



Faculty Focus Day

Thursday, August 23, 2018

Welcome to Faculty Focus Day 2018!

Faculty Focus Day is an opportunity for CNM faculty to benefit from a wide range of professional development and training opportunities that may not be accessible during the busy weeks of the term. This year the CTL, in cooperation with departments across CNM as well as outside organizations, has created a diverse program of 70 different sessions, offered throughout the day on Main Campus. The day is designed to provide training on topics such as technology, faculty resources, student resources, workplace safety, college initiatives, discipline-specific training, and teaching strategies. Some sessions are offered twice, to make it easier for you to not miss a session you're interested in.

Session Locations and Food/Refreshments Areas

This year, due to the closure of the MS Building and intersession classes, Faculty Focus Day sessions will be held primarily in Smith Brasher (SB), the L Building, JS 301, and the SRC Technology Support and Training Center. **There will be two 6-person golf carts available for anyone with a mobility impairment who needs a ride between buildings. If you do not see a golf cart near the entrance to your location, call Security Dispatch at 224-3002.**

Morning breakfast burritos, coffee, tea, water, and lunch will be served in the Smith Brasher Lobby.

General Registration for Faculty Focus Day Is NOT Required

No general registration or sign-up for Faculty Focus Day is necessary, and there will be no central check-in area. Simply attend the sessions for which you pre-registered or open sessions that interest you throughout the day. Sign-in sheets will be provided on a table outside of each individual session; please sign-in before entering the room. Sign-in at each session you attend to document your attendance.

Sessions That Recommend Pre-Registration

Most sessions do not require pre-registration, but pre-registration for some lab sessions is recommended. Please see the session descriptions in this catalog to find out if there is a pre-registration option.

Follow these instructions to register for an individual session that recommends it:

1. Registration will close August 17, 2018 or when a session fills, whichever comes first.
2. Login to MyCNM.
3. Click on the Employee link from the left-hand menu.
4. Under the CNM Talent Management section in the lower right, click on Talent Management.
5. Select Browse for Training
6. Under the **Subject** heading on the left of the screen, click on **CTL-Faculty Training**. Find the "Faculty Focus Day 2018" event, locate and click on the title of the session you wish to attend, and then click on "Request." This will register you for the session, and you will receive an email notification.

For these sessions that do not fill during the registration period, walk-in attendees will be allowed on a first-come, first-served basis until each session reaches its maximum capacity.

Please Respect Session Room Capacities

Once a session room has reached capacity, the presenter will place a "Session Filled" sign on the door, and the session will be closed to further admittance. Please do not enter a room that has reached maximum capacity.





Faculty Focus Day

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Schedule

8:00-8:45 Breakfast burritos and coffee/tea in the Smith Brasher Lobby

A limited number of breakfast burritos will be provided on a first-come, first-served basis

8:45-11:30 Morning sessions

11:30-12:45 Lunch in the Smith Brasher Lobby

A limited number of box lunches will be provided on a first-come, first-served basis.

- ❖ Sandwich choices:
 - Cranberry Turkey: Turkey & cranberry relish cream cheese on hearty wheat bread
 - Green Chile Turkey: Turkey, cheddar & green chile aioli on marble rye bread
 - Roast Beef: Roast beef, pepper jack & roasted red bell peppers with dijonnaise on hearty white bread
 - Vegetarian: Fresh sliced vegetables & cheddar on hearty wheat bread
- ❖ A limited number of salads will be available for those with gluten intolerance.
- ❖ Chips, Cookie
- ❖ Beverages

12:45-3:30 Afternoon sessions



Alphabetical List of Session Titles

Click or tap page numbers for session descriptions.

