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**Record Group 86
The Center for Teaching Excellence and the Reflective Practice Project Papers**

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**Center for Teaching Excellence and the Reflective Practice Project; Record Group 86
Indiana University of Pennsylvania, Special Collections and University Archives
6 boxes, 6 linear feet**

Historical Note

The Center for Teaching Excellence and the Reflective Practice Project papers represent the institutional history and the development of this program at IUP. The mission of the Center for Teaching Excellence is to foster the enhancement of teaching excellence in all its forms. The Reflective Practice Project includes information about large and small group faculty meetings, recognition dinners, teaching circles, maintaining and creating assessment reports, and information about special projects.

Scope and Content Note

The collection contains office files, program assessment and evaluation forms, and information about workshops and conferences offered by the Center for Teaching Excellence including the Reflective Practice project. Although files in the collection date back to 1974, the majority of content is from 1993-present. Additional information was retrieved from the Center for Teaching Excellence website:

<https://www.iup.edu/teachingexcellence/>

Processor Note

The collection was initially donated by Dr. Mary Anne Hannibal and Sharon Aikins in the Center for Teaching Excellence in 2012-2013. The collection was organized and the finding aid was written by Harrison Wick.

Series Note

Series I: Office Files

Series II: Assessment and Evaluation

Series III: Workshops

Series IV: Conferences

Series V: Website and Electronic Records (available in digital format only)

Content List

Series I: Office Files

Box 1 (45 folders)

1. IUP Master Plan for Instructional Resources Services, 1974
2. IUP Master Plan for Educational Development, 1978
3. Publication:
 - a. *Forum for Teaching Excellence*, Volume 1, Number 1, Spring 1989 (2); Volume 1, Number 2, Spring 1990; Volume 1, Number 3, Spring 1991 (2)
 - b. *Teaching and Learning*, published by the IUP Community by the Center for Teaching Excellence, Volume 1, Number 1, Spring 1995 and Volume 1, Number 2, Spring 1995
4. New Faculty Orientation, 1990-1998
5. New Faculty Orientation: Evaluation, 1992-2002

6. Historical Information:
 - a. Center for Teaching Excellence, Brochure, 1989
 - b. Descriptions of the Reflective Practice Group, 1996-2005
7. Grants, 1993-1994
8. Grants and correspondence, 1993-1994
9. Correspondence, 1993-1994
10. Correspondence, 1993-2002
11. Grants and correspondence, 1997-1999
12. Grants: Department Applications for Teaching Circles, 1997
13. Departmental Teaching Circles and Lists: Biology, 1998
14. Departmental Teaching Circles and Lists: Chemistry, 1998-1999
15. Departmental Teaching Circles and Lists: English, 1997
16. Departmental Teaching Circles and Lists: Fine Arts, 1998
17. Departmental Teaching Circles and Lists: Nursing, 1998
18. Departmental Teaching Circles and Lists: Office Systems, 1997-1998
19. Departmental Teaching Circles and Lists: Physics, 1998
20. Departmental Teaching Circles and Lists: Theater, 1998
21. Reflective Teaching: An Institution-Wide Project Abstract, 1993
22. Teacher / Scholar Program and Reports, 1991-1997
23. Portfolio Project: Project Description, 1999
24. Portfolio Artifacts, 2002
25. Reflective Practice: Article in *Student Learning: A Central Focus for Institutions of Higher Education – A Report and Collection of Institutional Practices of the Student Learning Initiative*, 2002, page 73 “Indiana University of Pennsylvania: Faculty Collaboration Through Reflective Practice Teaching Circles”
26. Participants: Lists and Correspondence, 1994-1995
27. Participants: Agreement and Forms, 1994-2000
28. Participants: Lists, 1995-1998
29. Participants: Lists, 1999-2002
30. Participants: Compiled Lists, 1993-2000 (1)
31. Participants: Compiled Lists, 1993-2000 (2)
32. Participants: Agreements Signed, 1997-1998
33. Participants: Agreements Signed, 1998-1999
34. Participants: Agreements Signed, 1999-2000
35. Participants: Agreements Signed, 2000-2001
36. Participants: Agreements Signed, 2001-2002
37. Agreement Forms, 2002-2003
38. Agreement Forms, 2003-2004
39. Participants Correspondence: Invitations
40. Participants: Peer Partners, 1993-1995
41. Participants’ Questionnaires, 1993
42. Active List, 2000-2001
43. Participants: Individuals
44. Participants: Charter Members
45. Participants: Signed Agreements, 2004-2005
46. Participants: Signed Agreements, 2006-2007

