

An abstract graphic featuring several vertical bands of color, including red, orange, yellow, green, blue, and purple. The bands are layered and slightly offset, creating a sense of depth. Overlaid on this graphic is the text "BUILDING COMMUNITIES" in a bold, yellow, sans-serif font.

# BUILDING COMMUNITIES

IN-SERVICE WINTER 2019



**Washtenaw**  
Community College

TEACHING AND LEARNING CENTER &  
FACULTY PROFESSIONAL DEVELOPMENT

*Mission Statement*

*Our college strives to make a  
positive difference in people's lives  
through accessible and excellent  
educational programs and services.*

*Washtenaw Community College*



# January 2019 In-Service

Wednesday, January 9, 2019

TIME	LOCATION	TOPIC/PRESENTER(S)
8:00am – 9:00am	ML Lobby	All Faculty and Staff Breakfast
9:00am – 10:00am <b>FT Faculty Required</b>	ML – Towsley	<b>Welcome Back Kick-Off (President Rose Bellanca)</b> <i>"Mission Possible"</i>
10:00am – 11:00am <b>Teaching</b>	LA 238	<b>Apple Orchard Project: Teaching Climate Change (Emily Thompson, Faculty)</b> In this workshop, faculty from across the curriculum will create educational and service opportunities for WCC students that focus on climate change and solutions. These interdisciplinary opportunities could include poetry, music, sustainable foods, lab or facility tours, scientific lectures, field trips, etc... Faculty will develop 1) tangible ideas to augment their teaching and 2) working partnerships with faculty in other disciplines. The location of the last apple tree from the original orchard on campus will be revealed and the apple orchard will serve as the symbol for the sustainable future we hope to build.
10:00am – 11:00am <b>Teaching</b>	LA 242	<b>Setting Up and Managing the Blackboard Grade Center (Nancy Collison, Innovation Technology Manager)</b> This session will help you to choose which options fit your content and objectives in the Blackboard Grade Center. You will be able to manage the tools, columns and row setup, and create calculated categories. Topics include: <ul style="list-style-type: none"> <li>• Attendance Tool integration</li> <li>• Setting up Smart Views to segment the material</li> <li>• Quick comments/providing grading notes</li> <li>• Viewing attempts or log data</li> <li>• Generating reports</li> <li>• Understanding the student version (My Grades)</li> </ul>
10:00am – 12:00am <b>Teaching</b>	TI 243	<b>Curriculum and Assessment Drop-In Work Session (Joy Garrett, Director Curriculum &amp; Assessment)</b> Bring your curriculum and assessment work and join member of the Curriculum and Assessment Committees as you complete master syllabus updates, course or program assessment reports or general education assessment tasks. This is a time dedicated to working on your tasks. Committee members will be available for assistance.
11:00am – 12:00pm <b>Teaching</b>	BE 160	<b>How to Use Classroom Engagement Tools (Jing Bai &amp; Doug Waters, Faculty)</b> Jing and Doug will share how to use interactive classroom engagement tools, such as Kahoot! quiz games, to promote friendly competition and engagement. Even if you're not tech savvy, you can pull this off in your classroom – guaranteed or your money back!
11:00am – 12:00pm <b>Leadership</b>	BE 110	<b>Math for the Trades (Lisa Manoukian, Faculty)</b> This session is an opportunity to contribute ideas to the development of practically applied math courses for the Occupational Education division, and beyond. The emphasis is on a modular course delivered with an emphasis on applications, and context. In order to create the perfect course design, the Math Department would like to hear about the needs of the Occ. Ed. student, and curriculum. Food will be provided!
12:00pm – 1:00pm	President Suite	<b>Meet and Greet with The President, Dr. Rose Bellanca</b> All faculty and staff are invited to ask questions or discuss ideas.
12:00pm – 1:00pm <b>Teaching</b>	LA 355	<b>Strolling Lunch and Teacher Lightning Talks (Mary Mullalond, Faculty/FPD Chair)</b> Join FPD for an afternoon of strolling snacks and Teaching & Learning Lightning Talks. Faculty from across divisions will share ice-breakers, teaching strategies, small-group activities, and more! Sample snacks, vegetarian options, and desserts as you move from speaker to speaker!
12:00pm – 1:00pm <b>Teaching</b>	LA 238	<b>Appetizers with Advisors (Dean Orbits)</b> Drop by, have an appetizer and talk with WCC general academic advisors. Learn about how advisors work with students, each advisor's special focus and how general academic advising can partner with instructional faculty to meet the needs of our students.

