

## Harper College Spring 2019 Orientation Week

Tuesday, January 8 – Saturday, January 12, 2019

Tuesday, January 8		
11 a.m. – 12:30 p.m.	<p><b>Introduction to Harper's MakerSpace &amp; Innovation Center</b></p> <p>Join us and learn about Harper's MakerSpace and Innovation Center. We will start with a brief presentation about the center, then get straight into building with a hands-on activity. Come make something in the MakerSpace!</p> <p>Open to: All faculty and staff</p> <p>Facilitator: Jeff Moy</p>	H130
12 p.m. – 1 p.m.	<p><b>Shared Governance Administrative Staff Meeting</b></p> <p>This session for administrative support members of shared governance committees will cover updates on procedures and other operational information needed for committee work.</p> <p>Open to: Shared Governance Administrative Staff</p> <p>Facilitator: Maria Coons</p>	L201
<i>12 p.m. – 3 p.m.</i> <b>Drop-In Session</b>	<p><b>HCAFA Welcomes Adjunct Faculty!</b></p> <p>The Harper College Adjunct Faculty Association (HCAFA) invites all adjunct faculty, librarians and counselors to drop-in, have a snack and chat. Find out about what HCAFA does and what it can do for you! Open to all new and returning adjuncts.</p> <p>Open to: Adjunct faculty</p> <p>Facilitator: Taimi Wilk</p>	L200
<i>1 p.m. – 3 p.m.</i> <b>Drop-In Session</b>	<p><b>Inflatable Planetarium Demonstration</b></p> <p>This session will demonstrate the new inflatable planetarium dome and projector system that the Physical Sciences Department purchased in 2017. The planetarium is designed for 15 adults at a time. Planetarium sky shows displaying the nighttime sky last 15 minutes and will repeat every 20 minutes.</p> <p>Open to: All faculty and staff</p> <p>Facilitators: Kevin Cole, Bhasker Moorthy and Kelly Page</p>	Building A, Student Center
2:30 p.m. – 4:30 p.m.	<p><b>Blackboard Bootcamp</b></p> <p>The Blackboard Bootcamp workshop provides an overview of basic tools in Blackboard. You will create a basic Blackboard course site ready for use with your on-campus class. Please bring your course syllabus, an assignment list and any other course handouts you plan to use. Please note, this session provides an overview and is not designed for in-depth or advanced learning about a specific Blackboard tool.</p> <p>Open to: All faculty and staff</p> <p>Facilitator: Karen Herold</p> <p>RSVP: <a href="http://bit.ly/BbBootcamp-Spring19">http://bit.ly/BbBootcamp-Spring19</a></p>	F319
5 p.m. – 9 p.m.	<p><b>New Adjunct Faculty Orientation</b></p> <p>This event will provide new adjunct faculty with the resources they need as they begin with Harper College. Orientation will include a tour of the Division office and meeting the Dean, acquiring a parking pass and Harper ID, Harper technology training with IT, student conduct and campus safety procedures, and faculty resources available through the Academy for Teaching Excellence. Dinner and refreshments will be served and there will be time for networking with other new adjunct faculty.</p> <p>Open to: New adjunct faculty</p> <p>Facilitator: Academy for Teaching Excellence</p> <p>RSVP: <a href="http://bit.ly/NAFO-Spring19">http://bit.ly/NAFO-Spring19</a></p>	Your Division Office & F317