- ❖ [Active Shooter Training, pg. 13](#)
- ❖ [All about your TSTC Technology Support and Training Center, pg. 16, 22, pg. 30, pg. 38](#)
- ❖ [Ask an Associate Dean, pg. 16, pg. 22, pg. 29, pg. 37](#)
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- ❖ [Basics of SharePoint Document Management, pg. 36](#)
- ❖ [Become a Voter Registration Agent, pg. 34](#)
- ❖ [Business Incubation and Start-Up Opportunities at CNM, pg.14, pg. 35](#)
- ❖ [Clickable Heuristics: How to Make Interactive Images for Course Content, pg. 27](#)
- ❖ [CNM Online Question and Answer Session, pg. 26](#)
- ❖ [CNM Safe Zone Training, pg. 11](#)
- ❖ [Coaching Students to Academic Success in the Classroom, pg. 12](#)
- ❖ [Connect Math Training, pg. 36](#)
- ❖ [Cooperative for Teaching and Learning \(CTL\) Information Table, pg. 10](#)
- ❖ [Copyright, Licenses and OER's - And That's Just the Beginning!, pg. 27](#)
- ❖ [CRM: A Relationship & Information Management Initiative at CNM, pg. 26](#)
- ❖ [Curriculum Training, pg. 13](#)
- ❖ [Digital Tool Parade, pg. 23](#)
- ❖ [Disability Resource Center \(DRC\) Resource Table, pg. 9](#)
- ❖ [Distance Learning Knowledge Bar, pg. 9](#)
- ❖ [Dream Zone: A Transformative Training for Faculty and Staff, pg. 25, pg. 33](#)
- ❖ [Electronic Communication Strategies Part 1: Responding to the Angry Email \(Session 1 of 2\), pg. 29](#)
- ❖ [Electronic Communication Strategies Part 2: Redirecting the Angry Email \(Session 2 of 2\), pg. 37](#)
- ❖ [Embrace the iPad for Classroom Instruction, pg. 20](#)
- ❖ [Encouraging Resilience of College Students: Instructors are the Front Line, pg. 24](#)
- ❖ [End of Summer-Reading Book Discussions, pg. 37](#)
- ❖ [E-SAT \(Emergency Seizure Awareness Training\), pg. 21](#)
- ❖ [Everything You Need to Know About Using the New Bio 1492 Lab Manual This Fall, pg. 11, pg. 24](#)
- ❖ [Everything You Want to Know About Teaching Math 1211/1212/1213/1214, pg. 12](#)
- ❖ [Excel-erate Your Skills, pg. 20](#)
- ❖ [Explaining the Work Experience Initiative, pg. 20](#)
- ❖ [Explore FUSE Makerspace and the Jewelry Lab at FUSE, pg. 17](#)
- ❖ [Explore the Potential of Virtual Desktop for your Classes and Resources, pg. 15](#)
- ❖ [Faculty-Led Study Abroad Program: Start Planning Your Journey Today!, pg. 22](#)
- ❖ [FLAC for Part-Time Faculty, pg. 34](#)
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- ❖ [Good, Better, Best Practices for Helping ESL Students Succeed at CNM, pg. 16](#)

- ❖ How can your students use a digital eBook/eTextbook/OER without ever printing a hardcopy?. [pg. 30](#)
- ❖ Incorporating Sustainability Into the Classroom, [pg. 18](#), [pg. 33](#)
- ❖ Indoor Aquaponics: A Tour of the Educational Possibilities, [pg. 17](#), [pg. 23](#), [pg. 30](#), [pg. 38](#)
- ❖ Ins and Outs of Faculty Teaching Observations, [pg. 27](#)
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- ❖ Online Office Hours Using Blackboard Collaborate, [pg. 19](#)
- ❖ Resources and Methods for Teaching the New 4-credit ENG 1101+ Course, [pg. 14](#)
- ❖ Say What? Working with Deaf Students and Interpreters, [pg. 36](#)
- ❖ Security and Parking Services at CNM, [pg. 19](#)
- ❖ "Slacking" in your class...and the Future of Work, [pg. 18](#), [pg. 32](#)
- ❖ Snap-on National Coalition of Training Centers Training, [pg. 9](#)
- ❖ Student-centered Bb Course Structure: Considerations for Navigation and Accessibility, [pg. 25](#)
- ❖ Switching to the English 1101/1102 OER--Guidance, Tips, and Challenges, [pg. 35](#)
- ❖ Syllabus Workshop: Are Our Syllabi Creating Inequitable Practices for Students?, [pg. 34](#)
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- ❖ Tips and Tricks for Better Student Writing in Any Course, [pg. 28](#)
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- ❖ Trifecta: Integrating the Trifecta Components, [pg. 24](#)
- ❖ Understanding NMERB Retirement and NMRHCA Retiree Health, [pg. 19](#)
- ❖ Understanding the Collective Bargaining Agreement, [pg. 32](#)
- ❖ Updates and Best Practices from the Disability Resource Center, [pg. 15](#), [pg. 28](#)
- ❖ Using Connect and Blackboard for Biology, [pg. 33](#)
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- ❖ WebAssign Training, [pg. 28](#)
- ❖ What Do You Need To Know About Your Program?, [pg. 13](#), [pg. 26](#)
- ❖ Your Syllabus Doesn't Have to Look Like a Contract!, [pg. 25](#)



Faculty Focus Day—Schedule-at-a-Glance

Click or tap session titles for session descriptions.

Key

<i>Bold & Italicized</i>

Sessions highlighted in blue are offered twice.

Due to space limitations, pre-registration is recommended for sessions with ***bold and italicized titles***. For these sessions, follow the registration instructions provided on page 1. See [Program Additions](#) on the final page of this catalog.

