

Fall 2019 Welcome Week



August 12-16, 2019

WELCOME WEEK
AT-A-GLANCE SCHEDULE

FALL 2019

MONDAY, AUGUST 12	TUESDAY, AUGUST 13	WEDNESDAY, AUGUST 14
8:00AM-5:00PM Class Preparation & Student Appointments Location: Faculty Offices	8:30AM-9:15AM President's Reception for All Employees Location: General Dining Area	8:00AM-5:00PM Class Preparation and Student Appointments Location: Faculty Offices
9:00AM-10:00AM Mentoring Our New Full-Time Faculty <i>Required for All Mentors of New Full-Time Faculty</i> Location: CU 3	9:15AM-11:00AM General Convocation and Employee Awards Ceremony Location: General Dining Area	9:00AM-10:20AM Division Course Sequence Meeting Location: Division Classrooms *See complete schedule for location details
10:00AM-10:30AM New Full-Time Faculty/Mentors Meeting Location: CU 3	11:00AM-11:50AM 508 Syllabus Training/Work Session Location: SEM 2G1A	10:30AM-12:30PM Faculty Office Hours- Required Location: Faculty Offices
10:00AM-10:50AM Using Activities to Engage Students Location: SEM 2E2	11:00AM-11:50AM Working with Neurodiverse Students Location: SEM 2E2	12:30PM-1:30PM Lunch on Your Own with Colleagues
11:00AM-12:00PM Reception for New Full-Time Faculty Location: VPAC Art Gallery	12:00PM-1:00PM Lunch on Your Own with Colleagues	1:30PM-2:20PM Committee Chairs Meeting Location: SEM 2F1
12:00PM-1:00PM Lunch on Your Own with Colleagues	1:00PM-2:50PM Division and Department Meetings Locations: Division Classrooms *See complete schedule for location details	1:30PM-4:30PM New Full-Time Faculty New Employee Orientation Location: John Massey Center 131
1:00PM-2:50PM General Faculty and Professional Staff Meeting Location: VPAC Atrium	3:00PM-3:50PM Concurrent Faculty Orientation Location: AH 1C3	2:30PM-3:20PM Pre-Retirement Planning Session Location: MB 1X3
3:00PM-3:50PM 508 Syllabus Training/Work Session Location: SEM 2G1A	3:00PM-3:50PM Title III Year Six Kick Off Meeting Location: MB 1X3	2:30PM-3:20PM Communicating with Students Location: SEM 2E2
3:00PM-3:50PM Faculty Association Executive Committee Meeting Location: SEM 2E2	3:00PM-4:50PM Success in College and Life Instructors' Meeting Location: MB 1X4	3:30PM-4:20PM Communicating with Students Made Easy with Personalized Learning Designer Location: SEM 2G1A
4:00PM-4:50PM Moodle Overview Location: SEM 2G1A	3:00PM-5:00PM CLT Drop-In Consultations Location: SEM 2G3	
4:00PM-4:50PM Program Directors and Chairs Meeting Location: CU 1	5:00PM-8:00PM Adjunct Faculty Welcome Reception Location: General Dining Area	
5:00PM-5:30PM Human Resources Sign Up for New Adjunct Faculty Members Location: CU 1		
5:30PM-7:30PM A Night for New Adjunct Faculty Members Location: CU 2 & 3		

