

**NASHVILLE STATE TECHNICAL COMMUNITY COLLEGE  
AUGUST 2006 IN-SERVICE SCHEDULE  
Revised August 18, 2006**

All sessions are planned for one hour and scheduled on the hour unless otherwise indicated. They will, however, conclude at 55 minutes past the hour and begin at 5 minutes past the hour.

***All faculty members must attend one of the IDEA Student Evaluation in-services , one of the Conversations about a New Faculty Performance Form, and one of the SACS/QEP Update sessions. Both are offered multiple times.***

**The names listed below each inservice are those faculty who have already indicated that they will attend.**

**WEDNESDAY, AUGUST 16**

10:00 a.m.           **Conversation about a New Faculty Performance Form**           **K-163**  
This form is for use by all full-time faculty members and is being developed by a Faculty Senate Committee. This inservice will be offered four more times and will be led by members of the Committee. The purpose is to inform faculty and get their feedback. Michele Singletary, Diane Eagle, and Janusz Polanowski will lead.

**Myers, Lozier, Overall, Sponseller, P. Holland, Sheucraft, Marable, D Sellars, T Sellars, Mummert, Elston**

11:00 a.m. - 1:00 p.m.           **New Faculty Inservice I**           **Kisber Lounge**  
Luncheon and Orientation to the College for new full-time faculty members. This session will end with a tour of the new science labs. Ellen Weed will lead.

2:00 p.m.- 4:00 p.m.           **New Faculty Inservice II**           **C-306**  
Will include information about the Library, Learning Center, Testing Center, and Instructional Services. Faye Jones and her staff members will lead.

**THURSDAY, AUGUST 17**

10:00 a.m. - 12:00 p.m.           **New Faculty Inservice III**           **C-200**  
This session will feature Student Services information, including Admissions, Records, Financial Aid, and Career Employment. It will include information about support for Veterans, students with Disabilities, and ESOL students. Information about handling student disciplinary actions will also be covered. Carol Martin-Osorio will lead.

11:00 a.m.           **Advising A.S./A.A. Students**           **K-103**  
Back by popular demand. Faculty found this very useful in January, so it will be repeated to help faculty members advise these transfer students about the General Education Core, Areas of Emphasis, etc. Includes role plays with "difficult" students. This inservice will be repeated next Monday, August 21. Pam Munz and Yvonne Cornelius-Thompson will lead.

**Doty, Roddy, Perry, S Jones, Hodges, Kendrick, Longwood, Lenox**

1:00 p.m.                    **IDEA Student Evaluations**                    **K-163**  
IDEA will be used college-wide by all faculty beginning this semester. The in-service will provide an overview of the IDEA system, including an introduction to the Faculty Information Form. Faculty will be asked to complete the FIF's in division meetings early in the fall semester. All faculty need to attend an IDEA inservice, which will be repeated four more times. Robert Overall and other committee members will lead.

**Myers, Lozier, Sharpe, Loftis, Doty, Connor, Flood, Sponseller, P. Holland, Sheucraft, Kendrick, Marable, Gerth, D Sellars, Ragland, Weir, Longwood, Rockstead, Welch, Elston, Koulakov, House**

2:00 p.m                    **Conversation about a New Faculty Performance Form**    **C-306**  
This form is for use by all full-time faculty members and is being developed by a Faculty Senate Committee. This will be offered three more times and will be led by members of the Committee. The purpose is to inform faculty and get their feedback. This is a repeat. Michele Singeltary, Diane Eagle, and Janusz Polanowski will lead.

**Sharpe, Doty, Overall, Flood, S Jones, Hodges, Kendrick, Gerth, Ragland, Weir, Longwood, Rockstead, Welch, Koulakov, House**

2:00 p.m.                    **Community College Survey of Student Engagement**                    **K-163**  
For the past two years, several hundred NSCC students have completed the CCSSE survey about student engagement. This inservice will provide an overview of our students' responses and how they compare with the responses of about 250,000 other community college students nationally. There will be particular focus on the "Academic Challenge" benchmark, which includes some items particularly relevant for Critical Thinking. Ellen Weed, Ted Washington, and Jennifer Wolkonowski will lead.

**Kane, Munz**

2:00 p.m. – 4:00 p.m.                    **New Faculty Inservice IV**                    **K-103**  
This final session will focus on several important areas of the College, including Computer Services and the Computer Services Help Desk, Distance Education, the Workforce Training Center, the Center for Information Technology Education, and Tech Prep.

## **FRIDAY, AUGUST 18**

9:00 a.m.                    **IDEA Student Evaluations**                    **K-163**  
IDEA student evaluations will be used college-wide by all faculty beginning this semester. The in-service will provide an overview of the IDEA system, including an introduction to the Faculty Information Form. Faculty will be asked to complete the FIF's in division meetings early in the fall semester. All faculty need to attend an IDEA in-service, which will be repeated three more times. Robert Overall and other committee members will lead.

