

Sample 1

SAMPLE FACULTY DEVELOPMENT PLAN

August 2020

I am grateful for the opportunity that I have been given to participate in the great work that happens here at BYU. I hope to help push this work forward and contribute in many meaningful ways. I have a strong background in research and left a highly productive lab to work here at Brigham Young University because I wanted to be involved in more than just running research projects. I wanted to have the opportunity to teach and mentor students to help them meet their goals. I have built my Faculty Development Plan with these fundamental ideas in mind to guide my plan for growth in teaching, scholarship and citizenship.

TEACHING GOALS:

Long term goals

I have had multiple years of experience in teaching at the collegiate level prior to accepting a position at BYU. This experienced involved both in-person lectures at Salt Lake Community College, as well as teaching exclusively online courses in biology and physiology. I learned a great deal from both of these experiences. In addition, I have been able to observe other classes being taught here at BYU and have witnessed some of the innovative teaching concepts that are being practiced. My overarching, long term goal as a teacher here at BYU is three fold: to focus on new methods of instruction that play on the strengths of the student body, to be flexible and listen to student's needs/feedback, and to modify my course work as needed with the key metric of success being the student's ability to critically examine and put in use the concepts learned (not just regurgitate them).

I have found college age students to be very good consumers of information that is presented in relatively short bursts of time. I feel as though the traditional lecture format (50 minutes of uninterrupted recitation) to be difficult for students to engage with and thus learn from. As a result, I will create video content that can be easily accessed by the student through traditional means that will cover the material needed in each course. I will strive to make the in-class time with students focused instead a discussion of applications of the concepts learned on their own as opposed to only a lecture. I plan to focus on producing high quality videos that are easier to watch that can be broken down into small portions and to find ways to put this information in front of students where they already spend their time. One of the ways I have thought about doing this is to have an Instagram or twitter feed where I can publish 1 minute videos that quickly highlight one relevant concept that we are currently covering so that the course and it's material is always in front of the students (even when they are leisurely surfing their phone). I will spend time asking students about these ideas to gauge their level of interest.

The entire goal will be to develop a system where our in-class time will be spent in discussions about the application of concepts, not in trying to just cover the basics. If this can be effectively done, I believe that my students would benefit greatly in their future endeavors.

Short term (Fall 2020) goals with current teaching assignments

PDBio120 – I will be taking advantage of the unique time we are in to develop video content for my course that is engaging for students. I will have all of my course content available in video format in addition to meeting with students in person. The video content will be broken up into multiple videos that are between 10 and 20 minutes in length. We will use our time together in person to discuss the application of the video content that is covered.

295R – I currently have 6 students in my research laboratory. We will be focusing this semester on putting together some learning materials that will follow the same principles as outlined above for new members of the lab that will be joining us in the upcoming semesters.

450R – This semester in our Journal club meetings, I will be requiring more from my students than I have in the past. I will ask that the student who is presenting generates a formal presentation via PowerPoint and that all students are required to ask at least one question to ensure that they all have really read the paper that is being discussed.

SCHOLARSHIP GOALS:

Long term goals

My fundamental goal in my research here at BYU is to use epigenetic signatures in sperm as a means of predicting the likelihood of offspring abnormalities. We will pursue this in many ways but key to the success of this program will be partner with many outside groups that can provide the appropriate samples in humans. Currently we are working with a local clinic in Pleasant Grove, but I would like this to be expanded. I am working with a firefighter cohort (who experience extreme occupational exposures and an increased incidence of offspring health anomalies) now and would like to solidify this over the next few years. This will require a great deal of work, but if we can generate a former collaboration with this group (LA County Fire) we will be able to assess samples from men who are currently experiencing a high level of occupational exposures and who have a very high incidence of congenital abnormalities in their offspring. This sort of relationship would allow us to ask very impactful questions in a human population.

I have another goal of receiving funding. To date, I have submitted 4 different proposals through BYU to the NIH and to FEMA. I will focus my future submissions on the R15 mechanism to ensure that we have the funds necessary to supply the needs of my students. We will also look for funding from various societies of which I am a member.