**WELCOME WEEK
AT-A-GLANCE SCHEDULE**

FALL 2019

THURSDAY, AUGUST 15	FRIDAY, AUGUST 16
<p>8:00AM-5:00PM Class Preparation and Student Appointments Location: Faculty Offices</p>	<p>9:00AM-4:00PM Center for Learning and Teaching Drop-In Consultations Sessions Location: SEM 2G3</p>
<p>8:30AM-10:20AM CLT Drop-In Consultations Location: SEM 2G3</p>	<p>9:30AM-10:20AM Student Learning Council – All members of ELAC, AOAC, and Gen Ed Committees Location: AH 1D1</p>
<p>9:30AM-10:20AM Writing Teaching and Learning Location: AH 2E5</p>	<p>10:30AM-11:20AM Program Review Team Meeting Location: AH 1D1</p>
<p>10:30AM-11:20AM Technology Updates Location: MB 2nd Floor – Huddle Station Area</p>	<p>11:30AM-1:00PM Lunch on Your Own with Colleagues</p>
<p>10:30AM-11:20AM H5P: A Tool for Interactivity in Your Moodle Course Location: SEM 2G1A</p>	<p>1:00PM-1:50PM Teaching Math with Active Learning Location: SEM 2C8</p>
<p>11:30AM – 12:50PM Lunch On Your Own with Colleagues</p>	<p>1:00PM-1:50PM Teaching English with Active Learning Location: MB 1X5</p>
<p>1:00PM-2:50PM General Faculty and Professional Staff Meeting Location: VPAC Atrium</p>	<p>1:00PM-1:50PM Teaching Social Sciences with Active Learning Location: SSC 1H2</p>
<p>3:00PM-3:50PM Helping Students Develop a Growth Mindset Location: SEM 2E2</p>	<p>1:00PM-1:50PM Teaching Health Professions with Active Learning Location: HP 226</p>
<p>4:00PM-5:00PM CLT Gradebook Drop-In Consultations Location: SEM 2G3</p>	<p>1:00PM-1:50PM Teaching Business & IT with Active Learning Location: LIB 401</p>
<p>5:00PM-7:30PM President’s Welcome Back Indoor Picnic Location: College Union and General Dining</p>	<p>1:00PM-1:50PM Teaching Science and Engineering with Active Learning Location: SEM 2A7</p>

MONDAY

AUGUST 12, 2019

8:00 a.m.-5:00 p.m. Faculty Offices	Class Preparation and Student Appointments This time is provided for preparation for classes and appointments with students.
9:00 a.m.-10:00 a.m. College Union 3	Mentoring Our New Full-Time Faculty <i>Host: Ms. Kim Jameson, Associate Vice President for Academic Affairs</i> (Attended by the Director of the CLT and Faculty Mentors)
10:00 a.m.-10:30 a.m. College Union 3	New Full-Time Faculty/Mentors Meeting <i>Host: Ms. Kim Jameson, Associate Vice President for Academic Affairs</i> (Attended by the Director of the CLT, Faculty Mentors, and New Full-Time Faculty Members)
10:00 a.m.-10:50 a.m. SEM 2E2	Using Activities to Engage Students <i>Presenters: Ms. Susie Stear, Course Design Consultant, Center for Learning and Teaching</i> <i>Ms. Kristi Dean, Title III Curriculum Specialist/Instructional Designer, Center for Learning and Teaching</i> A big question that is part of your teaching is “What are students going to DO during class?” This workshop will provide a variety of activities that can be used in any course to keep students engaged and active. More activity and engagement leads to increased learning, and that’s the goal. You will leave this workshop with activities to take with you that can be implemented during your next class session.
11:00 a.m.-12:00 p.m. VPAC Art Gallery	Reception for New Full-Time Faculty <i>Host: Mr. Greg Gardner, Vice President for Academic Affairs</i> This reception is for new full-time faculty, their mentors, the President’s Cabinet, Deans’ Council, and Directors.
12:00 p.m.-1:00 p.m.	Lunch On Your Own with Colleagues
1:00 p.m.-2:50 p.m. VPAC Atrium	General Faculty and Professional Staff Meeting <i>Host: Mr. Greg Gardner, Vice President for Academic Affairs</i> All full-time faculty and Academic Affairs professional staff are expected to attend this welcome-back meeting where the new members of the OCCC faculty and Academic Affairs staff will be introduced. This meeting will recognize the efforts made last year to improve student success as well as some new strategic efforts for the 2019-20 academic year.
3:00 p.m.-3:50 p.m. SEM 2G1A	508 Syllabus Training/Work Session <i>Presenter: Mr. Morgan Felty, Student Engagement and Moodle End User Administrator, Center for Learning and Teaching</i> This hands-on session will provide guidance to faculty as they move their current syllabus information into the new accessibility template. If faculty come with their syllabus, they should be able to leave with a completed accessible syllabus.
3:00 p.m.-3:50 p.m. SEM 2E2	Faculty Association Executive Committee Meeting This meeting is for the executive committee of the Faculty Association.
4:00 p.m.-4:50 p.m. SEM 2G1A	Moodle Overview <i>Presenter: Mr. Morgan Felty, Student Engagement and Moodle End User Administrator, Center for Learning and Teaching</i> This session covers the Moodle basics—navigating within Moodle, the basics of adding resources and assignments, course editing, and using Quickmail to contact students.
4:00 p.m.-4:50 p.m. College Union 1	Program Directors and Chairs Meeting <i>Host: Ms. Kim Jameson, Associate Vice President for Academic Affairs</i> This will be a discussion of the outline of work to be done in this semester for the transition to eight-week courses and inclusion of Open Educational Resources (OER) in OCCC courses.