**Setayesh, Roddy, S Jones, T Sellars, Alvarado, McCreedy, Dolan, Kane, Hayden**

10:00 a.m.                    **Teaching Critical Thinking Skills Through Research Projects**                    **K-163**

Most faculty believe that research is at the heart of learning and assign such projects. However, many professors are disheartened when they read students' research papers. This session will discuss some techniques that will help students think more critically about their research and write better papers as a result. Faye Jones will lead.

**Overall, Singletary, Perry, Kendrick, Naff, Rockstead, Hayden, Baker, Lenox**

11:00 a.m.                    **SACS and QEP Update**                    **K-163**  
Information about our status in preparing for SACS reaffirmation and especially about the Quality Enhancement Plan. All faculty need to attend one SACS/QEP in-service, which will be repeated four more times. Various presenters.

**Lozier, Sharpe, Overall, Flood, Roddy, Sponseller, P Holland, S Jones, Sheucraft, Kendrick, Naff, D Sellars, T Sellars, Ragland, Weir, Alvarado, Rockstead, Welch, Swanson, Kane, Hayden, House, Cornelius-Thompson, Baker**

1:00 p.m.                    **Addressing Disruptive Student Behavior**                    **C-306**  
This will cover resources and ideas for addressing disruptive student behavior, specifically in the classroom. Carol Martin-Osorio will lead.

**D. Smith, Overall, Flood, Hodges, Weir, Longwood, House**

3:00 p.m. - 4:30 p.m. Learning Resources Staff Meeting:  
**Library and Testing Center will be closed.**

**MONDAY, AUGUST 21**  
**LAST DAY OF REGULAR REGISTRATION**

8:30 a.m.                    **Coffee** outside Clement Auditorium                    **C-209**

9:00 a.m. – 10:00 a.m. **Meeting for All Faculty** with news and instructions about registration, preview of the year ahead

10:00 a.m. – 12:00 p.m.                    **Activities in the divisions.**  
Information about these activities during the week will be distributed by the deans.

1:00 p.m.                    **SACS and QEP Update**                    **K-163**  
Information about our status in preparing for SACS reaffirmation and especially about the Quality Enhancement Plan. All faculty need to attend one SACS/QEP in-service, which will be repeated three more times. Various presenters.

**D. Smith, Myers, Gershowitz, J Williams, Lee, Ledbetter, Connor, Overall, Gobbell, Pack, Bourg, Stroop, Perry, Hodges, Gerth, Kiggins, Longwood, McCreedy, Mummert, Parker, B Finney**

2:00 p.m.                    **Advising A.S./A.A. students**                    **K-163**  
Back by popular demand. Faculty found this very useful in January, so it will be repeated to help faculty members advise these transfer students about the General Education Core, Areas of Emphasis, etc. Includes role plays with “difficult” students. (repeat) Pam Munz and Yvonne Cornelius-Thompson will lead.

**J Williams, Gobbell, Turner, Pack, Sponseller, Grigg, Kiggins, B Finney**

3:00 p.m.                    **Conversation about a New Faculty Performance Form** **K-163**  
This form is for use by all full-time faculty members and is being developed by a Faculty Senate Committee. This will be offered two more times and will be led by members of the Committee. The purpose is to inform faculty and get their feedback. Michele Singletary, Diane Eagle, and Janusz Polanowski will lead.



Information about our status in preparing for SACS reaffirmation and especially about the Quality Enhancement Plan. All faculty need to attend one SACS/QEP in-service, which will be repeated two more times. Various presenters.

**Overall, Grigg, Balch, Mendoza, Elston, Koulakov**

9:00 a.m.      **WebCT overview of mail and grades in WebCT**      **C-306**  
Linda Lyle will lead.

**Sharpe, Turner, Sponseller, Grigg, B Finney**

10:00 a.m. - 12:00 p.m.      **Activities in the divisions.**  
Information about these activities during the week will be distributed by the deans.

1:00 p.m. - 4:00 p.m.      **Managing a WebCT Course**      **K-163**  
Linda Lyle will lead.

**Turner**

2:00 p.m.      **IDEA Student Evaluations**      **C-306**  
IDEA Student Evaluations will be used college-wide by all faculty beginning this semester. The in-service will provide an overview of the IDEA system, including an introduction to the Faculty Information Form. Faculty will be asked to complete the FIF's in division meetings early in the fall semester. All faculty need to attend an IDEA in-service, which will be repeated once more. Robert Overall and Nancy Ledbetter will lead.

**Gershowitz, Williams, Lee, Pack, Bourg, Balch, Mendoza, Swanson, Sheucraft, D Smith, Cornelius-Thompson, Baker**

2:00 p.m. **Teaching Critical Thinking Skills Through Research Projects**      **C-200**  
Most faculty believe that research is at the heart of learning and assign such projects. However, many professors are disheartened when they read students' research papers. This session will discuss some techniques that will help students think more critically about their research and write better papers as a result. Faye Jones will lead.