Short term goals

My lab has had a good start and are currently working on multiple publications and projects. As an independent investigator, I have had a lot of success with working with collaborators to produce a good amount of literature. My goal for the lab now is to begin to combine these

efforts. I will focus on getting my students to be involved directly in big projects that involve multiple collaborators from all over the country. I have a goal of having at least 3 publications that will include students in the next 12 months.

In addition to the primary literature that we are working on publishing, I have multiple invited chapters and reviews that I typically turn down that I have accepted as a means to allow my students to get introduced to the depth and breadth of the work in the field. We already published one such chapter and are currently working on 2 more with individual students.

CITIZENSHIP GOALS:

Long term goals

I am excited to be a part of the BYU community and to help contribute. One of my main goals to accomplish over the next few years is to help at our department level in how we market ourselves. Because of this interest, our department chair, Dr. [REDACTED], has asked me to start evaluating how we can be more attractive in particular to future graduate students but also to future faculty. Because many of our students are pre-med, I am working with a local physician to put together programs that will facilitate opportunities for interactions between our students and these local doctors that go beyond just shadowing experiences. All of these are very big projects and will require multiple years to fully realize.

Short term goals

I currently serve on a departmental committee organized to ensure that worthy candidates from our department for college for university level awards are recognized and submitted for those awards. It is my goal to continue working in this capacity. I have also made myself available to be part of any other committee that my department chair deems appropriate.

In addition, I will spend this semester determining the best ways forward for my long-term goal of identifying ways to market ourselves more effectively. I will do this by meeting with our college's media and marketing contact, Tonya Fischio and identifying ways that we can market the PDBio department that will be mutually beneficial to the college. Additionally, I will spend time this semester meeting with local physicians to begin to identify ways that we can offer real life interactions for our students. As we begin to learn what those experiences may look like, we can start to develop plans to market these to prospective students and new faculty hires.

Sample 2

SAMPLE
Faculty Development Plan
Spring 2020

How do I contribute to the university/department?

As a teaching associate professor I feel I have a unique opportunity to contribute to Brigham Young University and to the Physiology and Developmental Biology Department in the College of Life Sciences. This opportunity calls upon a focus in understanding teaching and learning, and incorporating effective teaching inside and outside of the classroom. Pertaining to my contract, I am also asked to oversee the anatomy teaching assistants. This is an opportunity for me to positively influence them as they develop and assist in the teaching of other students. I also view serving on committees within the department and college and participating in national organizations related to my teaching discipline as opportunities to serve and promote the university, respectively. In short, my contribution to the university and to the department focuses on the students and their present needs. By teaching them effectively and supporting them in achieving their goals, as aligned with the mission of BYU, my hope is that they will be able to contribute to their family, the church, the university, and their community in a positive and meaningful way, fully representing what they have learned and experienced at Brigham Young University.

I view this plan as a tool or guide, and have written it accordingly.

Teaching

Goals

Overall I want to understand what it takes to teach well at BYU. By understanding what it takes to teach well at BYU, I will develop the needed skills to contribute effectively as a PDBio faculty member, and to inspire BYU students through excellence in teaching.

2020-2021 academic year

- This coming academic year I plan to work on my faculty development proposals in the fall semester and submit the results of these proposals, with any modifications, in the winter semester.
- I would like to improve the anatomy lab manual by redesigning it in a way that students can use it more effectively as a resource and teaching assistants can use it to assist them with teaching. I also want to coordinate the organization of the content so it is more synchronous with the lecture calendar. This may include redesigning how the PDBio 220 labs are conducted. It will be important to solicit TA input. I will also work closely with other anatomy faculty to determine the best direction to proceed with this objective.
- I will continue to develop PDBio 320, PDBio 349R, and PDBio 520R in a way that they are interconnected and congruent with PDBio 220. This development will include incorporating clinical application, human development, structural variation, anatomical function, and imaging.
- I plan to connect the lecture and lab outcomes to the assessments for PDBio 220. The data collected from this process will be measured, recorded, and analyzed to determine if learning is

occurring. I will subsequently do this for PDBio 320 and PDBio 520R. This will require the mapping of objectives for each of these courses.