Wednesday, January 9

	<b>Full-time Faculty Report</b>	
8 a.m. – 9 a.m.	<b>Continental Breakfast</b> Open to: All faculty and staff	Performing Arts Center
9 a.m. – 11:30 a.m.	<b>Spring 2019 President’s All Campus Meeting</b> Open to: All faculty and staff	Performing Arts Center
11:45 a.m. – 12:30 p.m.	<b>Current Mentors, Mentees &amp; New Faculty Mentoring Committee</b> Open to: By invitation only Facilitator: Faculty Development Committee	X250
12 p.m. – 12:50 p.m.	<b>Harper College as a People’s College: Serving the Needs of a Diverse Population</b> Come learn how Harper College is working to develop initiatives and programs to help serve an emerging Latinx community and what this work looks like across the college. Presenters will share the collaborative efforts being developed among community, staff and faculty to help support student success. Open to: All faculty and staff Facilitators: Richard Johnson, Claudia Mercado, Pearl Ratunil, Valerie Walker and Stephanie Whalen	D114
12 p.m. – 12:50 p.m.	<b>Emergency Procedures at Harper College</b> This dual presentation with Harper Police and Environmental Health, Safety and Risk Management will cover Harper College's Emergency Procedures. Topics will include: Fire Drills and Evacuation Duties, Severe Weather Procedures, Environmental Health, Safety and Risk Management Overview, Injury Reporting, Bomb Threats, and Active Shooter Response. A question and answer discussion will be open at the end of the presentation for any additional questions, comments, or concerns. Please consider attending this opportunity because safety is everyone's responsibility. Open to: All faculty and staff Facilitators: Melissa Gawron and Officer Melissa Harrah	D112
12 p.m. – 3 p.m. <b>Drop-In Session</b>	<b>HCAFA Welcomes Adjunct Faculty!</b> The Harper College Adjunct Faculty Association (HCAFA) invites all adjunct faculty, librarians and counselors to drop-in, have a snack and chat. Find out about what HCAFA does and what it can do for you! Open to all new and returning adjuncts. Open to: Adjunct faculty Facilitator: Taimi Wilk	L200
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1 p.m. – 1:50 p.m.	<b>Reserved Time for Deans to Meet With Their Chairs &amp; Coordinators</b>	
1 p.m. – 1:50 p.m.	<b>Diversity Statement Input Session</b> The Shared Governance Diversity and Inclusion committee is in the process of reviewing Harper College’s diversity statement. This session will provide an opportunity for faculty and staff to share their thoughts about the diversity statement. Open to: All faculty and staff Facilitator: Paula Saltzman	D193

1 p.m. – 1:50 p.m.	<p><b>NECSS: Everything You Ever Wanted to Know about Regional Collaboration but Never Asked</b></p> <p>During this interactive session, the presenter will provide an overview of the work of the Northwest Educational Council for Student Success (NECSS) over the past decade providing relevance for Harper students, faculty and staff. The session will afford an opportunity for dialogue on how multiple regional initiatives connect.</p> <p>Open to: All faculty and staff</p> <p>Facilitator: Kenya Ayers</p>	X212
2 p.m. – 3:30 p.m.	<p><b>Area of Interest Core Team Conversation</b></p> <p>This session is an opportunity for members of the Area of Interest (Aoi) Core Teams to come together and share information with one another. We will talk about what the core teams are each doing to improve communication between counselors and advisors and the teaching faculty in the Aoi, and there will be an opportunity to talk about any other initiatives that individual core teams have undertaken. We will talk about what is going well, what the challenges have been, and brainstorm ways that the Core Teams can continue to work on communicating with one another. The session is recommended for the Aoi Core Team chairs, but is open to all members of the Core Teams.</p> <p>Open to: Aoi Core Team chairs and faculty</p> <p>Facilitators: Kathy Bruce and John Garcia</p>	D112
2 p.m. – 3:30 p.m.	<p><b>From Boundaries to Self-Care</b></p> <p>The Relating to Students: Making Connections Community of Practice invites you to a session that focuses on you, the faculty member. Research shows that an important aspect of student success is the student's feelings of inclusion and belonging. As faculty, you try to develop all types of strategies and are always open to learning new techniques to help make better connections with your students. This is hard work!! What are the correct boundaries to set between you and the student? For example, should you be sharing your cell phone numbers and disclosing personal information about yourself in your effort of connecting with your students? How will you know when you need self-care and stress reduction management? Please join us for this interactive session where, for a change, you are the center of attention. The seminar includes food and raffle prizes.</p> <p>Open to: All faculty</p> <p>Facilitator: The Relating to Students: Making Connections Community of Practice</p>	F315
3:30 p.m. – 4:30 p.m.	<p><b>At Your Service: Partnering for Student Success</b></p> <p>Join your Student Development colleagues to learn more about new curriculum infusion classroom presentations and services to support student success. We'll share information about the wide range of services available and the offers to partner and deliver workshops in your classrooms - on a variety of topics (everything from "Student Portal 101" to educational planning, diversity, disability, wellness and more). Join us to learn how we can partner with you for student success!</p> <p>Open to: All faculty and staff</p> <p>Facilitators: Vicki Atkinson, Jason Altmann, Megan Dallianis, Jen Godish, Kris Hoffhines, Sara Piraino and Jennifer Rojek</p>	D114
3:30 p.m. – 4:30 p.m.	<p><b>Inclusive Design Blueprint</b></p> <p>This session will provide best practices and techniques for providing an inclusive design experience for all students.</p> <p>Open to: All faculty and staff</p> <p>Facilitators: Christopher Dobson and Robert Uhren</p>	F319

