teaching Fellows

When Georgia Tech won the prestigious Hesburgh Award for Undergraduate Education, the money was put into an endowed account for CETL to use to support tenured faculty in a similar program as the Class of 1969 Teaching Fellows. This is an invitation-only program (nominations are sought from School Chairs and Deans as well as previous participants) for tenured Associate Professors. This year the eight participants held lively discussions during the 90 minute bi-weekly sessions that took place during Spring 2008, then they each carried out a project to improve student learning in one of the classes that they taught during the summer or fall. The participants were:

- Harris Dimitropoulos, Architecture
- Eric Johnson, Aerospace Engineering
- Christopher Jones, Chemical and Biomolecular Engineering
- Blair MacIntyre, Interactive Computing
- Saby Mitra, Management
- Sung-Kyu Lim, Electrical and Computer Engineering
- Cheryl Leggon, Public Policy
- George Riley, Electrical and Computer Engineering

Courses

CETL offers a number of both undergraduate and graduate courses related to teaching and learning as well as TA training and English communication courses for international students.

CETL 2000: Undergraduate Teaching Assistant Preparation

This one credit P/F course is an introduction to the procedural information and practical skills needed to be an effective undergraduate teaching assistant.

CETL 3801: Residence Life Seminar

This one credit P/F course educates student residential staff about the goals, values, and mission of the Department of Residence Life, presents new perspectives on the residence hall environment, and provides students with some techniques, skills and knowledge necessary to becoming a successful staff member. Participants in this course gain a deeper understanding of their role as a leader, helper and educator within the residence hall through the development of their human relations skills.

CETL 4001: Principles of Learning and Teaching I

This three credit course focuses on the knowledge and skills necessary for effective classroom instruction and management including: educational psychology, instructional design, and delivery techniques.

CETL 4002: Principles of Learning and Teaching II

This three credit course focuses on the knowledge and skills necessary for effective classroom instruction and management including educational psychology, instructional design and delivery techniques. This is the second in a two-course sequence designed to prepare the student to pass the Praxis II/GACE PLT exam for high school grades.

CETL 8000: Graduate Teaching Assistant Preparation

This one credit P/F course is an introduction to the procedural information and practical skills needed to be an effective graduate teaching assistant.

CETL 8711: Student and Teacher Enhancement Partnership (STEP) Summer Training

This is a three credit P/F course that prepares STEP fellows for their work in the local high schools. It is a required part of the STEP program.

CETL 8712: Student and Teacher Enhancement Partnership (STEP) Seminar

This is a one credit P/F course that is the academic year seminar for STEP fellows. It provides just in time training and enables the STEP fellows to have an academic community for reflection and sharing.

CETL 8721: Academic Writing for Graduate Students

In this one credit course, through examination of writing samples, practice, and working in small groups, students learn techniques for enhancing proposal, thesis, and dissertation preparation as well as methods for evaluating writing as future instructors and thesis directors.

CETL 8722: Academic Writing for International Graduate Students

This one credit course helps international graduate students write more clearly, accurately and cohesively. Students will enhance their academic writing skills in English through analysis of papers from various academic disciplines as well as samples of their own writing.

CETL 8793: Academic Speaking Skills for International Graduate Students

In this two credit class, students will work on fluency, accuracy, and appropriateness in spoken communication in order to prepare them to participate more effectively and confidently in their academic communities.

CETL 8795: Presentation Skills for International Graduate Students

This is an advanced two credit oral skills class designed to help graduate students improve their verbal ability in English for teaching, making short and extended presentations, and interacting in academic and professional situations.

CETL 8801: Methods of Academic Presentation

This one credit course helps students better understand the conventions of academic and professional oral discourse. After building a better foundational understanding of this type of discourse, students develop strategies for designing and delivering oral presentations. Students are encouraged to use current research as a basis for their work in this course. Students are expected to participate as critical audience members, offering feedback to peers. Additionally, students have an opportunity to engage in self-assessment by reviewing recordings of their presentations.

CETL 8997: STEP Assistantship

This course number provides an opportunity for STEP fellows to earn audit hours for their work in the local high schools.

2008 Enrollment:

Spring 2008	#	Summer 2008	#	Fall 2008	#
				CETL 2000 BIO	10
CETL 2000 CS	32			CETL 2000 CS	56
CETL 2000 MAT	7			CETL 2000 MAT	38
CETL 3801 (all sections)	21			CETL 3801 (all sections)	129
CETL 4001	17	CETL 4001	11	CETL 4001	16
CETL 4002	10			CETL 4002	3
				CETL 8000 AP	5
				CETL 8000 EAS	39
CETL 8000 MAT	7			CETL 8000 MAT	10
		CETL 8711	11		
CETL 8712	10			CETL 8712	11
CETL 8721	15			CETL 8721	16
CETL 8722	30	CETL 8722	14	CETL 8722	16
CETL 8793 A	16	CETL 8793	16	CETL 8793 A	16
CETL 8793 ECE	13	CETL 8793 ECE	5	CETL 8793 ECE	16
				CETL 8795	16
CETL 8801 A	16			CETL 8801 A	16
CETL 8803 CH	3				
CETL 8997	9			CETL 8997	3
TOTAL	206		57		416

Workshops

Monthly Faculty Development Seminar Series

Each month CETL hosts a seminar for faculty and other instructors on a topic of interest related to teaching and learning. The College of Engineering Dean's Office helps to support this program by providing lunch for all participants.

