**Folkers Advisory Board Grant Report**

**AY 2019 – 2020**

**Background:**

I received two local grants as partial funding of a three-credit course release for spring 2020 to develop an onboarding module for incoming adjunct faculty members (with hopes of extending this to full-time faculty in the future).

**Activities:**

**Adjunct Survey:**

I began by soliciting input from current adjunct faculty members. I asked two basic questions:

* What information do you wish you had known when you first started teaching for the campus?
* What University process still feels confusing to you? What information would be helpful to understanding both your required tasks as well as the larger organization?

I received detailed responses from approximately 20% of the current adjunct faculty population and I incorporated their responses into my own topic list.

**Instructional Design Input:**

I then met with Suzanne Shaffer, the campus instructional designer. Given that Suzanne frequently works with incoming faculty members, I felt that she would provide good input as to the critical information that should be made available to new faculty. I incorporated Suzanne’s suggestions into my topic list – and from this, I built a basic outline of the modules and topics that would need to be incorporated into my final product. This outline went through multiple revisions (I again solicited Suzanne Shaffer’s input on these revisions).

I met with Suzanne Shaffer two additional times to discuss the best platform for this information along with the technology products to be utilized. We debated the merits of using sites.psu.edu versus Canvas. I eventually chose Canvas as the more stable long-term platform.

**Site Development:**

I created a Canvas group and implemented the overall outline of the site while also conducting research into the topics that I would covering within the site. I verified my own knowledge of key University policies and practices as I began to develop and write content, and I reviewed existing instructional videos and tutorials for incorporation into my Canvas site (covering the use of LionPATH, Canvas and more). This aspect of the site, while not finalized, nears completion as of this report.

**Impact of Covid-19:**

The Covid-19 shutdown has impacted multiple site elements. As part of the project, I want to incorporate welcome videos from key campus personnel (including our Chancellor, Director of Academic Affairs, Director of the Nittany Success Center, Head Librarian, and others). I have temporarily set this aspect of the site aside until conditions are more favorable.