



FALL ORIENTATION:
Exploring How We All Learn

Sept. 10-19, 2008

Clark College *The Next Step*

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As we approach our 75th anniversary, learning remains at the core of our vision and mission. Our goal is to develop a learning environment where learning comes alive any time, any place, anywhere.

Join us as we explore the many ways in which we learn and in which we can help our students learn as they take "The Next Step" in their education and their lives.

Wednesday, September 10

- 9:30-10am** **President's Welcome**
Welcome and Fall Quarter Kick-off
Gaiser Hall Student Center **MFSA**
- 10-11:30am** **Accreditation Progress Report**
Where are we in the process and what to expect in October.
Gaiser Hall Student Center **MFSA**
- 11:30am-1pm** **Service and Excellence Awards**
Lunch and awards.
Gaiser Hall Student Center and Andersen Fountain **MFSA**
- 1-2pm** **New to the U.S. and Needing Help... International Students at Clark College**
A session which will provide and connect faculty and staff with the people, resources, and tools to work more effectively with non-native language speakers and those new to this country. Presentation by Staff of International Programs, Academic Advising and Students Life.
GHL 214 **SS**
- 2-5pm** **Unit/Department/Division Meetings**
Meet with your colleagues and kick off the Fall quarter; discuss "Program Review."
BEECH: GHL 213 **SOFA:** SHL 014
BTEC: PUB 161 **STEM:** JSH 124
HS: PUB 258 B&C
MA

MFSA Mandatory faculty, staff & administrators

SS Strongly suggested

MA Mandatory as required

RSVP RSVP Required

L Learners

MF Mandatory faculty

A-RSVP Adjuncts welcome; adjuncts must RSVP

Thursday, September 11

9-10am

Advising Update: New, Now, Next

If you're New to offering students advising about their program or major or if you've done it for a while or even if you're just interested in learning more about the changes in Advising, please join us for this workshop. Now we have an Advising Plan that will lead us to shifting to developmental advising model rather than only prescriptive advising. Next, find out about the technology solution, Ed Plans, that we are implementing this year to offer students and their advisors an online long range educational plan to provide a road map to help them accomplish their goals. This is a great opportunity to learn about how you and Advising can work together to support student success.

PUB258B [REDACTED] L [REDACTED]

9-10am

Tuition Waivers: ACE Scholarships Q & A

Did you know that there may be scholarships and textbook reimbursements available for faculty and staff through ACE (All Clark Employees)? Come find out what is available for faculty and staff, including part-time staff, and how to use the tuition waiver.

GHL 207 [REDACTED] L [REDACTED]

10-11:30am

Sustaining and Expanding the Co-op/Internship Program

Learn about the newly developed Employer Guidebook, Student Guidebook, Co-op Education brochure as well as upcoming workshops and presentations about Co-op Education. Find out how the Co-op program enhances student success in the transition from college to the workplace. Share your ideas on how to improve and expand the program.

PUB 258B [REDACTED] L [REDACTED]

10am-12pm

Overview of MS Office 2007

Learn the differences between Microsoft Office 2003 and Office 2007.

Review the changes in Word, Outlook, Excel, and PowerPoint.

GHL 205 [REDACTED] L [REDACTED]

11:30am-12:30pm

Academic Early Warning: A New Tool for Faculty

Research shows that one of the most successful retention best practice strategies is an early alert system for students that gives them information about their progress in a course early enough in the quarter to do something about it. While faculty often give consistent feedback on student progress, many students benefit from a formalized communication and a clear direction on what they need to do to improve. This fall, Clark College is rolling out a new product called "Academic Early Warning" as a centerpiece of the Retention Plan and it's designed to be faculty-friendly and very successful in retaining students. Please join us to get an overview of how this tool can help you support student success in your courses and to try out this easy to use tool. As if this won't be fun enough, we'll even offer refreshments on your way out.

SHL 018 [REDACTED] L [REDACTED]

12-1:30pm

Bookstore Services

Learn about the bookstore services that support student success, learning, and faculty and staff.

Bookstore in Gaiser Hall [REDACTED] L [REDACTED]

1-2pm

Meet the 2008-2009 Retention Plan

You've been hearing us talk about it for a full year and now it's time to meet the 2008-2009 Retention Plan in person. Join us for an overview of how the Retention Plan was developed and a discussion about how each individual plays a role in student success and retention.

