# Application for CELT Advisory Board

## **PURPOSE**

The CELT Advisory Board informs and advises the CELT Director and staff regarding the mission, policies and procedures, and priorities of CELT to support teaching excellence at PFW/IUFW. Advisory Board members achieve this purpose through the following objectives:

1. Advocate for a culture of teaching excellence through the recognition of teaching.
2. Promote, participate in, and lead CELT activities and workshops related to teaching improvement.
3. Facilitate communication between CELT and faculty and staff.
4. Review proposals submitted to CELT’s instructional development grant program.
5. Mentor and consult with other faculty.

Faculty representation on the Board includes nine Purdue Fort Wayne representatives and one Indiana University Fort Wayne representative.

|  |  |
| --- | --- |
| **CELT Mission** | **CELT Philosophy** |
| **The Center for the Enhancement of Learning and Teaching (CELT)** works with instructors to improve student learning outcomes through the continuous improvement of teaching practices, offering one-on-one consultations, workshops, and conferences. CELT helps instructors become reflective practitioners who assess the effectiveness of their teaching practices using data about student learning, apply existing knowledge about high-impact instructional practices to their own classrooms, and contribute to knowledge about effective instruction. | The purpose of the Center for the Enhancement of Learning and Teaching is to help faculty become reflective practitioners who seek opportunities to learn from and with their students and who continually assess the effectiveness of their teaching practices in light of student learning. To this end, CELT provides a range of services along a spectrum of assessment, research, use of technology, diversity training, training in specific skills and techniques, and development. CELT is established to serve all faculty, full-time and part-time, at any stage in their careers. |
| **CELT Goals** | |
| * Provide faculty with opportunities and resources for professional development in teaching. * Provide faculty with resources to achieve diversity transformation of curriculum and pedagogy. * Develop a variety of ways to share the talent, energy, perspectives, and expertise of the faculty at this university. * Increase communication about teaching and student learning within and between departments and schools. * Examine various forms of technology that may be of benefit to faculty. * Link the university and its instructors with programs and experts on teaching and learning at other campuses and in organizations throughout the region, state, and nation. * Advocate and encourage recognition and rewards for demonstrated excellence in teaching. | |

## **ELIGIBILITY**

All instructional full-time, non-visiting, instructional faculty members at Purdue University Fort Wayne and Indiana University Fort Wayne are eligible to apply.

Prospective faculty should have a record of excellent teaching and demonstrate familiarity with CELT and its mission, philosophy, and goals. Prospective faculty should also be willing to commit to the appointment for three academic years, excluding summer.

## **NOMINATION PROCEDURE**

The faculty member should prepare a nomination packet for electronic submission as a Word document or PDF. Completed nominations should be submitted to CELT Instructional Consultant, Rachel Ramsey, via email at rachel.ramsey@pfw.edu.

Nominations are evaluated for evidence of the faculty member’s:

1. Commitment to the philosophy and goals of CELT
2. Commitment to teaching excellence, including teaching effectiveness, ongoing growth as a teacher, and engagement in the scholarship of teaching.

Complete nominations will include all of the following components:

* **Signed Cover Page** (see below)
* **Nomination Statement** – Submit a brief (50 – 100 word) summary of relevant qualifications, experience, and potential contributions that make you a good candidate for the Advisory Board. You may prepare the nomination statement yourself or you may submit a nomination statement prepared by someone else (e.g. colleague, supervisor).
* **Evidence of Commitment to the Philosophy and Goals of CELT** **(250-500 words)** – Identify relevant aptitudes, experiences, and/or roles which you have held that make you particularly suited for service on the Advisory Board. Describe how these attributes align with and support the mission, philosophy, and goals of CELT. Highlight the unique perspective or contributions you expect to add to the Board.
* **Evidence of Commitment to Teaching Excellence (250-500 words)** – Advisory Board members are involved in the design and delivery of programs related to teaching improvement and, thus, must establish themselves as excellent teachers. Prepare a summary of evidence demonstrating your teaching excellence. Provide a variety of evidence that demonstrates teaching effectiveness, reflective practice, and ongoing growth (e.g. awards, recognition, consultations, student outcomes). Refer to data trends and specific examples that support your claims. Be sure to include examples of any scholarly teaching activities and their outcomes.

## Cover Page

Name:

Title:

Department:

Campus Phone Number:

Faculty Status at PFW/IUFW:  Assistant Professor  Associate Professor  Professor  Lecturer  Senior Lecturer  Clinical Faculty

Number of years taught at PFW:

Number of years taught in total:

Should you be appointed to the CELT Board, you will be expected to:

* Serve a three-year term
* Attend monthly board meetings during the academic year
* Attend the annual Board retreat held in May
* Assist in planning and executing annual program events such as the Fall Teaching conference, activities connected with the Summer Instructional Development grant, and other CELT events
* Participate in Board committees and special projects

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_