8:00-8:45 **Burritos and coffee/tea in the Smith Brasher Lobby**

Morning Sessions

Locations	8:45-10:00	10:15-11:30
JS 301	Metacognition as a Health Predictor	
L 109	Everything You Need to Know About Using the New Bio 1492 Lab Manual	
L 201	CNM Safe Zone Training	
L 203		“Slacking” in your class...and the Future of Work
L 204	Utilizing Inclusive Practices when Interacting with Staff, Faculty & Students	
L 205	Coaching Students to Academic Success in the Classroom	Incorporating Sustainability into the Classroom
L 207		Training on the CBE Platform, Cognify Session Cancelled
SB 102	Everything you want to know about teaching Math 1211/1212/1213/1214	Online Office Hours Using Blackboard Collaborate
SB 103	Active Shooter Training	Security and Parking Services at CNM
SB 104	Full Time Faculty Benefits and Pay	Understanding NMERB Retirement and NMRHCA Retiree Health
SB 105	What Do You Need To Know About Your Program?	Explaining the Work Experience Initiative
SB 106	<i>Curriculog Training</i>	<i>Excel-erate Your Skills</i>
SB 108	Integrating InTASC Standards into Teacher Education Evaluation Frameworks	
SB 109	Business Incubation and Start-Up Opportunities at CNM	Embrace the iPad for Classroom Instruction
SB 207	Resources and Methods for Teaching the New 4-credit ENG 1101+ Course	

Locations	8:45-10:00	10:15-11:30
SB 208		MyMathLab Training
SB 209	Updates and Best Practices from the Disability Resource Center	E-SAT (Emergency Seizure Awareness Training)
SB 210	Explore the Potential of Virtual Desktop for your Classes and Resources (moved to SB 205)	Integrate Microsoft Office 365 in Your Class: An Overview
SB 211	Tell your students to take out their cell phones!	Faculty-Led Study Abroad Program: Start Planning Your Journey Today!
SB 212	Ask an Associate Dean	Ask an Associate Dean
SB 213	Good, Better, Best Practices for Helping ESL Students Succeed at CNM	
TC 120	Snap-on National Coalition of Training Centers Training (<i>continues after lunch</i>)	
TSTC SRC 109, 110, 111, H&J	All About Your TSTC Technology Support and Training Center	All About Your TSTC Technology Support and Training Center
TSTC SRC 109, 110, 111, H&J	Indoor Aquaponics: A Tour of the Educational Possibilities	Indoor Aquaponics: A Tour of the Educational Possibilities
TSTC SRC 109, 110, 111, H&J		Digital Tool Parade
FUSE Makerspace	Explore FUSE Makerspace and the Jewelry Lab at FUSE	
N 213	MS Hall Remodel: Give feedback about the "Glass Board" for MS classrooms	MS Hall Remodel: Give feedback about the "Glass Board" for MS classrooms
SB Lobby	Disability Resource Center (DRC) Resource Table	Disability Resource Center (DRC) Resource Table
SB Lobby	Distance Learning Knowledge Bar	Distance Learning Knowledge Bar
SB Lobby	Libraries Services and Resources Information Table	Libraries Services and Resources Information Table
SB Lobby	Cooperative for Teaching and Learning (CTL) Information Table	Cooperative for Teaching and Learning (CTL) Information Table

11:30-12:45 Lunch in the Smith Brasher Lobby

- A limited number of box lunches will be provided on a first-come, first-served basis.
- ❖ Sandwich choices: Cranberry Turkey Turkey & cranberry relish cream cheese on hearty wheat bread; Green Chile Turkey Turkey, cheddar & green chile aioli on marble rye bread; Roast Beef Roast beef, pepper jack & roasted red bell peppers with dijonaise on hearty white bread; Vegetarian Fresh sliced vegetables & cheddar on hearty wheat bread
 - ❖ A limited number of salads will be available for those with gluten intolerance.
 - ❖ Chips, Cookie
 - ❖ Beverages

Afternoon Sessions

Locations	12:45-2:00	2:15-3:30
JS 301	Trifecta: Integrating the Trifecta Components	The State of the General Education Core
L 109	Everything You Need to Know About Using the New Bio 1492 Lab Manual	
L 201	Encouraging Resilience of College Students: Instructors are the Front Line	Understanding the Collective Bargaining Agreement
L 203		"Slacking" in your class...and the Future of Work
L 204	Dream Zone: A Transformative Training for Faculty and Staff	Dream Zone: A Transformative Training for Faculty and Staff
L 205	Your Syllabus Doesn't Have to Look Like a Contract!	Incorporating Sustainability into the Classroom
L 207		Using Connect and Blackboard for Biology
SB 102	Student-centered Bb Course Structure: Considerations for Navigation and Accessibility	Syllabus Workshop: Are Our Syllabi Creating Inequitable Practices for Students?
SB 103	CRM: A Relationship & Information Management Initiative at CNM	Become a Voter Registration Agent
SB 104	CNM Online Question and Answer Session	FLAC for Part-Time Faculty
SB 105	What Do You Need To Know About Your Program?	
SB 106	<i>Clickable Heuristics: How to Make Interactive Images for Course Content</i>	<i>Astra Schedule Complete Training</i>
SB 108	Ins and Outs of Faculty Teaching Observations	
SB 109	Copyright, Licenses and OER's - And That's Just the Beginning!	Business Incubation and Start-Up Opportunities at CNM
SB 207	Tips and Tricks for Better Student Writing in Any Course	Switching to the English 1101/1102 OER-- Guidance, Tips, and Challenges
SB 208	WebAssign Training	Connect Math Training
SB 209	Updates and Best Practices from the Disability Resource Center	Say What? Working with Deaf Students and Interpreters
SB 210	<i>Integrate Microsoft Office 365 in Your Class: An Overview</i>	<i>Basics of SharePoint Document Management</i>
SB 211	Electronic Communication Strategies Part 1: Responding to the Angry Email	Electronic Communication Strategies Part 2: Redirecting the Angry Email

