

**TRC Advisory Committee
Coordinator's Report
Andrew D. Zimmerman, Coordinator
May 14, 2003 Meeting**

Completed Activities

1. **Adjunct Initiative:** The TRC Coordinator, along with Valerie Bergeron of the Allied Health department, made a one-hour presentation on "Active Learning" to adjunct instructors during the orientation run by the Dean of Instruction's office on Saturday, September 21, 2002. It is hoped that this type of presentation, or even an expanded version, will become a standard feature of the adjunct orientation from this point forward.

Meanwhile, following from the adjunct needs assessment conducted last year, a series of workshops were developed and targeted to adjunct faculty. This series was implemented during the spring semester, and included three workshops: "Building Classroom Success for Adult Learners at Delaware Tech," "Active Learning Techniques," and "Alternative Approaches to Testing and Evaluating Students' Work." Each of the programs was scheduled during the late afternoon/early evening hours, so as to maximize the opportunity for adjuncts who have daytime jobs to attend. The programs were very well received, and this initiative will be expanded during the coming academic year.

2. **Collaboration:** The TRC Coordinator collaborated with the Stanton-Wilmington campus Diversity Committee and the YWCA of New Castle County to cosponsor two rounds of a very powerful workshop series, "Encountering Racial and Ethnic Diversity among Colleagues and Students." Based on the highly acclaimed "Study Circles" methodology, both sets of participants spent 6-8 hours learning how their own stereotypes and assumptions about other people affect these people, and how to become more aware of the often subtle ways in which such stereotypes and assumptions influence one's thoughts and judgments. Thirteen people participated in the first round, which ran on four dates in November and December, 2002. Six people participated in the second round, which ran on three dates in March, 2003.
3. **Workshops and Other Events:** The following non-technology and technology workshops/roundtables/other events have been implemented since the beginning of the academic year:

Non-technology Workshops

- Adjunct Orientation – Active Learning – 9/21/02
- Encountering Racial and Ethnic Diversity among Colleagues and Students – 11/6/02, 11/13/02, 11/20/02, 12/2/02
- Building Classroom Success for Adult Learners – 2/12/03
- Library Open House – 2/21/03
- Managing Behavioral Issues in the Classroom – 3/4/03
- Encountering Racial and Ethnic Diversity among Colleagues and Students – 3/10/03, 3/17/03, 3/21/03
- Active Learning Techniques – 3/12/03
- Alternative Approaches to Testing and Evaluating Students' Work – 3/20/03
- Academic Freedom Roundtable – 4/7/03
- Detecting Plagiarism in Students' Written Work – 4/11/03

Technology Workshops

- Exploring WindowsXP – 10/4/02
- Introductory WindowsXP – 3/7/03
- Intermediate WindowsXP – 4/4/03

4. **Newsletter:** One issue of the newsletter, "Creative Teaching," has been produced since the academic year began. Issue no. 2, which will feature Tommy Lu, has been delayed due to scheduling conflicts and work overload problems on the part of the coordinator. It is anticipated that this issue will be released by the end of May. As noted in the past, the "Focus On..." feature of the newsletter affirms the conviction that we all deserve to be recognized and "shine" in our special way, *before we die*.
5. **Grant Proposal:** Unfortunately, the coordinator's work overload, combined with the loss of his work-study student assistant, precluded the opportunity to develop a proposal to seek grant monies, to help support the adjunct faculty development initiative. It is the coordinator's intention to rekindle this effort during the next academic year.

Activities in Progress:

1. **End of the Year Workshop Series:** Three days of workshops are planned as part of this series. The series will consist of a total of six two- or three-hour workshops, to be held June 3, 4, and 5, 2003. The programs will include: "How to Buy a Computer;" "Active Learning Techniques;" "Student Self-Assessment Techniques;" Microsoft Publisher 2002: from Desktop Publishing to Web Design;" "Incorporating Multimedia and the Internet in PowerPoint;" and "Encouraging the Writing Process in the Non-Writing Classroom."
2. **Bucks County Community College Conference:** Members of the Wilmington TRC and other Wilmington faculty will be attending the conference, "Faculty of the Future: Learning and Leading" on June 13, 2003. Andrew Zimmerman, TRC Coordinator, will be making a presentation on "Zen and the Art of Faculty Development."