GHL 205 [REDACTED] L [REDACTED]

- 1:30-4:30pm** **Beginning Blackboard**
A hands-on session to learn how to navigate, upload course content, and design the Blackboard course shell for face-to-face or online teaching.
Note: Pre-registration is necessary for attendance.
RSVP to Valerie Malinosky at 992-2589 or vmalinosky@clark.edu.
SHL 019 **L** **RSVP**
- 2-4pm** **Overview of MS Office 2007 (Repeat)**
Learn the differences between Microsoft Office 2003 and Office 2007. Review the changes in Word, Outlook, Excel and PowerPoint.
GHL 205 **L**
- 2-4:30pm** **Penguin Roundtable**
As leaders, explore shared governance at Clark College through upward grassroots communication.
Gaiser Hall Student Center **MA**

Friday, September 12

- 8:30am-4:30pm** **New Employee Success Training or NEST**
Required for all new employees. Find out what College services will help you be successful in your new role and have some fun.
RSVP to Valerie Malinosky at 992-2589 or vmalinosky@clark.edu.
GHL 205 **MA** **RSVP**
- 9am-12pm** **eLearning Best Practices**
eLearning Best Practices “poster” session with many faculty displaying their online courses in small groups. Each group will reveal what they are doing, how they are doing it, and how it is working.
PUB 161 **L**
- 9-10am** **Access to Data for Decision-Making**
Understanding data at Clark College.
• Where to access Clark College data on the website and intranet.
• What are good sources of data for information about the community?
• What kinds of data do you need or want available to you?
GHL 214 **L**
- 10-11am** **Foundation Funds Allocation Proposal Process**
Learn about the Foundation Funds Allocation Process and how the committee selects submitted proposals. Learn how to complete the proposal based on the committee’s selection criteria and what the committee expects from applicants.
GHL 214 **L**
- 11am-12pm** **Pirates of the Pathways Learning Center**
Ahoj, mates! Have you heard about the treasures that have been unearthed in the new Pathways Learning Center at Clark Town Plaza Center? Are you open to an adventure in a not-so-far-off land? Then X marks the spot where you will find the jewels and coins we are using to engage learners in the discovery of their future treasures. Come join us for an introduction to Workforce Education’s new resource for students at Town Plaza!
TPC Suite 2 **L**
- 12-1pm** **Academic Early Warning: A New Tool for Faculty (Repeat)**
See page 3 for description. SHL 018 **L**
- 12-1pm** **Debating IRIS: New Web-Based Tutorials for Research Skills**
Preview a new set of tutorials designed and built using feedback from students who told us they want short lessons from which to pick-and-choose, more meaningful graphics, interactive features, and feedback. Assess the Information Outcome using the 30-question quiz.
LIB 103 **L**

- 1-2pm** **ADA Accommodations For Students: What You Should and Shouldn't Do**
Come with questions. Learn about legal requirements, process of accommodation, typical accommodations, and faculty and staff rights and responsibilities.
GHL 214 [REDACTED] L
- 1-3pm** **Van Training**
Will you need to drive a college van? Then you are required to take this training.
GHL 207 [REDACTED] MA
- 1-4pm** **Advanced Blackboard**
A hands-on session for those who are already proficient in using Blackboard and want to ask specific questions, add functionality, and learn more about the many features that commonly go unused.
RSVP to Valerie Malinosky at 992-2589 or vmalinosky@clark.edu.
SHL 019 [REDACTED] L [REDACTED] RSVP
- 2-4pm** **Program Check Screening Committee Meeting**
Program Check Screening Committee will meet to initiate the first step in the Instructional Plan's review of departmental data from 2007-08 for use in planning by departments throughout the year.
SHL 214 [REDACTED] MA

