

**Progress Report for Instructional Grants 2006-2007**  
**Center for Teaching Effectiveness**  
**General Education Initiative**  
**IT-User Services**

The conditions for receiving an instructional grant require a mid-year progress report. Please answer the following **questions** in one-two paragraphs each; complete the **budget** page regarding funds expended; and **return** the completed progress report as a WORD attachment ***no later than Friday, February 2, 2007.*** Please return the document to Martha Carothers [martha@udel.edu] and Gabriele Bauer [gabriele@udel.edu]. Thank you.

**Melissa lanetta**

1. What have you done so far to implement your project?

We have held the first multi-day workshop from January 16-18. Twenty individuals from across the university participated (see participant list in surface mail dossier. Based on this workshop, we have begun planning both the follow up meeting for this group and the June multi-day workshop that we will offer to a new group of faculty.

2. What concrete results have you seen in your project so far this academic year? Please give specific examples of what has worked well and what needs further refinement.

Based on participant response (see summary of workshop evaluations in surface mail dossier), the first workshop was a great success. As suggested by the workshop assessments, the concrete results have included individual faculty plans to incorporate writing more extensively and effectively into their classes, and a plan from two Math departments to hold an in-department workshop on incorporating writing into Math courses. We will be better able to assess results when we hold our follow-up session with faculty next semester.

As seen in the overwhelmingly positive response of workshop faculty, at this point there seems to be little that needs changing. Alterations may need to be made, however, after holding a follow up meeting with faculty this semester. We will, however, be offering professional development money for writing-related resources rather than an s-contract for the next group of workshop participants.

3. What do you plan to accomplish on your project between now and the end of the academic year, June 30, 2007?

As we've been given permission to extend the grant money into the following academic year, we will not be fully completed by June 2007. By that point, however, we will have held a follow up meeting with the current

workshop participants, we will have additional materials on the workshop's WebCT site and we will have held a workshop for a new group of faculty.

4. Do you anticipate that you will need to make any changes in your time line? If yes, please elaborate.

As authorized, we will push the follow up meeting for the second round of participants into the Fall 07 semester, and we will give that group until June 30, 2008 to spend their funds.

5. How are you evaluating and assessing student learning resulting from this project? Give specific examples. Email, attach or surface mail to us any instruments or needs assessments you may have developed and used.

During the follow up meeting, we will ask participants for copies of the writing assignments they are using this semester. We will also ask permission to administer a survey to their students.

**Budget** List the budget items that you have expended so far in the spaces provided. PLEASE NOTE GRANT FUNDS MUST BE EXPENDED BY JUNE 30, 2007. In other words, all purchases should be initiated by June 1 (June 10 at the absolute latest), in order to assure all encumbered costs clear the grant budget account by June 30, 2007.

ITEM	AMOUNT FUNDED	DEPT/UNIV committed funds	ALLOCATION of funds to date
TOTAL of Budget Items	18,284.40		
Faculty summer S-contract(s) and fringe	2058.60 1410.00 225.60 112.80	2058.60 1410.00 521.70 164.69 <b>4154.99</b>	Baer – Summer S-Contract lanetta – Summer S-Contract Monthly Benefits Charge Monthly Benefits Charge <b>TOTAL ALLOCATED to date</b>
Graduate stipend and fringe			
Graduate student non-contract, undergraduate S-contract, or miscellaneous wage (no fringe)			
Consultant(s) S-contract and fringe			
Equipment			
Software			
Books & materials	1716.00	741.07 722.55 <b>1463.62</b>	Engaging Ideas Effective Grading <b>TOTAL ALLOCATED to date</b>
Travel	10,000		
Other (list)	2,000	220.20 37.04 1130.55 <b>1387.79</b>	Publicity – Quick Copy, Graphics Miscellaneous Supplies Meals <b>TOTAL ALLOCATED to date</b>