

AY 2010-2011

NTID Professional Development Annual Report

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September 23, 2011

This report serves as a summary of the accomplishments of the Professional Development (PD) Team for AY 2010-11. We offered specialized, college-focused training and development programs to complement the varied activities offerings throughout NTID/RIT.

► **New Faculty Orientation and Development**

Eleven presentations were offered to the new faculty this year. They included the following topics: ASL (its history and the SLPI), the Early Alert System and the SRS, student learning strategies, classroom behaviors and early interventions, the diverse student population, access to the classroom, the history of NTID, diverse English skills and library services, diverse communication skills, the academic culture at NTID, and the self-appraisal. The year began with a breakfast reception and a luncheon; it ended with a late afternoon social at the Lovin' Cup.

Seventeen new faculty attended throughout the year as their schedules allowed. The average attendance at each session was ten. Three pregnancies among the cohort interfered with attendance a bit! Four faculty members were unable to attend most sessions because classes and labs were scheduled to conflict with new faculty training sessions (Tuesdays 5:00-7:30 pm). Although Laurie Brewer twice reminded the department chairs to avoid scheduling the new faculty at this time, the conflicts remained.

Faculty responded enthusiastically to all of the presentations and provided helpful ideas after each presentation. Most significant among their comments was the need to do more hands-on events rather than to watch presentations, especially on topics such as the SRS, Early Alert System, and Library resources. They also asked for more specific attention to the differences between lecturers and tenure-track faculty in presentations like those on the academic culture and the self-appraisal. In response, the coordinator planned a radically different program for the upcoming academic year, which may be put on hold because of the very small cohort.

► **New Staff Orientation**

New faculty and staff were introduced at the annual NFSOT Welcome Brunch in August. In addition, the Center for Professional Development offered a two-day new employee orientation to help acclimate staff to the university. The program included an overview of RIT's history and core values, 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 mandatory Harassment and Discrimination Training, and the Early Intervention Program Training.

► **General Professional Development Opportunities for Faculty and Staff**

The PD Team organized twenty six events during the year (see Attachment A). Thirteen programs were targeted specifically for new faculty; thirteen programs were geared to all faculty and staff.

Program highlights included:

- *How NOT To Kill Creativity*, presented by Duane Beck-CAST
- *Foundation Directory Online*, presented by Susan Watson Moline and Sara Bowllan-RIT Foundation Relations
- *Deaf Culture and Teaching Excellence with Deaf and Hard-of-Hearing Students*, presented by Susan Foster and panel
- *Classroom Communication Needs of NTID Students*, presented by Larry Scott-Communication Services and Studies
- *MS Office 2010 Upgrade from 2003/2007*, presented by Tom Allen-New Horizons Computer Training Center

Collaboration with RIT's Center for Professional Development and New Horizons Training Center

We continued our collaboration with RIT's Center for Professional Development (CPD) and implemented strategies for meeting the needs of faculty and staff. Regular meetings were held to share resource information, discuss ideas for programming, and to customize programs for the NTID community. This partnership has resulted in an expanded programming lineup, with a greater variety of offerings and presenters.

New Horizons conducted hands-on Microsoft Office courses at NTID. In addition, vouchers were offered to faculty and staff so they could attend workshops at New Horizons' Center in Henrietta. This enabled individuals to learn topics that were specific to their duties and skill level, at no cost to their departments.

► Funds for Individual Professional Development

To expand PD opportunities, faculty and staff had access to the following funds for their individual growth:

- **Minigrants**
Minigrants supplement departmental funds for attending workshops and conferences. We approved 34 minigrants for a total of \$17,400.00; eight were for the Convention of American Instructors of the Deaf (CAID). Surplus Time Grant funds were used to cover the increased demand for minigrants.
- **Time Grants**
Time Grants provide faculty with the opportunity to research applications of new technologies or pursue other innovative pedagogical approaches to learning. No time grants were requested for AY 2010-11.

- **Ronald D. Dodge Memorial Faculty Grant**

Dodge Grant projects are designed to improve the effectiveness of faculty engaged in educating deaf and hard-of-hearing students at RIT. One application was received; no grant was awarded.

▶ **Professional Development Website/Registration System**

The online registration system was upgraded this year to include features such as:

- Automatic event reminders for registrants
- Notification of interpreter request
- On-demand printing of certificates of participation
- User interface improvements

▶ **Logistical Support**

Sue Roethel provided logistical support for all of our events while managing numerous programs sponsored throughout NTID.

▶ **Plans for AY 2011-2012**

For the upcoming academic year, we plan to continue the NFSOT programming and sponsor a series of events for faculty and staff on *Web 2.0/Social Media*. We also look forward to participating in conceptualizing a new PD program structure, as proposed by SD 2020.

Attachment A

NTID Professional Development Programs 2010-2011

Date	Sponsor*	Program	Presenter(s)
08/24/10	NF	Welcome Brunch for New Faculty and Staff	Laurie Brewer, Linda Rubel, Hope Williams
08/26/10	NF	RIT NFO/Panel Discussion: Deaf Culture and Teaching Excellence with Deaf and Hard-of-Hearing Students	Susan Foster, et al
09/03/10	NF	New Faculty Luncheon/Panel Discussion	Jim DeCaro, Laurie Brewer, Rebecca Sanchez, Jeanne Behm
09/14/10	NF	ASL Communication; Sign Language Development and Assessment	Kim Kurz, Geoff Poor
09/28/10	NF	Early Alert System; Student Rating System	Mark Rosica, Carol De Filippo
10/01/10	PD	Creating and Using Formulas in MS Excel 2007	Jan Winter – Accent Training
10/15/10	PD	Using Photographs and Picture Albums in PowerPoint 2007	Jan Winter – Accent Training
10/19/10	PD	Sign Language Proficiency Interview (SLPI)	Geoff Poor
10/26/10	NF	Your Responsibilities in Creating a Safe Campus Environment	Donna Rubin, Chris Denninger
10/29/10	PD	Creating Publications Using MS Word 2007	Jan Winter – Accent Training
11/05/10	PD	Creative Connections: Out-of-the-Box Thinking and Doing	Ginny Hronek – Dynamix Training
11/09/10	PD	Meeting Notes Made Easy	Joan Matochik – JM Communications
11/09/10	NF	Our Diverse Student Population: Characteristics of Deaf Students at NTID	Robb Adams
12/10/10	PD	Getting Organized Using the 5S Process	Duane Beck – CAST, Wendy Dannels
12/14/10	NF	The History of NTID	Robert Frisina
01/11/11	NF	Diverse English Skills/Library Services	Katie Schmitz, Joan Naturale
01/19/11	PD	Retirement Transition Program and Retirement Benefits Overview	Judy DeCoursey – RIT HR
01/21/11	PD	Foundation Directory Online	Susan Watson Moline, Sara Bowllan – RIT Foundation Relations
02/08/11	NF	Classroom Communication Needs of NTID Students	Larry Scott
02/18/11	PD	EndNote Web Citation Management	Joan Naturale
03/08/11	NF	Navigating the Academic Culture	Laurie Brewer
03/29/11	NF	Annual Appraisal Process	Joe Bochner

* NF = New Faculty Orientation and Training; PD = General Programs for Faculty and Staff

04/26/11	NF	Year-End Wrap-Up Reception	Linda Rubel
06/01/11	PD	MS Office 2010: Upgrade from 2003/2007	Tom Allen – New Horizons Computer Training Center
06/01/11	PD	MS Excel 2007/2010: Charts and Graphs	Tom Allen – New Horizons Computer Training Center
06/09/11	PD	How NOT to Kill Creativity	Duane Beck – CAST