

# Kapi'olani Community College



## Center for Excellence in Learning, Teaching and Technology

4303 Diamond Head Road, Naio 203  
Honolulu, HI 96816  
Tel: (808)734-9711 · Fax: (808)734-9287  
eMail: [celtt@hawaii.edu](mailto:celtt@hawaii.edu)  
Web: <http://www.hawaii.edu/kccceltt>

*KCC is an equal opportunity/affirmative action institution*

## CELTT Fall 2007 Professional Development Events Calendar

8/10/07



Check the Online Calendar for future updates at:  
<http://www.hawaii.edu/kccceltt/calendars/cal.htm>

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CELTT was created in January 2005 by then-Chancellor John Morton with a goal to “create a Center that uses learning-college principles to provide faculty with one-stop support for improving learning but also serves as a focal point for leadership in improving teaching and learning.” Its goals include:

- Ensure the quality of teaching and learning through centralized, localized professional development support focused on learning-college pedagogy in classroom and clinical settings.
- Ensure the quality of teaching and learning through technology support.
- Ensure increased learning-centered behavior.
- Promote the scholarship of teaching.
- Support the enhancement of the technology infrastructure across the campus.
- Promote more efficient provision of campus services through the use of technology.

CELTT sponsors a rich program of professional development activities exists for staff, and faculty both new and seasoned. Events are open to Kapi'olani Community College and UH system faculty and staff.

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### Student Learning Outcomes

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Date	Time		Place
9/7	10:45	Noon	Naio 203
9/28	10:45	Noon	Naio 203
10/1	12:15	1:30	Naio 203
10/29	12:15	1:30	Naio 203

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### Conference Showcase

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On the 4th Monday of the month, faculty will share presentations made at national conferences.

Topic	Date	Time		Place
TBA	8/27	12:15	1:30	Naio 203
TBA	9/24	12:15	1:30	Naio 203
TBA	10/22	12:15	1:30	Naio 203
TBA	11/26	12:15	1:30	Naio 203

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## Electronic Portfolio Workshops

Help support your students with the e|Portfolio system which provides a digital place to collect and manage personal, academic, and career information, and then share that information. **Faculty** can also use the system to create online professional portfolios for contract renewal. Join Melvin Inatsuka as he takes you through a hands-on experience with the campus e|Portfolio.

Topic	Date	Time	Place
Navigating the e Portfolio	9/4	2:00-3:00	Naio 203
Contract Renewal Review Workshop	9/7	1:45-3:00	Naio 203
Assignment Feature	9/11	2:00-3:00	Naio 203
Contract Renewal Review	9/14	1:45-3:00	Naio 203
Presentation Feature	9/18	2:00-3:00	Naio 203
What is a Matrix?	9/25	2:00-3:00	Naio 203
Navigating the e Portfolio	10/4	11:30-12:30	Naio 203
Assignment Feature	10/11	11:30-12:30	Naio 203
Presentation Feature	10/18	11:30-12:30	Naio 203
What is a Matrix?	10/23	11:30-12:30	Naio 203
Navigating the e Portfolio	10/30	2:00-3:00	Naio 203
Assignment Feature	11/13	2:00-3:00	Naio 203
Presentation Feature	11/20	2:00-3:00	Naio 203
What is a Matrix?	11/27	2:00-3:00	Naio 203

## Electronic Portfolio Workshops:

The e|Portfolio system provides students a digital place to collect and manage personal, academic, and career information, and then share that information. It is an assessment tool through which students can demonstrate achievement of learning outcomes. Join Melvin Inatsuka as he takes you through a hands-on experience with the campus e|Portfolio.

