**Grand Rapids Community College**

Faculty Equated Overload/Release Time

End of Semester Report  
(*revised July 2013*)

**Workforce Development - GH**

Semester, Year

Name  Deborah Nordman  Faculty Assignment  GH - Summer 2013

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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.

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**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>1. Coordinate GH Courses 110, 111, and 107 (22-25 sections per year) to improve student outcomes in alignment with RT program outcomes.</td>
<td>Currently, only one faculty member teaches all of the GH 110 (3) and GH 107 (2) summer classes. Although, she does a great job, I will be trying to find additional faculty that are interested. Both 107 classes need to be added to the load.</td>
<td>Adding the GH 107 to my load just made sense. It has helped me to decide where all faculty want to be placed without looking to another area. Faculty can talk to me about the areas they are interested in and how they would like to improve the course and/or text. We will be looking at the carp for GH 107 and discussing a new text at the fall meeting. Additionally, we will discuss adding online faculty, qualifications and course improvement related to the survey we developed in the spring.</td>
<td>Even though several faculty members have taken the online training, they may need to retake it to be current.</td>
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<td>2. Hire faculty in coordination with Associate Dean of Faculty Hiring</td>
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<td>3. Continue course coordination meetings with</td>
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### Section 2 – Reflect on your EOL/Release work this semester and respond to the three items below.

| Please list and describe no more than three activities or accomplishments that went particularly well. | Adjunct assignments were much smoother now that the GH 107 classes are my responsibility. I have coordinated efforts with the new Elsevier book rep and she has been very helpful. She has sent several desk copies for the GH classes and also, the RT classes. Information has been made available to all faculty regarding course resources and the process is more user friendly. |

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adjuncts twice a year.

4. Increase online course delivery and increase online course delivery success.

5. Submitting an end-of-term (S') report following a template provided by Fiona Hert August 23, 2013 for summer assignments.

are offered online and we have changed one GH 110 from a face to face to an online format. We have also, added an online GH 110. Initially, it looks like the face to face students are doing better. At least, from a failure stand point. (Last GH class grades are not in yet) No one failed a face to face class, where five students failed the online class. This was due in large part to nonparticipation. Student surveys show students take the online class because they think it will be easy. All GH faculty have been updated regarding the new syllabus policy and will be reminded again of the Title IX Standards at the adjunct meeting in August.

I have remained in contact with all faculty regarding fall classes due to the very late adjunct assignments.

Not sure why offers did not go out until five days after the RT position was accepted.

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Name of School
Faculty member’s name
Semester, Year

Dean’s / Supervisors’ Comments:
<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
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</thead>
<tbody>
<tr>
<td>Please list and describe how your particular efforts could have been better supported.</td>
<td>My efforts were well supported.</td>
</tr>
<tr>
<td>Please use this space to document any other concerns, suggestions, or comments.</td>
<td>I would like a better understanding of the deciding factors for cancelling a class and adding another.</td>
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</tbody>
</table>