## Thursday, January 10

8 a.m. – 8:30 a.m.	<b>Coffee, Tea and Scones with the Provost</b> Open to: All faculty	J Theater Lobby
8:30 a.m. – 10 a.m.	<b>All Faculty Meeting with the Provost</b> Open to: All faculty	J143
10:15 a.m. – 11:15 a.m.	<b>Full-time Faculty meet with the Faculty Senate</b> Open to: All full-time faculty	J143
11:30 a.m. – 12:20 p.m.	<b>Change the Environment, Not the Student</b> “When a flower doesn’t bloom you fix the environment in which it grows, not the flower” -Alexander den Heijer. The same can be said for our students. In this session, learn how to develop clear goals, remove barriers, and create an equitable environment. This will aid in building a foundation that enables mutual growth. Open to: All faculty and staff Facilitator: The Universal Design for Learning Community of Practice	F315
11:30 a.m. – 12:20 p.m.	<b>Escaping Plagiarism: Stopping Academic Dishonesty Before It Starts</b> Have you struggled to help your students avoid plagiarism in their course work? Come to this session to find out more about plagiarism at Harper and what you can do to help your students use information ethically. Hear from staff at the Writing Center, Student Conduct Office and the Library about strategies you can employ in your classroom to prevent plagiarism before it begins. Open to: All faculty Facilitators: Kristin Allen, Ellen Fisher, Erin Higgins, Christine Kuffel, Jennifer Lau-Bond, Melissa Merlos and Mike Vanlandingham	F220
12:30 p.m. – 1:30 p.m.	<b>Division Meetings</b>	Various
1:45 p.m. – 2:30 p.m.	<b>Department Meetings</b>	Various
3 p.m. – 3:50 p.m.	<b>How to Find &amp; Enhance Open Educational Resources</b> Open Educational Resources (OERs) improve student engagement and student success while saving students around \$100 per course. One of the advantages of using OERs is customization. OER content may be enhanced and reused to meet specific course outcomes and student interests. Participants in this interactive session will come away with a variety of sources for OERs and specific Harper examples of how that content may be customized to improve student engagement. Bring your laptop or iPad, or use one of the computers available in the room. Open to: All faculty Facilitator: Dave Braunschweig	F319
3 p.m. – 4 p.m.	<b>What You Should Know About FERPA, FOIA and the Open Meetings Act</b> Nearly every document you produce at Harper is subject to public disclosure through the Freedom of Information Act (FOIA), while the Family Educational Rights and Privacy Act (FERPA) protects the privacy of student education records. In addition, the Illinois Open Meetings Act (OMA) ensures public access to information about government and its decision-making process. Learn more about how Harper responds to requests for records, how meetings are structured and how these laws impact your role at this informative session. Open to: All faculty and staff Facilitators: Maria Coons, Kim Pohl and Sue Skora	D112
3 p.m. – 4:30 p.m.	<b>Introduction to Harper's MakerSpace &amp; Innovation Center</b> Join us and learn about Harper's MakerSpace and Innovation Center. We will start with a brief presentation about the center, then get straight into building with a hands-on activity. Come make something in the MakerSpace!	H130

