Microsoft Office 365 Overview

Facilitator: Jeris Creasey, IT Trainer/Technical Writer

Microsoft Office 365 is a cloud based collection of apps and services that you can use from just about anywhere, using almost any device you choose. This session will introduce you to the Office 365 cloud environment, which includes email, calendars, Office applications, OneDrive storage, document sharing, and more.

Click here to register for this session

Date	Time	Room
Tuesday, January 17	10:00-11:30 am	SGMN0119
~~Thursday, January 26~~	~~1:30-3:00 pm~~	~~SGMN0119~~ **SESSION FULL**
~~Tuesday, February 14~~	~~10:00-11:30 am~~	~~SGMN0119~~ **SESSION FULL**
Tuesday, February 21	10:00-11:30 am	SGMN0119
Wednesday, February 22	1:30-3:00 pm	SGMN0119

Current online faculty participating in the Online Proficiency Program will receive 1 point for completion of this workshop.

Beginning Blackboard

Facilitator: Gary Bach, Instructional Technology Specialist

Are you a new Blackboard user or an occasional Blackboard user in need of a refresher? Come to this session for an introduction to using the Blackboard course management system at LLCC. This session will cover the basics of getting started using Blackboard to supplement instruction, such as logging in to the system, general navigation, tools, course development areas and the grade center.

Click here to register for this session

Date	Time	Room
Wednesday January 18	10:00-11:00 am	SGMN0119
Thursday January 19	5:00-6:00 pm	SGMN0119

Blackboard Upgrade and Changes for 2017

Facilitator: Andy Mitkos, Learning Management System Coordinator
We are pleased to announce exciting changes coming to our Blackboard system. Come hear about the updates you can expect to see in our Blackboard system this spring semester and hear how these updates and changes may impact you and your students. This session is highly recommended for faculty who use Blackboard regularly for online and face-to-face classes.

Click here to register for this session

Date	Time	Room
Tuesday January 24	11:00-12:00 pm	SGMN0119
Wednesday February 8	1:00-2:00 pm	SGMN0119
Monday February 20	2:00-3:00 pm	SGMN0119

Current online faculty participating in the Online Proficiency Program will receive 1 point for completion of this workshop.

Academic Effectiveness Open Labs

Facilitators: Elaine Guthals, Academic Effectiveness Manager; Pam Daniel, Curriculum Development Specialist; & Jennie O'Malley, Ph.D Professor, Biology & Faculty Assessment Coordinator
Don't forget, the Office of Academic Effectiveness is here to help! Open labs have been scheduled to help you with curriculum development and maintenance, assessment, and program review questions. Registrations would be appreciated, but feel free to stop by that day.

Click here to register for the session below

Date	Time	Room
Wednesday, January 25	10:00 am-12:00 pm	SGMN0119
Tuesday, January 31	2:00-4:00 pm	SGMN0119
Thursday, February 9	2:00-4:00 pm	SGMN0119
Wednesday, February 15	10:00 am-12:00 pm	SGMN0119
Tuesday, February 28	10:00 am-12:00 pm	SGMN0119
Wednesday, March 1	10:00 am-12:00 pm	SGMN0119
Thursday, March 23	1:00-3:00 pm	SGMN0119
Wednesday, March 29	2:00-4:00 pm	SGMN0119

Blackboard Open Lab

Facilitator: Gary Bach, Instructional Technology Specialist

Have you ever had questions about how to accomplish something in Blackboard but couldn't attend a previously scheduled Blackboard workshop to ask? This monthly, drop-in open house session gives you the opportunity to get individual help with your questions. No registration is required to attend.

Date	Time	Room
Friday January 27	11:00-1:00	SGMN0119
Wednesday March 15	1:00-3:00	SGMN0119
Thursday May 4	12:00-2:00	SGMN0119

It's On Us: Becoming an Active Bystander in the Prevention of Sexual Violence

Facilitator: Shelby Bedford, Student Success Program Assistant

Based on the bystander intervention method of sexual violence prevention, this training is developed to engage faculty, staff, and students in a conversation about sexual violence and empower them be active bystanders. Drawing from The White House's "It's On Us" campaign, we will focus on how to recognize situations of potential harm, understand the structures and culture that promote sexual violence, and reduce the risk of perpetration and bystander inaction. Using this information, attendees are then instructed on methods of intervention for emergent and non-emergent situations that can safely and effectively prevent sexual violence in our community.

