

**1999-2000 Planning Document:
Program Goals, Means of Assessment, and Budget**

*Center for the Advancement of Teaching
Xavier University of Louisiana*

Introduction

As an interdisciplinary collaborative academic unit whose mission is to advance the art of teaching at all levels, the Center for the Advancement of Teaching (henceforth “the Center”) contributes to the creation of a pluralistic teaching and learning environment for Xavier’s faculty and, in turn, their students. By providing resources and opportunities to Xavier’s faculty to revise pedagogy in innovative ways, the Center assists faculty in incorporating relevant educational means to prepare Xavier’s students “to assume roles of leadership in community and society.” The Center’s participation in preparing future leaders furthers the University’s ultimate purpose of creating “a more just and humane society.”

The Center is fortunate to play a role in shaping future leaders even before they reach college. In keeping with its mission to advance the art of teaching *at all levels*, the Center makes its services and facilities available to the faculty of its three partner schools in the New Orleans Public School System--Mildred Osborne Elementary, Thurgood Marshall Middle School, and McDonogh #35 Senior High. The faculty and staff of the Center hope that their partnership with these faculty members, and ultimately their students, will not only shape future leaders, but also further Xavier’s goal of creating a more just and humane society.

The goals and means of assessment proposed in this document represent those areas to which the Center’s faculty and staff have chosen to give specific attention in the next academic year. These goals and means of assessment are not intended to be comprehensive or to represent the complete program for the Center for the Advancement of Teaching. The Center’s **Assessment Report Forms** are also included with this document.

The Center’s Goals

The Center faculty and staff have identified what they consider to be particularly worthwhile and measurable goals in four areas:

- I. Provide incentives to Xavier’s faculty to advance their teaching;
- II. Promote the use of technology in teaching and learning;
- III. Provide professional development events for faculty at Xavier, the Center’s partner schools, and Xavier Preparatory School; and
- IV. Explore external funding opportunities.

Goal I. Provide incentives to Xavier's faculty to advance their teaching. The Center is fortunate to currently have external funding that supports faculty members who wish to advance their teaching. Through requests for proposals, the Center hopes to provide incentives to at least 15% of Xavier's faculty to explore and use new means to improve student learning. The incentives will consist of faculty stipends and release time.

Means for Assessment of Goal I.

- (1) A list of requests for proposals, the number of proposals submitted and funded, names of the funded faculty, and copies of faculty project reports will be maintained to verify that incentives were received by at least 15% of Xavier's faculty.
- (2) Three to six months after the projects are completed, a follow-up survey will be given to the funded faculty members to determine if the project has had or will have a long-term impact on their teaching.

Goal II. Promote the use of technology in teaching and learning. Through the availability of two multimedia classrooms, a multimedia teaching laboratory, a student computer laboratory, and a multimedia specialist staff member, the Center hopes to support at least 10% of Xavier faculty in their integration of technology into teaching and learning.

Means of Assessment of Goal II.

- (1) Sign-in sheets and records of scheduled courses and *ad hoc* requests will be maintained in order to track the use of the Center's facilities.
- (2) The multimedia specialist will maintain records of the faculty members with whom he works. The records will also indicate the types of projects with which he is involved.

Goal III. Provide professional development events for faculty at Xavier and the Center's partner schools. The Center will host or facilitate at least three professional development events such as workshops, roundtable discussions, and brown bag luncheons during the 1999-2000 academic year. All faculty members at Xavier will be invited and, when appropriate, faculty at the Center's partner schools and Xavier Preparatory School will be invited to participate. The intent of these events is to encourage faculty to incorporate the methods or ideas learned into their teaching.

Means of Assessment of Goal III.

- (1) Records of professional development events will be maintained, including names of participants.
- (2) When appropriate, a survey will be conducted of participants in the professional development event to determine its effectiveness and the extent to which the methods or ideas learned may be incorporated into their teaching.
- (3) Three to six months after the event, a follow-up survey will be given to the participants to determine if the methods or ideas learned have been incorporated into their teaching.

Goal IV. Explore external funding opportunities. The Center faculty and staff have identified the need to upgrade the hardware and software in the Center's facilities. The Center personnel will actively explore possible funding opportunities to help meet this need. In the effort to identify possible funding sources, the Director of the Center will consult with at least the Vice President for Development, the Associate Vice President for Technology Administration, and the Associate Vice President for Academic Affairs.

Means of Assessment of Goal IV.

- (1) A file with information about possible funding sources will be maintained in the Center.
- (2) Minutes of meetings and records of correspondences with members of the administrative staff will be maintained.

Budget

Available upon request.