WELCOME WEEK SCHEDULE

FALL 2019

MONDAY

AUGUST 12, 2019

5:00 p.m.-5:30 p.m.
College Union 1

Human Resources Sign Up for New Adjunct Faculty Members

Coordinators: Human Resources Team

This is a time dedicated for new adjunct faculty members to confirm their HR-related paperwork.

5:30 p.m.-7:30 p.m.
College Union 2 & 3

A Night for New Adjunct Faculty Members

Host: Mr. Greg Gardner, Vice President for Academic Affairs

This is an opportunity for adjunct faculty teaching at Oklahoma City Community College for the first time to learn about College expectations for adjunct faculty. Time will be allocated to meet with your mentor and Dean. **This session is required for all new adjunct faculty members.** Please see the separate agenda for program details.

TUESDAY

AUGUST 13, 2019

8:30 a.m.-9:15 a.m.
General Dining Area

President's Reception for All Employees

Host: President Jerry Steward

President Jerry Steward invites all employees to this reception. The reception includes a buffet breakfast.

9:15 a.m.-11:00 a.m.
General Dining Area

General Convocation and Employee Awards Ceremony

Host: President Jerry Steward

11:00 a.m.-11:50 a.m.
SEM 2G1A

508 Syllabus Training/Work Session

Presenter: Mr. Morgan Felty, Student Engagement and Moodle End User Administrator, Center for Learning and Teaching

This hands-on session will provide guidance to faculty as they move their current syllabus information into the new accessibility template. If faculty come with their syllabus, they should be able to leave with a completed accessible syllabus.

11:00 a.m.-11:50 a.m.
SEM 2E2

Working with Neurodiverse Students

Presenter: Ms. Susie Stear, Course Design Consultant, Center for Learning and Teaching

What is neurodiversity, and how does it affect classrooms here at OCC? This workshop will focus on identifying diverse students in your classroom, how to embrace differences, and recommendations for teaching neurodiverse students.

12:00 p.m.-1:00 p.m.

Lunch On Your Own with Colleagues

1:00 p.m.-2:50 p.m.
LIB 401

Division and Department Meetings

Business and Information Technology Division and Department Meeting

Chair: Mr. John Claybon, Dean

SEM 2A7

Science, Engineering, and Math Division and Department Meeting

Chair: Dr. Max Simmons, Dean

MB 1X5

Arts, English, and Humanities Division and Department Meeting

Chair: Dr. Thomas Harrison, Dean

HP 226

Health Professions Division and Department Meeting

Chair: Dr. Vince Bridges, Dean

SSC 1H2

Social Sciences Division and Department Meeting

Chair: Ms. Kim Jameson, Interim Dean and Associate Vice President for Academic Affairs

TUESDAY

AUGUST 13, 2019

3:00 p.m.-3:50 p.m.
AH 1C3

Concurrent Faculty Orientation

Presenter: Ms. Alexa Mashlan, Assistant Director of Admissions Development & Outreach

This session will be an orientation for any faculty who teach on the high school campuses. It will include information for the contact person for each school, classroom and other facility information, proper procedures for each school, as well as courses taught at OCCC from those at the high schools, and other processes.

3:00 p.m.-3:50 p.m.
MB 1X3

Title III Year Six Kick Off Meeting

Facilitator: Ms. Janene Fluhr, Title III Project Director/Activity Director

This session is a discussion and planning meeting for the course redesign faculty and their Dean who are to be working during Year Six of OCCC's Title III Grant. The faculty members that are to be involved in the course redesign process of BIO 1023 are expected to be part of this important conversation. *Please bring your calendars as meeting dates and times will be set as part of this conversation.