Topic	Date	Time	Place
Navigating the e Portfolio	9/4	2:00-3:00	Naio 203
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What is a Matrix?	11/27	2:00-3:00	Naio 203

## Self-Assessment and Documentation Workshops

To keep our jobs or to get promoted, we all have to do some form of self-assessment and documentation. Get some help with the guidelines for these documents and connect with your colleagues going through the same thing. Workshops offered for Contract Renewal Applications and Tenure/Promotion Dossiers in late Spring and early Fall; your department may host a workshop for Lecturer Self-Assessments in early Spring.

Topic	Date	Time	Place
Contract Renewal	8/31	12:15-1:30	Naio 203
	9/10	1:45-3:00	Naio 203
Formatting Your Contract Renewal or Tenure & Promotion Document	8/31	3:15-4:30	Naio 203
	9/10	3:15-4:30	Naio 203
	9/21	1:45-3:00	Naio 203
Tenure and Promotion	8/31	1:45-3:00	Naio 203
	9/21	12:15-1:30	Naio 203
Editing your Contract Renewal Document	9/14	1:45-3:00	Naio 203
Editing your Tenure & Promotion Document	10/5	3:15-4:30	Naio 203
Contract Renewal Reviewers Workshop	9/7 9/14	1:45-3:00	Naio 203

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## Mālama Pono

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Mālama Pono workshops are held on the 3<sup>rd</sup> Fridays of the month. The Mālama Pono series supports wellness and life balance through Hawaiian cultural values. It's an opportunity to get to know your colleagues, learn about Hawaiian cultural values...and do something good for yourself!

Date	Time	Place
9/21	3:30 - 5:00	Naio 203
10/19	3:30 - 5:00	Naio 203
11/16	3:30 - 5:00	Naio 203

Diamond Head Walk – 8/15, Fishpond – 8/25, 11/17,  
Taro Patch - TBA

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## Student Engagement Strategies Mini Academy

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Join us for a day jam packed with easy to implement classroom strategies to create a learner-centered classroom.

Date	Time	Place
10/19	9:00 – 3:00	Naio 203

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9/21	3:30 - 5:00	Naio 203
10/19	3:30 - 5:00	Naio 203
11/16	3:30 - 5:00	Naio 203

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Date	Time	Place
10/19	9:00 – 3:00	Naio 203

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## 4Ts (Teachers Talking to Teachers about Teaching): Students in Distress

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On the 4th Friday of the month, join this talk-story session with your colleagues. This semester, the conversations will center on students in distress.

Date	Time	Place
8/24	1:45 - 3:00	Naio 203
9/28	1:45 - 3:00	Naio 203
10/26	1:45 - 3:00	Naio 203
11/30	1:45 - 3:00	Naio 203

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## Guest Facilitator/Presenter Database Info Session

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Use the new Guest Facilitator/Presenter Database to find a KCC colleague willing to come into your classroom to share some of his/her skills and knowledge with your students. Or offer yourself as a guest facilitator/presenter--you may have exactly what a colleague needs to help his/her students make vital connections between disciplines.

Date	Time	Place
9/7	12:15 – 1:30	Naio 203

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Date	Time	Place
9/7	12:15 – 1:30	Naio 203

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## Technology Demos & Follow-Up Workshops

Topic	Date	Start	End
WebCT Demo	8/28	11:00	12:00
	8/29	1:00	2:00
	9/11	11:00	12:00
Impatica for Powerpoint Demo	9/12	11:00	12:00
	10/2	11:00	12:00
Impatica for Powerpoint Follow-up	9/19	11:00	12:00
	10/9	11:00	12:00
Inspiration Demo	10/8	1:00	2:00
	10/24	9:00	10:00
Inspiration Follow-up	10/15	1:00	2:00
	10/31	9:00	10:00

### Teaching On Television

Learn about the possibilities of teaching a distance learning class on cable TV, sign up for this interactive 5-session workshop. Channel 55, 'Ōlelo, offers opportunities for community college faculty to present courses through this creative delivery system. Learn how to use television/internet to reach out to distant learners and the community!