Monday, September 15

- 8:30am-4:30pm** **New Employee Success Training or NEST (Repeat)**
Required for all new employees. Come find out what College services will help you be successful in your new role and have some fun. Please **RSVP to Valerie Malinosky at vmalinosky@clark.edu.**
GHL 205 [REDACTED] MA [REDACTED] RSVP
- 9-10am** **Dynamic Delivery for Innovative Learning: Online Library and Information Resources and Blackboard**
Learn the why, what and how of integrating online library resources effectively and easily in any course by using a Blackboard course shell. Topics will include the use of multi-media resources such as streaming video, audio recordings, podcasts, digital images, and web links. Presenters will demonstrate how to incorporate journal articles from Cannell Library databases, e-books, and e-reserves. Guidelines for ethical use of copyrighted material will also be discussed.
GHL 207 [REDACTED] L
- 9-10am** **Cultural Pluralism and the Diversity Plan**
The cultural pluralism and diversity audit report was posted winter 2008 and student focus groups conducted in spring 2008. Hear what students said and discuss what's next!
PUB 258C [REDACTED] L
- 10-11am** **Smart Classroom Orientation**
If you are teaching in a Smart Classroom, you need this training before you are issued a key.
JSH 124 [REDACTED] MA
- 11am-12pm** **Debating IRIS: New Web-Based Tutorials for Research Skills (Repeat)**
Preview a new set of tutorials designed and built using feedback from students who told us they want short lessons from which to pick-and-choose, more meaningful graphics, interactive features, and feedback. Assess the Information Outcome using the 30-question quiz.
LIB 103 [REDACTED] L

- 11am-12pm** **Faculty Program Director and Club Advisor Reception**
All Faculty Program Directors and Club Advisors are welcome to attend a reception that is both informational and fun.
PUB 161 **MA**
- 1-2pm** **Pirates of the Pathways Learning Center** *(Repeat)*
Ahoy, mates! Have you heard about the treasures that have been unearthed in the new Pathways Learning Center at Clark Town Plaza Center? Are you open to an adventure in a not-so-far-off land? Then X marks the spot where you will find the jewels and coins we are using to engage learners in the discovery of their future treasures. Come join us for an introduction to Workforce Education's new resource for students at Town Plaza!
TPC Suite 2 **L**
- 1-5pm** **AHE Senator Training**
Training will be held off campus at: NW Regional Training Center, Baker Room, 11606 NE 66th Circle, Suite 103, Vancouver 98662 **MA**
- 2-3pm** **Using Blackboard for Face-to-Face Classes**
A demonstration for faculty who have never used Blackboard before or use it on a very limited basis, but are interested in learning about features useful in face-to-face classes. This is a session packed with ideas and examples of increasing access to course content and handouts and even low-risk testing.
GHL 207 **L**
- 3-5pm** **Tenure Track Committee Training**
Required for all faculty who are serving on a tenure committee.
Foster Auditorium **MA**
- 6-7pm** **Smart Classroom Orientation** *(Repeat)*
If you are teaching in a Smart Classroom, you need this training before you are issued a key.
GHL 205 **MA**

Tuesday, September 16

- 9am-3:30pm** **Faculty Focus on Teaching and Learning" (Session 1 of 2)**
The 2008 Faculty Focus on Teaching, Learning and Assessment will "Explore How We All Learn." For a complete schedule of events visit www.clark.edu/tlc/fallfocus. Gaiser Hall Student Center for Opening Talk from 9:00-10:15am and then into concurrent breakout sessions. *See Insert.*
(Adjuncts welcome; adjuncts must RSVP to Melissa Payne x2516)
MF **A-RSVP**
- 10-11am** **Electronic Purchasing**
A new way of purchasing is coming...
JSH 124 **L**
- 11am-12pm** **Composting and Recycling on Campus**
Critical to sustainability, recycling and composting on campus is growing. Come find out what to recycle, where recycling and composting will be located, and learn how to be part of composting.
JSH 120 **L**
- 1-4pm** **Instructional Secretary Seniors Meeting**
If you are an Instructional Secretary Senior, join the meeting to learn all the "new stuff" you'll need to know this year.
GHL 213 **MA**
- 4-6pm** **Program Check Screening Committee Meeting** *(Repeat)*
Program Check Screening Committee will meet to initiate the first step in the Instructional Plan's review of departmental data from 2007-08 for use in planning by departments throughout the year.
SHL 214 **MA**

Wednesday, September 17

9am-3:30pm

Faculty Focus on Teaching and Learning (Session 2 of 2)

The 2008 Faculty Focus on Teaching, Learning and Assessment will "Explore How We All Learn." For a complete schedule of events visit www.clark.edu/tlc/fallfocus. Gaiser Hall Student Center for Opening Talk from 9:00-10:15am and then into concurrent breakout sessions. *See Insert. (Adjuncts welcome; adjuncts must RSVP to Melissa Payne x2516)*

MF

A-RSVP

9-10am

Resource 25 (R 25)

Do you schedule events on campus? Learn more about the scheduling software (R25).