**Claybaker-Nettles, Setayesh, Richardson, Kiggins, Alvarado, Longwood, B Finney**

3:00 p.m.      **Ford PAS program**      **C-306**  
The Ford Partnership for Advanced Studies is an academic curriculum that includes content knowledge and skills. It is being used by Metro Schools and by several colleges for Developmental Studies courses. Written in module form, the modules are also appropriate for many college-level courses. Kathy Echegaray from the Math area and Donna Gilley from Metro Schools will lead this session.

**Lozier, Overall, Grigg, S Jones, T Sellars, D Sellars, Roddy**

5:00 p.m. - 8:00 p.m. **Managing a WebCT Course**      **K-163**  
Linda Lyle will lead.

**Eagle, Sponseller**

**THURSDAY, AUGUST 24**

8:00 a.m. **Conversation about a New Faculty Performance Form** **K-163.**

This form is for use by all full-time faculty members, which is being developed by a Faculty Senate Committee. This will be led by members of the Committee. The purpose is to inform faculty and get their feedback. Michele Singletary, Diane Eagle, and Janusz Polanowski will lead.

**Houck, Massengill, Overall**

9:00 a.m. **Teaching Academic Honesty** **K-163**

Teaching students how to appropriately cite sources, paraphrase, quote sources. This is designed to help faculty members minimize unintentional cheating by students who do not understand the rules of academia and intellectual property. Michael Kiggins and Bridgette Weir will lead.

**Claybaker-Nettles, J Williams, Loftis, Connor, Pack, S Jones, Longwood**

9:00 a.m. **IDEA Student Evaluations** **C-306**

IDEA student evaluations will be used college-wide by all faculty beginning this semester. The in-service will provide an overview of the IDEA system, including an introduction to the Faculty Information Form. Faculty will be asked to complete the FIF's in division meetings early in the fall semester. All faculty need to attend an IDEA in-service. Robert Overall and Nancy Ledbetter will lead.

**Houck, Massengill, Gobbell, Parker**

10:00 a.m. - 12:00 p.m. **Activities in the Division.**

Information about these activities during the week will be distributed by the deans.

1:00 p.m. **Turnitin** **K-163**

This session will show faculty how to use Turnitin. It is designed especially for faculty who are NOT English teachers. Aggie Mendoza will lead.

**Doty, Claybaker-Nettles, Kendrick, Alvarado, B Finney**

2:00 p.m. **Tools and Techniques for Evaluating Web Page Accessibility** **K-163**

This session will focus on why we need to evaluate our Web sites and WebCT courses. The main emphasis will be on understanding disability types and what we can do to make our Web pages more accessible to all of our students. We will also discuss the scheduled inservice sessions for fall 2006 and spring 2007 and how to begin improving accessibility of Web content. Linda Lyle will lead. Linda Lyle will lead.

**Connor, Flood, Grigg, Richardson, Parker, Kane, Baker**

3:00 p.m. **SACS and QEP Update** **K-163**

Information about our status in preparing for SACS reaffirmation and especially about the Quality Enhancement Plan. All faculty need to attend one SACS/QEP in-service, which will be repeated one more time. Contact is Ellen Weed.

**Eagle, Houck, Massengill, Setayesh, Jackson, Richardson, Dolan**

3:00 p.m. **Training with Steve Wyre** **C-306**

This inservice is for only those faculty members who have volunteered and assigned to participate in the experimental sections of Steve Wyre's dissertation project on teaching

Critical Thinking. These individuals know who they are. The session will be repeated Friday morning at 9:00 a.m.

5:15 p.m. – 7:45 p.m. **Adjunct Faculty Orientation**

In Clement and Kisber Buildings. Will include CCTST, ID pictures, contract signing, getting parking decals

**FRIDAY, AUGUST 25**

9:00 a.m.

**Training with Steve Wyre**

**K-163**

This inservice is for only those faculty members who have volunteered and assigned to participate in the experimental sections of Steve Wyre's dissertation project on teaching Critical Thinking. These individuals know who they are. The session will be repeated Friday morning at 9:00 a.m.

**T Sellars, Weir**

10:00 a.m. – 12:00 p.m .

**Academic Audit Planning for A.A./A.S. Degrees**

**All Arts and Sciences faculty should attend unless they are scheduled to advise at this time**

**K-103**

**D Smith, J Williams, Gobbell, Setayesh, Pack, Bourg, Grigg, S Jones, Hodges, Weir, Roddy, McCreedy**

11:00 a.m.

**SACS and QEP Update**

**K-163**

Information about our status in preparing for SACS reaffirmation and especially about the Quality Enhancement Plan. All faculty need to attend one SACS/QEP in-service. Various presenters.

**MONDAY, AUGUST 28**

**WEEKDAY CLASSES BEGIN**

**LATE REGISTRATION ENDS**