- I will develop anatomy training opportunities in teaching for PDBio graduate students interested in becoming an instructor of anatomy. This includes the development of PDBio 550R as a course to provide these teaching opportunities.

2021-2022 academic year

- This will be my third academic year at BYU and will include my formal university review for candidacy of Continuing Faculty Status (CFS).
- I plan to continue to develop and improve PDBio 320, PDBio 349R, and PDBio 520R in ways that they support our primary anatomy course PDBio 220.

2022-2023 academic year

- As it becomes necessary, I may focus on online resources for anatomy and determine what to incorporate and use in current courses. Depending on the present and near future, this goal may need to be worked on during an earlier academic year.
- I plan to continue measuring, analyzing, and revising courses as needed.

2023-2024 academic year

- I plan to continue measuring, analyzing, and revising courses as needed.

2024-2025 academic year

- This will be my sixth academic year at BYU and I plan to have my final review for CFS in the fall semester. I also plan to go up for promotion (teaching professor) during this year.
- I plan to continue measuring, analyzing, and revising courses as needed.

How (the plan)

Much of what I will be doing is improving my teaching throughout these next five years while at BYU. This will require me to assess my own teaching and measure student assessments. I plan to do this through peer and student evaluations, giving student assessment and analyzing assessment results, working with faculty and TAs to gather additional input, and incorporating changes, as needed, into my teaching. I also plan to observe the teaching of other faculty to help in my own improvement. I will stay current on teaching and learning in my teaching discipline by reading articles and books on these topics and attending related conferences. I will also continue working with faculty and TAs through discussions about the curriculum and research that I am involved in.

Faculty responsibilities

Teaching responsibilities include the following courses: PDBio 220, PDBio 320, and PDBio 520R. I will also assist in teaching PDBio 363 and may teach one of the following courses in the future: PDBio 305, PDBio 360, or PDBio 382 (or other department course as needed). I oversee all PDBio 220 lab sessions and the PDBio 349R course. I also have the responsibilities to keep current in my field, mentor students, and improve the anatomy curriculum.

Resources needed

Time and resources will be needed to observe peers and attend conferences on teaching and learning, and to attend conferences on topics of anatomy, embryology, imaging, and physiology. I do not expect that this will be extensive and should not interfere with my other work. In addition, supplies and equipment may be needed to incorporate new teaching methods in the classroom.

Current activities and accomplishments so far

I have taught three full courses of PDBio 220 lecture, one course in PDBio 320, PDBio 520R, and two sessions of PDBio 349R while overseeing the PDBio 220 labs. I am working on building a relationship with the faculty and teaching assistants in this program. I have assisted in improving the lecture slides for PDBio 220, and have made minor changes with the assessment of the PDBio 220 lab. I have also started updating the PDBio 220 lab manual. I have read peer and student evaluations and have talked to faculty and TAs about teaching anatomy. I have also read books and articles about teaching and learning and have reflected on them. I started to implement changes in my teaching and will continue to do this. I have also observed the teaching of my mentor and have reflected on this observation.

Measurements of success

I will review assessments, read peer and student evaluations, and self-reflect to determine what improvements in teaching are necessary.

Eventually I hope to see the measurements of success by tracking the accomplishments of my students after they graduate. I want to track student development and progress post-graduation, and will work with the department if this is being done already.

Citizenship

Goals

Regarding citizenship, I plan to support the university, the college, and department as effectively as I can. I can do this by attending required engagements such as devotionals and faculty meetings. I can also support the policies of the university, college, and department, for example, by keeping the honor code and helping others by example. I plan to respect those around me and serve on committees when I am asked and able to do so.

