

## Professional Development Activities for Faculty and Staff

**Note: This table includes many but not all of the professional development opportunities available to the College's Faculty and Staff.**

Name/Title	What	When	Goal/Objectives	Results/Outcomes
<b>System Level</b>				
Real World in Academics	<p>A four-day summer institute to:</p> <ul style="list-style-type: none"> <li>• Introduce a number of “real world” applications, strategies, techniques to incorporate into academic courses required for career and technical education students (e.g. math, science, writing).</li> <li>• Consult with industry personnel to ensure that classroom curriculum is current, relevant and inspiring.</li> <li>• Collaborate with career and technical education faculty members to develop curriculum to connect the curriculum in academic courses to CTE courses, and ultimately meet the student learning objectives related to workplace readiness.</li> <li>• Develop assessment strategies to measure project success and student learning.</li> </ul>	Two cohorts 2009-2010 and 2011-2012	<p>After end of institute, established groups of faculty continue to meet over the course of the year to develop, implement and assess their applied/integrated academics projects/strategies into their classroom.</p> <p>Strategies can include curriculum that is:</p> <ul style="list-style-type: none"> <li>• Project based learning</li> <li>• Problem based learning</li> <li>• Technology based</li> <li>• Service learning</li> <li>• Internship projects</li> <li>• Capstone projects</li> <li>• E-portfolio – archive things from real world.</li> </ul> <p>More sophisticated evaluation plan for second cohort. Most outcomes to be measured at end of summer 2012 including:</p> <ul style="list-style-type: none"> <li>• Teachers will report that the real world in academics project had a positive influence on their own approach to teaching course curriculum and/or program curriculum.</li> <li>• Student self-reporting on the value of real world modifications.</li> <li>• Applied academics strategies implemented in 90% of the courses of participants who successfully complete the program.</li> </ul>	<p>Cohort 2 included 14 participants from the College.</p> <p>More sophisticated evaluation plan for second cohort.</p> <p>100% agreed that the institute provided them with useful information and strategies.</p>
WAC+ Summer Institute and WAC+	Each institute is held for one week with faculty from the UHCC system to develop critical	<p>Started in 1987</p> <p>Used to be held yearly</p>	WAC+ supports Kapi‘olani Community College’s mission to promote students' progress, learning, and success with high quality	Davin has institute evaluation results for 2010. Shel has institute eval results

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Assessment Institute	and creative concepts to help integrate writing into classrooms.	but changed to every other year starting in 2009	instructional programs; to prepare students to meet rigorous baccalaureate requirements and personal enrichment goals by offering a high quality Liberal Arts program; and to prepare students to meet rigorous employment and career standards.	for 2008, 2007, 2006, 2005...etc.  Contact Davin Kubota/ Shel Hershinow
Scenarios	Eight week online course for new faculty in the UHCC System. A trans-disciplinary, trans-system dialogue that focuses on effective practices for student learning.	UHCC system since 2006  (The Scenarios course is now hosted by the College.)	Orient faculty to learning-centered teaching and assessment practices.  Increase student engagement and rapport between students and faculty.  Foster supportive connections among new faculty cohorts.  Introduce new faculty to Laulima from a participant experience.  Provide a safe, confidential space to ask questions and reflect on classroom experiences.  <a href="#">Resource: Scenarios Program Analysis 2007.doc</a>	Prior participant comments were very positive. A new portfolio assessment was implemented in Fall 2011 and the course is being evaluated and updated.
Achieving the Dream	<i>Achieving the Dream: Community Colleges Count</i> is a national nonprofit that helps more community college students succeed, particularly students of color and low-income students.	?	Increasing postsecondary attainment  <a href="#">Resource: R_TakingtheNextStep_091410.pdf</a>	?  See Kauka/ Bob Franco
President's Emerging Leaders Program	A developmental opportunity for highly motivated faculty and staff of the UH System that identifies and develops future campus and system leaders. Its intent is to affirm the goals of the Strategic Plan to invest in the College's/system's most valuable asset, its human resources, while also creating an institutional culture that honors diversity and inclusion.	Annual cohorts since 2007	Examine strategic and management considerations in meeting academic and statewide objectives and reflect on how leaders can make a vital difference.  Explore the perspectives of internal and external stakeholders of the University, inherent tensions and positive opportunities, and how higher education leaders might tackle these expectations.  Analyze differences in campus missions and	Strengthen professional skills and institutional knowledge.  Discuss strategic issues with university leaders.  Join in problem-solving.  Assess leadership interests

