

**Professional Development
Schedule
Fall 2007**

| Date | Title | Presenter | Time Location | Description | Note |
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| Friday, September 21 | New Employee Luncheon | Faculty Senate President/HR Director /VP Student Learning/Ed. Tech. Coordinator | El Chico 11:30 - 1 | <i>New employees get together and have lunch with a representative from both the faculty and staff sides to share about their prior experiences and their current position at TSTC.</i> | |
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| Friday, September 28 | | | | <i>None</i> | |
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| Wednesday, October 3 | Library Orientation | Venesia Adams/Elaine Frazier/Dorothy Meadows | 503 DL South 3-5 Block 45 min | <i>A thorough description of the Library's resources is given, and instructions provided to access them. A physical tour is given as well.</i> | |
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| Wednesday, October 10 | Customer Service/Student Prep. | Cindy Leleko | 241 South 3-5 Block 30 min | | |
| | Student Activities/Housing | Annette Ellis, Marty Cypert, Hubert Staten/O.L. Kelly | 30 min | <i>A brief overview is given over the areas of Student Activities and Housing and the role each plays upon our campus.</i> | |
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| Wednesday, October 17 | DPS/Security Orientation | DPS Team | 241 South 3-5 Block 30 min | <i>This session is designed to give our new employees an overview of the DPS's role that it plays upon our campus in terms of procedures and safety.</i> | |

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| | TSI Plans | Shinobu Weaver | 30 min | <i>This session is designed to help our faculty access and utilize a TSI plan for their students using the Colleague software. TSI represents, "Texas Success Initiative," and the plan denotes the current standing of a student's performance in the areas of reading, writing, and mathematics.</i> |
| Thursday, October 18 or Friday, October 19 | SMARTBoard Training SMARTBoard Training | Patti Postel, CCS Presentation Systems | 313 South 3-5 218 South 10-12 or 1:30- 3:30 | <i>Intro. Training on the SMARTBoard brand interactive whiteboard.</i> <i>Among many other uses, the SMARTBoard can be used to export notes written on the board, which can then be uploaded to the Web. Also, PDF documents can be uploaded and then be used for annotating notes.</i> <i>The students really like being able to access their notes, especially in mathematics.</i> |
| Wednesday, October 24 | Financial Aid Learner Support Services/ Learning Success Center | Susan Wingate/Pam Evans April Graham/Vanessa Davis | 241 South 3-5 Block 30 min 3 PM | <i>In this session, the following items will be discussed: things like the difference in probation and suspension, the difference in the way "I's" are treated in terms of grades, as well as the way in which financial aid works and not so much the process.</i> <i>April Graham, Associate Dean of Learning Success, will discuss departmental organization and provisions for meeting the needs of students, including Developmental Education, Learner Support Services, Placement, and the Learning Success Center. She will also discuss issues of student retention and faculty responsibilities as related to student success.</i> <i>Learning Success Center – April Graham will describe the services available to students through the campus tutoring center, including</i> |

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| | | | | <p><i>free walk-in math and writing tutoring, computer use, Plato assistance, and Accuplacer preparation.</i></p> <p><i>Learner Support Services – Vanessa Davis will expound on the services available for students, including disability services (approval and provisions for accommodations), childcare services, and textbook assistance services. She will also discuss the Early Alert Program, the Attendance Advocate Program, and counseling services.</i></p> <p><i>New Students Orientation – Vanessa Davis will discuss the basics of orientation, the use of Orientation mentors, and faculty responsibilities as related to New Student Orientation.</i></p> <p><i>Placement Services – Vanessa Davis will discuss campus Placement Services for students transitioning from TSTC Marshall into the work force.</i></p> | |
| | Developmental Ed | Christi Alderman | 4 PM | <ul style="list-style-type: none"> - <i>Why we have a DevEd department</i> - <i>How it's connected with testing</i> - <i>How it fits in with regular classes</i> - <i>The 4.7 COP</i> - <i>The make-up of your department in terms of personnel and content</i> - <i>How DevEd relates to the learning center</i> - <i>Platoweb and its use in developmental education</i> - <i>The succes of your department</i> - <i>Capstone courses and how they work</i> - <i>Gatekeeper courses</i> - <i>Other pertinent issues</i> | |
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| Wednesday, October 31 | Enrollment/Recruitment Technology Training | Debra McIntosh Bryan Maertins | 3-5 Block 45 min 1 Hour | <i>Various teaching tools will be demonstrated. Attendees will go through trouble-shooting exercises and informed of the various connection possibilities in the rooms on campus. A brief tour may be given as well to various rooms that house various teaching format connections.</i> | |
| Friday, November 2 | 503 DL Lab Training | Cindy Smith, NETnet | 503 DL South 9-3 | <i>Training in small groups in 1-hour blocks. Cindy Smith, with NETnet, will demonstrate how the control panel can be used to reach your students in a variety of formats, including DL.</i> | |
| Wednesday, November 14 | Colleague Training | Jason Beach | 241 South 3-5 Block | <i>Attendees will learn how to use Colleague from a faculty perspective.</i> | |
| Thursday, November 15 | "This Ain't Your Mama's Class..." | Chris Gibson, Associate Vice President - Student Learning, TSTC West Texas | TBA 3-5 Block | <i>It is our belief that in the near future our students (digital natives) will not differentiate online learning from "traditional" education. The only barriers will be the stigmas that we traditional educators train them to have. If we ask ourselves, "Can we teach technology to traditional students in traditional manners?" We know we can. The bigger question is "Should we...?" Are we truly tapping the full potential of tomorrow's learner? We believe the Web 2.0 tools and environment will afford educational agencies the opportunity to not only tap the digital natives' potential, but grow it!</i> | |
| November 16 | Performance Evaluation | Louis Maze | 518 South 9-3 | | <i>Friday – Mandatory for all faculty</i> |

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| November 21 | Holiday Thanksgiving | | | <i>No Training</i> | |
| November 28 | Round Table Wrap-Up | Irene Cravey/ Bryan Maertins/Faculty Senate President | 241 South 3-5 | <i>Friday</i> | |
| December 5 | Last week of class | | | <i>No Training</i> | |
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