3:00 p.m.-4:50 p.m.
MB 1X4

Success in College and Life Instructors' Meeting

Facilitator: Ms. Chaya Chandrasekhar, Professor of Student Success

All instructors of Success in College and Life are strongly encouraged to attend this important meeting. This meeting will provide an opportunity for an overview of the newly revised course, philosophies that are behind the course design and structure, as well as an opportunity for questions related to teaching the course for the first time.

3:00 p.m.-5:00 p.m.
SEM 2G3

CLT Drop-In Consultations

Hosts: CLT Team

Faculty can drop in with questions or for assistance with final course preparation and discussions of course strategies. This time can also be used to assist with changes needed for gradebooks.

5:00 p.m.-8:00 p.m.
General Dining Area

Adjunct Faculty Welcome Reception

Host: Mr. Greg Gardner, Vice President for Academic Affairs

Light Buffet Dinner

This is an opportunity for adjunct faculty members at Oklahoma City Community College to receive updates on the institution, their division, and department. Please see separate agenda for program details.

WEDNESDAY

AUGUST 14, 2019

8:00 a.m.-5:00 p.m.

Class Preparation and Student Appointments

This time is provided for preparation for classes and appointments with students.

9:00 a.m.-10:20 a.m.

Division Course Sequence Meeting

This is a time for divisions and departments to have conversations and dedicated work time related to eight-week course transition.

LIB 401

Business and Information Technology

Chair: Mr. John Claybon, Dean

SEM 2A7

Science, Engineering, and Math

Chair: Dr. Max Simmons, Dean

MB 1X5

Arts, English, and Humanities

Chair: Dr. Thomas Harrison, Dean

HP 226

Health Professions

Chair: Dr. Vince Bridges, Dean

SSC 1H2

Social Sciences

Chair: Ms. Kim Jameson, Interim Dean and Associate Vice President for Academic Affairs

WEDNESDAY

AUGUST 14, 2019

10:30 a.m.-12:30 p.m. Faculty Offices	Faculty Office Hours – Required This is a time for faculty to meet with students and plan for the semester.
12:30 p.m.-1:30 p.m.	Lunch On Your Own with Colleagues
1:30 p.m.-2:20 p.m. SEM 2F1	Committee Chairs Meeting <i>Host: Ms. Kim Jameson, Associate Vice President for Academic Affairs</i> This meeting is for the committee chairs and co-chairs for the ELAC, AOAC, General Education, and Curriculum as well as the Academic Division Deans, and the Directors of Curriculum and Center for Learning and Teaching.
1:30 p.m.-4:30 p.m. John Massey Center 131	New Full-Time Faculty New Employee Orientation <i>Hosts: Human Resources Onboarding Team</i> This meeting will have important information for new Full-Time Faculty as employees of Oklahoma City Community College. Required for all new full-time faculty.
2:30 p.m.-3:20 p.m. MB 1X3	Pre-Retirement Planning Session <i>Hosts: Human Resources Team</i> This session is an opportunity for OCCC employees to ask questions related to pre-retirement planning.
2:30 p.m.-3:20 p.m. SEM 2E2	Communicating with Students <i>Presenters: Dr. Glenne' Whisenhunt, Director of the Center for Learning and Teaching</i> <i>Ms. Susie Stear, Course Design Consultant, Center for Learning and Teaching</i> Communicating with students is an art. This session focuses on strategies to develop rapport with students in a variety of modalities.
3:30 p.m.-4:20 p.m. SEM 2G1A	Communicating with Students Made Easy with Personalized Learning Designer <i>Presenter: Mr. Morgan Felty, Student Engagement and Moodle End User Administrator, Center for Learning and Teaching</i> The Personalized Learning Designer makes it easy to reach out to your students. Learn how to automatically email students who have not completed work before an upcoming deadline, provide immediate feedback based on students' grades, set up reminder emails at the first of the semester that get sent out at times you specify, display alerts with important information when a course is entered, and more!

THURSDAY

AUGUST 15, 2019

8:00 a.m.-5:00 p.m. Faculty Offices	Class Preparation and Student Appointments This time is provided for preparation for classes and appointments with students.
8:30 a.m.-10:20 a.m. SEM 2G3	CLT Drop-In Consultations <i>Hosts: CLT Team</i> Faculty can drop in with questions or for assistance with final course preparation and discussions of course strategies. This time can also be used to assist with changes needed for gradebooks.

