

**Report for the Academic Year 1999-2000  
NTID Center-based  
Professional Development Programs**

**Professional Development Coordinators:**

Carole Fici - Division of Institutional Services

Diane Heyden - Center for Technical Studies

Sara Kersting - Office of Student Affairs

Nancy Marrer - Center for Technical Studies

Mary Karol Matchett - Center for Outreach

Liz O'Brien - Center for Arts and Sciences

Carol Petote - Center for Research, Teaching and Learning

Jeanne Yamonaco - Center for Baccalaureate and Graduate Studies

Betty Morrow - Logistics and Information Specialist

Hope Williams - Facilitator

Submitted by Hope Williams  
August 21, 2000

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## **Summary of NTID Professional Development Activities for AY 1999-2000**

Submitted by Hope Williams, PD Facilitator

### **INTRODUCTION**

This report provides a review of the professional development (PD) activities sponsored by each Center, those sponsored by the NTID PD Coordinators Group (NTID PD), and those cosponsored by the Office of the Dean. It also serves as a summary of topics discussed in the PD Coordinators meetings.

### **PROGRAM IMPLEMENTATION**

NTID PD programs are developed in response to the needs assessments conducted at the Center level. On an annual basis, the assessments from each Center are combined into the Needs Identification Matrix. We use this chart to determine common themes across Centers.

The priority needs remained the same as last year: the application of technology in an academic environment, interacting with students, wellness issues, and deafness/deaf education. As a result of these findings, we decided to continue our Technology Awareness Series and to organize a series of events geared toward student success:

#### **Technology Awareness Series**

Once again, the "Technology Awareness Series" was offered in conjunction with CRTL's PD program. These events were open to all NTID. The following are *some* of the activities that were part of this series:

- "Outlook Express Basics," by Hope Williams and George Danilovics. September 21, 1999.
- "Planning a Web Site," by Camille Aidala. CRTL PD. October 26, 1999.
- "Rapid Development Tools for Building On-line Courses," by Simon Ting. March 10 & 17, 2000.

#### **Student Success Series**

We explored the possibility of offering programs that focus on student success. The goal was to facilitate interaction among faculty, staff, and students. We favored the idea of offering activities that feature student projects and programs that address the issue of enhancing the campus climate. Ultimately, such programs could positively affect retention as we learn more about each other's needs.

The following programs were offered:

- **Creating a Positive Campus Climate, Dr. H. Wesley Perkins. April 28, 2000.**  
Dr. Perkins presented on social norming. Topics included methods of addressing "misperceptions" of drug and alcohol use on college campuses, strategies for encouraging students to "do the right thing," and techniques for infusing student behavior statistics into the curriculum.

Breakout sessions featured discussions on student opinions of their experiences at NTID and strategies for implementing a social norming campaign. This event was organized by the First Year Experiences (FYE) committee in conjunction with the Office of the Dean, the Office of Student Affairs, CAS, CFO, CRTL, and CTS. This program was very well-received and we are eager to support FYE in organizing follow-up activities.

- **Optical Finishing and Technology (OFT) Open House and CTS Ice Cream Social**  
CTS hosted an open house for its new OFT lab in November. Students demonstrated equipment and answered questions about the optical finishing process. In May, CTS held an Ice Cream Social for its faculty, staff, and students. These events were well-attended and greatly appreciated by its participants. Many have requested follow-up activities. These types of events are ideal for facilitating interaction and highlighting student accomplishments.
- **Support Services for Students with Cochlear Implants**  
CFO organized this presentation by Catherine Clark in February. Information was presented on current implant technology; NTID's educational/clinical support services were outlined. The session was very informative and included a student panel. There has been a growing interest in this topic and we plan to offer more programs next year.