- Dealing with Misconduct in the College Classroom
17 January 2008
Presented by Joyce Weinsheimer with John Stein, Dean of Students, and Ericka McGarity, Assistant Dean of Students as Guest Campus Resources, and Gerald Amada, City College of San Francisco on video
36 participants

- Looking at Learning: How You Fit into the Assessment Picture at Georgia Tech
 - 21 February 2008
 - Presented by Tris Utschig with Jon Gordon (Director of the Office of Assessment)
 - 39 participants

- Understanding Millennial Students, Part I
 - 11 September 2008
 - Presented by Richard Sweeney, New Jersey Institute of Technology
 - 57 participants

- Understanding Millennial Students, Part II
 - 11 September 2008
 - Presented by Joyce Weinsheimer
 - 27 participants

- Peer Assisted Learning
 - 16 October 2008
 - Presented by Eric Moschella, Office of Success Programs
 - 39 participants

- Keeping Student Stress in Perspective
 - 20 November 2008
 - Presented by Jill Barber, Counseling Center
 - 32 participants

Scholarship of Teaching and Learning Journal Club

Tris Utschig started this group in Fall 2008 to encourage the formation of a community around SoTL issues and interests on campus. The group meets three times a semester. The meetings during Fall 2008 were:

- What is SoTL?
 - 18 September 2008
 - 20 participants

- Documenting the Impact of Active Learning in a Large Class
 - 30 October 2008
 - 16 participants

- The Impact of Online Quizzing on Students
 - 13 November 2008
 - 8 participants

Graduate Student Seminar Series

- Grading Workshop– facilitated by TA fellow, Chris Beall
3 September 2008
23 participants

- Bio/BMED Workshop on Professional Communication (Departmental Seminar) – facilitated by Karen Head
4 September 2008
11 participants

- Mentoring Undergraduate Researchers – The Basics, joint with the UROP office and co-facilitated by Karen Harwell and Lydia Soleil
16 September 2008
40 participants

- Learning Styles Workshop – facilitated by TA fellow, Anthony Baldrige
24 September 2008
22 participants

- INTA Workshop Workshop for Presidential Fellow Nominees (Departmental Seminar) – facilitated by Karen Head
2 October 2008
14 participants

- Classroom Assessment Techniques (CATs) Workshop – facilitated by Maria Carnasciali
22 October 2008
25 participants

- Mentoring Undergraduate Researchers – Advanced, joint with the UROP office and co-facilitated by Karen Harwell and Lydia Soleil
28 October 2008
30 participants

- Teaching Portfolio Workshop – facilitated by Lydia Soleil
5 November 2008
62 participants

- Curriculum Vita (CV) Workshop – facilitated by Karen Head
6 November 2008
10 participants

- HTS Workshop on Professional Communication (Departmental Seminar) – facilitated by Karen Head
10 November 2008
18 participants

T-Square Training Workshops

Stephen Rehberg and Chaohua Ou conducted 38 training workshops for faculty/staff/TAs on different aspects of T-Square. There were a total of 167 participants across all of these workshops.

Honoring Excellent Teaching

Faculty Awards

CETL administers the CETL/BP Award for Junior Faculty Teaching Excellence with financial support from the BP Foundation. The call goes out for this award each January with the selection made in February. It is presented at the Faculty/Staff Honors Luncheon and then again in a reprise at the closing dinner of New Faculty Orientation. In 2008, we had three recipients:

Michael Hunter, Civil and Environmental Engineering

Hang Lu, Chemical and Biomolecular Engineering

Valeria Tohver Milam, Materials Science and Engineering

The selection committee of award winning teachers was: Matthew Baker, Mathematics; Chris Paredis, Mechanical Engineering; Lena Ting, BME; Pinar Keskinocak, ISyE.

Educational Partnership Award

The purpose of this award is to recognize genuine and substantial partnerships between the faculty and students of Georgia Tech and the K-12 community. The award is given to a team of a Georgia Tech faculty member, a Georgia Tech student, and a K-12 teacher. The winners in 2008 were:

Dr. Samuel Graham, Assistant Professor, School Mechanical Engineering

Adam Christensen, Doctoral Student, Mechanical Engineering

Mr. Doug Edwards, Magnet Coordinator and Science Teacher, Westlake High School

The selection committee was Gary May, ECE Chair and Professor, Jeff Rosen, Program Director, CEISMC and winner of this award in 2006, Jenn Jackson, Doctoral Student in Biology, and Mary Ann Suddeth, Director of the Rockdale Magnet School for the Science and Technology.