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			<p>how they affect our enterprise.</p> <p>Discuss the process and culture of shared governance within an academic environment and explore avenues for participation and leadership.</p> <p>Explore leadership styles and improve skills in communication and working with others.</p> <p>Identify academic and nonacademic career paths.</p> <p>Apply problem solving, decision making, and team work skills to hands-on projects that address current issues facing the University of Hawai'i.</p> <p>Build a collegial network of professional support, energy, and trust.</p> <p>Resource: <a href="#">KCC Leadership Program Participants.doc</a></p>	<p>and career goals.</p> <p>Explore effective ways to getting involved and making a difference.</p> <p>Be recognized as a potential leader.</p> <p>Build a network throughout the state.</p> <p>Establish a relationship with leadership program peers who can continue to give you feedback and professional support.</p> <p>Take part in evaluating the sessions and shape the Emerging Leaders Program at the University of Hawai'i.</p> <p>Identify and arrange an opportunity for practical experience and building skills by participating in a working project.</p>
Professional Administrative Summer Institute (PASI)	The institute is funded by the UH President's Office, at the urging of the UH Commission on the Status of Women. It is a professional development opportunity for clerical staff that consists of six weekly session.		Upgrading professional knowledge and skills, including technology, customer service, legislative procedures, etc.	
Community College Leadership Champions (CCLC)	Funded by an endowment from the former Vice President and Emeritus Chancellor of UHCC  Focused on leadership		Identify and encourage individuals to engage in leadership roles.  To develop creative dynamic leadership	

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	<p>development in a community college context, this group includes representatives from each of the seven community colleges.</p> <p>A “grow your own” program, CCLC is based on the principle that leaders are not just positional, but can strengthen the college from any position.</p>		<p>committed to the core values of the UHCCs.</p> <p>To support an atmosphere of leadership among faculty, staff, and administration.</p>	
Hawai'i Academy	In collaboration with the Community Colleges Leadership Development Initiatives, a five-day summer institute was conducted for faculty and staff, parallel to the CCLDI Summer Academies conducted in San Diego.	Summer 2009		
Hawai'i Great Teachers Seminar	A weeklong retreat that brings teachers together to learn from each other and exchange teaching innovations and solutions to teaching problems. Participants come from all around the country. Lecturers may apply for partial funding from the faculty union.	<p>Annually in August for 22 years</p> <p>2007 - 2 participants 2008 - 3 participants 2009 - 6 participants 2010 - 3 participants 2011 - 9 participants</p> <p>Note participant count is the number from the College.</p>	Enhance teaching skills, strategies and methods.	<p>100% of respondents to the evaluation agree or strongly agree with the statement that the seminar “was valuable and informative.”</p> <p>All respondents identified at least one idea/insight that will improve student learning or their effectiveness on the job.</p> <p>Follow-up "reunion" 4 months after seminar. Testimonials show that all participants improved their student engagement by implementing techniques learned during the seminar.</p>
<b>Campus Level</b>				
C4ward Concierge Training Institute	Workshops in campus leadership and service, concierge training	Begun Spring 2011	Concierge helps organize, schedule, summarize, and focus the C4ward groups' work and	Yao Hill has results from first institute (2010)