## **GENERAL AGENDA ITEMS**

Throughout the year, we addressed several other agenda items such as:

- **Coordinators/Committees:**  
In September, Sara Kersting began her term as Coordinator for the Office of Student Affairs (SA). Erin Esposito volunteered as co-Coordinator, representing the Student Life Team and SAISD. In May, Dan Brubaker replaced Erin as the representative for the Student Life Team.
- **Corporate Education and Training (CET):**  
Kathleen Martin and Pam Christopher met with us to discuss the CET training initiative. The initial focus is on management training and customer service training. We agreed CET is a great resource for our program and that we would encourage our colleagues to take advantage of the high-quality programs that are offered.
- **PD Coordinators Roles, Assessment, and Feedback:**  
Jeff Porter joined our meeting in December to learn more about the roles of the Coordinators Group, the PD Facilitator, and the CRTL Center Director in supporting professional development at NTID. We discussed the various methods we use for evaluation, assessment, and feedback to determine the effectiveness of PD programming.
- **Ronald D. Dodge Memorial Grant Review:**  
We reviewed the Dodge Grant proposals and recommended the award be given to Simon Ting for his project titled "Web-based Remote Tutoring System." This project is an extension of other Web-based applications he has developed. Simon was awarded the grant in April.
- **Professional and Organizational Development (POD) in Higher Education Conference:**  
Representatives from our group attended the POD conference to enhance their skills as faculty developers, to learn the latest techniques in instructional development, and to collaborate with faculty in other educational institutions for programming and assessment ideas. Conference highlights were workshops on student collaboration in PD, the use of diverse technological and pedagogical tools in higher education, and the roles of professional development in stimulating, supporting, and evaluating change.

## **PROGRAM ACCOMPLISHMENTS**

Collectively, the Coordinators Group sponsored approximately 54 programs this academic year. The majority (51%) of our activities were cross-Center events. Several minigrants were awarded in CAS,

CBGS, and CTS for individuals to pursue projects relating to departmental/Institutional goals. See Attachment B for summary statistics for this year's activities as well as a complete list of programs offered. Some of our collaborative efforts included:

"Workforce 2020: Work and Workers in the 21<sup>st</sup> Century," Dr. Judy, October 22, 1999. Sponsored by the CTS Center Director's Office and NTID PD.

"Workplace Stress and High Level Wellness," Dr. Boike. November 8, 1999. Sponsored by DIS and CFO.

"Emotional Intelligence Video Presentation," Dr. Golemann. January 20, 2000. Sponsored by CRTL, CTS, and DIS.

"Using the Internet to Obtain Prints From Digital Images," Don Beil and Bill Clymer. February 10, 2000. Sponsored by CTS and CRTL.

"Binge Drinking: From Understanding to Action," Video Presentation. Sponsored by NTID PD, Office of the Dean and Office of Student Affairs. March 24, 2000.

### **AY 2001 GOALS**

We will begin 2000-2001 with the following agenda items:

- ▶ Welcome new Coordinators: Loriann Laczo (CFO), Dan Brubaker (SA), Stephen Campbell (DIS), Cindy Campbell (CAS). CBGS is in the process of electing a new Coordinator.
- ▶ Conduct/validate needs assessments in each Center. Explore alternative ways of soliciting input to needs assessments.
- ▶ Update the Needs Identification matrix to reflect current Institute needs.
- ▶ Plan cross-Center activities to meet the needs identified by the NTID community.
- ▶ Pursue theme of "Student Success." Possible topics: Student Interaction in PD, Learning Disabilities, Cochlear Implants, open houses/student project displays.
- ▶ Continue to collaborate with Corporate Education and Training (CET) to assess and address faculty/staff development needs.
- ▶ Organize presentations on Dodge Grant projects for all RIT.

The continued success of our PD program can be attributed to the outstanding teamwork of the Coordinators and their committees. Without cross-Center collaboration, it would be impossible to offer such a wide range of high-quality programs that meet the needs of our colleagues. The support of the Leadership Team is greatly appreciated and is instrumental in enabling us to achieve our goals. We look forward to another rewarding and productive year in 2001!

Please see Attachment A for summary reports from Coordinators who elected to submit them.

## **Attachments**

**Attachment A**  
PD Coordinator Reports

**Center for Outreach Professional Development Report**  
AY 1999-2000

Center for Outreach Advisory Committee  
Shirley Baker  
Ann Ballou Sabra Bodratti  
Cindy Hept  
Lin Hoke  
Loriann Laczó  
John Macko  
Mary Karol Matchett

Report submitted by Mary Karol Matchett,  
Professional Development Coordinator for  
Center for Outreach

May 17, 2000

**Workshops sponsored by Center for Outreach  
Professional Development Committee:**

**Has Einstein been Teasing you?**

Presented by Joan Naturale Friday October 1, 1999 2 hours 5 CO PD members  
attended Goal: Learn how to use Einstein to your advantage and find articles  
and books for professional use.