Locations	12:45-2:00	2:15-3:30
SB 212	Ask an Associate Dean	Ask an Associate Dean
SB 213		End of Summer-Reading Book Discussions
TC 120	Snap-on National Coalition of Training Centers Training (<i>continuation of morning session</i>)	
TSTC SRC 109, 110, 111, H&J	All about your TSTC Technology Support and Training Center	All about your TSTC Technology Support and Training Center
TSTC SRC 109, 110, 111, H&J	Indoor Aquaponics: A Tour of the Educational Possibilities	Indoor Aquaponics: A Tour of the Educational Possibilities
TSTC SRC 109, 110, 111, H&J	How can your students use a digital eBook/eTextbook/OER without ever printing a hardcopy?	
TC 113		<i>Basic Self Defense</i>
N 213	MS Hall Remodel: Give feedback about the "Glass Board" for MS classrooms	MS Hall Remodel: Give feedback about the "Glass Board" for MS classrooms
SB Lobby	Disability Resource Center (DRC) Resource Table	Disability Resource Center (DRC) Resource Table
SB Lobby	Distance Learning Knowledge Bar	Distance Learning Knowledge Bar
SB Lobby	Libraries Services and Resources Information Table	Libraries Services and Resources Information Table
SB Lobby	Cooperative for Teaching and Learning (CTL) Information Table	Cooperative for Teaching and Learning (CTL) Information Table



All-Day Session

8:45-11:30 & continues 12:45-3:30
TC 120

Snap-on National Coalition of Training Centers Training

Presented by James Gore, AT

Target Audience: Automotive and Diesel Technology instructors

Description: Train the trainer training for NC3 courses provided at CNM.

Objectives:

- Attendees will be trained and certified in precision measurement, tool safety, torque measurement and torque theory.

Resource Tables

Open 8:00-11:30 & 12:45-3:30
Smith Brasher Lobby

Distance Learning Knowledge Bar

Presented by Tommy Gallegos, DL; Jacob Lujan, DL; Jose Pedraza, DL

Target Audience: Instructors of hybrid, blended and online courses

Description: DL staff will provide consultation and technical support for Blackboard and related technologies. CNM Distance Learning Multimedia specialists, technicians and course designers will be available to provide immediate assistance to faculty in regard to course design, development, and technical support. BYOD is recommended. (Publisher representatives for MSE math and biology courses will be available elsewhere for help with specific products.)

Objectives:

- Consultation about Grade Center, video, custom interactives, MILEs, and relevant software.
- Troubleshooting of Blackboard, media, and related issues.
- Brainstorming solutions to course design issues for later follow-up with DL staff.

Open discussion format; drop in all day.

Open 8:00-11:30 & 12:45-3:30
Smith Brasher Lobby

Disability Resource Center (DRC) Resource Table

Presented by Meredith Daggett, DRC; Erin Wilson, DRC

Target Audience: Faculty and Instructional Staff

Description: The DRC will be hosting a table to provide faculty with information on devices they might encounter in their classrooms. Handouts on creating accessible documents and DRC resources. A DRC Achievement Coach, Adaptive Technology Specialist, and a Deaf Services and Note-taking staff member will also be available to answer any questions.

Objectives: Attendees can

- Acquire information on DRC services
- Gain insight into different technologies
- Have questions answered by one of our staff

Open discussion format; drop in all day.

Open 8:00-11:30 & 12:45-3:30

Smith Brasher Lobby

Cooperative for Teaching and Learning Resource Table

Presented by members of the CTL and the CTL sub-teams

Target Audience: Faculty and Instructional Staff

Description: Learn about the various opportunities for professional development offered to CNM faculty through the faculty-led Cooperative for Teaching and Learning. Or, find out how to become involved in the planning of CTL initiatives and events. In addition, the CTL has a growing collection of books on teaching and learning in higher education available for check-out.

Objectives: Learn about

- Faculty Learning Circles
- Peer Coaching
- Magna Online Resources
- Small Group Instructional Diagnosis
- Faculty Brown Bag Series

Open discussion format; drop in all day.

Open 8:00-11:30 & 12:45-3:30

Smith Brasher Lobby

Libraries Services and Resources Information Table

Presented by Lis Turkheimer, Executive Director of Academic Affairs; Melanie D. Viramontes, Associate Director; Doreen Huerta, Acting Program Coordinator

Target Audience: Faculty teaching F2F or online who will require or recommend the use of CNM Libraries

Description: Services and resources to enhance teaching and learning: Course Reserves, laptops, iPads, calculators and scientific collections; electronic resources. Concerned about the information sources your students use? Let's talk about information literacy. Conducting research? Ask about Inter-library Loan privileges at UNM and extended borrowing privileges.