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			gatherings.	evaluation. I'm not sure if she sent out the evaluation yet for the second institute—but she would be the one to know.
C4wards	Collaborative Circles for Creative Change	Spring 2011 ?	<p>Increase awareness of professional development, professional relationship-building and support, leadership development, and well-being activities opportunities.</p> <p>Maintain and improve faculty excellence by providing resources and opportunities.</p> <p>Enhance morale and sense of trust among faculty to empower faculty.</p>	Yao has developed an extensive system for evaluating the program. She collected some data last semester.
I-cubed Summer Institute (for STEM)	The FIRE-UP Summer Institute, offered to STEM faculty, is supported by the NSF I-Cubed grant.	May 2009, 2010, 2011, 2012	The Institute's goal is to grow the number of engaged STEM faculty from 6 to 26. Objectives are planning for and assessing student success, enriching science faculty member's pedagogical choices, and increasing articulation and use of best practices in STEM teaching.	Engaged faculty numbers have grown, in the first three years, from six to twenty-three. Faculty practices include undergraduate research experiences and peer-led study groups.
CAAC workshops and retreat for counselors	Counseling and Academic Advising Council	AAC created 2004  becomes CAAC in 2007	<p>CAAC has a commitment to improve the counseling and academic advising process for current and potential students at Kapi'olani Community College.</p> <p>Established following committees:</p> <p>Counseling Plan/Framework</p> <p>Professional Standards</p> <p>Mental Health</p> <p>4 retreats to re-evaluate and re-structure CAAC to better meet the needs of students.</p>	<p>Provided Feedback to Campus re-org in 2006-2007, proposing re-centralization of counseling unit.</p> <p>Produced feedback to Chancellor's proposal for Counselor re-organization in 2011.</p> <p>Creation of Standards of Practice document, which provides a standard of practice for counselors and advisors at KCC</p> <p>Counseling Framework</p>

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				<p>(paralleling the General SLOS for Academic units, the Framework outlines Student development Outcomes (SDOs) for counseling and advising units to create Program SLOs.</p> <p>Creation of a counselor evaluation tool, standardizing evaluation of counselors.</p> <p>Creation of Academic Advising Syllabus, outlining students and advisor's responsibility in advising sessions.</p>
	CAAC Mental Health Subcommittee	2007 - 2011	<p>Address concerns and needs of students based on counselors' daily experiences and interactions with them. Provide training resources for counselors as listed:</p> <ul style="list-style-type: none"> <li>• Survey of student mental health needs</li> <li>• Training opportunities:</li> <li>• Suicide Prevention Conference</li> <li>• Safety and Security Workshop</li> <li>• Management of Aggressive Behavior</li> <li>• Domestic Violence Training</li> <li>• And others</li> </ul>	<p>Identified areas for additional training for counselors.</p> <p>Emphasized a critical need for a full time mental health professional on campus. Resulted in hiring of Mental Health Counselor Summer 2011</p> <p>Development of Crisis Referral Procedures handbook (Fall 2010)</p> <p>Training:</p> <ul style="list-style-type: none"> <li>• Hawai'i State Coalition Against Domestic Violence</li> <li>• Suicide Intervention</li> </ul>

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				Workshop (Hawai'i State Dept of Health) <ul style="list-style-type: none"> <li>• Crisis Prevention Intervention (CPI)</li> <li>• Conducted Three Counselor Connection Fairs</li> </ul>
New Faculty Orientation		Held as a Part 1, Part 2 at beginning of Fall and Spring semesters.		<a href="#">Contact Palani Kelly</a>
Engaged in Education	An approach to professional development that involves participants designing individual professional development plans.	New cohorts annually since 2008  Intake usually in spring	To improve teaching and learning for KCC students  To maximize use of CELTT programs through customized recommendations  To make CELTT responsive to changes in faculty needs for professional development  To maintain or improve faculty retention, morale, and the collegiate environment of the campus  To encourage institutionalization of ePortfolio use at KapCC by asking faculty members to create their own ePortfolios  <a href="#">Resource: Engaged in Education- FACES Complete Report.pdf</a>	Approximately 50 faculty have enrolled so far from various levels, but with the majority being newer faculty.  <a href="#">Data from current version of FaCES will be available in Spring 2012.</a>  <a href="#">Contact Yao Hill for more details</a>
Self-Assessment & Dossier Workshops	Familiarize faculty with the process of preparing a self assessment for contract renewal or tenure and promotion.	Annually	Provide guidance, direction and one on one reviews to assist faculty with contract renewal and promotion dossiers.	
The Hidden Intellectual Network at KCC (THINK)	Faculty and staff gather for two hours on selected Friday afternoons for informal, interactive, stimulating, and enlightening presentations by	Beginning January 2006 to present	A time to share ideas, thoughts and stories about things that interest the faculty and staff.	Over 45 presentations since 2006.  Builds mutual respect and