**Working Together: Interpreters and Consumers**

Presented by: Denise Wellin and Deb Cooper

Friday October 15, 1999

2 hours 5 CO PD members attended

Goal: to gain a better understanding about the interpreter's role and expectations of their job. As  
a deaf person, how can they make sure the interpreter relay their message accurately? When a  
hearing person gives a presentation, should they sign for themselves, or let the interpreter sign  
for them?

**Workplace Stress and High Level Wellness**

Presented by Dennis E. Boike, Ph.D.

Friday November 8, 1999

3 hours

12 CO PD members attended

Goal: Learn stress reduction strategies; learn how to control the stressors  
of life and work

**CO Holiday Party**

Hosted by the Center for Outreach PD Committee

Friday December 10, 1999

42 CFO PD members (and Santa) attended

3 hours

Goal: Celebrate the holidays, meet new CO members and student workers

**Alligator Tastes Like Chicken**

Presented by: Vickie Darcy, Bill Moore, Suzi Murad

Friday, January 14, 2000

15 CO PD members attended

2 hours

Goal: Learn new ideas and practices in higher education marketing gleaned  
from 4 days at the American Marketing Association's symposium on Higher  
Education Marketing

### **Support Services for Students with Cochlear Implants**

Presented by: Catherine Clark; panel of 3 students

Monday February 7, 2000

14 CO PD members attended

2 hours

Goal: Up to date information presented on cochlear implant technology. Outlined NTID's educational/ clinical support services for cochlear implant recipients. Student panel shared their experiences in the NTID/RIT community.

### **More about Microsoft Outlook**

Presented by Mitchell Berger and Hope Williams Friday March 28,

2000 2 hours 13 CO PD members attended Goal: Learn how to use

Outlook's email and calendar; second part of the intro workshop offered last year.

### **Visual Impairment**

Presented by Josara Wallber

Tuesday April 25, 2000

2 hours

5 CO PD members attended

Goal: Find out how many NTID students have visual impairments. Understand obstacles of students with Usher's Syndrome; how to assist these students in the classroom. Participants were able to experience various types of tunnel vision associated with Usher's Syndrome.

### **Center for Outreach Summer Gathering**

Hosted by the CO PD Committee

Friday June 9, 2000

4 hours

30 to attend

Goal: Celebrate the completion of the academic year

### **Future Goals**

Will emphasize working on the following:

- 1) Work with other Centers to allow other people to participate in our programs /workshops
- 2) Increase awareness regarding student needs and how to offer support to facilitate learning:
  - a. Continue to learn about cochlear implant, visual impairments And communication modes
  - b. Incorporate student panels into workshops

A cooperative effort by the Professional Development Committee Members has made all these events possible in the 1999-2000 academic year.

Respectfully submitted by Mary Karol Matchett, Center for Outreach Professional Development Committee Chair.

## CRTL PD SUMMARY AY '99-'00

### **PDAC Committee:**

Gail Kovalik  
Bonnie Mumford  
Liz Powers  
Peter Schragle  
Ross Stuckless

### **Goals '99-'00:**

- Technology
- Web Development Series
- Diversity Issues

### **'99-'00 Offerings:**

- 9/29 *Kickoff (needs assessment conducted)*
- 11/11 *DVD Advances in Digital Video*
- 11/26 *Planning a Website*
- 12/1 *File Management for the Web*
- 12/15 *Designing for Browser Compatibility*
- 1/20 *Emotional Intelligence*
- 1/25 *Preparing Images for the Web*
- 2/2 *Launching your Own Business -Strategies to Help You Succeed*
- 2/25 *Using the Internet to Obtain Prints from Digital Images*
- 2/29 *Tables 101*
- 3/31 *Issues Related to Diversity & Identity in Deaf Education*
- 4/28 *Creating a Positive Campus Climate*
- 5/8 *Creating a CD of Digital Photos*
- 6/7 *CRTL Year End Retreat*

### **Goals Achieved:**

The CRTL PDAC successfully accomplished its goals for the AY '99-'00 by offering workshops in "Technology" (along with the Technology Awareness series), satisfying the demand for webpage development, and addressing diversity issues. The committee also responded to a request to prepare upcoming retirees for consulting and possibly starting their own businesses. The CRTL PD committee opened 11 out of the 13 CRTL events to include the entire NTID community. At least two events also included the RIT community.