TIME	LOCATION	TOPIC/PRESENTER(S)
1:00pm – 2:00pm Teaching	LA 275	<b>Study-O-Gram: An Innovative and Effective Study Tool for Instructors (David Wooten, Faculty)</b> Join David A. Wooten (WCC, Biology) for an interactive discussion about an innovative study tool for students AND instructors! The Study-O-Gram is easy to learn, simple to use, and has been tested over several years to be effective for students. Many of us are looking for pedagogical tools to use in our classrooms and with our students, especially those who come to use for structured, individualized guidance. The Study-O-Gram is that tool and is adaptable to any course or content, both for Gen. Ed. and/or Occ. Ed.
1:00pm – 2:00pm Teaching	BE 160	<b>The Washtenaw Way Online (Teresa Laszlo, OL Teaching &amp; Learning Architect)</b> The Washtenaw Way is to provide an EXCELLENT experience for every student. We do this with every interaction, as each interaction is an opportunity for us to make a huge difference to our students' success.
1:00pm – 3:00pm Workplace Effect.	BE 110	<b>OPT Session: Taking Good Notes and Meeting Minutes (Cheryl Byrne, Faculty)</b> Transcribing minutes of a meeting is not only a challenge but requires a unique skill. Come to this session to receive the fundamentals of effective note taking and transcribing minutes that are user friendly and comprehensive. You will learn to: <ul style="list-style-type: none"> <li>• Differentiate between note taking and taking meeting minutes</li> <li>• Describe the process of note taking and transcribing meeting minutes</li> <li>• Identify ways to accurately take notes while participating in the meeting</li> <li>• Determine the most important kinds of information to include in meeting minutes</li> <li>• Use the best ways to format meeting minutes that are the most reader-friendly</li> </ul> You will benefit by: <ul style="list-style-type: none"> <li>• Acquiring strategies and tools for note taking to increase your confidence in fulfilling your role as note taker</li> <li>• Acquiring tips for juggling being a participant AND recording the meeting minutes</li> <li>• Learning how to quickly and effectively summarize issues and decision</li> </ul>
2:00pm – 3:00pm Teaching	LA 238	<b>WTMC Soft Skills Curriculum Panel Discussion (Jennifer Baker, Faculty)</b> Have you ever noticed how your WTMC students are some of your best students? Ever wonder why that is? Join us for a panel discussion with a group of the WTMC high school instructors on the soft skills curriculum and student vetting process that spans all of the WTMC high school classes. Consider incorporating aspects of the WTMC soft skills approach into your classes to help strengthen your students' soft skills and overall success in your courses.
2:00pm – 4:00pm Workplace Effect.	LA 175	<b>Active Threat Training (Chief Hilden)</b> ALICE is the leading training solution that increases an organization's and individual's odds of survival during a violent intruder event. ALICE, which stands for Alert, Lockdown, Inform, Counter, and Evacuate, is a post-Columbine, Virginia Tech, and Sandy Hook strategy that goes beyond the conventional lockdown.
2:00pm – 4:00pm Diversity & Inclusion Leadership	ML 150	<b>Intercultural Consciousness and Communication (Huda Essa, Guest Speaker)</b> This thought-provoking session will leave you feeling empowered with confidence in your critical consciousness and intercultural communication skills. We will explore how our personal and social identities shape our perceptions. Understand the complexities of culture and norms. And participate in a simulation activity.
3:00pm – 4:00pm Teaching	TI 246	<b>Set Up Your Bluepulse for the Semester: Work Session (Pete Baccile, Exec Director of OL Education &amp; Media Technology Svs)</b> As you may have seen from the November In-Service Connected Communities Symposium, Bluepulse is a formative "check-in" tool for your students. In this session, we will take the time to set-up your classes, practice by scheduling some questions to be posted, and collaborating with your colleagues about effective "check-in" strategies. We will also discuss how this qualitative data can be an effective measure for course assessments.

