Year End Report for Staff Development

for

Academic Year 2007 – 2008

May 2008
Charge of Committee

The mission of the Staff Development Committee is to plan and coordinate staff development activities, as well as administer professional development endeavors. There are three basic activities: Issuance of grants for staff development activities; planning of programs for the college that offer professional development opportunities to faculty and staff; and fundraising programs to raise money for staff development activities. learning environment of the College.

Summary of Activities

Staff Development supports three types of Grant Awards, Individual Professional Development Grants, Group Professional Development Grants, and Program Grants. The following is a record of the number and types of Grants submitted and awarded by Staff Development this year.

A. Grants for Professional Improvement (Individual) Funded
   • Diane T. Termoto was awarded $50.00 to attend Introduction to Microsoft Excel to enhance her computer skills in order to provide better support to students in the library.
   • Gertrude Miyaji was awarded $50.00 to attend Introduction to Microsoft Excel to enhance her computer skills in order to provide better support to students in the library.
   • Dave Maxson was awarded $525.00 for an Apple Developer Connection Video Collection for Information Technologists. This video training program enabled him to enhance his skills in configuring, deploying and supporting McIntosh computers on campus.
   • DarLene Jones was awarded 330.00 for registration fees to the American Counseling Association annual conference. This conference related to her field of expertise and was key to helping her maintain current in her profession.
   • Lance Uyeda was awarded $1000.00 dollars to support travel and registration fees to Council for Opportunity in Education Student Support Services Proposal Writing Workshop in Los Angeles. This workshop provides in-depth coverage of the 2008 Student Support Grant Competition and will provide Lance insight to preparing a proposal for grant renewal competition for the TRiO project.
   • Nancy Ali was awarded $353.00 for travel expenses to the International Year of Astronomy 2009 Planning Workshops in St. Louis, MO. This event will assist her in planning activities, events, galleries, and lecture series to support the celebration of the International Year of Astronomy at WCC.

B. Grants for Professional Improvement (Individual) Not Funded
   • Mari Nakamura was referred to UH Research Council where she was awarded funding for registration fees at the Pacific Rim Conference on Disabilities where she was presenting “Transitioning At-Risk Populations into Postsecondary Education with UDI”.
   • Anne Lemke was referred to UH Research Council for registration fees at the Pacific Rim Conference on Disabilities where she was presenting “Taking Charge: Being your own Advocate”. She found alternate funding for this proposal.
   • Patrick Tamaye submitted and withdrew a proposal for Training in OSHA.

C. Grants for Professional Improvement (Groups)
   • Faculty Reading Group, facilitated by Brian Richardson was awarded $90 for purchase of the book “My Freshman Year” which they will discuss and consider how the book can be used to improve their teaching.
D. Program Grants

- WILD Day was awarded $1,400 to support workshops and lunch
- Women’s History Day was awarded $600 to support distinguished lecturers
- Common Book Program was awarded $300 towards discounting the purchase of the common book by faculty and staff.

E. Social Events

- Friday Fiesta Feasters hosted three social events following the lecture series. Initial allocation for these events was $50 per event.
- WCC Christmas Party was sponsored this year and was awarded $300.00 to cover costs
- A Valentine Social was sponsored this year and was awarded $50.00 for the event.

F. Sponsored Workshops

- Contract Renewal/Tenure and Promotion workshop for WCC. (Sept. 11, 2007)
- Contract Renewal/Tenure and Promotion workshop for ETC. (Sept. 12, 2007)
- GPS Technology with Toshi Ikagawa. (Nov. 9, 2007)
- Universal Design and Learning with Anne Lemke and Dr. Megan Conway (Jan. 8, 2008)
- A Taste of Assessment: Intro to Assessment Tools with Pam DaGrossa, Jean Shibuya (Jan. 8, 2008)
- Safe Zone Awareness with Sarah Hodell (Jan. 8, 2008)
- Journey to India with Sarah Hadmack (Apr. 11, 2008)
- Safe Zone Training with Cameron Miyamoto (Apr. 18, 2008)
- Improv: Going with the Flow with Stan Egi (Apr. 25, 2008)

G. WILD Day

The WILD Day opened with a continental breakfast and a learning activity. It was followed by announcements and workshop sessions that consisted of three tracks (technology, health, and professional development).

For the first session (9-10 a.m.) we offered:

- POGIL: Process Oriented Guided Inquiry learning
- Page Out - Online Course Management Tools
- Foot Detoxification
- Journey to the Magical, Medicinal Garden
- Generations Working Together

For the second session (10:15 – 11:15 a.m.) we offered:

- Ethics of Social Networking: Facebook and MySpace
- Branding 101
- Gentle Yoga
- Fun and Fit Forum: Healthy meeting behaviors
- The Latté Factor: Investing a little makes a big difference
For the last session, 12:30 – 1:30 p.m., we offered:

- Fill in the Blanks – Creating a form fillable PDF document
- Podcasting: The Educational Potential
- Dancing with the Stars: Waltz and ChaCha
- Instilling Hawaiian Values in the Classroom
- Secrets to Reverse Mortgages
- De-Clutter Your Life: Get organized

Number of Participants: 119 signed up
Evaluations Received = 74
Evaluations were overwhelming positive for the individual workshops with the number one complaint being not enough time for the workshops. Overall assessment was also highly positive.
No shows = 11
Walk-Ins = 26

Part II. Budget

<table>
<thead>
<tr>
<th>Income for Staff Development 2007-2008</th>
<th>Chancellor's</th>
<th>G Funds</th>
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<tbody>
<tr>
<td>Starting Balances</td>
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<table>
<thead>
<tr>
<th>Expenditures for Staff Development</th>
<th>College Advancement Funds Account #12037104</th>
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<tbody>
<tr>
<td>Date</td>
<td>Program/Grant/Title</td>
</tr>
<tr>
<td>11/16/07</td>
<td>GPS Welcome and Social</td>
</tr>
<tr>
<td>2/28/08</td>
<td>Valentine Party Social</td>
</tr>
<tr>
<td>2/28/08</td>
<td>Desktop Jon's ACAC</td>
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<tr>
<td>2/26/08</td>
<td>Maxson- Apple Deve vid</td>
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<tr>
<td>4/2/08</td>
<td>WILD Day</td>
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Expenditure Subtotals | $2,442.21 | $2,557 | $4,999.05 |

Estimated Balance Available

<table>
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<tr>
<th>Proposed Budget SD Account</th>
<th>AD Account</th>
<th>Currently Spent</th>
<th>Remaining</th>
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<td>Workshops</td>
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Total | $3,000     | $2,000         | $4,999.05  | $0.95