### **AY'00-'01 Prospective Goals:**

- provide "Technology Awareness"
- continue *Issues Related to Diversity & Identity in Deaf Education*
- incorporate some "soft skill" training with the ongoing technology trend
- offer a noontime video series

# **Summary of Professional Development Activities for The Center for Technical Studies Academic Year 1999-2000**

Submitted by:

Diane Heyden, PD Coordinator

Nancy Marrer, PD Coordinator

PD Committee Members:

Noreen Chesterton

Omobowale Ayorinde

Paula Grcevic

John Sweeney

The Center for Technical Studies based its professional development activities for 99-2000 on the needs assessment aid requests received throughout the year from faculty and staff.

We offered a variety of activities, most of the activities were open to the institute and filled to capacity. Evaluations for the activities were excellent and based on many of the evaluations, follow-up activities were offered.

## **Workshops Presented:**

### **Workforce 2000**

#### **Work & Workers in the 21<sup>st</sup> Century**

Richard Judy

All NTID Professional Development

Oct. 22, 1999

### **OFT Open House**

Diane Heyden, Dominic Peroni

Nov. 2, 1999

### **Emotional Intelligence/video**

Golemann

Co hosted by CRTL/CTS/DIS

Jan. 20, 2000

### **Using the Internet to Obtain Prints from Digital Images**

Don Beil and Bill Clymer

Co hosted by CTS/CRTL

Feb. 10, 2000

**Advanced PowerPoint**

Ken Hoffmann  
March 21, 2000

**PowerPoint Design & Layout**

Ken Hoffmann  
April 7, 2000

**Star Office**

John Sweeney  
April 25, 2000

**Ice Cream Social**

Spring gathering, open to all faculty, staff, and students of CTS  
May 2, 2000

**PowerPoint Hands-on 1 day Workshop**

Ken Hoffmann  
June 9, 2000

**Awarded 5 micro-grants at \$150 each.**

These micro-grants covered conference registration, books and materials.

This is the second year that we served as PD coordinators. We believe that we provided a wide variety of activities that met the needs of the faculty and staff of CTS, as well as the institute. All activities were well attended and well received by the participant and presenter.

We would like to thank Hope Williams and Betty Morrow for their support with all our professional development activities.

# OFFICE OF STUDENT AFFAIRS PROFESSIONAL DEVELOPMENT

## REPORT OF ACTIVITIES 1999-2000

Sara Kersting, Coordinator

### 1. Summary

During this academic year, professional development activities within the Office of Student Affairs were located mainly in the Department of Counseling Services. No other departments in OSA engaged in professional development activities, and with one exception, there were no "Center" professional development events. Efforts were made during the year to recruit OSA faculty/staff to serve on an OSA professional development committee, but it was not until spring quarter that this was accomplished. A Center meeting was held in February, and professional development needs were identified for next year.

### 2. Activities 1999-2000

In keeping with the nature and role of the Counseling Department, activities tended to focus on students' academic, career and personal issues. Additional workshops focused on improving counselors' skills with electronic mail systems.

#### October

Update on RIT/NTID degree program, presented by all counselors  
Interpreting the Jackson Vocational Interest Survey, presented by Carolyn Buntich,  
RIT Counseling Center

#### November

Academic Programming for LD students at the LDC, presented by Carla Katz, LDC

#### December

Using Netscape Mail Options  
Coping with Computer Freezes, Crashes and other Crises both presented by Mark Rosica, Counseling  
Dept.

