

## **Faculty/Staff Development Committee Update**

January - March 2017 Update

Submitted by: Leanne Urasaki, Coordinator

### **Past Events (February 2017)**

#### ***Designing Assignments & Rubrics for Assessment***

***February 17, 2017, 12-2:00 PM***

***Manono Campus, Kaneikeao (Bldg. 379 Rm. 1)***

***Palamanui Campus, Panini Bldg Rm. 125***

***Total Participation: 22 (EH 16/WH 6)***

Flier sent out to campus on Jan. 31 with a reminder on Feb. 8.

This hands-on interactive workshop was presented by Reshela DuPuis (assisted by Kate Sims at Pālanui). Evaluations were positive – below is a sample of comments received:

- It was very informative, but because this was my first time attending a workshop like this, I found myself a bit lost on some exercises. But overall it was good & I now know what to work on.
- The exercises gave a chance to share with diverse groups of colleagues (other disciplines)
- It was hands-on - got to go through the process, not just watch on an overhead. Also - interaction and comparison between different disciplines.
- The exercises where someone else looked at my assignment was excellent!!
- Examples and work with others/ team effort

Also noted in the evaluations is the request/need for follow up/additional workshops.

#### ***Contract Renewal Workshop***

***February 17, 2017, 9-11:00 AM***

***EH: Manono 379A-Conf. Rm. 6B***

***WH: Pālanui Campus, Elama 183***

***Total Participation: 1 (WH)***

VCAA Joni Onishi presented an overview of Contract Renewal process for faculty. Session will be repeated on March 17.

### **Current Events (March 2017)**

#### ***Staff Development Day***

***March 3, 2017, 9:00 AM-2:30 PM***

***Manono Campus, 387-Tech (Hale Kea Classroom)***

***Total Participation: 13 (EH 11/WH 2)***

This one-day event for support staff included 3 workshops (Google Drive, Office Exercises, and Computer Services Awareness).

Evaluations were overwhelmingly and included the request/need for this event to continue (annually), and the suggestion to alternate between Hilo and Pāalamanui.

**March 16/17 - Crockpot Challenge**

**WH: March 16, Elama Faculty/Staff Lounge, 11:45 AM-12:45 PM**

**EH: March 17, Manono 379-15 (Kau Wa'a Student Center), 12:00-1:00 PM**

Flier was sent out to campus on Feb. 28 (EH), March 6 (added PAL), and March 9.

**Contract Renewal Workshop**

**March 17, 2017, 3-5:00 PM**

**EH: Manono 379-1 (Kaneikeao)**

**WH: Pāalamanui Campus, Elama 183**

Flier was sent out to campus Feb. 2, Feb. 9 (will be sent again 3/13)

VCAA Joni Onishi will present an overview of Contract Renewal process for faculty.

**Upcoming Events (March/April 2017)**

**March 17 - Crockpot Challenge**

(Details still being coordinated)

**April 7 - Tenure/Promotion workshops**

**10:00 AM-12:00 PM, 2-4:00 PM**

**EH: Manono Campus, 379-Conf. Rm. 6A**

**WH: Palamanui Campus, Koali 101**

Flier was sent out to campus on Feb. 2 with a reminder on Feb. 9. Additional reminders planned.

UHCC Director for Human Resources Sandra Uyeno and VCAA Joni Onishi will lead the discussion on guidelines for these documents.

**April 12 - Energy Efficiency Workshop**

**3:00-4:00 PM**

**EH: TBA**

**WH: TBA**

David Kurohara from HELCO will present a 1 hour workshop regarding options and suggestions on how to best make a home operate more energy efficiently, saving costs

Note: April FSD date on College Hour schedule is April 21, but that is probably the date for the Earth Day fair. Instead of scheduling an event on the same day, the committee is scheduling this related-event.

## **Other committee activities**

- **New Employee Orientation**  
**(Launched new one-on-one orientation program in Fall 2016)**
  - Spring 2017 new employees (as of March 10)
    - 1 faculty
  - Fall 2016 New Employee Orientation Evaluation
    - Deployed Jan. 25 to 16 new hires that went through the program last Fall.
    - So far 7 responses received. (Responses will be combined with responses received when survey is repeated in May).
  
- **Professional Development Planning**

The committee has been asked to develop an application process for professional development requests.