# January 2019 In-Service

Thursday, January 10, 2019

TIME	LOCATION	TOPIC/PRESENTER(S)
8:00am – 9:00am	TI 101	Donuts with the Dean – Tour SIM Lab
9:00am – 11:00am FT Faculty Required	ML 101-121	<b>General Faculty Meeting – Welcome by VPI Hurns featuring Guest Speaker, Dr. Bryan Dewsbury (Gardner Institute Fellow/Assistant Professor, University of Rhode Island)</b> Dr. Dewsbury is the Principal Investigator for the SEAS (Science Education and Research) program. Their research focuses on questions relating to identify constructs, bias, relationships, and the effects of those variables on learning in students (from K-PhD). He is ultimately interested in helping to reframe the education discussion to better address questions of equity and community-building. His work addresses pressing issues such as student retention in STEM fields (especially in higher ed), the under-representation of minority groups in certain STEM fields, and the role of affect (instructor and student) in promoting student learning gains. He also uses the results of those efforts to help faculty develop inclusive curricula and sense of community in the classroom.
9:00am – 11:00am Workplace Effect.	LA 175	<b>OPT Session: Promoting a Safe &amp; Respectful Workplace (Jacqui Schulte, Guest Speaker)</b> Learn sensitivity strategies and tools for preventing harassment and promoting a respectful workplace. Acting in a respectful manner toward subordinates, coworkers, and others – and requiring respect in the workplace is essential. Likewise, learn to recognize "inappropriate workplace conduct" and "speak up" or address it when it occurs.
11:00am – 12:00pm Teaching	BE 160	<b>Ten Little Things: Small Classroom and Syllabus Hacks that might Help Students Succeed (Anne Heise, Faculty)</b> I will share the things I do to make my class easier for students – without lowering academic standards or compromising academic integrity. I hope people who attend will share the things they do too.
11:00am – 12:00pm Teaching	LA 242	<b>Utilizing Social Media (Kristin Danko, Events Coordinator)</b> In this workshop, we will discuss ways to utilize social media in the classroom as a promotional and motivational tool.
11:00am – 12:00pm Teaching	ML 150	<b>Breakout Session: Inclusive Teaching in Higher Education (Dr. Bryan Dewsbury, Guest Speaker)</b> This session will center around pedagogy and inclusive practices that are focused on equity in the classroom.
11:00am – 12:00pm Teaching	LA 238	<b>Overview &amp; Organization in Your Blackboard Course Site (Nancy Collison, Innovation Technology Manager)</b> This session will help you to select tools and develop content to improve efficiency and interaction within the Blackboard Learning Management System (LMS). A large range of tools will be covered to highlight communication, assessment, and student success. Have you ever wanted to customize your content to: <ul style="list-style-type: none"> <li>Align with objectives and outcomes</li> <li>Make it more intuitive for students</li> </ul> Faculty will walk away with awareness and knowledge how to set up an intuitive course design for student success.
11:30am – 1:30pm	ML Lobby Invitation Only	<b>WCCEA Unity Luncheon – Invitation Only</b> All members of Custodial Maintenance Association, the Office Professional/Technical Association, and the WCCEA are invited the annual Unity Lunch. Start the new year with good food and good cheer!
12:00pm – 1:00pm	ML 150 Invitation Only	<b>Lunch STEM Scholars Only – Invitation Only</b>
1:00pm – 2:00pm Teaching	LA 238	<b>Teaching While Diverse: Faculty Panel (Mary Mullalond, Faculty/FPD Chair)</b> At WCC, we are lucky to serve a diverse student body. Our faculty community is just as wonderfully complex. Join us for a panel discussion on the rich experience of faculty from varied religious traditions, cultural, racial and ethnic backgrounds, and disabled and sexual orientation identities.

