

Life. Changing.

Indian Hills Community College

Professional Development Day

March 29, 2018

A G E N D A

12:00-1:00 Lunch

Rural Health Education Center Room 108
Sponsored by Arts & Sciences Division

1:00-1:50 Breakout Session I

RHEC—Rural Health Education Center
VCTC—Rosenman Video Conference & Training Center

2:00-2:50 Breakout Session II

RHEC—Rural Health Education Center
VCTC—Rosenman Video Conference & Training Center

2:50-3:30 Break—Dessert Social

Rural Health Education Center Room 108
Sponsored by Arts & Sciences Division

3:30-4:20 Breakout Session III

RHEC—Rural Health Education Center
VCTC—Rosenman Video Conference & Training Center

Note:

Classes at the County Centers, Career Academies, and Centerville campus end at 11:00 a.m., offices close at 11:00 a.m.

Classes on the Ottumwa and North campuses end at 12:00 p.m., offices close at 12:00 p.m.

Session I 1:00-1:50 p.m.

Bloodborne Pathogen Training—Annual Update

Presenter: Nursing Faculty

Location: VCTC ICN 3

REQUIRED annual training for all staff working in athletics, child development, security, custodial, county service centers, and health sciences (if not already current in last calendar year). Even if your job on campus seems to carry a minimal risk of potential exposure, it is important to brush up on the dangers of BBP's and how to protect yourself. This training is mandated as an annual, OSHA requirement for our campus to those working in the areas listed above.

FERPA and Student Planning

Presenter: Joni Kelley

Location: RHEC 111

This session will provide an overview of FERPA and the IHCC Directory Information. Participants will learn how to respond to questions from parents and outside entities. There will also be instruction regarding the Student Planning module in WebAdvisor and a discussion of how participants can assist students in utilizing this important tool.
QFP: Culture

IowaWORKS--Mapping the road to your career

Presenter: Jen Erdmann

Location: RHEC 109

IowaWORKS provides a multitude of services that most people don't know about or don't understand. We are not the unemployment office, we are the re-employment office! Learn about all of the services we offer that can help you find a career.
QFP: Culture

Old School: Teaching Tips from the Middle Ages

Presenter: Craig Payne

Location: VCTC 4

The university system in which we are engaged arose during the Middle Ages of Europe. What helpful tips might the Medievals provide us regarding (1) The Teacher, (2) The Subject, and (3) The Student?
QFP: Instruction

Proving—Improving Microsoft Word Skills

Presenter: Shirley Reid

Location: RHEC 5

As part of the Iowa STEM initiative, Indian Hills has the ability to offer students and staff Microsoft training and certification. This session will be hands-on training on Microsoft Word, and will utilize the Gmetrix practice testing software. If you are interested in *improving* your software knowledge, and *proving* your knowledge by pursuing Microsoft certification in the various Office software programs, this is a great opportunity to get that process started.

QFP: Culture

Tips for Learners with “Short Attention Spans”

Presenter: Cale Hutchings

Location: RHEC 110

According to a recent Microsoft study, it is now thought that the average human attention span has dwindled down to less than the attention span of a gold fish.....or has it? This breakout session will feature current views on today’s learners and some research and non-researched based classroom strategies. No haters allowed. An instructor teaching other instructors how to do their jobs....what could be more exciting?

QFP: Instruction

Setting the Stage for Supporting Students with Autism

Presenter: Julie Thomas

Location: RHEC 117/118

Participants will gain a better understanding of the characteristics of autism and how those characteristics affect student learning. Participants will also learn about commonly used accommodations to meet the learning needs of students with autism.

QFP: Instruction

Session II 2:00-2:50 p.m.

Best Practices in Teaching and Advising International and ESL Students

Presenters: Lorene Vilela, Edith Cabrera-Tello, and Noel Gorden

Location: RHEC 109

Presenters will discuss research-based best practices regarding teaching and advising international and ESL students. Attendees will leave with a handout, which can be used as a resource throughout the academic year.

QFP: Instruction

Help Set the Future Course for Indian Hills Community College

Presenter: Marlene Sprouse

Location: VCTC 4

NOTE: This session is also offered in Session III.

Attend this session for a big-picture college update and to provide input to be used in the environmental scanning step of the college's strategic plan.