TA Awards

CETL administers the CETL/BP Outstanding Teaching Assistant Award with financial support from the BP Foundation. The call goes out for this award each January with the selection made in February. All nominees (along with their nominators) are honored at a CETL luncheon in March, and the winners are announced at the Student Honors Luncheon.

In 2008 we had three recipients:

Brian Jacobs, Management

Mitchel Keller, Mathematics

Wendy Morrison, Biology

The selection committee was Bonnie Heck Ferri, School of Electrical and Computer Engineering, R. Gary Parker, School of Industrial and Systems Engineering, Matt

Kohlmyer, School of Physics, and Samer Tawfik, Graduate Student, School of Aerospace Engineering.

Thank a Teacher

The Thank a Teacher program offers students an easy way to say “thank you” to a teacher (professor/TA/mentor) who has had an impact on their educational life. The student completes a web-based form, and then CETL mails a certificate and a letter of recognition to the faculty member.

In the spring, CETL collaborates with the Student Ambassadors to invite students to participate in the Thank a Teacher program. Together, we then honor all of the recipients with a luncheon at Dean Griffin Day.

Students sent approximately 575 Thank a Teacher notes in 2008.

Frank Bogle Award for Non-Traditional Student

CETL administers this award that is given each year to a student who qualifies as nontraditional (satisfies at least one of: over 25, married, parent, or veteran) and who has at least junior standing with excellent academic qualifications. The winner in 2008 was Crystal Fagan. Crystal was a senior in Chemistry with a 3.67 GPA. She had been in the military for four years before enrolling at Georgia Tech and she was juggling school with a family that included a partner and three young grandchildren.

External Awards

CETL often assists in putting together packets for teaching awards that are external to Georgia Tech. In 2008, we put together the nomination packet for Kirk Bowman (International Affairs) for the Carnegie Professor of the Year program. The Carnegie U.S. Professors of the Year Award Program was created in 1981 to increase awareness of the importance of undergraduate instruction at all types of higher education institutions. The program recognizes faculty members for their achievement as undergraduate professors. The Carnegie State Professors of the Year Award Program selects outstanding educators in all 50 states, the District of Columbia, Guam, Puerto Rico and the U.S. Virgin Islands, provided there are winning entries. Winners receive personalized award certificates and receive national and local media recognition. Professor Bowman was selected as the Carnegie Professor for the State of Georgia.

Both national and state winners are chosen on the basis of their extraordinary dedication to undergraduate teaching, determined by excellence in the following four areas: impact on and involvement with undergraduate students; scholarly approach to teaching and learning; contributions to undergraduate education in the institution, community and profession; and support from colleagues and current and former undergraduate students.

Scholarship and External Service

Current Funded Grants

Student and Teacher Enhancement Partnership (STEP Up)

National Science Foundation GK-12 Track II Project

Donna Llewellyn, PI

Marion Usselman, Co-PI

\$1,999,971 (+ \$136,549 in supplements) for five years (2003-2008)

New Grants Funded:

Enhancing Instruction and Learning in Distributed Education Environments through Tablet PC Technology and Software

Hewlett Packard Technology for Teaching Leadership Award.

\$20,000 plus \$144,440 in equipment, 2008

Monty Hayes, Elliot Moore, Ben Klein, Glassan Algerib, Doug Yoder, Ying Zhang, and Kevin Hass – Leadership Team

Tris Utschig – Assessment and Evaluation

King Saud University

Faculty development for 30 faculty members – to be delivered in July 2009 at Georgia Tech

\$89,775

Donna Llewellyn, PI

Joyce Weinsheimer, co-PI

“Tech to Teaching”

National Science Foundation, EHR: Innovation through Institutional Integration program.

\$999,999 for five years (2009-13)

Gary Schuster, PI

Donna Llewellyn, co-PI in charge of day to day operations of the project (other PIs are Marion Usselman and Gary May)

Tris Utschig, Senior Personnel, Assessment

Lydia Soleil, Senior Personnel, Higher Education Pathway

“SciTrain U”

Department of Education, Office of Postsecondary Education: Demonstration Projects to Ensure Students with Disabilities Receive a Quality Higher Education Program

\$1,000,000 for three years (2008-11)

Robert Todd, PI

Tris Utschig, Senior Personnel for Assessment

Stephen Rehberg, Senior Personnel for Training

“Georgia Tech Radiological Engineering Course Development”

Nuclear Regulatory Commission

\$150,000 for 2008 (follow-up to \$186,000 for 2007)

Nolan Hertel, PI

Tris Utschig, co-PI (other co-PIs are Bernd Kahn and Robert Rosson)

Grant Applications Pending:

SLIDER: Science Learning Integrating Design, Engineering, and Robotics

National Science Foundation, DRL, Discovery Research K-12

\$3,492,961 for five years (2009-2014)

Richard Millman, PI

Donna Llewellyn, co-PI (other co-PIs are Marion Usselman and Juan-Carlos Aguilar)

Grant Applications Denied:

“A Scholarly Integrity Strategic Plan”

Council of Graduate Schools (CGS):

Amount requested: \$50,000 for two years (2008-2009)

PI: Ray Vito

Co-PIs: Jason Borenstein, Robert Kirkman, and **Lydia Soleil**

“Graduate Student Career Day”

Georgia Tech Student Life Fund:

Amount requested: \$25,000 for one year

Lydia Soleil

Monographs/Books:

- **Soleil, L.** (2008) “Graduate Student Centers” in Tokuno, K. A. (Ed.). *Graduate students in transition: Assisting students through the first year* (Monograph No. 50). Columbia, SC: University of South Carolina, National Resource Center for The First-Year Experience and Students in Transition.

Peer- Reviewed Journal Articles

- D. Elger, S. Metlen, R. Carson, **T. Utschig**, D. Cordon, M. Racine, and S. Beyerlein, “A Case Study to Explore Factors that Effectuate Effective Learning,” *Review of Business Research*, November 2008.
- E. Moore, **T. Utschig**, K. Has, B. Klein, D. Yoder, Y. Zhang, and M. Hayes, “Tablet PC Technology for the Enhancement of Synchronous Distributed Education,” *IEEE Transactions on Learning Technologies*, Vol. 2, No 2, pp. 106-115, 2008.

Peer-Reviewed Conference Proceedings

- **T.T. Utschig**, D. Schaefer, “Opportunities and Challenges in Professional Education-related Faculty Development in the US,” *Frontiers in Education Annual Conference*, Saratoga Springs, NY, October 22-25, 2008.

- M. Sweat, **T.T. Utschig**, “Implementing Peer Led Team Learning in First-year Programming Courses,” *Frontiers in Education Annual Conference*, Saratoga Springs, NY, October 22-25, 2008.
- E. Moore, M. Hayes, and **T.T. Utschig**, “Integrating Tablet PC Technology and Software into Synchronous Distributed Learning Environments,” *Workshop on the Impact of Pen-Based Technology on Education*, Purdue University, October 15-16, 2008.
- D. Schaefer, **T.T. Utschig**, “A Review of Professional Qualification, Development, and Recognition for Faculty Teaching in Higher Education around the World,” *Proceedings of the American Society for Engineering Education Annual Conference*, Pittsburgh, PA, June 22-25, 2008.

Peer-Reviewed Conference Abstracts or Summaries

- **T.T. Utschig**, D. Schaefer, “Critical Elements for Future Programs Seeking to Establish Excellence in Engineering Education through Professional Qualification of Faculty Teaching in Higher Education,” *8th World Conference on Continuing Education in Engineering*, Atlanta, GA, May 11-13, 2008.

Other Articles

- **K. Head**, “Why Aren’t You Talking?” *The Chronicle of Higher Education*, June 24, 2008.

Other Publications

- **K. Head**, “Marie-Antoinette Nightshirt,” “Chanel Le Vernis Noir Ceramic Nail Polish,” “Rara Avis.” *Ouroboros Review*, December 2008.
- **K. Head**, “Objet du desir,” “The muse says.” *Blue Fifth Review*, Fall 2008.
- **K. Head**, “My Paris Year: Trois,” “Le Gran K.” *motel58*. 1.1, 2008.
- **K. Head**, “Lines Stolen after an Hour of Reading the J. Peterman Catalogue in Paris.” *Java Monkey Anthology: IV. Poetry* Atlanta Press, 2008.
- **K. Head**, “Amnesia.” *We Don’t Stop Here: An Anthology of Poems Inspired by David Lynch’s Mulholland Drive*. London: Private Press, 2008.

Georgia Tech Publications:

- A Handbook for Faculty, Instructors, and Teaching Assistants (3rd edition).
- (compiled and edited by **Joyce Weinsheimer**)
- CETL 2000/8000 TA Training Handbook (1st edition).
(written by **Lydia Soleil**)
- *A Snapshot of Seniors & Their Perceptions: Findings from the 2007 National Survey of Student Engagement*, Spring 2008 The Classroom, by **Joyce Weinsheimer**
- *Semester’s End Presents an Opportunity for “Thank You”*, *Teaching Bytes* in THE WHISTLE , volume 33, Number 18, May 5, 2008 by **Joyce Weinsheimer**
- *Required Course: Speaking with Previous Eichholz Winners*, *Teaching Bytes* in THE WHISTLE volume 33, Number 42, December 15, 2008, by **Joyce Weinsheimer**