THURSDAY

AUGUST 15, 2019

- 9:30 a.m.-10:20 a.m.**
AH 2E5
- Writing Teaching and Learning**
Facilitators: English Composition Team
This session is open to all Arts, English, and Humanities faculty to receive curriculum information for the Fall 2019 Semester. This session will be an opportunity for faculty to overcome challenges of self-plagiarism, difficult essay assignments, inclusion of the textbook in the classroom, student success tips, and cooperative learning. RSVP to Stacie Warner, stacie.l.warner@occc.edu
- 10:30 a.m.-11:20 a.m.**
**MB 2nd Floor,
Huddle Station Area**
- Technology Updates**
Presenter: Mr. Tory Rhoades, Interim Director, Technology Support Services
Members of Technology Support Services will share information about new and updated technology available in the classrooms across campus.
- 10:30 a.m.-11:20 a.m.**
SEM 2G1A
- H5P: A Tool for Interactivity in Your Moodle Course**
Presenters: Mr. Morgan Felty, Student Engagement and Moodle End User Administrator, Center for Learning and Teaching
Ms. Kristi Dean, Title III Curriculum Specialist/Instructional Designer
This session will highlight H5P, which is a nice tool for including interactivity in Moodle.
- 11:30 a.m.-12:50 p.m.**
- Lunch on Your Own with Colleagues**
- 1:00 p.m.-2:50 p.m.**
VPAC Atrium
- General Faculty and Professional Staff Meeting**
Host: Mr. Greg Gardner, Vice President for Academic Affairs
All full-time faculty and Academic Affairs professional staff are expected to attend this welcome-back meeting.
- 3:00 p.m.-3:50 p.m.**
SEM 2E2
- Helping Students Develop a Growth Mindset**
Presenter: Ms. Susie Stear, Course Design Consultant, Center for Learning and Teaching
What is mindset? Do you have a fixed or growth mindset? This workshop will focus on what a growth mindset looks like, how to foster it in yourself and your students, and the advantages of having a growth mindset in and out of the classroom.
- 4:00 p.m.-5:00 p.m.**
SEM 2G3
- CLT Gradebook Drop-In Consultations**
Hosts: CLT Team
Faculty can drop in with questions or for assistance with final course preparation, discussions of course strategies, and gradebook setup.
- 5:00 p.m.-7:30 p.m.**
**College Union and
General Dining Area**
- President's Welcome Back Indoor Picnic**
Host: President Jerry Steward
This picnic is hosted to provide food, fun, and fellowship for all OCCC employees and their families. Please feel free to come in your casual attire and enjoy a grilled entrée and a great kick off to the new academic year.