	Open to: All faculty and staff Facilitator: Jeff Moy	
3 p.m. – 5:30 p.m.	<b>Advanced Culturally Competent Question Development</b> This new session is for employees who have previously attended the four hour Cultural Competency & the Search Committee Workshop and need to refresh their knowledge before they can serve on a search committee. Providing a brief review of cultural competency in the search process, this workshop offers a more in-depth discussion about interview question development. Included is a new exercise that focuses on creating good interview questions. Open to: Full-time faculty and staff Facilitator: Dr. Cristine Cullinan RSVP Required: <a href="mailto:psaltzma@harpercollege.edu">psaltzma@harpercollege.edu</a>	W214
4 p.m. – 4:30 p.m.	<b>Lumen &amp; Open Educational Resources</b> Follett and Lumen are working together to provide low cost Open Educational Resources (OERs). Join us to learn more. Open to: All faculty	F319
<b>Friday, January 11</b>		
8:30 a.m. – 11:30 a.m.	<b>STEMBusters: Strategies for STEM Inclusivity</b> Have you ever wondered how best to support deaf and hard of hearing students in your STEM courses? In this seminar, faculty will study different teaching strategies and scaffolding methods designed to assist and encourage those students. In addition to introducing faculty to the history of ASL and Deaf culture in the United States, this session will provide an opportunity to workshop assignments that encourage engagement and success for students of all backgrounds. Professor of Physics Collette Marsh, Associate Professor of ASL Elke Weinbrenner, Associate Professor of English Brian Cremins, and ADS Program Specialist Jackie Kramp will be conducting the seminar. Faculty can earn 0.3 CEU credits for this session, which is based on the National Technical Institute for the Deaf's DeafTEC Program, a grant-funded initiative that aims to introduce more deaf and hard-of-hearing students to opportunities in STEM fields. Open to: All faculty Facilitators: Brian Cremins, Jackie Kramp, Collette Marsh and Elke Weinbrenner	F315
8:30 a.m. – 12:30 p.m.	<b>Cultural Competency &amp; the Search Committee (Boxed Lunch)</b> This introductory session is for employees who plan to serve on a search committee and have not attended in the past. This workshop discusses cultural competency in the search process including effective interview question development and the dynamics in search committee deliberations. This session also includes an updated interactive exercise focusing on the importance of interview questions in candidate selection as well as a second exercise exploring search committee issues. A boxed lunch is included. Open to: Full-time faculty and staff Facilitator: Dr. Cristine Cullinan RSVP Required: <a href="mailto:psaltzma@harpercollege.edu">psaltzma@harpercollege.edu</a>	W214
9 a.m. – 9:50 a.m.	<b>A Walk Through Curriculand</b> Join us as we help you navigate your way through the curriculum process! Whether you plan on making minor changes to existing courses, or plan to create entirely new courses, we will show you the procedure, the checklist, and how to work through parts of CurricUNET. There will also be a question-and-answer session. Open to: All faculty and staff Facilitators: Lisa Blaylock and Darlene Niebuhr	D114

