

Period of Sabbatical Leave Requested: July 15th, 2005- July 14th, 2006.

This document will provide the following information:

- A) Request for Sabbatical Leave with six month notification:
- B) Remuneration and work site specifics for sabbatical;
- C) Sabbatical project description;
- D) Benefit to the University, the Library and myself
- E) Proposal for staffing

A. Request for Sabbatical Leave with six month notification:

I would like to request Sabbatical leave beginning July 15th, 2005 through - July 24th, 2006

B. Statement of financial remuneration, place of work

I do not plan to receive financial remuneration from any other sources. I am requesting that I be allowed to take this full year at 1/2 pay.

My sabbatical work will be conducted primarily in Hawaii, but will also include attendance at workshops, conferences and training both in Hawaii and on the Mainland. I will travel primarily within Hawaii. doing my research I will also work from my home office using my own personal computer, telephone, high speed cable modem to access the internet and to post my results as I collect them.

C. Description of sabbatical project:

The purpose of my sabbatical leave is to provide me a faculty member with an opportunity to further my professional growth and development so that I may more effectively serve UH Manoa and they UH system at large.

In order for me to meet my professional objective of becoming a Librarian V, I must meet the minimum qualification of a 2nd Master's Degree. In order to best benefit the library, the University and myself and I have chosen to work on a Master's Degree in Educational Technology (M,Ed) At this time I have 12 credit remaining and my thesis. The classes I would take during my sabbatical are directly related to preparing my electronic portfolio, completing and defending my thesis. My thesis topic is a case study the examines the Diffusion of Innovations theory in the context of the training of circulation students by library assistants in libraries in the University of Hawai'i System libraries.

. During my sabbatical I will be doing research and documenting the training process at 3 different UH Campuses, I have been through the approval process with the Committee on Human Subjects and have received approval to do this work as long as I don't do it on the Manoa campus. Methodology for this work include surveys, interviews, observation,

Upon the completion of the case study research I will then need to write and defend my thesis, to complete my M.Ed by May 2004.

Focus of study: Diffusion of Innovations in the training student employees in University Library Access Services Functions.

Outline of project: Working under the direction of Dr. R W Buddy Burniske, and Dr. Curtis Ho Chair or the Educational Technology Department, College of Education, University of Hawaii at Manoa

To complete a literature review of Diffusion of Innovations, Online training, Training techniques used in libraries and Student employees culture and characteristics.

Focusing on the trainers of student employees in circulation services at 3 different institution in the UH system,

I will interview trainers of student employees in circulation services at 3 different institution in the UH system, documenting how they the trainers were trained. The interview will collect information on the trainer's skill and professional preparation for training student employees. The interview process will also document resources used and needed for training student employees.

I will then observe, document, and record training sessions at 3 different institution in the UH system.

I will complete the process by documenting the trainers personal learning and motivations, the skill level of the trainer reported in the interview and the actual training techniques used during the observed training sessions.

Attendance at Conference and workshops including but not limited to: Hawaii Library Association, Hawaii Voyagers User's Group,

Work place: This work would be done at three different UH Campuses. Work will also be done from my home using my personal office and equipment. I will also use the appropriate research facilities as needed.

Product: Completion of the Masters in Educational Technology that I have been working on since 2001.

D. Benefits to myself the Library and the University

The nature of work as the Manager of Operations at Sinclair Library is one filled with the need to become an expert in the area of training of student employees and Educational Technology. This project would involve separating myself from the daily crisis of operations and work on my specialization by working with UH System Libraries.

The benefit to the Library and University would be for me to be available as an expert in the area of Diffusion of Innovations in the area of training Access Services Student Employees and in Educational Technology in general I will also be developing and strengthening connections UH access services units statewide. This project would strengthen and broaden the already numerous ties that I have through my service on statewide committees.

As a University Department Head I would professionally benefit by increasing awareness of diffusion of innovations in the area of training student employees techniques. These professional competencies may be shared broadly with the Library and the University communities. The Library and University as institutions will definitely benefit from having additional tools to deal with the various levels of training needs

This project is one in which I am very interested and will allow me to, 1. increase my knowledge and experience with the trainers of student employees in the UH system; 2. Study the diffusion of innovations 3. familiarize techniques used to train. Dedicating myself to a formal investigation of through a multifaceted case study will allow me to complete research and the thesis for Master's in Educational Technology which is necessary for me to reach my next level of professional expertise as a librarian. The case study finding will be published via an internationally available web page. This will allow me to share my research both on a local and global level.

My person skills and interests are quite varied including international telecommunications, networking, computer and information systems (including supporting my own WWW server), and management systems. Now I am expanding from the technical and highly structured interests I have had in the past into the area of educational technology, diffusion of innovations theory and developing research skills through this multifaceted case study. This study will allow me to continue my professional growth. Without taking the year of study this part of my research could take me several years, since it will require not only writing and talking to people on the phone but actually going to meet with them to observe how they train. The University and the Library will greatly benefit from having faculty such as myself whose versatility allows for a fuller understanding of the diversity of trainers and the training processes used with student employees. The sabbatical will serve the additional function of renewing me so that I will be a more valuable and versatile resource to the University community.

E. Proposal for staffing during absence

Currently Gregg Geary and I share the management duties of Sinclair library, Mr. Geary and Ms. Edythe Kaanapu will be taking on the management tasks I perform in my absence. I am training a LIS intern to handle the web page updates and Merlita Nazareno will take over the network management assigning IP address duties that we now share. I will have prepared my part of the 2004-2005 annual report, strategic plans and statistical analysis before I leave. Mr. Geary will need assistance which hopefully will come in the form of being able to hire a 1/2 librarian or LIS intern during my absence. Ms. Engelberg and Mr. Geary also qualify for sabbaticals very soon and it would best serve the Library to find a person we could hire 1/2 that could continue through out the sabbatical leaves of each one of us consecutively.