Click here to register for this session

Date	Time	Room
Tuesday January 31	11:00-12:00	SGMN0119

Introducing SoftChalk 10

Facilitator: Barry Lamb, Director, Instructional Technology Services

Join this session to learn about some big changes to SoftChalk at LLCC! Softchalk version 10 offers new layout and design options, new quiz types, and new enhancements to its eBook creation and publishing system. Additionally, there are plans to migrate to "SoftChalk Cloud" which will offer easier access to the software and improved Soft chalk lesson management and sharing. This demo is intended for current or former SoftChalk users.

Click here to register for this session

Date	Time	Room
Wednesday February 1	11:00-12:00	SGMN0119
Thursday February 16	1:00-2:00	SGMN0119

Current online faculty participating in the Online Proficiency Program will receive 1 point for completion of this workshop.

Blackboard: It's not just for teaching anymore!

Facilitator: Andy Mitkos, Learning Management System Coordinator

Beginning in the spring 2017 semester, our Blackboard system will be available for more than course use. The introduction of the Community Engagement system in Blackboard opens up the possibility for non-academic content. In this session we will demonstrate the new functions and talk about ways that you and your department can use the new tools for anything from committee shared space to student clubs and much more.

Click here to register for this session

Date	Time	Room
Thursday February 2	1:00-2:00 PM	SGMN0119
Monday February 13	11:00-12:00	SGMN0119

Experimentation in Teaching

Facilitator: Jason Dockter, Ph.D, Professor, English & Academic Innovation & eLearning

Teaching is our first priority as faculty members of the college. We devise classroom activities, teaching methods, and instructional strategies all intended to help students learn the concepts of our courses. But it's easy to become stuck in a rut, relying on the same activities, methods, and strategies semester after semester. This workshop is not a demonstration workshop – it's a conversation workshop, mainly about you and what you do in your classroom to get out of those ruts. What out-of-the-box activities or approaches to teaching are you experimenting with? What do you do that you were a bit hesitant to try? What do you bring to your class that others might think is strange? weird? highly suspect? These are the sorts of things I want to hear about and share with other faculty. Your academic discipline doesn't matter here – but your experimentation in teaching does. Bring your best to this workshop and share it with your peers — the weirder, the better!

Click here to register for this session

Date	Time	Room
Thursday, February 23	11:00-12:00	SGMN0119

Current online faculty participating in the Online Proficiency Program will receive 2 points for completion of this workshop.

Introduction to Microsoft Office Mix

Facilitators: Barry Lamb, Director, Instructional Technology Services & Gary Bach, Instructional Technology Specialist

Office Mix is a free add-in for PowerPoint2013 that allows you to easily create and share interactive online videos from the PowerPoint software. Please join us for a demo of Office Mix, a discussion of ideas for using it with students, and the opportunity to create your first Office Mix.

Click here to register for this session

Date	Time	Room
Thursday March 16	1:00-2:00	SGMN0119

Current online faculty participating in the Online Proficiency Program will receive 1 point for completion of this workshop.

Am I considered a "Responsible Employee" under Title IX? The answer is probably "yes"

Facilitators: Leslie Johnson, Assistant Vice President, Student Success & Nicole Ralph, Director, Employment and Benefits

Did you know that most faculty and staff are considered Responsible Employees under Title IX? Attend this session to learn more about who is considered a Responsible Employee under Title IX, and what are their obligations. This session will discuss what to do and what not to do when a student informs you of an alleged incident of sexual violence. Resources and best practices will also be shared.

Click here to register for the session below

Date	Time	Room
Thursday April 6	1:00-2:00 pm	SGMN0119

Online Faculty Brown Bag

Facilitator Jason Dockter, Ph.D, Professor, English & Academic Innovation & eLearning

Do you teach online? Bring your lunch and join us for this opportunity for current online faculty to discuss and share online teaching and learning experiences and current trends.

Click here to register for the session below

Date	Time	Room
Wednesday, April 12	12:00-1:00 pm	Faculty Seminar Room

Current online faculty participating in the Online Proficiency Program will receive 2 points for completion of this workshop.

College (Un)boring! (a workshop in two acts)

Facilitators: Danyle Watkins, Assistant Professor, Early Childhood Education; Amy Chernowsky, Academic Success Professional; & Chris Barry, Director, Retention & Student Success

This two-part workshop will introduce instructors to active learning strategies focusing on strategies that have been successfully implemented in the each of the presenter's actual classes.