10 a.m. – 11:30 a.m.	<p><b>Adversity, Trauma &amp; Academic Resilience: What Is the Impact on Harper Students, Staff and Faculty?</b></p> <p>This session examines the impact of adversity and trauma on our students' academic resilience. We will break down the ways these experiences negatively impact course completion, persistence, retention, and graduation rates. Participants will learn about ACEs (Adverse Childhood Experiences), differences between normal and toxic stress on the brain and body, and specific ways the Harper campus community can improve students' academic resilience. We will also discuss ways in which students' experiences impact the mental health and well-being of faculty and staff.</p> <p>Open to: All faculty and staff</p> <p>Facilitator: The ACEs in Higher Education Community of Practice</p>	D112
10 a.m. – 10:50 a.m.	<p><b>Shared Governance Member Orientation</b></p> <p>Are you a member of a Shared Governance Committee? If so, you are required to complete this orientation. If you have already done so, you're set! If interested in serving, come and join us!</p> <p>Open to: All faculty and staff who wish to serve on a Shared Governance Committee</p> <p>Facilitator: Maria Coons</p>	D154
11 a.m. – 11:50 a.m.	<p><b>Shared Governance Chair Orientation</b></p> <p>Are you chairing a Shared Governance Committee? If so, you are required to complete this orientation. If you have already done so, you're set! If interested in becoming a chair or vice chair, please join us!</p> <p>Open to: All faculty and staff who wish to serve as a Shared Governance chair or vice chair wanting to learn more about shared governance at Harper College</p> <p>Facilitator: Maria Coons</p>	D154
11 a.m. – 11:50 a.m.	<p><b>Behind the Scenes in the Women's Program</b></p> <p>Are you curious about what services the Women's Program provides or who is eligible for services? Are you wondering what happens to a student after you refer them to the Women's Program? Join us for a "behind the scenes" look at the Women's Program and tips to support the referral process.</p> <p>Open to: All faculty and staff</p> <p>Facilitators: Sara Cheers-Martinez and Cynthia Washburn</p>	D114
11:30 a.m. – 1 p.m.	<p><b>Community of Practice Facilitators Lunch Meeting</b></p> <p>The Academy for Teaching Excellence asks Community of Practice (CoP) facilitators to attend this session to provide feedback on the newly drafted CoP Handbook, discuss the annual CoP program cycle, and share their experiences. Soup and sandwiches will be provided.</p> <p>Open to: Community of Practice Facilitators</p> <p>Facilitators: Mike Bates and Stephanie Whalen</p>	F315
12 p.m. – 12:50 p.m.	<p><b>Teach Students How to Leverage Their Skills</b></p> <p>Every program or course leads to skill development, but are students able to identify and document them? Encouraging students to create a resume is a great way for students to link their course skills to a job. If you assign a resume as part of your course or you would like to add it in, using current practices is vital. Learn what a cross section of Human Resource managers are looking for in a resume and the current process for students to write a professional resume. Get answers to your questions. What is the best format, can I use Google docs, and is one page still the norm? Attend this program to learn the current processes for resumes and job search, and how the Job Placement Resource Center can assist.</p> <p>Open to: All faculty and staff</p> <p>Facilitator: Kathleen Canfield</p>	D112

1:30 p.m. – 3 p.m.	<p><b>Shared Governance Chairs &amp; Vice Chairs Meeting</b></p> <p>Reviews the past year’s accomplishments, expectations and updates for the coming year, and any meeting management issues that chairs and vice chairs may want to address.</p> <p>Open to: All faculty and staff currently serving as Shared Governance chair or vice chair on a Shared Governance Committee and the Coordination and Review Committee</p> <p>Facilitator: Maria Coons</p>	D154
1 p.m. – 4 p.m.	<b>Prep Time for Faculty</b>	
<b>Saturday, January 12</b>		
8:15 a.m. – 12:15 p.m.	<p><b>New Adjunct Faculty Orientation</b></p> <p>This event will provide new adjunct faculty with the resources they need as they begin with Harper College. Orientation will include a tour of the division office and meeting the dean, acquiring a parking pass and Harper ID, Harper technology training with IT, student conduct and campus safety procedures, and faculty resources available through the Academy for Teaching Excellence. Breakfast and refreshments will be served and there will be time for networking with other new adjunct faculty.</p> <p>Open to: Adjunct faculty</p> <p>Facilitator: Academy for Teaching Excellence</p> <p>RSVP Required: <a href="http://bit.ly/NAFO-Spring19">http://bit.ly/NAFO-Spring19</a></p>	F317
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**Accessibility:** Individuals with disabilities who would like to request an accommodation or who have questions about physical access may contact the event host or Access and Disability Services at [ads@harpercollege.edu](mailto:ads@harpercollege.edu), 847.925.6266, at least two weeks in advance of the event date.