



Annual Report for Academic Year 2007-2008

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This report serves as a summary of the accomplishments of the NTID Professional Development Team for AY 2007-08. We continued to work by integrating, but not duplicating, the various offerings college-wide at RIT while providing specialized college-focused training and development.

New Faculty/Faculty Development

Twelve new faculty members were hired to begin in Fall quarter 2007-08. Three were on a tenure-track: one had worked at NTID for many years in a Lecturer position and two were new to NTID.

Once again, a series of New Faculty Forums were offered, this time on occasional Thursday nights. The purpose of these forums remained the same as the first time: to provide important information to the new faculty about NTID resources and their responsibilities; to network with a variety of other NTID faculty, Chairs, and Administrators so the NTID organizational chart means something; and to develop a feeling of a “cohort.” The same “guests” were invited as last year. As a result of the 2006-07 end-of-the-year survey, two events were added this year: a history of NTID (Dr. Robert Frisina) and an end-of-year “social” (held at the Crystal Barn in late April). Both events were very well-attended and we plan to repeat them again this year.

In addition, we repeated two important workshops for all faculty on the tenure-track:

- Preparing for Tenure Review – Dr. Laurie Brewer and Dr. Christine Monikowski
- Preparing Documentation for Tenure Review – Dr. Laurie Brewer and Dr. Christine Monikowski

These workshops were open to all faculty and offered them the opportunity to review the *RIT Tenure Policies* and *NTID Administrative Guidelines and Criteria for Tenure of Full-time Faculty*. Laurie and Christine decided that these two workshops need to be offered annually, to any faculty member who has not yet achieved tenure. The first workshop helps faculty who are beginning their time at NTID by helping them consider a “five-year plan” and the second is more of a “nuts and bolts” workshop to help faculty actually prepare their portfolio (what to include, how much, samples, etc.).

An effort was made to engage the second-year faculty (those who were “new” the previous year) in a series of topics related to teaching/learning. Dr. Jeffrey Porter kindly agreed to facilitate a two-part meeting on the topic of assessment. This was very poorly attended, mostly due to everyone’s busy schedule. It seemed really impossible to find a two-hour chunk of time where everyone could come together, review articles, share experiences, etc. We are still convinced that this is useful information, but we are not sure how to make it successful.

Mentoring is another area that received attention, but did not come to fruition. In June of AY 2006-07, Mary Lou Basile and Christine Monikowski had a lunch meeting with a group of 10 experienced NTID faculty to discuss the possibility of establishing a group of mentors. This was in direct response to Christine’s attendance at a Chairs meeting that spring. The Chairs expressed a desire to have a “pool” of mentors from which they could select someone to address a specific

topic for a new faculty member. Mary Lou and Christine created such a pool– a list of approximately eight faculty members with a listing of an area in which he/she was interested– and the list was distributed to the Chairs. However, in the spring of AY 2007-08, when the Chairs were emailed, not one had followed up with the pool. We continue to explore ways to make this happen.

New Staff

Thirty seven new staff were on onboard for Fall quarter, 2007-08. The Center for Professional Development offered the new staff orientation. The program included a discussion of RIT's history and core values, helpful information about navigating the university's colleges and divisions, a review of where to find essential information regarding RIT's Institute Policies and Procedures, the required Harassment & Discrimination Training, and the Early Intervention Program Training.

Focused Opportunities for Professional Development for Faculty and Staff

A total of 28 PD events were offered during the year (see Appendix A). Sixteen events were targeted specifically to faculty (including those for new faculty). Twelve events were designed for all faculty and staff.

Program highlights included:

- *It's the End of the Web as We Know It*, Mark Greenfield - University of Buffalo
- *The Horizon Report: Top Six Technologies to Watch*, Joeann Humbert and Katie McDonald - RIT Online Learning
- *Dodge Grant Report: Backchannel Chatter - Divided Attention and Learning*, Catherine Beaton – RIT Department of Information Technology
- *Working with Style: DiSC Behavior Profile*, Ginny Hronek - Dynamix Training and Consulting

Average attendance was 17 participants per workshop. Program evaluations were distributed at each workshop. The majority of respondents rated the sessions as “very worthwhile.” Most agreed they would attend follow-up activities. Respondents were given the opportunity to submit additional ideas for future programming via the evaluation forms.

Center for Professional Development

We continued our partnership with RIT's Center for Professional Development (CPD). Together, we explored strategies for meeting the needs of faculty and staff. Hope Williams met regularly with the program coordinators for CPD to share resource information, discuss ideas for programming, and evaluate programs. CPD underwrote the *Effective Meetings* program offered by the EAP/Employee Assistance Program. This collaboration has resulted in an expanded programming lineup, with more variety of topics and presenters.

Funds for Individual Professional Development

(See Appendices B and C for details)

- **Minigrants and Special Projects**

We approved 11 minigrants for a total of \$4,800. This enabled faculty and exempt staff to supplement their department funds to attend workshops and conferences. Surplus funds in the amount of \$1,300 were provided for one-time support of projects designed to promote effective teaching and learning.

- **Time Grants**

Time Grants provide faculty with the opportunity to research applications of new technologies or pursue other innovative pedagogical approaches to learning. One Time grant was awarded for AY 2007-08.

- **Dodge Grant**

Dodge Grant projects are designed to improve the effectiveness of faculty engaged in educating deaf and hard-of-hearing students at RIT. The PD Team reviewed four applications and made its recommendation to the Associate Dean for Academic Affairs. NTID's Media Relations department managed the announcements to the RIT community regarding the grant recipient.