I will also continue to participate in regional, national, and international organizations related to my discipline. This portion of citizenship may require less involvement at first until I have a good handle on teaching, working on department and college committees, and professional service. Currently and in the near future I will continue to have membership in national associations and attend their conferences related to anatomy and physiology. As a long term goal I will see if opportunities arise for me to work in leadership or other capacities within these associations.

2020-2021 academic year

- I will continue my participation on the awards committee and curriculum committee of the PDBio department and the safety committee of the College of Life Sciences. This will include actively participating in meetings, providing feedback, and fulfilling assignments given to me.

- I will familiarize myself with the awards that we recommend as an awards committee. I will further my understanding of my role as a member of the curriculum committee by discussion with other members of the committee and reading literature. I will continue to learn the college's safety policies and procedures.
- I will continue to renew my membership and participation in the following organizations: American Association of Clinical Anatomists (AAC), American Association of Anatomists (AAA), and Human Anatomy and Physiology Society (HAPS).
- I plan to observe the teaching of different faculty and reflect upon what I have learned.
- I will attend seminars and workshops on teaching at BYU, online, and at national conferences.

2021-2022 academic year

- I will continue my participation on the awards committee and curriculum committee of the PDBio department and the safety committee of the College of Life Sciences.
- I will continue to renew my membership and participation in the following organizations: American Association of Clinical Anatomists (AAC), American Association of Anatomists (AAA), and Human Anatomy and Physiology Society (HAPS).
- I will attend seminars and workshops on teaching at BYU, online, and at national conferences.

2022-2023 academic year

- I will continue my participation on the awards committee and curriculum committee of the PDBio department and the safety committee of the College of Life Sciences.
- I will continue to renew my membership and participation in the following organizations: American Association of Clinical Anatomists (AAC), American Association of Anatomists (AAA), and Human Anatomy and Physiology Society (HAPS).
- I will attend seminars and workshops on teaching at BYU, online, and at national conferences.

2023-2024 academic year

- I will continue my participation on the awards committee and curriculum committee of the PDBio department and the safety committee of the College of Life Sciences.
- I will continue to renew my membership and participation in the following organizations: American Association of Clinical Anatomists (AAC), American Association of Anatomists (AAA), and Human Anatomy and Physiology Society (HAPS).
- I will attend seminars and workshops on teaching at BYU, online, and at national conferences.

2024-2025 academic year

- This will be my sixth academic year at BYU and I plan to have my final review for CFS in the fall semester. I also plan to go up for promotion (teaching professor) during this year.
- I will continue my participation on the awards committee and curriculum committee of the PDBio department and the safety committee of the College of Life Sciences.
- I will continue to renew my membership and participation in the following organizations: American Association of Clinical Anatomists (AAC), American Association of Anatomists (AAA), and Human Anatomy and Physiology Society (HAPS).
- I will attend seminars and workshops on teaching at BYU, online, and at national conferences.

How (the plan)

I plan to continue working with the chairs of these committees by attending meetings and responding to their requests in a timely manner. I will also study my role on these committees. This includes, but is not limited to familiarizing myself with the different awards available to faculty within our department, understanding the curriculum and majors of our department and what improvements are needed, and staying current on safety issues within labs at the university. This will come by reading articles, attending conferences, and working with those faculty and staff with more experience.

It has been a few years since I have been able to attend the conferences of one of the associations of which I am a member. However, I plan to attend at least one national conference every year and begin networking with other faculty members. I will also volunteer for minor responsibilities, such as judging poster presentations.

Faculty responsibilities

I have been assigned to serve on committees in my department and within my college. Also, to be involved with the university and the anatomy professional community. This includes, but is not limited to, participating in faculty meetings and decisions, participating with exit interviews of graduating undergraduates, and working to achieve department and university goals. I will attend university sponsored events like devotionals, forums, and convocations. This also means I will actively participate in the national anatomy associations of which I am a member.

Resources needed

Time is the only resource needed that I am aware of to continue serving on my assigned committees.

Time and resources will be needed for membership with these associations and to participate in annual conferences.