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	colleagues sharing information on their areas of professional or personal expertise.			collegial relationships.
New Arts Lecture Series	Brings leading industry professionals to the island for lectures and workshops. It is a unique forum that allows students and faculty to interact with artists, animators and media technicians from the animation industry.	2 artists per a semester	Seeks to stimulate and motivate students and faculty. This opportunity enables them to gain valuable industry-based and aesthetic insight as well as inspiration from experts in digital arts fields.	Each lecture typically attracts 80-100 participants (faculty and students).
Transformed for Learning Cohort (TLC)	<p>An opportunity to explore innovations that improve student effort. Now facilitated as a C4ward.</p> <p>Participants must have 3 years of teaching experience and be willing to commit 3 semesters of involvement:</p> <ul style="list-style-type: none"> <li>• Semester 1: plan individual course transformations.</li> <li>• Semester 2: implement course transformations</li> <li>• Semester 3: facilitate similar mini-transformations with other faculty.</li> </ul> <p>Cohorts are typically 3-5 faculty (currently 4).</p>	Spring 2012 start of fifth cohort	Based on CCSSE data, current cohort is focused on improving the critical literacy of reading.	Pre and post assessments of implemented changes in participants' courses.
Summer Institute on World Civilization				
English 100 Summer Bootcamp				
Professional Assistant Summer Institute				



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Best Practices in Assessment Conference				
Learning Communities Institute				
Vanguard Faculty Initiative	<p>Supports the research, design, implementation, and assessment of high impact practices in sections of “gatekeeper” courses.</p> <p>Participating faculty engage in an introspective process in which they study and reconsider pedagogy, content, delivery, and/or assessment.</p>	<p>1st cohort beginning in Fall 2010.</p> <p>2<sup>nd</sup> cohort Spring 2011.</p>	<p>Redesign “gatekeeper” course to encourage a success rate of 70% by drawing upon “active and applied learning strategies” including but not limited to revised syllabus, activities, readings, competencies, and/or assessments</p> <p>Align project with college strategic plan and/or departmental/unit tactical plan</p> <p>Articulate a plan to assess learning outcomes and/or competencies at multiple levels (degree, program, course, etc.) in redesigned course</p> <p>Optional: Redesigned course includes community-based, Hawaiian or multicultural contextualized learning components</p>	<p>Pre and post assessment of success rates by instructor for those courses that were redesigned. Expected March 2012.</p> <p>Early reports indicate that redesigned courses may have a significant and positive impact on student success.</p> <p>Posters presented at Spring 2011 C4ward poster session.</p>
<b>Diversity Awareness &amp; Support Activities And Professional Development</b>				
DSSO Workshops	<p>Professional consultant Workshops/Training</p> <p>(Jane Jarrow – president of DAIS)</p>	Yearly and upon request	<p>Targeting staff, faculty, students and administrators.</p> <p>Address topics such as understanding reasonable accommodations, accommodations in clinicals, labs, studio classes, internships, distance education courses, student confidentiality and others.</p>	
	New Faculty Orientation	Beginning of each semester?	Present overview of DSSO services and resources	
Deaf and Hard of Hearing Workshops	Meeting needs of diverse learners in the classroom	Upon request	To provide information, resources and strategies	
Mālama Pono	Every semester	Fall 2006 - present	<p>Develop Native Hawaiian leadership on campus</p> <p>Design and conduct workshops around Hawaiian</p>	<p>Conducted workshops and follow-ups that dealt with the Hawaiian values of <i>ohana, pono, kuleana,</i></p>