Objectives:

- Be aware of resources to enhance teaching and learning.
- Understand how you and your students can access and use these resources to conserve resources and improve results.
- Chat with a librarian.

Open discussion format; drop in all day.

Open 8:45-11:30 & 12:45-3:30

N 213

MS Hall Remodel: Give feedback about the "Glass Board" for MS classrooms

Facilitated by John Cornish, MSE

Target Audience: All faculty who likely will be teaching in Max Salazar Hall when it reopens.

Description: The type of board being considered for all classrooms in MS Hall is being tested in N 213. Instead of the standard white board or chalk board, this board is made of glass. Its manufacturer promises it will NEVER go bad like standard white boards. It is easily cleaned and does not smear. Stop by, try it out, and give feedback. N 213 will be open from 9 am - 4 pm.

Objective: An appreciation of the marvels of classroom board technology!

Morning Sessions beginning at 8:45 a.m.

8:45-11:30

JS 301

Metacognition as a Health Predictor

Presented by Melissa Franklin, MSE

Target Audience: Those interested in brain health and mindfulness.

Description: What happens in the brain during metacognition, and what are the most likely candidates effecting the energetic demands on the body. What happens in the brain and body during sleep, exercise, prolonged sitting, and exposure to long term stress hormones? Is there evidence that the ratio of three macromolecules in our food effect gut microbes, immune function & metacognition?

Objectives:

- This will teach attendees the physiology that parallels choices in thinking, sleep, exercise, sitting, food, gut microbes and immunity, which all contribute to chronic long term stress hormones.
 - How do we avoid going through the same stressors that our undergrads do, term after term?
-

8:45-10:00 (also offered 12:45-2:00)

L 109

Everything You Need to Know About Using the New Bio 1492 Lab Manual

Presented by Karen Bentz, MSE

Target Audience: Biology Faculty

Description: The session will review the new course objectives and schedule for Bio 1492 labs. Instructors will be able to use the new metric balances and Molymod kits that are now a part of the labs. We will also go through the lab units and discuss what has been removed and what added to the Bio 1492 labs.

Objectives: Biology Instructors will

- have a syllabus and schedule for the fall Bio 1492 labs
 - know how to operate a metric balance and be able to build biomolecules with a Molymod kit
 - be familiar with all material covered in the new Bio 1492 lab, so that they can prepare new course materials as needed for the fall semester
-

8:45-11:30

L 201

CNM Safe Zone Training

Presented by Elizabeth Bennett, CHSS; Angie Alley, CHSS; Zac Shank, CHSS

Target Audience: Faculty and staff

Description: The CNM Safe Zone Training is an opportunity for faculty and staff to learn about (and how to support) LGBTQ+ identities, issues, and people both inside and outside the classroom. Session will include a range of activities, small and large group discussion, and individual reflection. Session accommodates 30 attendees.

Objectives: Participants will

- learn LGBTQ+ vocabulary
- increase awareness of gender & sexuality, LGBTQ+ identities and issues
- learn best practices for making the campus a safer space
- learn how to be better allies both inside and outside the classroom
- receive a CNM Safe Zone sticker for office display upon completion of this training

8:45-11:30

L 204

Utilizing Inclusive Practices when Interacting with Staff, Faculty & Students

Presented by Valerie Day, CHSS

Target Audience: Staff, faculty, and students at CNM

Description: This session will discuss best practices that embrace diversity while not creating alienating communicative acts, both verbal and nonverbal. It will discuss microaggressions as well as the difference between intent and impact, in terms of our own interactions, and how to embrace our diverse population with inclusive practices so that everyone is successful.

Objectives: At the close of this session participants will be able to

- better understand their own implicit biases
 - be aware of the struggles that marginalized group members face when entering a large institution, like CNM
 - how to make everyone feel heard and understood
-

8:45-10:00

L 205

Coaching Students to Academic Success in the Classroom

Presented by Michelle Felicia Renteria, Distance Learning

Target Audience: Faculty

Description: Faculty will be introduced to coaching skills that can create a coaching culture in the classroom to help students succeed. This interactive session will include opportunities to practice coaching, by asking powerful questions.

Objectives: Faculty will gain coaching skills on how to

- change limiting beliefs
 - clarify values
 - coach through barriers
 - set goals with students
-

8:45-10:00

SB 102

Everything You Want to Know About Teaching Math 1211/1212/1213/1214

Presented by Ella Sitkin, MSE; Cynthia Griffin Ediger, MSE; Kambiz Shahroudi, MSE

Target Audience: Mathematics faculty who intend (or think they may ever in their lifetime at CNM intend) to teach any of the Math 12xx courses. Faculty from Applied Technologies, HWPS and BIT whose students will be taking any of these new courses that replace Math 1210 and may want to see what the fuss is all about may also be interested.

Description: The presenters will discuss the topics and intention of each course, demonstrate the resources that have been developed to support instructors including a library of activities and projects, master Blackboard, and master MyMathLab shells. The presenters will also discuss strategies for teaching the courses.