Conference Presentations

- D. Schaefer, **T. Utschig**, D. Visco, J. Melsa, J.P. Moshen, “Strengthening the Performance of Engineering Educators across the Disciplines (SPEED),” Presented to the ASEE Executive Board, June 2008.
- **T. Utschig**, “Ten Critical Ideas about Assessment to Benefit Every Educational Professional,” presented at the Process Education Annual Conference, Hinds Community College, June 2008.
- **T. Utschig**, “Periodic Directed SII’s,” presented at poster session at the Process Education Annual Conference, Hinds Community College, June 2008.
- K. Burke, D. Hanson, J. Morgan, **T. Utschig**, “Panel Discussion: Process Education as a Catalyst for Improving Quality in Higher Education,” facilitator and participant, Process Education Annual Conference, Hinds Community College, June 2008.
- J. Norback, **T. Utschig**, R. Burnett, G. Forehand, “Workforce Communication Program: Instruction That Works and Assessment Built from Executive Input, INFORMS 2008 Annual Meeting, Washington, D.C., October 2008.
- **T. Utschig**, **M. Carnasciali**, “TA Preparation in Science & Mathematics Service Courses for Engineers at GA Tech,” presented online at the National Academy of Engineering/Center for the Advancement of Scholarship in Engineering Education Dane and Mary Louise Miller Symposium, October 2008.
- A.Christensen, **D. Llewellyn**, M. Usselman, S. Graham, D. Edwards, C. Leslie, and W. Nott, "Service Learning: Pre-College Programs", poster presentation at the ASEE Global Colloquium on Engineering Education, Cape Town South Africa, October 2008.
- **C. Ou**, “Effects of presentation modality in animated demonstrations and practice strategy on software application learning,” International Convention of the Association for Educational Communications and Technology (AECT), Orlando, FL, November 2008.

Other Presentations

Karen Head:

- Invited Poet. *Loose Muse Poetry Series: London Poetry Café*. July 3, 2008.
- “Only at Home as a Stranger: Creating Digital Poetry as Expatriate. *My Paris Year: The Second Life & Machinima Manifestations.*” *Electronic Literature in Europe Conference*. September 11-13, 2008. (accepted but declined because of travel restrictions).
- “Developing a Graduate-Level Communication Curriculum for STEM Communities.” (co-authored with Donna Llewellyn). *INFORMS Annual Conference*. October 15, 2008.
- Invited Poet. “SAMLPA Poets’ Circle.” *South Atlantic Modern Language Association Annual Meeting*. November 8, 2008.
- Invited Lecture. “The Long Research Paper: Preparing, Writing, and Presenting a Successful Thesis.” *Universität Dortmund*, Dortmund, Germany. November 25, 2008.
- *My Paris Year: The Second Life & Machinima Manifestations*. (with Jenifer Vandagriff, collaborator). *LCC Demo Day*. December 1, 2008.

Donna Llewellyn:

- “Georgia Tech’s Student and Teacher Enhancement Partnership (STEP)”, presented with Marion Usselman, Douglas Edwards (STEP Teacher), Adam Christensen (STEP Fellow), Samuel Graham (Dissertation Advisor) and a high school student at the Georgia Tech Spring ’08 Advisory Board Meeting.

Joyce Weinsheimer:

- “Making It Possible for Grades to Promote Learning,” Georgia College and State University Faculty Seminar, January 2008.
- “Getting Students to be Partners in the Learning Process,” Georgia College and State University Faculty Seminar, March 9, 2008.
- “You and Your Teaching Role,” NSF Advance Cross-Disciplinary Initiative for Minority Women Faculty, April 3, 2008.
- “Engaging Students in the Learning Process,” a workshop for faculty at Eastern New Mexico University-Roswell, August 19, 2008.
- “Setting the Stage for Civility—and Dealing with Misconduct When it Occurs,” Campus Development Day at University of Maine Fort Kent, August 29, 2008.
- “Teaching for Learning in FYE: Techniques that Promote Change,” Campus Development Day at University of Maine Fort Kent, August 29, 2008.
- “Ways of Understanding Teaching,” Georgia College and State University Faculty Seminar, September 22, 2008.
- “Danish Educators Workshop 2008: DIS Faculty Exploring Teaching in the Intercultural Classroom,” October 27-31, 2008.

Service to Professional Societies**Karen Head:**

- American Society for Engineering Education (ASEE)
Reviewer, Journal of Engineering Education

Donna Llewellyn:

- Institute for Operations Research and Management Sciences (INFORMS)
Vice President for Education
Associate Editor for INFORMS Transactions on Education
Acting Chair of the Selection Committee for the INFORMS Prize for the Teaching of OR/MS Practice
- American Society for Engineering Education (ASEE)
“EEGE” project (now the “Cultivating an Environment for Engineering Education Innovation”)
Vice-Chair, Faculty Development Working Group of
Head, Writing Group for one piece of the Faculty Development Section
Reviewer, Journal of Engineering Education
Conference Abstract and Paper reviewer for various subdivisions for both national and SE Regional Conferences
- Association of American Colleges and Universities (AAC&U)
Member, Integrative Learning Conference Planning Committee