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			<p>values.</p> <p>Develop strategies to address student success issues for Native Hawaiian students.</p>	<p><i>laulima</i>, and <i>ha'aha'a</i>. These values are also expressed in the KCC vision and values statements.</p> <p>Participation involved over 77 faculty/staff since 2006.</p>
Domestic Violence Awareness Month		October, Yearly		<p>The Clothesline Project</p> <p>SOS Workshops on Personal Safety</p> <p>Annual Men's March Against Violence</p>
Meeting the Needs of Diverse Learners Workshop	Professional Development for faculty and instructors on addressing diverse learning needs.	Spring 2011	The purpose of the workshop/training was to expand and strengthen faculty knowledge, skills and positive attitudes towards cultural diversity and Students With Disabilities (SWD).	Participants incorporated elements of training into their classroom teaching and preparation.
Sustainability  (Carl Jennings)				Earth Day
<b>Information Technology Workshops by CELTT, arranged by general category (show and tell, demo, hands-one workshop)</b>				
Distance Learning Certification Program	Provide faculty with a forum to share their distance learning work; learn from and support each other; and contribute to a set of resources that can be shared with other faculty and in future professional development programs.	First version in 2008 was a series of face to face workshops. Current version is mostly online (Laulima and Collaborate) .	Designed to provide support for faculty as they learn to or continue to deliver hybrid or online courses. Admission to this program is limited only to faculty. Unlike prior professional development programs, this one has been designed around the TPACK (Technological Pedagogical Content Knowledge) Framework for Teacher Knowledge. The framework is based on the notion that technology should not be the sole focus of professional development programs. It must take into account the interplay of three bodies of teacher knowledge: Content, Pedagogy, and Technology as effective teaching with technology is a complex interaction among these three areas. See sidebar for links to more information on the TPACK Framework.	<p>More than 145 faculty have completed the online certificate program since 2008.</p> <p>Currently being assessed using pre and post testing..</p>

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<b>Show &amp; Tell Sessions</b>				
Teaching on TV Service Learning Project Gradebook iMovie Inspiration Open Office Opinio Web-based video journal Blogging Recycling & PBL Wikipedia xMas annotation system SnapzPro SecondLife Laulima	Guest speakers share their innovative practices in teaching and technology. Speakers are generally instructional faculty from Kapi'olani CC or other UH campuses.  Annual 1-day Laulima institute in which faculty do show and tell sessions highlighting specific online strategies and specific tools	Every Fall and Spring, topics change depending on availability of speakers and relevance/demand	Raise awareness of campus initiatives.  Promote innovative teaching practices with technology.  Showcase faculty work.	Increase awareness of new initiatives, technologies, and practices to support teaching and learning.
<b>Demonstrations</b>				
e portfolio Impatica	Demonstration of step by step use of technology tools by primary users of the technology.	Every Fall and Spring, topics change depending on availability of speakers and relevance,	Demonstrate uses of technology tools with more detail than in a Show and Tell session.  Show application of technology to teaching and	Increase understanding of appropriate applications of technology to teaching and

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<p>Inspiration</p> <p>Rapid Technology</p> <p>Safe Hex - Safe Computing Practices</p> <p>Student Feedback Survey using WebCT &amp; MS Excel</p> <p>LILO</p> <p>HTML Tricks for WebCT Users</p> <p>Clickers</p> <p>Pulse SmartPen</p> <p>Tablet PCs</p> <p>Online Communication with Skype</p> <p>Using Halawai – Adobe Connect</p> <p>Task Management tools (Jott, Remember The Milk, Gubb)</p> <p>Time Management tools (Google Calendar,</p>		demand or need	<p>learning.</p> <p>Showcase faculty work.</p>	<p>learning.</p> <p>Increase safe computing practices and decrease risky computing behaviors.</p> <p>Increase awareness of how faculty are integrating technology into teaching, or using technology to support achievement, engagement and student success.</p> <p>Attendance in several sessions may lead to a certificate of participation, e.g., Elluminate certificate earned by attending three sessions, Blackboard Collaborate certificate earned by attending two sessions, certificates in MS Office applications earned after attending three sessions.</p>