Objectives:

- Understand the Student Learning Objectives for the courses
- Know what resources are available and how to access those resources
- Have strategies that can be immediately implemented for teaching the courses

8:45-10:00

SB 103

Active Shooter Training

Presented by John Corvino, Security

Target Audience: Faculty and Staff

Description: Attendees will learn how to reduce the effectiveness of an active shooter.

Objectives:

- Situational Awareness
 - Mind-set of an Active Shooter
 - Run, Hide & Fight
 - Law Enforcement Response
-

8:45-10:00

SB 104

Full Time Faculty Benefits and Pay

Presented by Rene' Yoder, Human Resources; Cheryl Maturino, Payroll

Target Audience: Full-time faculty

Description: An overview of benefits for full time faculty and explanation of FLAC (faculty load and compensation) process.

Objectives: Attendees will have a basic knowledge of

- benefit programs available
 - how to acknowledge faculty loads each term
-

8:45-10:00 *(also offered 12:45-2:00)*

SB 105

What Do You Need To Know About Your Program?

Presented by Dawn Kenney, Office of Planning and Institutional Effectiveness (OPIE)

Target Audience: Any faculty who like to know more about their program - especially those who have required reporting.

Description: This session is to learn more about the data and information available to you about your program - especially the Program Information Dashboard. If there is time we can go over some of the other dashboard all faculty and staff have access to.

Objective: You will be able to gather important information about the health of your program.

8:45-10:00

SB 106

Curriculog Training

Presented by Brian Sailer, MSE; Elsie Hall, Academic Affairs

Target Audience: This training session is for persons who need Curriculog training prior to entry of data into the curriculum management system. This may include program directors, chairs, or other faculty members who have been identified as curricular liaisons for their school.

Description: Training will focus on how to enter programs and courses into Curriculog. This will include new proposals, revisions and deactivations.

Objectives: Attendees will be able to

- Enter data into Curriculog for new programs, updated programs and program deactivations and
- Enter data into Curriculog for new courses, updated courses and course deactivations

Pre-registration is required for this session. Attendees will need to have Curriculog accounts created by Academic Affairs in advance. Presenters will contact you with details.

8:45-11:30

SB 108

Integrating InTASC Standards into Teacher Education Evaluation Frameworks

Presented by Jesse Chenven, CHSS; Michelle Jewett, CHSS; Jessica McCord, CHSS

Target Audience: Anyone working with pre-service teachers or involved in the evaluation of teacher education programs.

Description: This session will engage participants in aligning InTASC Standards to practices in teacher education classrooms, especially as they relate to the NMTEACH rubric.

Objectives: All participants will walk away with comprehensive understanding of how InTASC Standards can be integrated into course competencies and classroom practice.

8:45-10:00 *(also offered 2:15-3:30)*

SB 109

Business Incubation and Start-Up Opportunities at CNM

Presented by Donna Diller, BIT; Gregg Cappetto, ACE; Victoria Martinez, BIT

Target Audience: Faculty who have students interested in learning more about business incubation and start-up opportunities at CNM, Ingenuity or in the community.

Description: Participants will be provided an overview of CNM's strategic initiatives regarding business incubation and support of small businesses. In addition, academic programs will be able to identify areas in which their students might participate in business start-up or incubation opportunities at CNM, Ingenuity or in the community. Participants will hear success stories from students.

Objectives: Participants will be able to

- Identify ways students can launch or test a business idea at CNM, Ingenuity or in the community.
 - Identify resources at CNM, Ingenuity and in the community which will support students interested in starting their own business.
 - Share student success stories with faculty and students.
-

8:45-11:30

SB 207

Resources and Methods for Teaching the New 4-credit ENG 1101+ Course

Presented by Jessica Mills, CHSS; Dan Peterman, CHSS

Target Audience: English faculty who teach first-year composition or faculty interested in learning about resources that can aid student retention and success.

Description: The first half will focus on resources that faculty can utilize to aid student retention and success. The second half will focus on pedagogy and methods for teaching first-year composition in a 4-credit delivery model for students who are on the border between developmental- and college-level skills, including grammar/mechanics sequencing, writing process assignments, and using the OER.

Objectives: Attendees can expect to learn about

- using embedded tutors and librarians in their courses

- incorporating adaptive technology and universal design strategies
 - scheduling class visits with DRC specialists and Connect Academic Coaches
 - best practices for teaching first-year composition students in a 4-credit course model.
-

8:45-10:00 (also offered 12:45-2:00)

SB 209

Updates and Best Practices from the Disability Resource Center

Presented by Chris Ricci, Disability Resource Center (DRC)

Target Audience: All faculty would benefit from an update on DRC processes and information about best practices for serving students with disabilities.

Description: The DRC will provide updates on faculty related DRC processes (accommodated testing, providing accommodations, etc.) and discuss best practices for accessibility in the classroom and working with students with disabilities and the DRC.

Objectives:

- knowledge of DRC related processes
 - ability to implement accessibility strategies in the classroom
-

8:45-10:00

SB 205

Explore the Potential of Virtual Desktop for your Classes and Resources

Presented by Alex Silage, Information Technology Services (ITS); Michael Bearden, ITS; James Hobbs, ITS

Target Audience: All faculty whose students use software to complete coursework.