#### February

Keeping and Maintaining Counseling Notes, part 1 Presented by Debra Faria, RIT SocialWork

#### March

Drug & Alcohol Use on Campus, presented by Karen Pelc, RIT Impact Program Teleconference on  
Binge Drinking \* OSA 'Center-wide' event

May

Keeping and Maintaining Counseling Notes, part 2 Presented by Debra Faria

June

Year -End Counseling Department Retreat

Usher's Syndrome, Deaf/Blind Issues, presented by Patti Lago-Avery

3. Plans for 2000-2001

OSA (Center wide) Activities - The following topics were identified at the Center meeting:

Using Student Peer Programs

Increasing Student Motivation Dealing with a Community Crisis Learning more about Generation Y

The newly-formed OSA professional development committee, which will include Dan Brubaker from Student Life, Jerry Rubin From SAISD, and Sara Kersting from the Department of Counseling Services, will be investigating these topics as possibilities for presentations and workshops next year. Sara and Dan will be sharing the coordinating responsibilities for OSA.

Counseling Department Activities - The following topics will be included in the department's professional activities next year:

Computer Addiction - videotaped presentation

Using a Computerized Degree Audit System for Academic Advising Counseling Notes & RecordKeeping

New Medications for Psychological problems

Using Educational Technology "First Class" for courses Learning to use Discover career software on Virtual PC

**Attachment B** - Program Statistics

# Professional Development Programs and Attendance 1999-2000

## Academic Year 1999-2000

**Total professional development workshops: 54**

**Total attendance, estimated: 1,546**

### Fall Quarter (991)

Total events: 17

# Single-Center events: 9

# Cross-Center events: 8

Total attendance, estimated: 642

### Winter Quarter (992)

Total events: 16

# Single-Center events: 9

# Cross-Center events: 7

Total attendance, estimated: 288

### Spring Quarter (993)

Total events: 21

# Single-Center events: 10

# Cross-Center events: 11

Total attendance, estimated: 616

**NTID Professional Development Statistics  
Fall Quarter 1999 (991)**

<u>Date</u>	<u>Program</u>	<u>Presenters</u>	<u>Sponsor</u>	<u>Attendance</u>
Sept. 21	Outlook Express Basics	Williams, & Danilovics	NTID PD	17 *
Sept. 29	CRTL Kickoff Social	---	CRTL	37 s
Oct. 1	Has Einstein Been Teasing You?	Joan Naturale	CFO	5 s
Oct. 11	DVD Advances	Tom Held	CRTL	29 *
Oct. 13	Sign Communication Implementation Plan	Gustina	CFO	15 s
Oct. 15	Working Together: Interpreters and Consumers	Denise Wellin, & Deb Cooper	CFO	5 s
Oct. 22	Sign Communication Implementation Plan	Gustina	DIS	15 s
Oct. 22	Workforce 2020: Work & Workers in the 21 <sup>st</sup> Century	Richard Judy	NTID PD, CTS Office, Dean's Office	245 *
Oct. 26	Planning a Web Site	Aidala	CRTL	25 *
Oct. 28	Outlook Express Basics	Williams, & Danilovics	NTID PD	9 *
Nov. 2	OFT Open House	Heyden, Peroni, Student Demos	CTS	145 *
Nov. 3	Interpreting the Jackson Career Interest Inventory	Carolyn Buntich	OSA	16 s
Nov. 5	Web-based Instruction for Reading: Dodge Grant Report	Polowe, Ting	NTID PD, Dean's Office	20 **
Nov. 8	Workplace Stress... And High Level Wellness	Dennis Boike	DIS & CFO	27 c
Nov. 10	LD Programming in the RIT LDC	Carla Katz	OSA	16 s
Nov. 16	PowerPoint Basics, Part I	Aidala	CFO	8 s
Nov. 18	PowerPoint Basics, Part II	Aidala	CFO	8 s

**# of PD workshops:** 17  
**# of single-Center events:** 9  
**# of cross-Center events:** 8  
**Estimated participation:** 642  
**# of Minigrants awarded:** CAS 6 (\$940 total)  
CBGS 3 (\$800 total)  
**Total Minigrant amount:** \$1740

\*NTID, \*\*NTID/RIT, s = single-Center, c = cross-Center  
OSA = Office of Student Affairs