Professional Development Website and Promotional Materials

The PD website has been a valuable tool for promoting events and disseminating professional development information. During the summer of 2008, the website was updated to reflect RIT's school colors and to incorporate a comprehensive event management system. This system will allow for automated processing of registrations, confirmations, and attendance lists.

The schedule of events for various NTID professional development opportunities will be viewable from our website. This system will streamline and consolidate scheduling, improve communication amongst service providers, and allow for better tracking of programs. The new system will be launched in November, 2008.

Support

We had the pleasure of welcoming Mary Jane Schwan (Staff Assistant) to our team. She provided outstanding support for general PD events, New Faculty events, and other opportunities throughout NTID. In addition, we received support for New Faculty events from Sydney Long and Karin Harriman.

Appendix A
NTID Professional Development Events
AY 2007-2008

		Event	Presenter	# Attended
Fall Quarter				
09/06/07	NF	ASL Communication and the SCPI	B.R. Holcomb & D. Gustina	15
09/20/07	NF	Civility in the Classroom	L. Bryant	15
09/26/07	PD	New & Improved Early Alert System	M. Rosica & K. Davis	5
09/27/07	PD	New & Improved Early Alert System	M. Rosica & K. Davis	5
10/04/07	PD	Upgrading to Word 2007	H. Williams & J. Millis	9
10/04/07	NF	Early Alert System & SRS	R. Adams & D. Pike	15
10/04/07	PD	Facebook-What is it and who uses it?	J. Naturale & J. Freer	27
10/10/07	PD	Upgrading to Word 2007	H. Williams & J. Millis	4
10/18/07	PD	Horizon Report	J. Humbert & K. McDonald	20
10/18/07	NF	2 nd Year Faculty Panel	Panel Discussion	18
11/01/07	NF	Our Diverse Student Population	E. Rosenfield	15
11/06/07	PD	Retirement Transition Overview	J. DeCoursey	23
11/12/07	PD	Getting to the Point w/Email & Memos	J. Matochik	16
11/16/07	PD/ NLC	Ideaboard Demonstration	R. McGurrin	8

Winter Quarter				
12/13/07	NF	History of NTID	R. Frisina	35
12/06/07	PD	Facilitating Effective Meetings	P. Regan	30
01/18/08	PD/ EDR	Using Clickers	K. Owens	13
01/24/08	NF	Diverse English Skills	S. Aldersley	15
01/25/08	PD	Caring for Aging Parents	M. Raines	30
02/01/08	PD/ CPD	Getting Organized	W. Salmon	45
02/07/08	NF	Diverse Communication in the Classroom	L. Scott	15

NF=New Faculty; PD=Professional Development for Faculty and Staff

Spring/Summer Quarter				
03/27/08	NF	Academic Culture	C. Licata	18
04/04/08	PD	Dodge Grant Presentation	C. Beaton	6
04/04/08	PD	Setting Boundaries	S. Ward	23
04/10/08	NF	Preparing Your Annual Appraisal	C. Monikowski	18
04/25/08	PD	Creating, Sustaining, and Maximizing Energy	L. Reed	25
05/21/08	PD/ NLC	ooVoo Presentation	W. Blue	27
06/17/08 06/18/08	PD	Sharpen Your Grammar Skills	J. Matochik	14

Appendix B

NTID Professional Development Grant Recipients AY 2007-2008

Dodge Grant

The 2008 Dodge Grant—in the amount of \$1,000—was awarded to Cheryl Herdklotz (RIT Online Learning) for the project titled *Online Caption Error-Reporting System*.

Minigrants

Minigrants were awarded to the following individuals:

Recipient	Amount	Purpose
Omobowale Ayorinde	\$ 500.00	Indesign Conference
Gerald Berent	\$ 500.00	RFID
Pamela Conley	\$ 500.00	Deaf Studies Today! Conference
Jessica Cuculick	\$ 300.00	Around the World Conference
Luane Davis Haggerty	\$ 500.00	AACC Convention
Ken Hoffmann	\$ 500.00	CAL-ED Conference
Michael Kane	\$ 500.00	NAD Leadership Training Conference
David Lawrence	\$ 500.00	Maine Media Workshops - Digital Video Production
Larry Quinsland	\$ 300.00	National Science Teachers Association (NSTA) National Conference (\$245)
Kathryn Schmitz	\$ 500.00	New York City Deaf Theater Festival
Joe Stanislow	\$ 200.00	American Association for Applied Linguistics

Special Projects

Linda Rubel, Liberal Studies **Project:** *Deaf Literacy Narratives*, with Rose Marie Toscano, \$1,000.00.

Maureen Barry, RIT FYE **Project:** *Captioning of YouTube*, \$278.00.

Time Grants

A time grant was awarded to Pamela Conley (Liberal Studies) for Fall, 2008 to coordinate the symposium entitled *Redefining Deaf Narratives: The Impact of the Digital Age*.

Appendix C
NTID Professional Development Budget Summary
 AY 2007-2008

Purpose	Beginning Budget	Expenditures to Date	Ending Balance
General Professional Development	10,200.00	9,451.00	749.00
New Faculty/Staff Orientation and Training (NFSOT)	4,000.00	436.00	3,564.00
Minigrants	10,000.00	4,800.00	5,200.00
Special Projects	0.00	1,300.00	-1,300.00
Time Grants	12,000.00	3,500.00	8,500.00
Other	0.00	5,600.00	-5,600.00
Total	\$ 36,200.00	\$ 25,087.00	\$11,113.00