Description: This session will demonstrate the potential of the virtual desktop for CNM courses. The Virtual Desktop Infrastructure (VDI) is like a web portal, remote desktop and/or desktop experience where all software a student needs for a class is included as a link. A student can go to the website, using any device, and work in that software.

Objectives:

- introduce faculty to the concept of virtual desktops in their multitude of forms: web, software, hardware
- demonstrate the structure of a virtual desktop
- illustrate the potential of VDI adoption among CNM faculty and curriculum

*Session accommodates 30 attendees only. **Pre-registration is recommended for this session.** Unfilled spaces will be available on the day of the event on a first-come, first-served basis.*

8:45-10:00

SB 211

Tell your students to take out their cell phones!

Presented by Andrew Leach, BIT

Target Audience: Instructors interested in using cell phones in their classrooms.

Description: Instead of telling your students to put away their phones, tell them to keep them open and ready! This session will encourage instructors to effectively leverage the educational possibilities associated with cell phone technology. I will be covering such apps as Kahoot, Flipquiz and e-Cards.

Objectives: After this sessions participants will be able to

- incorporate cell phone activity into their curriculum
- understand and appreciate the value of social media for educational purposes

- increase student engagement via interactive applications
-

8:45-10:00 (also offered 10:15-11:30, 12:45-2:00, & 2:15-3:30)

SB 212

Ask an Associate Dean

Presented by various Associate Deans from all of the schools

Target Audience: Part-time and full-time faculty

Description: Part-time and full-time faculty will be given time to ask questions of the ADs (Associate Deans). Come prepared with questions to take advantage of this opportunity!

Objectives: After attending this session, faculty will know more about

- CNM processes
 - faculty and student resources
 - best practices in an inclusive teaching environment
 - reflective practices supporting continual improvement and learning
-

8:45-10:00

SB 213

Good, Better, Best Practices for Helping ESL Students Succeed at CNM

Presented by Amy Christensen, SAGE; Laura McIndoo, SAGE; David Williams, SAGE

Target Audience: Faculty who have ESL students

Description: First, the presenters will share stories from their students about the difficulties ESL students encounter at CNM. Then, the presenters will introduce the SIOP model (Sheltered Instruction Observation Protocol). Next, participants will analyze case studies using the SIOP model. Finally, the presenters will share their top ten best strategies for working with ESL students.

Objectives:

- Discover what ESL students find challenging at CNM
 - Learn about the 8 components of the Sheltered Instruction Observation Protocol (SIOP) model.
 - Analyze a case study to determine if the SIOP model is being used effectively
 - Identify top ten strategies for working with ESL students
 - Identify more strategies and share concerns
-

8:45-10:00 (also offered 10:15-11:30, 12:45-2:00, & 2:15-3:30)

TSTC SRC 109 (Technology Support and Training Center)

All about your TSTC, Technology Support and Training Center

Presented by Lawrence Chavez, Information Technology Services (ITS); Alex Silage (ITS)

Target Audience: Faculty and Staff

Description: General description of TSTC Services offered

- hours of operation
- walkup service menu
- on-display cutting edge technology
- standard CNM available technology
- available training and micro-trainings

Objective: Expose faculty to the services and technology offered by our very own ITS/ODS department.

8:45-10:00 (also offered 10:15-11:30, 12:45-2:00, & 2:15-3:30)

TSTC SRC 109 (Technology Support and Training Center)

Indoor Aquaponics: A Tour of the Educational Possibilities

Presented by Tobe Phelps, Sr. Dir. Online College; Jessica Smith, MSE

Target Audience: Any faculty that want to learn a little about aquaponics, or have ideas for how the system can be integrated into existing classes.

Description: We will walk you through the functionality of the system including the mechanical, electronic, chemical, and biological processes that allow the system to work. Come see the plants growing in vertical towers and the 180 gallons of tilapia that feed the system.

Objectives:

- Learn about the way that aquaponics can conserve water and help to facilitate urban farming initiatives.
- Learn about how the system works and the fun ways that it can tie into instruction.
- Stay for a sampling of fresh herbs and the relaxing qualities of the system.

8:45-11:30

FUSE Makerspace, 101 Broadway NE Suite 3100, [Map](#)

Explore FUSE Makerspace and the Jewelry Lab at FUSE

Presented by Harley McDaniel, CHSS

Target Audience: Faculty interested in fabricating objects.

Description: We will tour the FUSE Makerspace and discuss the potential for the equipment and facilities in making objects to enhance curriculum. We will discuss the CNM programs housed in FUSE and the potential for non-credit workshops that could enhance CNM curriculum. A hands-on creative session in the Jewelry Lab in which participants create a jewelry object will follow the tour.

Objectives:

- Explore the Fuse Makerspace and its potential to enhance curriculum.
- Learn about potential for non-credit workshops in FUSE.
- Create an object using FUSE equipment.