**NTID Professional Development Statistics  
Winter Quarter 1999-2000**

<u>Date</u>	<u>Program</u>	<u>Presenters</u>	<u>Sponsor</u>	<u>Attendance</u>	<u>Open To</u>
Dec. 1	File Management for the Web	Aidala/ French	CRTL	27	*
Dec. 10	Using Netscape	Rosica	OSA	10	s
Dec. 15	Trouble Shooting Computers	Rosica	OSA	8	s
Dec. 15	Hillside Ely House/Deaf Children		DIS	29	s
Dec. 15	Designing for Browser Compatibility	French	CRTL	10	*
Jan. 14	Alligator Tastes Like Chicken	Moore, Murad, Darcy	CFO	15	s
Jan. 20	Emotional Intelligence/video	Golemann	CRTL/CTS/DIS	31	c
Jan. 25	Preparing Images for the Web	French	CRTL	12	s
Feb. 2	Starting Up a Business	Keesan	CRTL	22	*
Feb. 9	Taking & Keeping Personal Counseling Notes	Faria	OSA	17	s
Feb. 7	Support Services for Students with Cochlear Implants	Clark	CFO	14	s
Feb. 10	Using the Internet to Obtain Prints From Digital Images	Beil/Clymer	CTS/CRTL	28	c
Feb. 11	Online Quiz/Evaluation Tools: Dodge Faculty Grant Report	Ting	NTID PD & Dean's Office	27	**
Feb. 18	Outlook for Exchange Users	Williams/ Campbell	DIS	14	s
Feb. 25	Online Quiz/Evaluation Tools: Dodge Faculty Grant Report	Ting	NTID PD & Dean's Office	14	**
Feb. 29	Tables 101	French	CRTL	10	s
	<b># of PD workshops:</b>	16			
	<b># of Single-Center events:</b>	9			
	<b># of Cross-Center events:</b>	7			
	<b>Estimated participation:</b>	288			

\*NTID \*\*NTID/RIT s = Single-Center c = Cross-Center OSA = Office of Student Affairs

**NTID Professional Development  
Spring Quarter 2000 Statistics**

<u>Date</u>	<u>Program</u>	<u>Presenters</u>	<u>Sponsor</u>	<u>Attendance</u>	
3/10	Rapid Dev. Tools for Building Online Courses	Ting	NTID PD	27	**
3/17	Rapid Dev. Tools for Building Online Courses	Ting	NTID PD	15	DPG
3/22	Drugs & Alcohol Use on Campus	Pelc	OSA	12	s
3/21	Advanced PowerPoint	Hoffmann	CTS	30	*
3/24	Silent Retreat	Sam Holcomb	DIS	18	s
3/24	Binge Drinking: from Understanding to Action	Video Presentation	NTID PD, OSA Office of the Dean	34	*
3/28	Outlook 2000	Williams/Berger	CFO	13	s
3/31	Issues Related to Diversity & Identity in Deaf Education	Paransis	CRTL	44	*
4/7	PowerPoint Design & Layout	Hoffmann	CTS	25	*
4/10	Massage Therapy for Carpal Tunnel Syndrome	Sabrina McKnight	DIS	16	s
4/25	StarOffice	Sweeney	CTS	4	*
4/25	Visual Impairment Workshop	Wallber	CFO	5	s
4/28	Creating a Positive Campus Climate: Perceptions, Norms & Behaviors	Wes Perkins	NTID Dean's Office OSA, FYE	65	*
5/2	CTS Spring Social	----	CTS	150	s
5/8	Creating a CD of Digital Photos	Clymer	CRTL	27	*
5/12	Keeping & Maintaining Counseling Notes, Part II	Faria	OSA	8	s
6/9	PowerPoint, Hands-on Workshop	Hoffmann	CTS	14	*
6/7	Year-end Retreat for Counseling Department		OSA	25	s
6/9	CFO Year-end Picnic	----	CFO	40	s
6/14	Usher's Syndrome, Deaf/Blind Issues	Lago-Avery	OAS	12	s
6/21	DIS Year-end PD Evaluation/Picnic	----	DIS	32	s

**# of PD workshops:** 21  
**# of Single-Center events:** 10  
**# of Cross-Center events:** 11  
**Estimated participation:** 616

**# of Mini-grants:** CAS 1  
CTS 5  
CBGS 5

\* NTID; \*\* NTID/RIT; s=Single-Center; c=Cross-Center; OSA=Office of Student Affairs