GHL 205 L

10-11am

Making Communications and Marketing and Mail Services Part of YOUR Team

There is a team of people at Clark ready to help you with your marketing, design, Web, and mailing needs. The Communications and Marketing and Mail Services departments at Clark are your source for: program promotion/marketing assistance; graphic design services; photography services; adding, changing, or updating information on the Clark College Web site and Intranet; submitting stories and story suggestions for Clark 24/7, The Clark Journal and other college publications; and planning, preparing, and executing mailings. Come to this session to learn what's new and how to make the most of these services!

GHL 207 L

12-1pm

WPEA Unit Meeting

All represented classified staff are welcome.

SHL 214 L

Thursday, September 18

8:30am-12pm

Healthcare Provider CPR

Required for healthcare instructors including adjuncts.

Call Heather King to register at x2292.

HSC 139 MA RSVP

9-10am

Clark Phones: More than Just Voicemail

Demystifying phones and voicemail at Clark. There are many complex features if you know what buttons to push.

GHL 205 L

9-11am

Launching a Student Learning Community Initiative Here at Clark

Two facilitators from The Evergreen State College will lead this initial exploratory session toward the creation of student learning communities at Clark. Faculty, staff and administrators interested in implementing, sustaining, and/or participating in student learning communities (including the first year experience) are invited to attend.

GHL 214 SS

10-11am

Smart Classroom Orientation (Repeat)

If you are teaching in a "Smart Classroom" you need this training before you are issued a key.

JSH 124 MA

10am-3pm

Recertification for First Aid/CPR

For those who need recertification.

Call Heather King to register at x2292.

AA5-221 MA RSVP

11am-1pm

Lockout

If you work with hazardous energies, you need this training annually.
GHL 207 **MA**

1-5pm

Drug Free Workplace Training for Supervisors

This is required for all who supervise faculty and/or staff.
GHL 205 **MA**

3-5pm

Faculty AHE

All represented faculty are welcome. This is an opportunity to ask questions and receive clarification about what your union does for you.
GHL 214 **MA**

Friday, September 19

8am-3pm

New Student Welcome Day

A day of activities has been planned for new students who are beginning classes at Clark College in the fall quarter. Morning workshops will cover a variety of topics related to issues new students face. An afternoon BBQ, followed by the first "Friday in the Community" event, will round out the day. Please help welcome our newest group of Penguins to campus at the afternoon BBQ. A full agenda is available on the website at www.clark.edu/welcome day agenda.

Various Locations **SS**

9-10:30am

eLearning Roundtable

Come meet the eLearning team. Bring your suggestions, ideas, and creative visions for the future of eLearning.

JSH 124 **SS**

10am-12pm

Forklift Training

If you drive a forklift on campus, you need this training every three years.
GHL 207 **MA**

11am-2pm

Adjunct Faculty Orientation

An overview of key personnel, services, policies, and procedures which are important to all adjunct members for the 2008-2009 academic year. This session includes Smart Classroom Orientation Training the last 1 ½ hours. Please join us if you have not attended an orientation and would like to meet other new faculty.

GHL 205 **MA** **A-RSVP** *RSVP to Melissa Payne x2516.*

1-3pm

Full Time Faculty Benefit Orientation

For full-time faculty who have not received their orientation materials for insurance, retirement, and optional services.

BHL 109 **MA**

2-4pm

E-mail Basics in Outlook 2007

Learn the basics of composing e-mail, using the global address book and personal folders, creating and maintaining a personal distribution list, and using the calendar in Outlook 2007.

GHL 205 **L**

2-4pm

Division Chair Meeting with VPI and AHE President

Annual meeting to refine and improve the division structure and jointly review and define the Division Chair job description and method of evaluation.

AA5 222 **MA**