Series I: Office Files**Box 2 (38 folders)**

1. Large Group Meetings, 1993-1995
2. Large Group Meetings, 1995-1996
3. Large Group Meetings: Memoranda, Dissertation, Classroom Environment, 1996
4. Large Group Meetings, 1996
5. Large Group Meetings, 1998
6. Large Group Meetings, 1999
7. Large Group Meetings: Classroom and Peer Evaluation, 1996
8. Large Group Meetings, 1997
9. Large Group Meetings: The Classroom Environment, Carolyn Wilkie, February 6, 1997
10. Large Group Meetings, 1997-1998
11. Large Group Meetings, 1999-2000
12. Large Group Meetings, 2000
13. Large Group Meetings: Reflective Practice Co-Directors, 2001-2002
14. Large Group Meetings, 2002-2003
15. Large Group Meetings, 2003-2004
16. Small Group Reports: Correspondence, 1993-1997
17. Small Group Reports: Correspondence, 1997-1998
18. Small Group Reports: Correspondence, 1999
19. Small Group Reports: Correspondence, 1999-2000
20. Departmental Teaching Circles: Reports, 1997-2000
21. Departmental Teaching Circles: Correspondence, 1995-2000
22. Cross Disciplinary Teaching Circles, 2000-2003
23. Reflective Practice Recognition Dinners, 1995
24. Reflective Practice Recognition Dinners, 1996
25. Reflective Practice Recognition Dinners, 1997
26. Reflective Practice Recognition Dinners, 1998
27. Reflective Practice Recognition Dinners, 1999
28. Reflective Practice Recognition Dinners, 2000
29. Reflective Practice Recognition Dinners, 2001
30. Reflective Practice Recognition Dinners, 2002
31. Reflective Practice Recognition Dinners, 2003
32. Faculty Recognition: Teaching Excellence Awards, 1991-1997
33. Faculty Recognition: Teaching Excellence Awards, 1998-2005
34. Reflective Practice Project: Ten Years, 1993-2003
35. Thanks for the Memories: Reflective Practice, 1993-2004, presented at the Reflective Practice Recognition Dinner, April 29, 2004 (2 copies)
36. Faculty Recognition Award Recipient Photographs, 1990s-2000s
37. Teaching Excellence Center: Report – Bright Ideas: A Faculty Handbook, April 1990
38. Center for Teaching Excellence Recognition Dinners, 2012

Series II: Assessment and Evaluation**Box 1 (10 folders)**

1. Needs Assessment Survey, 1993
2. Project Evaluation, 1993-1994
3. Project Year-End Assessment, April 1995 (1)
4. Project Year-End Assessment, April 1995 (2)
5. Project Year-End Assessment, 1995-1996
6. Project Year-End Assessment, 1996
7. Project Year-End Assessment, 1996-1998
8. Reflective Practice Outcomes, 1998-2001
9. Project Year-End Assessment, 1999
10. Assessment, 2000-2002
11. Reflective Practice Outcomes Summary
 - a. Presentation on Reflective Teaching: An Institution-Wide Project, presented at the Fourth Annual Conference on Advancing Teaching in College Classrooms and Campus Cultures, State College, March 17, 1995. Presented by Barbara Blackledge and Mary Ann Cessna, IUP
 - b. Executive Summary, Presentations, Publications, Grants and Funded Projects, Consulting, Service Learning Courses, Teaching Awards, 1993-2003

Series II: Reflective Practice Assessment and Evaluation

Box 2 (36 folders)

1. Surveys: Lists, 1993-1994
2. Surveys: IUP Faculty Completed Forms, 1993-1994 (1)
3. Planning and Surveys, 1994
4. Surveys: IUP Faculty Completed Forms, 1993-1994 (2)
5. Surveys: IUP Faculty Completed Forms, 1993-1994 (3)
6. Planning and Surveys, 1995-1996
7. Reflective Teaching: Planning, 1997-1998
8. Reflective Practice: Planning and Surveying, 1998-1999
9. Reflective Practice: Planning and Surveys, 1999-2000 (1)
10. Reflective Practice: Planning and Surveys, 1999-2000 (2)
11. Surveys: IUP Faculty Completed Forms, 2001 (1)
12. Planning, 2001-2002
13. Surveys: IUP Faculty Completed Forms, 2001 (2)
14. Reflective Practice: Planning and Surveys, 2001-2002
15. Planning, 2002-2003
16. Surveys: IUP Faculty Completed Forms, 2002-2003
17. Reflective Practice: Surveys, April 2003
18. Planning, 2003-2004
19. Surveys: IUP Faculty Completed Forms, 1-16
20. Surveys: IUP Faculty Completed Forms, 17-22
21. Surveys: IUP Faculty Completed Forms, 23-31
22. Surveys: IUP Faculty Completed Forms, 32-45
23. Surveys: IUP Faculty Completed Forms, 46-55
24. Surveys: IUP Faculty Completed Forms, 56-71
25. Surveys: IUP Faculty Completed Forms, 72-88

26. Surveys: IUP Faculty Completed Forms, 89-99
27. Surveys: IUP Faculty Completed Forms, 100-112
28. Surveys: IUP Faculty Completed Forms, 113-138
29. Surveys: IUP Faculty Completed Forms, 139-152
30. Surveys: IUP Faculty Completed Forms, 153-171
31. Surveys: IUP Faculty Completed Forms (1)
32. Surveys: IUP Faculty Completed Forms (2)
33. ARASERVE Invoices for Reflective Practice, 1993-1994
34. Reflective Practice Groups: Budget, 1999
35. Charter Members' Questionnaires, 2002-2003
36. Reflective Practice: Resources