Current activities and accomplishments so far

Currently, I am serving as a member of the awards committee and the curriculum committee in the PDBio department. I am also serving on the safety committee in the College of Life Sciences. I have met at least once in each of these committees and corresponded via email on a number of business discussions.

I am a member of the American Association of Clinical Anatomists (AACA), the American Association for Anatomy (AAA), and the Human Anatomy and Physiology Society (HAPS). These associations allow me to stay current on topics of anatomy, physiology, dissection, clinical anatomy, imaging, teaching and learning. I have also attended a virtual HAPS conference this year and plan to attend the AACA virtual conference this summer.

Measurements of success

Success of citizenship within the university may look like my continued membership on various committees within the department and/or college. However, it is difficult to assess the extent of my success in this area. Other than feedback from my committee chair and/or members I do not know of measurements of success I would have for this criteria.

Success in the criteria of citizenship outside the university may appear as my membership in different associations pertaining to my field of study. It may also include volunteer and/or leadership roles I may have within these associations.

Professional Service

Goals

I want to contribute effectively to the PDBio department and improve those things that I oversee to benefit students and provide an appropriate environment for learning.

2020-2021 academic year

- This coming academic year I plan to work on my faculty development proposals in the fall semester and submit the results of these proposals, with any modifications, in the winter semester.
- To create consistency, I am planning to create a teaching assistant manual for the anatomy teaching assistants. I will collaborate with both faculty and TAs teaching anatomy on this manual. It will include policies and procedures that will give more guidance and direction to TAs.
- I want to maintain a small, temporary research project within the anatomy lab with undergraduate students (anatomy TAs) and faculty.

2021-2022 academic year

- I plan to update the anatomy teaching assistant manual with improvements and revisions.
- I want to improve the anatomy teaching experience for TAs by creating an annual orientation event with faculty and teaching assistants that teach anatomy. This would include a day of socializing and instruction to prepare us for the upcoming academic year.
- I will work with faculty and TAs to redesign and display a new, sustainable hall presentation in the LSB outside of the anatomy labs.
- I want to maintain a small, temporary research project within the anatomy lab with undergraduate students (anatomy TAs) and faculty.

2022-2023 academic year

- I will make necessary changes to the annual orientation event with anatomy faculty and TAs to make this a better experience for participants.
- I want to maintain a small, temporary research project within the anatomy lab with undergraduate students (anatomy TAs) and faculty.

2023-2024 academic year

- I will make necessary changes to the annual orientation event with anatomy faculty and TAs to make this a better experience for participants.
- I want to maintain a small, temporary research project within the anatomy lab with undergraduate students (anatomy TAs) and faculty.

2024-2025 academic year

- This will be my sixth academic year at BYU and I plan to have my final review for CFS in the fall semester. I also plan to go up for promotion (teaching professor) during this year.

How (the plan)

I plan to continue reading current literature, networking with other anatomy faculty, and working with the anatomy donation program at the University of Utah School of Medicine in order to understand my position as Anatomy Lab Coordinator and how the anatomy labs should function to provide a safe environment for students to learn in. In addition, training of individuals using the anatomy lab is essential in informing them of the policies and procedures of the lab and current policies that need to be enforced. I plan to work with TAs on this task. To help them I will create an anatomy TA manual that will include the policies and procedures for the lab. Faculty and TAs that teach anatomy will be involved in the process of producing the anatomy lab TA manual.

Faculty responsibilities

My main responsibility for this section is overseeing the anatomy labs in the Life Science Building. I am the Anatomy Lab Coordinator for PDBio 220 which includes responsibilities of managing the physical facilities, overseeing the lab sessions, and supervising the anatomy teaching assistants. This includes, but is not limited to procuring and caring for cadavers, purchasing equipment, scheduling the anatomy lab sessions, recruiting and hiring TAs, and training TAs of their responsibilities.

I also look forward to assisting students in research projects when possible, though research with the end goal of grants or publications is not required with my job description as a professional teaching faculty.