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<p>WhenIsGood, Doodle)</p> <p>Twitter</p> <p>MS Word tips for faculty working on Contract Renewal, Tenure, and Promotion applications</p> <p>Eliminate web conferencing tools which was bought by Blackboard.</p> <p>Blackboard Collaborate web conferencing tool.</p>				
<b>Hands-On Technology Workshops</b>				
<p>Curriculum Central</p> <p>Opinio</p> <p>PC Preventive Maintenance</p> <p>Photoshop Elements Introduction</p> <p>Photoshop Elements Production</p> <p>Camtasia</p>	<p>Hands on, step-by-step workshops involving various technology tools.</p>	<p>Every Fall and Spring, topics change depending on availability of speakers and relevance, demand or need. Hands-on workshops were limited in number during the 2010-2011 renovation of the Naio building.</p>	<p>Increase knowledge, skills and abilities in the use of technologies for improved productivity, teaching and learning.</p> <p>Raise awareness of technology tools for productivity, learning, and teaching.</p>	<p>Attainment of new skills in the use of technology.</p> <p>Improvement or enhancement of existing technology skills.</p> <p>Increased awareness of technology resources that may be applied to one's job.</p>

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Gradekeeper  HTML Tricks for WebCT Users  Inspiration  MS Excel 3-D References  MS Excel Basics  MS Excel Charts  MS Excel Formatting & Conditional Formatting  MS Excel Functions  MS PowerPoint #1 Slide Masters, Narration & Hyperlinks  MS PowerPoint #2 Triggers  MS PowerPoint Animating Text & Graphics, Live Presentation Features  MS PowerPoint Auto Content Wizard, Designs				

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& Formats  MS PowerPoint Basics  MS Word Desktop Publishing & Graphics  MS Word Formatting Page with Sections  MS Word Styles & Table of Contents  MS Word Tables & Columns  MS Word Tabs, Bullets & Shortcuts  KapCC e portfolio system: Matrix  KapCC e portfolio system: Site management				
<b>Presentations by Guest Speakers</b>				
Protecting Sensitive Information with Jodi Ito	Presentation by guest speaker	Every Fall and Spring, topics change depending on availability of speakers and relevance, demand or need. Summer events generally offered specifically for department chairpersons and unit heads.	Overview of University policies and Hawai'i State law regarding	Knowledge of basic state law regarding sensitive data.  Knowledge of university policies related to sensitive data.  Awareness of identity theft

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				risk factors and ways to protect yourself in cyberspace.
Digital Marketing Strategies with UHWO marketing team	Presentation by guest speaker	Fall 2009	Share work done at UHWO to promote the university using social media tools.	Understanding of specific uses of Twitter and FaceBook for college marketing.  Tips from social media experts on creating and maintaining the college's identity in cyberspace.
Japanese Protocol with Saori Sato	Presentation by guest speaker	Fall 2009	Essential protocol for faculty and staff who work with visitors, students, officials/dignitaries from Japan	Understand basic Japanese protocol.
Virtual Office hours using Blackboard Collaborate with Michael Paulding	Presentation by guest speaker	Fall 2010	Showcase how one faculty member uses Blackboard Collaborate for office hours.	Increase awareness of various applications of BBC to teaching and learning.  Learn to use specific tools such as application sharing, text chat, and break out rooms.
The TPACK Framework with Kimble McCann	Presentation by guest speaker	Fall 2010	Basic overview of the TPACK framework and how it can be applied to faculty professional development at the college level.	Increase understanding of TPACK as a way to conceptualize professional development.
Tools and Sources for Online Course Content: ePub and Web Templates	Presentation by guest speakers	Fall 2010	Introduction to electronic publishing tools and showcase of CELTT templates for Lulima websites.	Raise awareness of tools available to support course development.
A Discussion about Communication in Online Environments with Basil Steele	Presentation and open discussion facilitated by Mental Health Counselor	Fall 2010		