Series III: Workshops

Box 1 (38 folders)

1. Workshop: IUP Administrator's Seminar, "Teaching philosophy as basis of Faculty Work," September 24, 1999
2. Workshop: Maryellen Weimer – Mentoring activities for new and old, Fall 1993
3. Workshop: Tony Grasha, 1993-1994
4. Workshop: Ray Shackelford – Designing a teaching portfolio, Fall 1994
5. Workshop, Fall 1995
6. Workshop: Barbara E. Walvoord – Make grading and responding quick, fair and conducive to learning, Fall 1996 (1)
7. Workshop: Barbara E. Walvoord – Make grading and responding quick, fair and conducive to learning, Fall 1996 (2)
8. Workshop: Brenda Manning – Developing course portfolio to improve evaluation of teaching, Spring 1996 and 1997
9. Workshop: Deborah DeZure – Classroom assessment techniques in active learning, Spring 1997
10. Workshop: Deborah DeZure – Equitable approaches to a model for peer observation, Spring 1997
11. Workshop: Jon F. Wergin – Thinking collectively about student learning: The role of the academic department, Fall 1997
12. Workshop: Photocopies from 1968-1969 IUP Undergraduate Catalog with English Department faculty listed
13. Workshop: Tony Grasha – How to become an Oscar winning teacher, Fall 1997
14. Workshop: Jon F. Wergin – Linking departmental productivity to student learning, Spring 1998
15. Workshop: Alice Keiser-Drobney, May 1999
16. Workshop: Service Learning – Slippery Rock, 1998
17. Workshop: Alice Keiser-Drobney – Community partnership that transforms student learning, Spring 1998
18. Workshop: Service Learning – IUP, 1999
19. Workshop: Chuck Walker – Consultant, 1999
20. Workshop: Chuck Walker – Classroom research and Reflective Practice, Spring 1999 (1)

21. Workshop: Chuck Walker – Classroom research and Reflective Practice, Spring 1999 (2)
22. Workshop: Jon Wergin, 1999
23. Workshop: Gail Goodyear – Teaching philosophy: A guide for faculty work, Fall 1999
24. Workshop: Alice Keiser-Drobney – Service Learning: An active learning strategy that really works, Spring 2000
25. Workshop: Chuck Walker – Teaching climate a faculty well-being, Spring 2000
26. Workshop: Rosemary Radzievich – Designing and using rubric, Fall 2000
27. Workshop: Chuck Walker – Faculty well-being, March 18, 2000
28. Workshop Evaluations: Charles Walker – Faculty well-being, Spring 2000
29. Workshop Evaluations: Rosemary Radzievich, Fall 2000
30. Workshop: Chris Kasner and Dee Klein – Develop your own rubric – guaranteed, Spring 2001
31. Workshop: Maryellen Weimer – Peers as colleagues, Fall 2001
32. Workshop: Ron Berk – Seven humorous habits of highly effective professors, Spring 2002
33. Workshop: Tom and Shari Robertson – Tim and stress management, Fall 2002
34. Workshop: Patricia Smeaton and Faith Waters – Student Learning styles, Spring 2003 (1)
35. Workshop articles: Patricia Smeaton and Faith Waters – Student Learning styles, Spring 2003 (2)
36. Workshop: Tom Angelo – Doing classroom assessment as if learning matters most, Fall 2003
37. Workshop evaluations: Tom Angelo – Doing classroom assessment as if learning matters most, Fall 2003
38. Workshop, Feedback and Assessment: Elizabeth Tisdell – Spiritually and cultural responsive teaching in higher education, January 2004

Series IV: Conferences and Workshops

Box 1 (8 folders)

1. Conference: 6th Annual National Conference on College Teaching and Learning, 1995
2. Conference: IUP Campus Lily Conference on Campus Teaching, 1998
3. Conference: 7th Annual Conference on Advancing Teaching in College Classrooms and Campus Cultures, March 20, 1998
4. Conference: AACU Conference, 2001
5. Conference: AAHE Conference, 1999
6. Conference: Conference on Portfolios, August 15, 1995
7. Workshop: Division of Student Affairs: 4th Annual Professional Development Workshop – Successful IUP Students Today and Tomorrow, sponsored by the Division of Student Affairs, co-sponsored by the Center for Teaching Excellence and the Office of the Provost (Record Group 38) – March 27, 2015 (see also Record Group 40 Student Affairs)

Series V: Website and Digital Files

Digital Files (no paper copy)

1. Center for Teaching Excellence: Documents, 2014
2. Annual Reports, 1993-2012
3. Center for Teaching Excellence: Director Position
4. Executive Summaries, 1993-2016
5. Website: Center for Teaching Excellence and Reflective Practice (archived in 2019)
<https://www.iup.edu/teachingexcellence/>
 - a. Awards, Grants, and Faculty
 - b. Executive Summaries
 - c. New Faculty Support
 - d. Programs and Services
 - e. Reflective Practice
 - f. Teaching Resources
 - g. Award Descriptions
6. Workshops, 2013