QFP: Culture

Mobile Warming: Technology and Change in the Modern Classroom

Presenter: Kevin Cook

Location: RHEC 111

To consider how manmade and naturally occurring technological changes place significant stresses on the educational environment, this presentation will apply the analogy of climate change to modern classroom. Using the concept of Media Ecology, this discussion will briefly chronicle the changes in American learning spaces over the past 80 years to consider educational technologies in historical contexts. This session will draw on a greenhouse model, so to speak, to explore the interrelationship between teachers, students, and inserted technologies in the digital age.

QFP: Instruction

Outlook Tips and Tricks

Presenter: Tish Reck

Location: RHEC 5

Outlook has many useful features that will allow you to do your work more effectively and efficiently. In this session we will discuss how to put the calendar to work for us, using delegates, organization, and more tips to put Outlook to work for you. These tips and tricks will allow you to get the most out of Outlook's features with the least amount of fuss.

QPF: Culture

Responsible Employee Training - Why This Matters and How the College Supports Students and You

Presenters: Kristen Parks, Jennifer Sabourin, Chris Bowser

Location: RHEC 117/118

Gain an understanding of the compliance laws that inform policy at Indian Hills, the role of the Title IX Coordinators and Deputies, and understand your role in supporting students who disclose incidents and how our Title IX team is a resource for you and students.

QFP: Culture

Utilizing Open Source Technology Solutions in the Classroom

Presenter: JP Jones

Location: RHEC 110

Many times in the classroom we wish we could eliminate paperwork and have some way to enhance the tools in the learning management system. This session will show you some ways to help improve efficiency in your classroom, utilizing open source technology.

QPF: Instruction

2:50-3:30 p.m.
DESSERT SOCIAL
RHEC Room 108

Session III 3:30-4:20 p.m.

Admissions & Orientation Process

Presenters: Ranae Molkenthin, Sadie Rule

Location: RHEC 117/118

Learn how a student enters the Admission's CRM database and the phases of recruiting a student along with the communication they will receive. Learn more about the IHCC visit days and recruitment opportunities we have available to prospective students. We will present the orientation process so faculty and staff can help navigate students to becoming enrolled.

QFP: Culture

Creating and Using Rubrics in Blackboard

Presenter: Ray Ryon

Location: RHEC 110

Rubrics can help instructors standardize the scoring of student assignments and let students know the expectations of the instructor. Learn how to use Blackboard to create, save and use rubrics for grading. Plus use the Rubric Statistics Report to assess each group of students.

QFP: Instruction

Diets. Don't. Work.

Presenter: Heather Larson

Location: RHEC 109

Clean eating. Diet Shakes. Juice Cleanses. Eat this. Don't you dare eat that.

HOLD. UP.

Who invited the food police?

Eating shouldn't be this complicated!

Chances are, if you're still reading this, you've been on a diet before. And chances are that the profound biological mechanisms working within our bodies led to that diet not going well. Attend this session to learn more about why we can't restrict, guilt and punish our way to a better body, how to kick the food police to the curb, and how to eat to, instead, to feed our bodies for nourishment.

QFP: Culture

From QFP to MLP

Presenter: Nichole Keifer Stable

Location: RHEC 5

Discover some of the free resources available for earning QFP including online courses, webinars, on campus events, and more. Also, ensure you get the credit you deserve by learning how to correctly submit your hours in My Learning Plan.

QFP: Instruction

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QFP: Culture

True COLORS. A guide to your personality

Presenter: Rich Kennedy

Location: RHEC 111

Learn how to communicate more effectively both at home and at work by understanding peoples personality types. Tailor your communication techniques to create advantageous scenarios for yourself by understanding true COLORS!

QFP: Culture

SESSIONS I-III

1:00-2:50 and 3:30-4:20 p.m.

ALICE Active Shooter Training for Maintenance and Custodial Staff

Presenters: Tim King and Paul Barnes

Location: ATC 116

ALICE classes provide preparation and a plan for individuals and organizations on how to more proactively handle the threat of an aggressive intruder or active shooter event.

ALICE (Alert, Lockdown, Inform, Counter, Evacuate)

NOTE: This is one in a series of scheduled ALICE trainings. Between April and July, 2018 all staff will have the opportunity to attend ALICE training. The training will be offered on all three campuses and in various buildings. Watch your e-mail for announcements of upcoming ALICE training opportunities.

NOTE: Faculty

To receive Quality Faculty Plan Credit--

1. Sign the attendance sheet at each session you attend.
2. Select the sessions you attend in your My Learning Plan—Activity Catalogs, Indian Hills PD.
3. Credit will be applied to your Quality Faculty Plan.

HAVE A FANTASTIC SPRING BREAK!