Resources needed

Time and resources are needed to perform these responsibilities, including maintaining supplies, cadavers, and equipment. In addition, regular training is essential to remain current on lab policies and procedures. This training will be received from attending workshops at national conferences relating to anatomy and reading literature. It will also require working with and receiving training from the health and safety groups on campus.

Current activities and accomplishments so far

In the Fall Semester 2019 I went to the donation program at the University of Utah School of Medicine and met with the director. He showed me their facilities and described the procedures in procuring and storing cadavers. We also discussed the relationship we have between the donation program and BYU. The director continues to be a good resource for me and is readily available with any help that I may need.

I have made some minor changes to the security, confidentiality, and safety of the anatomy labs, and have made minor changes with the assessment of the PDBio 220 course pertaining to the lab. I have also started to create the anatomy TA manual.

Measurements of success

I will ask TAs for feedback on the anatomy TA manual to determine its effectiveness and what changes may be needed. In addition, we will keep track of the number of incidents that occur in the lab and focus on minimizing the chance of these incidents reoccurring. I will continue to work with the health and safety groups on campus as they give good feedback on what needs to be done within the labs as

they regularly check the labs and determine if we are following safety protocols. Success would be having few if any accidents within the lab, and continually following safety protocol.

On another note, the anatomy TA program has been a strength of the PDBio department and for the students that become TAs. The program is respected and TAs consistently share that it is one of the best experiences they have had at BYU. Success consists of continuing this reputation and, if possible, improving upon it while giving as many students as possible the opportunity to work as a TA of anatomy.

General self-assessment

Strengths

Teaching skills

I constantly try to improve my understanding of material, the organization of a course, the delivery of the material, and my interaction with students. I strive to be a lifelong learner and keep current on course topics and teaching methods. I believe I have an adequate ability to pay attention to detail and an understanding of the importance of this in teaching and learning. I understand the importance of applying knowledge to real life situations or other disciplines of learning, and I work to incorporate this in my teaching. I also work to add variety to my classroom presentations. Finally, I value the importance of learning objectives and continue to work with these objectives in organizing my courses including the content delivered, the evaluations given and types of learning activities used in the classroom. I try to keep in mind the needs of the students, one way I do this is to read their evaluations and incorporate their feedback as I believe is beneficial.

Professionalism

I work on being fair and consistent with students and with my peers. I am accountable for my work and strive to produce a good product. I strive to maintain my poise under stress or difficult situations.

Interpersonal skills

I try to be a team player by giving input and coming together in decision making. I also feel that in general I am kind and humble, which characteristics can help in interpersonal communication. I believe that I am a good listener and observant of my surroundings.

Skills and competencies

I have experience with both face to face and online teaching. I have a beginners training with ultrasound and conventional radiography, both in performing these techniques and reading the images. I have adequate experience and skill in teaching and performing human cadaver dissection.

Interests

Focusing on my profession, I have interests in human anatomy, human physiology, and human embryology, medical imaging, developmental biology, and teaching and learning.

Opportunities

Being employed at BYU has given me the following opportunities to develop as a professional teaching faculty through attending educational sessions on teaching and learning, anatomy and physiology, and participating in the faculty development series.

Areas to develop

Teaching skills

There is still a lot for me to learn as to content (i.e. anatomy and physiology), developing skills (i.e. imaging), how to teach, and how people learn. With presentations, I know that I try to teach too much in a short period of time. I understand that I need to slow down and be more efficient in my teaching during class. Also, I know that I need to engage the students in these presentations more often.

Professionalism

I believe that I can be more considerate with my actions and how this may affect peers or students. Also, I can be more consistent in my words and actions.

Interpersonal skills

I know that I can continue to be a better communicator. There are times when I talk too fast and need to backtrack to correct a mistake I have made. I also believe that I can be more social with students and peers. By nature I am independent and introverted and need to be careful with the extent that I take this. At times I am too strict with rules and policies. I do this in a way to be consistent, but I know I need to follow the spirit with my decision making and understand when it is necessary to go with a different decision. At times I can be indecisive and slow to make decisions. This can be difficult when decisions or actions need to be performed immediately.