Date	Start	End
10/3, 10/7, 10/17, 10/24, 10/31	3:00	5:15

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Date	Start	End
10/3, 10/7, 10/17, 10/24, 10/31	3:00	5:15

## The Hidden Intellectual Network at KCC (T.H.I.N.K.)

On the 2<sup>nd</sup> and 4<sup>th</sup> Fridays of each month, faculty and staff enjoy camaraderie, refreshments, and hear about fascinating topics from a colleague.

Topic	Date	Start	End	Place
C'mon, You can Brew It! In this THINKing session, we'll talk about the art and craft of beer-making from historical, biological and culinary perspectives. <b>Presenters: John Berestecky, Henry Holthaus, &amp; Shawn Ford.</b>	8/24	3:15	5:00	220 Grille
TBA	9/14	3:15	5:00	220 Grille
GIS Evangelism: A geographical information system works in mysterious ways to enhance our view of the world. <b>Presenter: Bob Moeng</b>	9/28	3:15	5:00	220 Grille
Your Legacy -- The Importance of Telling Your Story Join us for a session on why scrapbooking has taken the country by storm over the past few years. <b>Presenter: Sally Pestana</b>	10/12	3:15	5:00	220 Grille
TBA	10/26	3:15	5:00	220 Grille
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## Technology Thursdays

Learn tips and tricks to make your work easier! Come to Naio 203 & we will show you how to add power to your presentations and how to design documents like a pro! Earn a CELT Certificate in Microsoft Office or a Power User's Certificate by attending three or more workshops for any one program (Word, Excel, PowerPoint).

Topic	Date	Time	Place
MS Word- Tables and Columns	9/06	10:00-11:00	Naio 203
MS Word- Brochures	9/06	2:00-3:00	Naio 203
MS Word- Styles and table of contents	9/13	10:00-11:00	Naio 203
MS Word- Object linking and embedding	9/13	2:00-3:00	Naio 203
MS Word- Desktop publishing and graphics	9/20	10:00-11:00	Naio 203
MS Word- Mail Merge	9/20	2:00-3:00	Naio 203
MS Word- Tabs, Bullets & Shortcuts	9/27	10:00-11:00	Naio 203
MS Word- Brochures (repeat)	9/27	2:00-3:00	Naio 203

## Technology Thursdays

Topic	Date	Time	Place
MS Powerpoint- Basic	10/04	10:00-11:00	Naio 203
MS Powerpoint- Games	10/04	2:00-3:00	Naio 203
MS Powerpoint- Auto Content Wizard, Designs and Formats	10/11	10:00-11:00	Naio 203
MS Powerpoint- Games (repeat)	10/11	2:00-3:00	Naio 203
MS Powerpoint- Basic Animation & Live Presentation features	10/18	10:00-11:00	Naio 203
MS Powerpoint- Triggers	10/18	2:00-3:00	Naio 203
MS Powerpoint- Design templates & Content slides	10/25	10:00-11:00	Naio 203
MS Powerpoint- Effective Slide Design	10/25	2:00-3:00	Naio 203
MS Excel- Basic	11/01	10:00-11:00	Naio 203
MS Excel- Conditional formatting	11/01	2:00-3:00	Naio 203
MS Excel- Formatting	11/08	10:00-11:00	Naio 203
MS Excel- Filters	11/08	2:00-3:00	Naio 203
MS Excel- Functions	11/15	10:00-11:00	Naio 203
MS Excel- Drop Down Lists	11/15	2:00-3:00	Naio 203
MS Excel- Charts	11/29	10:00-11:00	Naio 203
MS Excel- Using Data Entry Forms	11/29	2:00-3:00	Naio 203

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MS Powerpoint- Effective Slide Design	10/25	2:00-3:00	Naio 203
MS Excel- Basic	11/01	10:00-11:00	Naio 203
MS Excel- Conditional formatting	11/01	2:00-3:00	Naio 203
MS Excel- Formatting	11/08	10:00-11:00	Naio 203
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