Chaohua Ou:

- American Educational Research Association
Proposal reviewer for annual conference

Tris Utschig:

- Academy of Process Educators – Board of Directors
2008 Conference Team member – created review guidelines
- American Society for Engineering Education (ASEE)
Proposal reviewer for annual conference and for FIE conference
- SoTL Commons
Proposal reviewer

Other External Service

Karen Head:

- Community Service:
Judge for Writing Contest for Parkview High School in Lilburn
Poetry Atlanta Board
Atlanta Intown Newspaper Advisory Board

Stephen Rehberg:

- Sakai Foundation – Multiple Institutional Survey Project
Lead on GT participation
- Sakai Foundation
Teaching and Learning and Program Committees member
- Southern Polytechnic and State University
Nominated and currently serving on the Technical Communication Advisory Board for the Graduate and Undergraduate Technical Communication programs

Refereeing, etc.

Donna Llewellyn

INFORMS Transactions on Education (Associate Editor)
Journal of Engineering Education
International Journal on the Scholarship of Teaching and Learning (Editorial Board)

Chaohua Ou:

Educational Multimedia International

Stephen Rehberg:

British Journal of Educational Technology

Service to GT

Karen Head:

- Taught LCC 3226 (Summer & Fall 2008): Part of Special Board of Regents Assessment Project
- Faculty Advisor for two PURA grant students in 2008
- Helped revise Undergraduate Research thesis assessment rubric

- Writing Assessment Committee in LCC
- Special Advisor to the Writing & Communication Program in LCC
- Brittain Fellows Hiring Committee
- Communication Center Planning Committee
- Judge for Undergraduate Research Symposium and for the LCC Undergraduate Writing Awards

Donna Llewellyn:

- Clough Undergraduate Learning Center taskforce (the beginning-present)
- Chair, Women’s Resource Center Advisory Board
- The Woodruff School of Mechanical Engineering “Outstanding Educator” award selection committee
- The Georgia Tech Undergraduate Affairs Council
- Taught GT 1000 (with **Maria Carnasciali**)

Stephen Rehberg:

- Writing Assessment Committee in LCC.

Tris Utschig:

- Course/Instructor Opinion Survey Redesign Taskforce Chair (Spring semester 2008-current time).
- Nuclear Engineering Curriculum Coordination and Communications Committees
- Writing Assessment Committee in LCC
- Alpha Nu Sigma Student Honor Society Faculty Advisor
- Undergraduate Research Symposium, Georgia Institute of Technology Moderator
- Taught NRE 2110 (Introduction to Nuclear Engineering), Spring 2008, 51 students
- Taught ME 3322 (Thermodynamics), Fall 2008, 57 students

Joyce Weinsheimer:

- Service Learning Committee (Fall semester 2007- current time).
- Academic Resource Committee (Fall 2007-Spring 2008).
- Search Committee for Director of Academic Support/Assistant Director of Success Programs/Director (Chair). Spring/Summer 2008.
- Sophomore Year Programming Task Force, Summer 2008.
- GT 1000 Task Force, Spring 2009.

Collaboration with Other Units

As a regular course of business, CETL collaborates with many other units on campus. We provide the instructor training for GT 1000, in addition to other work with Student Success Programs. We have offered joint workshops with the Undergraduate Research Opportunities Program, the Office of the Dean of Students, the Women’s Resource Center, and several academic units. We regularly consult with offices throughout Georgia Tech on issues related to teaching and learning.

Consultations

The CETL professional staff regularly consults with instructors, graduate students, and department committees on a variety of topics ranging from teaching for learning, scholarship of teaching and learning, being a teaching assistant, academic communication skills, preparing for an academic career, and instructional technology issues. In 2008, CETL consulted with approximately 500 faculty and 300 graduate students. Some of these sessions were very short (around 15 minutes to assist with an instructional technology question or problem), while some were ongoing and involved regular meetings over the course of a semester or longer.

APPENDICES

- A. GTREET 2008 Program
- B. NFO 2008 Program

GTREET

Georgia Tech Retreat Exploring Effective Teaching

Sponsored by
the Center for the Enhancement of Teaching and Learning

Callaway Gardens
January 27 & 28, 2008

Welcome to GTREET!

The goal of this event is to provide an opportunity for new and experienced faculty to discuss the challenges of teaching with each other in a relaxed setting and to share ways to improve student learning. Together you'll explore teaching and learning issues in workshop sessions, and you'll have a chance to talk informally throughout the retreat about what constitutes effective teaching practice in your discipline.

Thank you for choosing to participate in this important event!