TIME	LOCATION	TOPIC/PRESENTER(S)
1:00pm – 2:00pm Teaching	LA 242	<b>Interaction and Assignment in Blackboard (Nancy Collison, Innovation Technology Manager)</b> This session will help you to select tools to develop test pools, tests, and assignments. Understand how these are integrated into the Grade Center and in some cases trigger the 'Needs Grading' notification symbol and tool. <ul style="list-style-type: none"> <li>• Deploy tests and select appropriate settings, e.g. randomization, time limits, number of attempts, and extended time</li> <li>• Check student submission receipts</li> <li>• Student view for file uploads</li> <li>• Feedback and annotations</li> <li>• Assign points to a Discussion post</li> </ul>
1:00pm – 4:30pm Teaching	TI 243	<b>Curriculum and Assessment Drop-In Work Session (Joy Garrett, Director Curriculum &amp; Assessment)</b> Bring you curriculum & assessment work and join member of the Curriculum and Assessment Committees as you complete master syllabus updates, course or program assessment reports or general education assessment tasks. This is a time dedicated to working on your tasks. Committee members will be available for assistance.
1:30pm – 3:00pm Workplace Effect. Information Tech.	SC 318	<b>Explore WCC's File Sharing and Data Storage Options (Nichole Marbury, Information Systems Trainer/Support Specialist)</b> WCC provides a variety of resources for storing and sharing work related files: <ul style="list-style-type: none"> <li>• WCC Network Drives</li> <li>• OneDrive for Business, and</li> <li>• Google Drive (dependent upon your needs and the type of data you need to store and or share)</li> </ul> Seating is limited, registration is on a first-come, first-served basis. Please cancel your registration or let us know ( <a href="mailto:its.training@wccnet.edu">its.training@wccnet.edu</a> ) if you cannot make it, so that we can release your seat.
2:00pm – 3:00pm Teaching	Bailey Library	<b>Faculty Escape Room (Molly Ledermann, Professional Librarian)</b> Can you escape from the Bailey Library using only brain power? Get 'locked in' and solve all of the puzzles before the clock runs out! Master your research lexicon, choose the right database to solve a problem, avoid misinformation traps, scour scholarly sources, and more.  Bring your own team or join one on the fly. Hone your own research skills and get even better at helping your students with their next research assignment ...if you ever escape!
2:00pm – 3:30pm Teaching	BE 160	<b>Developmental Education Conversations (VPI Hurns)</b> Join WCC Colleagues to continue the discussion on placement and developmental education. We will review post discussions and work since the November session and hear from WCC Colleagues who will share current and previous success projects. We will begin conversations about expanding the use of High School GPA and evaluating appropriate prerequisites for courses.  We will continue to explore the following question: What changes should be considered to improve placement and developmental education to decrease barriers for student success (completion and/or transfer).
2:00pm – 3:00pm Workplace Effect.	BE 140	<b>Navigating Eldercare: A Compass for Caregivers (Julie Pomerville-Steiner, MSW/Adjunct Faculty)</b> Learning more about eldercare can help you manage the challenges and be open to the rewards of this role. We will let you know what issues you will need to address and help you find your way. <ul style="list-style-type: none"> <li>• Review tips for determining your elder's needs</li> <li>• Explore different approaches to living arrangements</li> <li>• Learn how to plan legally, medically and financially</li> <li>• Discuss the importance of connection</li> <li>• Recognize your needs as a caregiver</li> </ul>

Thursday, January 10, 2019

TIME	LOCATION	TOPIC/PRESENTER(S)
3:00pm – 4:00pm <b>Teaching</b>	LA 238	<b>Creating Easy Course Videos with Screencast-O-Matic (Nathaniel Berens, OL Video/Streaming Specialist)</b> Video is an incredibly useful tool for increasing student engagement, and the tools to make your own videos are more accessible than ever. Screencast-o-matic is an intuitive, powerful tool available to all faculty and staff, and this session, taught by CiTL Video Specialist Nathaniel Berens, will walk participants through recording, editing, and uploading videos, as well as best practices for creating engaging content.
3:00pm – 4:00pm <b>Teaching</b>	LA 242	<b>Learning Support Services: Accessibility &amp; Accommodations (Debra Guerrero, Director Learning/Support Services)</b> Join Learning Support Services for a presentation of all the LSS services that are available for students, panel type discussion and Q & A session.