FRIDAY

AUGUST 16, 2019

9:00 a.m.-4:00 p.m. SEM 2G3	<p>Center for Learning and Teaching Drop-In Consultations Faculty can drop in with questions or for assistance with final course preparation and discussions of course strategies. This time can also be used to assist with changes needed for gradebooks.</p>
9:30 a.m.-10:20 a.m. AH 1D1	<p>Student Learning Council – All members of ELAC, AOAC, and Gen Ed Committees <i>Hosts: Ms. Kim Jameson, Associate Vice President for Academic Affairs</i> <i>Co-Chairs: ELAC, AOAC, and Gen Ed Committee Chairs</i> This meeting is for members from the Entry Level Assessment Committee, General Education Committee, Academic Outcomes Assessment Committee, Academic Deans, and any others interested in assessment. Updates from each committee will be presented.</p>
10:30 a.m.-11:20 a.m. AH 1D1	<p>Program Review Team Meeting <i>Hosts: Ms. Kim Jameson, Associate Vice President for Academic Affairs</i> <i>Dr. Makenna Green, Director of Curriculum</i> This meeting is to discuss the program review process and timeline for completion. Programs under review for FY20 include: Humanities AA, Journalism and Broadcasting AA, and Liberal Studies AA</p>
11:30 a.m.-1:00 p.m.	<p>Lunch on Your Own with Colleagues</p>
1:00 p.m.-1:50 p.m. SEM 2C8	<p>Teaching Math with Active Learning <i>Presenter: Mr. Chris Oehrlein, Professor of Mathematics</i> This session focuses on utilizing active learning strategies in mathematics classes.</p>
1:00 p.m.-1:50 p.m. MB 1X5	<p>Teaching English with Active Learning <i>Presenters: Ms. Stacie Warner, Professor of English and Mr. Thomas Horne, Professor of English</i> This session focuses on utilizing active learning strategies in English classes.</p>
1:00 p.m.-1:50 p.m. SSC 1H2	<p>Teaching Social Sciences with Active Learning <i>Presenter: Ms. Dawn Ladiski, Professor of Child Development</i> This session focuses on utilizing active learning strategies in Social Science classes.</p>
1:00 p.m.-1:50 p.m. HP 226	<p>Teaching Health Professions with Active Learning <i>Presenters: Ms. Cheryl Bristol, Professor of Nursing</i> <i>Ms. Traci Boren, Professor of Nursing</i> <i>Dr. Robin McMurry, Professor of Nursing</i> This session focuses on utilizing active learning strategies in Health Professions classes.</p>
1:00 p.m.-1:50 p.m. LIB 401	<p>Teaching Business & IT with Active Learning <i>Presenters: Mr. John Goulden, Professor of Computer Science</i> <i>Ms. Melissa Leon Guerrero, Professor of Business</i> <i>Mr. Haining Chen, Professor of Computer Science</i> <i>Ms. Kamille Souttee, Professor of Business/Accounting</i> This session focuses on utilizing active learning strategies in Business & IT classes.</p>
1:00 p.m.-1:50 p.m. SEM 2A7	<p>Teaching Science and Engineering with Active Learning <i>Presenter: Dr. Tad Thurston, Professor of Physics</i> This session focuses on utilizing active learning strategies in Science and Engineering classes.</p>

**A Night for New Adjunct Faculty
August 12, 2019
College Union Rooms 1-3**

5:15 p.m.–5:45 p.m. Light Buffet Meal & Parking Tag Distribution

5:45 p.m.–6:30 p.m. Welcome
President Jerry Steward

Mr. Greg Gardner
Vice President for Academic Affairs

OCCC Services Video Montage

6:30 p.m.-7:30 p.m. Meeting with Division Dean and Faculty Mentor

Arts, English and Humanities **AH 1C3**
Chair: Dr. Thomas Harrison, Dean

Business and Information Technology **MB 1X4**
Chair: Mr. John Claybon, Dean

Health Professions **HP 226**
Chair: Dr. Vincent Bridges, Dean

Science, Engineering, and Mathematics **SEM 2C6**
Chair: Dr. Max Simmons, Dean

Social Sciences **SSC 1H1**
*Chair: Ms. Kim Jameson, Interim Dean and
Associate Vice President for Academic Affairs*

**Adjunct Faculty Welcome Reception
August 13, 2019
General Dining Area**

5:00 p.m.-5:35 p.m.	Light Buffet Meal	
5:35 p.m.-5:40 p.m.	Welcome President Jerry Steward	
5:40 p.m.-6:30 p.m.	Institutional Update and Recognition of Outstanding Adjunct Faculty Mr. Greg Gardner, Vice President for Academic Affairs	
	HR Benefits Mr. Paul Mariconda, AIG Retirement Services Mr. Jeff Sughru, Employee Benefits Specialist	
	FERPA Ms. Amanda Williams-Mize, Registrar	
	Personal Safety Police Department Representative	
	Managing Distracting or Disruptive Behavior Mr. Chris Shelley, Director of Conduct	
6:30 p.m.-8:00 p.m.	Adjunct Faculty Division and Department Meetings <i>Department meetings immediately follow division meetings.</i>	
	<i>Business and Information Technology</i> <i>Chair: Mr. John Claybon, Dean</i>	LIB 407 A&B
	<i>Arts, English, and Humanities</i> <i>Chair: Dr. Thomas Harrison, Dean</i>	CU 1 & 2
	<i>Health Professions</i> <i>Chair: Dr. Vince Bridges, Dean</i>	HP 226
	<i>Science, Engineering, and Mathematics</i> <i>Chair: Dr. Max Simmons, Dean</i>	SEM 2G4/2G5 Math Lab
	<i>Social Sciences</i> <i>Chair: Ms. Kim Jameson, Interim Dean & Associate Vice President for Academic Affairs</i>	HP 215 A&B