Act 1: the first of a two-part workshop on ways to get students to do the work of learning. Part one will explain the approach, give an example, a debrief, a testimonial from the classroom and examples of how to assess active learning.

Act 2: the second of a two-part workshop on ways to get students to do the work of learning. In part two, participants will practice the active learning strategies and discuss how to use or adapt those in each participant's context.

Click here to register for the session below

Date	Time	Room
Wednesday April 19	1:00-2:00 pm	SGMN0119
Wednesday April 26	1:00-2:00 pm	SGMN0119

Current online faculty participating in the Online Proficiency Program will receive 3 points for complete attendance and participation in this two part workshop.

Design, Develop, and Deliver Your Own eTextbook

*Facilitators: Barry Lamb, Director, Instructional Technology Services;
Amanda Wiesenhofer Electronic Resources & Library Systems Administrator
& Jennifer Stallman, Instructional Designer*

Textbook and publisher developed content costs continue to rise, making higher education an even greater expense for our students. Based on findings by the non-profit Student PIRGs (Public Interest Research Groups) the cost of the average college textbook has increased by 73% since 2006. This is an increase of over four times the rate of inflation. Open educational resources (OER) are an alternative to the traditional textbook. They are freely accessible and openly licensed documents, content, and media that can be used to support instruction while putting little to no additional costs on students.

In this 4-week workshop series participants will learn to utilize instructional design fundamentals, SoftChalk Cloud, and open educational resources (OER) to create digital textbooks to share with students for free, helping ease the burden of high textbook costs for them.

Upon successful completion of this workshop series, participants will:

1. Understand basic instructional design fundamentals associated with e-textbook creation and development.
2. Aggregate, curate, and evaluate resources to build e-textbook materials.
3. Build an e-textbook using Softchalk Cloud
4. Deliver an e-textbook to students using the SoftChalk eReader app

Participants who successfully complete this pilot program will develop an e-textbook to replace the traditional textbook in their course. **Participation in all sessions is essential to successful completion of the series.**

Click here to register for this series

Date	Time	Room
Tuesday, April 4	2:00-3:00	SGMN0119
Tuesday, April 11	2:00-3:00	SGMN0119
Tuesday, April 18	2:00-3:00	SGMN0119
Tuesday, April 25	2:00-3:00	SGMN0119

Current online faculty participating in the Online Proficiency Program will receive 8 points for completion of this workshop series.

Project Redesign:
The Online Course Redesign Program

Facilitator Jason Dockter, Ph.D, Professor, English & Academic Innovation & eLearning

This specialized professional development program will provide instruction regarding current online teaching and learning methods, course design processes, and recent changes to online learning instructional technologies.

Participants will work with the ITDE Online Faculty Liaison and their online colleagues throughout this 10-week program to share and discuss experiences and issues related to online teaching and learning, while also redesigning a current online course that they teach.

This fully online, four module series is open to current LLCC online faculty who have been teaching online for LLCC for at least three academic years. Participation in all four sessions is essential to successful completion of the series.

Click here to register for this series

Module	Delivery Method	Dates	F2F Meetings
Module 1: Program Overview & Course Review	Online	2/1-2/15	
Module 2: Creating Content & Student Engagement	Online	2/15-3/2	
Module 3: Course Development	Online	3/1-3/29	
Module 4: Course Design & Development Self Evaluation	Online	3/29-4/14	Individual meetings with Jason Dockter to be scheduled during this time

Current online faculty participating in the Online Proficiency Program will receive 16 points for completion of the entire series.

Save the Date!
Innovation Celebration
Professional Development Day
Tuesday March 28 2017

The Innovation Celebration is a poster session highlighting innovative instruction, student learning initiatives and other innovative developments at LLCC. This event provides an opportunity to exchange new ideas and successful experiences in a casual atmosphere with colleagues across campus.

As faculty and staff we are so busy teaching and working with our students, that we rarely take time to share our own successes and innovations with our colleagues. The Innovation Celebration not only provides a chance to share your department's accomplishments and information with the rest of the college, but it provides you with an opportunity to interact with staff and faculty from all areas of the college.
Last year's Innovation Celebration was a big success and we hope to have even more participants this year. Academic Innovation & eLearning would like to invite you to submit an exhibit proposal and share your experience and knowledge with colleagues across campus.

All are welcome to present an exhibit and attend.