*Mind Your*  
**Mental Health**



**PERSONAL COUNSELING**

SC203 | 734-677-5102 | [wccnet.edu/counseling](http://wccnet.edu/counseling)

<p><b>DURING OFFICE HOURS</b> <i>Mon-Thur: 8:00am-7:00pm</i> <i>Fri: 8:00am-5:00pm</i></p> <p><b>FREE and confidential personal counseling available to currently enrolled students.</b></p> <p>Schedule an appointment with a WCC counselor:</p> <ul style="list-style-type: none"><li>● Call Counseling &amp; Career Planning at 734-677-5102, or</li><li>● Stop by Counseling &amp; Career Planning (SC 206) on the second floor of the Student Center</li></ul> <p>Speak with a CAP counselor at any time: <b>866-227-3834</b></p>	<p><b>24/7 EMERGENCY RESOURCES</b></p> <p><b>STUDENT COUNSELING ASSISTANCE PROGRAM</b> <b>866-227-3834</b> <i>(toll free and available 24/7)</i></p> <p><b>CRISIS HOTLINES</b></p> <p>St. Joseph Mercy Hospital .....734-712-2762</p> <p>UM Psychiatric Hospital .....734-936-5900</p> <p>Suicide Prevention Lifeline .....800-273-TALK (8255)</p> <p>Safe House (Domestic Violence) .....734-995-5444</p> <p>Veterans Hotline .....800-273-8255, press 1</p>
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# January 2019 In-Service