Schedule for GTREET 2008

Callaway Gardens

January 27th

2:00 pm	Registration	<i>Registration Center</i>
	Coffee, Tea & Snacks	<i>Room 206</i>
3:00 pm	Welcome to GTREET <i>Donna Llewellyn, CETL Director</i>	<i>Room 206</i>
	Introductory Activity <i>Joyce Weinsheimer</i> <i>CETL Associate Director for Faculty Development</i>	
3:30 pm	Appreciating the Uniqueness and Power of the Brain Neurological Foundations of Learning (Part I) <i>Professor G. Christian Jernstedt</i> <i>Dartmouth College</i>	
5:00 pm	Break	<i>Room 206</i>
5:15 pm	Appreciating the Uniqueness and Power of the Brain Neurological Foundations of Learning (Part II)	<i>Room 206</i>
6:30 pm	Break with Open Bar	<i>Thyme</i>
7:00 pm	Dinner & Discussion Activity <u>This opportunity to apply concepts will be followed by</u> <i>reports from tables and interaction with Chris Jernstedt.</i>	<i>Thyme</i>

The bar will remain open until 9:30 pm.

January 28th

7:15 am	Continental Breakfast	<i>Thyme</i>
8:30 am	Helping the Mind Deal with the Stream of Information Cognitive Foundations of Learning (Part I) <i>Professor G. Christian Jernstedt</i> <i>Dartmouth College</i>	<i>Room 206</i>
9:15 am	Break	<i>Rosemary</i>
9:30 am	Helping the Mind Deal with the Stream of Information Cognitive Foundations of Learning (Part II)	<i>Room 206</i>
10:30 am	Applying Concepts (Discussion Activity)	
11:30 am	Lunch	<i>Thyme</i>
12:30 pm	Supporting Behavior Change in the Natural Environment Behavioral Foundations of Learning	
2:00 pm	Break	<i>Rosemary</i>
2:15 pm	Using Feedback to Diagnose and Guide Learning Evaluative Foundations of Learning (Part I)	<i>Room 206</i>
3:15 pm	Break	<i>Rosemary</i>
3:30 pm	Using Feedback to Diagnose and Guide Learning Evaluative Foundations of Learning (Part II)	<i>Room 206</i>
4:30 pm	Closing	

GTREET participants who would like to eat dinner before starting home are invited to use their complimentary meal voucher for the buffet offered at Callaway's Plant Room restaurant.

Table Assignments

Sunday Evening Dinner & Discussion Activity

Red Star Table

Rebecca Burnett, Literature, Communication & Culture
Maysam Ghovanloo, Electrical & Computer Engineering
Ruth Oyelere, Economics
Colin Potts, Interactive Computing
Beth Spencer, CETL/UG Studies
Wilfred Van Rooijen, Mechanical Engineering
Joyce Weinsheimer, CETL (**facilitator**)

Green Star Table

Pamela Bhatti, Electrical & Computer Engineering
Chris Jernstedt, Psychological and Brain Sciences
Markus Kindermann, Physics
Donna Llewellyn, CETL (**facilitator**)
Yomi Oyelere, Chemistry & Biochemistry
Chaohua Ou, CETL
Lock Rogers, Biology

Blue Star Table

Sergiy Borodachov, Mathematics
Diana Hicks, Public Policy
Wendy Newstetter, Biomedical Engineering (**facilitator**)
Stephen Rehberg, CETL
Christine Reis, Economics
Yonathan Thio, Polymer Textile & Fiber Engineering

Silver Star Table

Sara Brackmann, Student Affairs
Tequila Harris, Mechanical Engineering
Jennifer Leavey, Biology
Justin Romberg, Electrical & Computer Engineering
Robert Thomas, Management
Felicia Turner, CETL
Tris Utschig, CETL (**facilitator**)

Gold Star Table

Victor Breedveld, Chemical & Biomolecular Engineering
Anne-Marie Hoskinson, Biology
Olga Shemyakina, Economics
Lydia Soleil, CETL (**facilitator**)
Jochen Teizer, Civil and Environmental Engineering
May D. Wang, Biomedical Engineering

Table Assignments Continued on Next Page

Blue Dot Table

Sheri Andino, AFROTC

Steven Girardot, Success Programs (**facilitator**)

Hung Lu, Chemical & Biomolecular Engineering

Clint Lyle, CETL

Irma Santoro, Biology

Meisha Shofner, Polymer Textile & Fiber Engineering

Christine Valle, Mechanical Engineering

Yellow Dot Table

C. Tom Brown, GTRI

Maria-Isabel Carnasciali, CETL

Dana Hartley, Undergraduate Studies

Karen Head, CETL (**facilitator**)

