Grand Rapids Community College
Faculty Equated Overload/Release Time
End of Semester Report

Grand Rapids Community College
Fall, 2013

Name: Leigh Kleinert  Faculty Assignment: Service Learning Faculty Liaison  New Faculty Institute: ______________

Note: Please take a moment to review the letter you received from the Office of the Provost. That letter describes your faculty assignment in detail. As you complete this document, please refer to the specific tasks that you were asked to complete.

Section 1: Report of Accomplishments

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Accomplishments</th>
<th>List and briefly describe the most significant impact of your accomplishments.</th>
<th>List and briefly describe any barriers you encountered.</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Working in collaboration with the Associate Director of Experiential Learning and the Director for the Center of Teaching Excellence to provide a range of quality faculty professional development and effective technical assistance.</td>
<td>-We had an exceptional fall with the implementation of 3 faculty professional development sessions on SL facilitated through the CTE. The trainings were well attended and resulted in 5 of the attendees completing CIPs and implementing SL (2 of which applied for the Armen Awards). In addition, I assisted 3</td>
<td>I think the most significant accomplishment of this fall was the increased numbers of faculty participating in SL training and then actually completing CIPs.</td>
<td>The only barrier I encountered was the transition from 6 CTE sessions on SL that were planned this summer condensed down to 3. I learned of this change just a week and a half before the first session, so it was a bit of scrambling to prepare for that first session (I had done about 15 hours of work on the 3 of the 6 over the summer). I think it still turned out quite well and the participants’ questions somewhat directed the curriculum of the sessions. We definitely learned what to condense further and what areas to allow more time for group discussion and</td>
</tr>
</tbody>
</table>

Dean’s / Supervisors’ Comments:
Fall 2013
- Reviewing and making recommendations for program improvement in terms of policy, processes, and procedures related to service learning.

- Cultivating a campus culture that values service learning.

| Faculty who were unable to attend the CTE sessions with one-on-one training and all 3 successfully submitted CIPs and implemented SL (one of this group applied to the Armen Awards).

- Some terrific questions arose during the CTE trainings that allowed us to review and clarify policies (for example, how to better define the difference between SL and an internship and should faculty have to submit a new CIP if they change the SL experience or add SL to another course).

- I feel that this semester has been very successful at increasing value and interest in SL due to the increases in courses offering SL, # of faculty participating in SL trainings, and continued success of the Armen Awards.

| Sharing on for the sessions this upcoming winter semester.
Section 2 – Reflect on your EOL/Release work this semester and respond to the three items below.

<table>
<thead>
<tr>
<th>Please list and describe no more than three activities or accomplishments that went particularly well.</th>
<th>This is easy! The three CTE sessions on SL! 😊 They were very well attended, we had great discussion, active participation, and enthusiasm, and best of all, closed the loop by approving 5 new faculty CIPs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please list and describe how your particular efforts could have been better supported.</td>
<td>I think the pre-published faculty planner from the provost’s office was a huge success for alerting faculty to upcoming trainings. I believe this was the major reason for the high attendance. The planner advertises winter offerings as well. In the past several years I have facilitated sessions through the CTE the area that we needed more support was in advertising. I think this planner for the entire year has been extremely helpful in supporting the CTE session participation. Thank you!</td>
</tr>
<tr>
<td>Please use this space to document any other concerns, suggestions, or comments.</td>
<td>I just want to add that I have really enjoyed working with Melanie Schiele-Gady and Dillon Carr. Sandy, Sherry, and I had worked so well together over these past years with Michael in the DEL and it was a transition to begin with a new ‘team’ of us who lacked that history. But it has been a success and fun! Melanie is so responsive and energetic. She is also highly organized and willing to tackle whatever comes at her with a smile. Dillon has brought us a new perspective to experiential learning (Sandy, Sherry, Melanie, and I are all hard sciences; Dillon comes from the social sciences). I have appreciated learning more about the way faculty think about students, curriculum, and procedures from these disciplines. We have been a good team and all work well together. Please see attached for hours/specifics on my work this semester.</td>
</tr>
</tbody>
</table>

**Dean’s / Supervisors’ Comments:**

**Fall 2013**