Friday, January 11, 2019

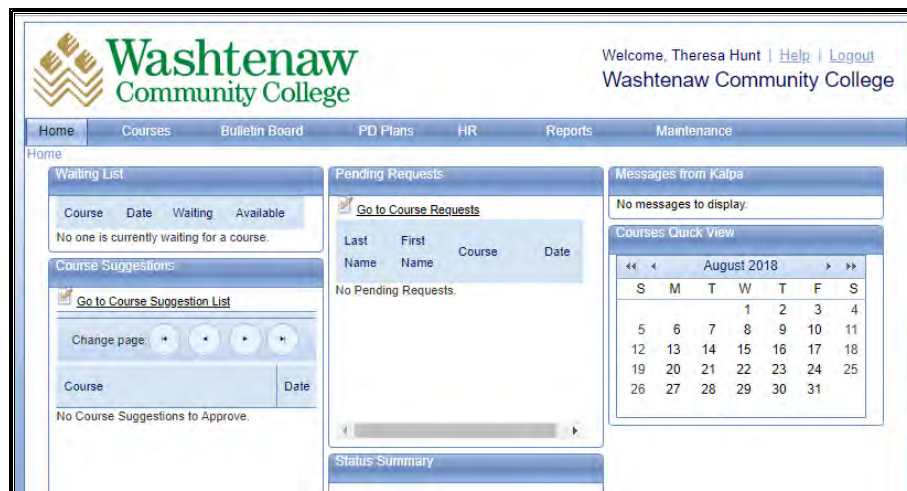
TIME	LOCATION	TOPIC/PRESENTER(S)
9:00am – 11:00am <b>FT Faculty Required</b>	Various Rooms	Division Meetings
9:00am – 11:00am <b>Workplace Effect.</b>	BE 160	<b>OPT Session: Active Bystander Training (Dr. Melissa Rosenblum, Guest Speaker)</b> The Active Bystander program is an interactive program that focuses on teaching pro-social behavior by providing a safe space for students and employees to: <ul style="list-style-type: none"> <li>• Gain a better understanding of the bystander effect</li> <li>• Understand what influences a person's willingness to help</li> <li>• Develop skills for analyzing and responding to bystander behavior</li> </ul>
11:00am – 12:00pm <b>FT Faculty Required</b>	Various Rooms	Department Meetings
12:00pm – 1:00pm	LA 242 <b>Invitation Only</b>	<b>Arts Committee Meeting – Invitation Only (Kristin Danko, Events Coordinator)</b> The Arts Committee meeting to discuss current upcoming events.
12:00pm – 2:00pm	ML 160 <b>Invitation Only</b>	<b>WCCEA Board Meeting / Luncheon Invitation Only</b>
1:00pm – 2:00pm <b>Leadership</b>	BE 160	<b>Bookstore Focus Group (Joyce Hommel, Executive Director Library)</b> Join your faculty colleagues in a discussion about what you need from a campus bookstore.
2:00pm – 3:00pm <b>Teaching</b>	LA 242	<b>Retention Center and Reports in Blackboard: Student Performance (Nancy Collison, Innovation Technology Manager)</b> Stay Up-to-Date on Student Performance with Retention Center and Reports. This session will help you utilize the Retention Center for updates on student performance. You will be able to use this area to identify students at risk. <ul style="list-style-type: none"> <li>• Retention Center – Set custom rules to monitor based on these criteria: access, activity, performance, missed deadline.</li> <li>• Performance Dashboard – Overview of activity: up-to-date status of activity, access to individual student data.</li> <li>• Reports – Individual, areas, and summary: select criteria to display, choose timeframes, and activity or area of content.</li> </ul>
2:00pm – 4:00pm <b>Teaching</b>	LA 355	<b>Part-Time Faculty Institution Kick-Off (Mary Mullalond, Faculty/FPD Chair)</b> All part-time and adjunct faculty are invited to start off the new year with this interactive workshop! Discuss and learn from your colleagues about building your class community, trying new teaching strategies, and engaging with your students. Participants will receive a \$25 stipend. Excellent noshes will be provided—including that delicious baked brie tower, that some of you fondly remember from last year!
3:00pm – 4:00pm <b>Teaching</b>	LA 238	<b>Question Personalization for Winter 2019 SOQs (Gloria Eccleston, SOQ Administrator)</b> Student Opinion Questionnaires this winter will have the standard 13 rating questions with a new feature, Question Personalization. Departments will be able to collaborate on creating additional rating questions that will be appended on the first page of the surveys. Bring suggested questions to this in-service working session so we can categorize and refine the questions to maximize this opportunity on our summative SOQs. Note: Winter 2019 questions will be finalized by January 16 <sup>th</sup> in preparation for the survey cycle.





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## Professional Development Management Tracking System



You will need three pieces of information to login:

- Website: <https://www.kalpapdms.com/wcc-login>
- Login Name: WCC NetID
- Password: WCC Password

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### With the WCC TLC KALPA software you can:

- View the Winter In-Service schedule
- Register for Winter semester sessions
- View the 2019 TLC Offerings
- Register in advance for 2019 sessions
- Build your own Professional Development (PD) plan with reminders
- Complete the post-workshop survey
- View your Professional Development progress

If any assistance is needed with the login process please reach out to [thunt2@wccnet.edu](mailto:thunt2@wccnet.edu)

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### To Access Lynda.com:

1. Type Lynda.com in your internet browser
2. Choose "Sign In" at the top right
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4. Type in "wccnet.edu"
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6. Edit your name: Enter First and Last
7. Enter your WCC email address
8. Select User Type and then **Save**

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Everyone's reason for coming to WCC is different. And yet, the results are so similar. The reason may be to start a new career path, or strengthen an existing one. To establish a foundation for further academic study at a four-year college. To fulfill a dream, or follow a passion to a very rewarding outcome. Whatever the reason, the result is always a new and interesting chapter in a life story. We all have our something "next," and WCC is a means to achieve it. We teach, we encourage, we guide, we support, we inspire. Life has many chapters. We're here to help you start your next one.



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