Name: **Deb Nordman**  
Faculty Assignment: **GH**

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>
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<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>
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| - Coordinate GH courses 110, 111, and 107 to improve student outcome in alignment with RT program outcomes  
- Hire faculty in coordination with Associate Dean of Faculty Hiring  
- Continue course coordination meetings with adjuncts twice a year  
- Increase online course delivery and increase online course delivery | - The GH 110 course curriculum is now available for all GH instructors. With so many faculty it is helpful to have a base curriculum to build on. We have created a file in the director's office for the carp, syllabus, Elsevier resource instruction and tests. However, instructors do need to make this their own course.  
GH 110 Winter Meeting-March 28, 2014  
- The GH 107 text was                                                                                                                                                                                                 | - Only one faculty remains to be certified to teach online.  
- Jennifer Riggs will be working to include GH 111 in her schedule. This will be immensely helpful since we only have one other instructor who is currently covering this class. Also, students have asked us to add sections. So even though the work is not completed, it is significant that a faculty member is willing to take this on.  
- Matt Mekkes has agreed to update the GH 110 Clep test. This has not been updated in several years and we are | - Over the past year we have had issues with a particular book representative or lack of representation. We did get a new representative and now this one has disappeared. This is very frustrating when most of our resources are located online and cannot be accessed without a representative approval. |

### Name of School
- **Grand Rapids Community College**

### Faculty member’s name
- **Deb Nordman**

### Semester, Year
- **Winter 2014**

### Dean’s / Supervisors’ Comments:
researched for a better version. After exhausting many authors and texts, a suitable new text was not found. The staff voted to keep the same text until the right fit can be found. Most faculty spent a great deal of time looking over several possible texts from a variety of publishers. It was not because they could not agree, they just did not find what they were looking for in the text. (The text would work well for the program we discussed in the Allied Health Meeting March 27)

-Jennifer Riggs and Matt Mekkes have completed their online training and would like to begin online GH courses.

-Additionally, Jennifer Riggs will be working to take on a GH 111 course.

-Mary will begin work on GH 111 Online (summer)

-Matt will be updating the clep test for GH 110 (summer)

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<tr>
<th>Name of School</th>
<th>Dean’s / Supervisors’ Comments:</th>
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<tbody>
<tr>
<td>Faculty member’s name</td>
<td>current using a different textbook. Again, the work is not completed, but great to get a commitment from faculty.</td>
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<td>Semester, Year</td>
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<td>Please list and describe no more than three activities or accomplishments that went particularly well.</td>
<td>Completing the file for all GH 110 classes was very helpful, however, the work was again done by one person. I will be asking for someone new to create the same type of file for GH 107. Even though a new text was not found, it was a good learning experience for all of us. We found publishers we did not even know existed. It was a thorough search so I am fine staying with the same text.</td>
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<td>Please list and describe how your particular efforts could have been better supported.</td>
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<td>Please use this space to document any other concerns, suggestions, or comments.</td>
<td>Only concern is the issue of how to fairly appoint classes, when one person is clearly putting the lions share of the work into developing new GH courses (online). Accessing the data warehouse has been very helpful to see how many students have signed up for a particular class. It would be helpful to know how many students must be in a class before it is dropped (I have probably been told this before) and why we drop classes so early.</td>
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