

Professional Development Activities (continued)

❖ TAILORED WORKSHOPS (ONGOING):

CELTT can offer your department or program discrete workshops to be facilitated at your departmental or other meeting on many different topics, including:

• CATs (Classroom Assessment Techniques)

CATs are a simple, effective entrée into the world of learning-centered pedagogical practices. Teachers get hooked quickly because the techniques are easy to use, and they often result in immediate improvements in teaching methods, materials, and/or classroom approaches.

• Self-Assessment and Documentation Workshops (ongoing):

To keep our jobs or 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 are 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 as Assessments are due every April.

• Portfolio Pedagogy

KapCC has adopted a rich electronic portfolio program that is web-based and easy to use. Prepare your faculty and/or staff to use this tool with a workshop on the pedagogy of portfolios. We can help participants understand what portfolios are, why they make sense in a learning-centered college, and their educational possibilities.

• Mediation Training

Mediation and conflict resolution skills can come in handy in many academic situations, including diffusing tension in the classroom and/or within a department/discipline/program.

• Student Success

Based on the work of Skip Downing, this workshop will focus on ways teachers can help students build skills they need to succeed in college and in life. These skills include accepting personal responsibility, discovering self-motivation, mastering self-management, employing interdependence, gaining self-awareness, adopting life-long learning, and developing emotional intelligence.

❖ TRANSFORMED FOR LEARNING COHORT (TLC) (APPLICATION IN SPRING 06, INCEPTION FALL 2006)

Does your course design need a little TLC? Each fall, five faculty members will receive 3 credits of reassigned time to participate in a two part process: in fall, a short course will support participants in designing a “quantum shift” for their course. In spring, participants will pass on their experience by mentoring small groups of new faculty in smaller revision of their course and lesson plan designs.

❖ TECHNOLOGY WORKSHOPS

As technology and professional development needs change, so will this list. For the latest list of workshops and registration information, check the CELTT calendar at:
www.hawaii.edu/kcccltt/calendars/cal.htm

Topics covered to date include:

- Camtasia Studio Screen Recording Software
- Impatica for PowerPoint
- Inspiration Visual Diagramming Software
- Photoshop Elements
- MS Word, PowerPoint and Excel
- GradeKeeper Gradebook program
- WebCT
- MyCourses and MyGroups
- Blogging
- Podcasting
- Tablet personal computers
- KapCC’s electronic portfolio
- Online and social bookmarking
- Student Feedback Surveys for Online Courses
- Lulima (Sakai) Course Tools

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Center for Excellence in Learning, Teaching and Technology

KAPI'OLANI COMMUNITY
COLLEGE

CENTRALIZED, LOCALIZED
PROFESSIONAL
DEVELOPMENT AND
TECHNOLOGY SUPPORT



CUSTOMER CARE CENTER/ HELP DESK

Customer Care Center (CCC) personnel handle trouble calls and manage a pool of technology equipment that can be loaned to faculty, staff and external clients for official campus business. For faculty and staff, they handle calls related to campus telephones, software and hardware, and access to campus networks. The CCC assists students only with password resets and wireless set ups. For other technology support, CCC personnel refer students to the University of Hawai'i Information Technology Services (ITS).

INSTRUCTIONAL MULTIMEDIA AND DISTANCE LEARNING UNIT

This unit mentors faculty in the use of technology tools to produce learning in traditional and distant learning environments as well as use of technology to enhance learning in more traditional environments. The campus Distance Learning Coordinator is in this unit which works to promote distance learning technologies across campus. These include the Hawai'i Interactive TV System (HITS), cable TV courses as well as online courses, hybrid courses, and traditional classroom courses enhanced with websites. Faculty members who use those technologies are given comprehensive support from IMD staff.

INFORMATION TECHNOLOGY UNIT

This work group manages: campus computer labs, campus computer servers, voice/data networks, Customer Care services and software development. They provide consulting services, research and test hardware and software products and assist faculty and staff with technology procurement.

PROFESSIONAL DEVELOPMENT LEADERS

KapCC's professional development program is designed and directed by a team comprised of the Vice-Chancellor for Academic Affairs, a CELTT IT Specialist, two CELTT faculty members, and counseling and instructional faculty from other departments.

FACILITIES FOR KAPCC FACULTY AND STAFF

The Center includes Hawaii Interactive Television System (HITS) classrooms, audio and video conference rooms, and a faculty/staff open technology lab.

Hawaii Interactive Television System (HITS) Classrooms

CELTT participates in and supports the UH Hawaii Interactive Television System (HITS). HITS is a two-way audio and visual system transmitting service between the University of Hawaii campuses, course delivery and meetings. Support is provided to campus faculty and staff, the UH community and external agencies. Service-for-fee charges may apply to UH community and external agencies, and service is provided based upon the request, appropriateness, and staffing availability.

Audio and Video Conference Facilities

CELTT provides point-to-point and multi-point conferencing support for the campus, system, and external agencies. The primary video conferencing room is Naio 206.

Naio 203 Technology Lab for Faculty/Staff

An open lab with computers is maintained for faculty and staff use. Internet access and a variety of computer and multimedia technology are also available for use. The lab is also used for technology training, demos and meetings.

PROFESSIONAL DEVELOPMENT ACTIVITIES

A rich program of professional development events exists for faculty and staff. Activities cover a broad range of areas including technology, pedagogy, and wellness. Some activities are described below.

- ❖ **4Ts (TEACHERS TALKING TO TEACHERS ABOUT TEACHING) (ONGOING):**
Most of us love to talk about teaching with our colleagues, and 4Ts provides the structure for these productive and enlightening conversations. Meetings are held regularly on the second Friday of every month from 1:45 - 3:00 pm.
- ❖ **DREAM SCHEME (INCEPTION SPRING 2006):**
Do you have a great idea -- one that will make a positive change on our campus? We want to help you make it happen. Apply to the Dream Scheme, and when your Dream Plan is selected, you'll meet with the Leadership Support Committee (LSC) to construct your very own Dream Team: a group of campus movers and shakers who will help you do what it takes to make your dream a reality on our campus.
- ❖ **ENGAGED IN EDUCATION (EE) (PILOT SPRING 2006, CAMPUS-WIDE SPRING 2008):**
The Engaged in Education program will support faculty members who want to design a two-year plan for their faculty development. The plan is tied to the Faculty Showcase Portfolio and, upon completion, faculty will have an electronic portfolio and receive the Engaged Educator designation.
- ❖ **THE HIDDEN INTELLECTUAL NETWORK AT KCC (THINK) (ONGOING):**
On the 2nd and 4th Fridays of each month, faculty and staff enjoy camaraderie, refreshments, and hear about fascinating topics from a colleague. Previous topics included sleep, sake and shochu, scrapbooking, non-verbal communication skills, word/language games.

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