Rupal Thazhath, Biology

Lena Ting, Biomedical Engineering

Fumin Zhang, Electrical & Computer Engineering



New Faculty Orientation 2008

**Wardlaw Center
August 12-14, 2008**

New Faculty Dinner
The Fox Theatre
August 14, 2008

Tuesday, August 12, 2008

- 8:00 AM *Continental Breakfast*
- 8:30 AM *Welcome to Georgia Tech and to Your Multiple Roles & Responsibilities on Campus*
- Joyce Weinsheimer (CETL)
 - Jack Lohmann (Vice Provost)
 - Donna Llewellyn (CETL)
- 9:15 AM *Getting Off to a Good Start: Words from the Wise(r)*
- Aaron Levine, Public Policy
 - Justin Romberg, Electrical & Computer Engineering
 - Erica Ryherd, Mechanical Engineering
 - Ruth Uwaifo, Economics
- 10:30 AM *Student Life at Georgia Tech*
- John Stein (Dean of Students)
with Denise Johnson Marshall and Ericka McGarity
- 11:15 AM *Policies, Procedures, & Resources for Teaching at Georgia Tech*
- Donna Llewellyn (CETL)
- 12:00 PM *Lunch with Anderson Smith, Senior Vice Provost for Academic Affairs (Alumni House Ballroom)*
- 1:30 PM *Student Information and Grading at Georgia Tech*
- Angela Bradd (Registrar)
- 2:30 PM *Preparing for the "Hot Spots" in Teaching*
- Donna Llewellyn (CETL)
- 4:00 PM *Breakout Sessions with Deans*
- College of Architecture (Alan Balfour & Douglas C. Allen)
 - College of Computing (Charles Isbell)
 - College of Engineering (Jane Ammons)
 - College of Management (Sri Narasimhan)
 - College of Sciences (Paul Houston, Kent Barefield, Evans Harrell)
 - Ivan Allen College (Sue Rosser, Peter Brecke, Susan Cozzens, John Tone)
- 5:00 PM *Wine & Cheese Reception*

Wednesday, August 13, 2008

- 8:15 AM *Continental Breakfast*
- 8:45 AM *Welcome from Gary Schuster, Interim President*
- 9:00 AM *Teaching for Learning*
- Joyce Weinsheimer (CETL)
- 10:15 AM *Who Tech Students Are*
- Sandi Bramblett (Institutional Research and Planning)
- 11:00 AM *Student Expectations at Georgia Tech*
- Steven Girardot (Success Programs)
- Undergraduate Students
- Nhi Le, Biomedical Engineering
 - Ranni Tewfik, Biology
 - Nick Wellkamp, Industrial Engineering and Public Policy
- Graduate Students
- Aaron Fowler, City and Regional Planning
 - Joanna Hass, Physics
 - Samer Tawfik, Aerospace Engineering
- 12:00 PM *Lunch in Alumni House Ballroom: History of Georgia Tech and Its Traditions*
- Marilyn Somers (Georgia Tech Living History Program)
- 1:30 PM *Connecting with Library Services and Your Library Specialist*
- Bob Fox (Library)
- 2:30 PM *Concurrent Sessions: Tenure and Promotion @ GT: Process Overview*
- Jane Ammons (Associate Dean of Engineering)
- GT Networks for Non-Tenure Track Faculty: Building a Community of Peers*
- Joyce Weinsheimer (CETL)
- 3:15 PM *Support for Your Research*
- Mark Allen, Senior Vice Provost for Research & Innovation
- 4:00 PM *Balancing Life at Georgia Tech*
- Jay Bolter, Literature, Communication & Culture
 - Andrew Lyon, Chemistry & Biochemistry
 - Gary May, Electrical and Computer Engineering

Thursday, August 14, 2008

8:00 AM *Continental Breakfast*

8:30 AM *Welcome and Introductions*
• Clint Demetriou, Sr. (Office of Human Resources)

8:45 AM *Overview of Benefits and Retirement Options*
• Sharon Ray (Office of Human Resources)
• Linda Mitchell (Office of Human Resources)

10:15 AM *Right to Know: Environmental Health & Safety*
• Deborah Wolfe-Lopez (Facilities)

10:45 AM *Georgia Tech's Drug and Alcohol Policy & Faculty/Staff Assistance Program*
• Pearl Alexander (Office of Human Resources)

11:30 AM *Lunch & Resource Fair*
Pick up your food, visit the Resource Fair, and meet with Employment Counselors to get answers to your questions.

11:30-1:30 *Resource Fair*
Representatives are available to provide information about services such as Parking and Transportation, Georgia Tech Athletic Events, Financial Planning (Fidelity, TIAA-Cref, AIG, Teacher's Retirement System), Banking (Bank of America, Wachovia), Georgia Tech's Plan-Confirmation System (PCS), Business Services, Research Compliance, Global Human Resources, and GT Women's Club.

Resource personnel are also available to provide information about Working with T-SQUARE, Using a PRS System in Your Classroom, Engaging Students in Undergraduate Research, Connecting Students with Academic Support, Promoting Student Academic Integrity, Setting the Stage for Student Evaluation of Teaching, Assisting Stressed Students, and Mentoring Graduate Students.

When you are ready to leave, please turn in:

(1) Employment and Benefit Papers

(2) acknowledgement form for the Plan Confirmation System (PCS).