*Session accommodates 12 attendees only. **Pre-registration is required for this session.** Because the session is located off campus, there will be no walk-up attendance option.*

Morning Sessions Beginning at 10:15 a.m.

10:15-11:30 (also offered 2:15-3:30)

L 203

“Slacking” in your class...and the Future of Work

Presented by John William (BILL) Meador, CHSS; Brandon Morgan, CHSS

Target Audience: For faculty and staff who have a mobile device and already use at least one social media tool like Twitter or Facebook and want to learn more about Slack, the popular new digital workspace / app that will help manage and organize multiple tasks. Especially for faculty who want to create and organize conversations with students or colleagues in a mobile environment.

Description: Instruction and extensive hands-on practice with the Slack app to help you and your students prepare for the future of work by incorporating new collaboration tools in your teaching practices and other communications. **Attendees need to arrive at the session with Slack already installed on their device(s).**

Objective: Learn more about a collaborative tool that you and your students might use in future workspaces, as an alternative or supplement to email and other communication tools

10:15-11:30 (also offered 2:15-3:30)

L 205

Incorporating Sustainability into the Classroom

Presented by Jessica Smith, MSE; Molly Blumhoefer, Physical Plant; Don Helfrich, MSE

Target Audience: Faculty and Instructional Staff

Description: Join us to learn how to bring sustainability concepts to the classroom. We'll discuss how far reaching sustainability is, how sustainability is relevant in all fields, and how it can impact students' lives on a daily basis. Come to work with multiple disciplines, discuss sustainability, and maybe get some new and exciting ideas for the fall or spring semester.

Objectives: Attendees to this session will

- Discuss the definition of sustainability and its various elements
 - Discuss how sustainability impacts CNM students on a daily basis
 - Work with colleagues from various disciplines ways to incorporate sustainability in the classroom
 - Work with a template and colleagues to design sustainability related activities
-

10:15-11:30

L 207

Training on the CBE Platform, Cognify

Presented by Theresa Torres, BIT; Brett Berkowitz

Target Audience: New or returning faculty who will be teaching CBE courses using the Cognify Platform

Description: We will provide an overall demonstration of the Cognify Platform and then take faculty through how to navigate the different roles in the platform (faculty role vs. grader role). Provide faculty with an overview of the student experience. Faculty should be prepared to bring their own device so they can follow along.

Objectives: Faculty will

- have a better understanding of how to use and navigate this new platform
- be able to see how to access materials in their faculty role
- know how to grade assignments and provide feedback in their grader role

- have the opportunity to view things from the student experience
-

10:15-11:30

SB 102

Online Office Hours Using Blackboard Collaborate

Presented by Christine Campbell, BIT

Target Audience: Faculty teaching DL or Blended classes using CNM Learn

Description: Increase student engagement in your online classes using Blackboard Collaborate Ultra, which allows you to engage in the virtual classroom like you are face-to-face, with no software to install for you or the students.

Objectives: Using the real time video conferencing tool, you will learn how to

- set up a recurring online office hours to lecture
 - answer questions using different software applications
 - record the session for those who can't attend
 - download the recordings
-

10:15-11:30

SB 103

Security and Parking Services at CNM

Presented by Nicholas Aragon, Parking Services Manager; Levi Borunda, Lieutenant, Security Dept.

Target Audience: Faculty, Staff, and Students

Description: A presentation that will include information about how the Security and Parking departments serve the CNM community.

Objectives:

- Learn what services Security and Parking offer the CNM community.
 - Learn what CNM Security is doing to keep the campuses safe, considering the current climate at schools.
-

10:15-11:30

SB 104

Understanding NMERB Retirement and NMRHCA Retiree Health

Presented by Lealia, NMERB; Gregory, NMRHCA; Clayton, Nationwide; CNM Human Resources Staff

Target Audience: Faculty

Description: Description: If you're thinking about or wanting to prepare for retirement, you need to attend this session. Speakers from both the NMERB and the NMRHCA will provide tips, resources, and scenarios for maximizing retirement benefits and health care coverage, information about a deferred compensation plan, and generally preparing for retirement someday.

Objectives: Attendees will receive

- Eligibility requirements and retirement options through the New Mexico Education Retirement Board
- Explanation eligibility and plan options for the New Mexico Retiree Health Care Authority
- Understanding of Deferred Compensation options and advantages

10:15-11:30

SB 105

Explaining the Work Experience Initiative

Presented by Bernadette Bell, Academic Affairs

Target Audience: Faculty, Associate Deans, Deans, School Schedulers

Description: What does the Work Experience Education Initiative mean? This presentation will focus on CNM's Strategic Direction to offer 100% of students the opportunity to gain a work experience prior to graduating with a degree or certificate by 2020.

Objectives:

- Work Experience Education defined
 - Planning future courses or programs with Work Experience
 - What is Work Embedded Learning? How to convert a class to include a work embedded learning experience.
-

10:15-11:30

SB 106

Excel-erate Your Skills

Presented by Jackie Lamoureux, BIT

Target Audience: Faculty using Excel with intermediate skill level

Description: This hands-on session will cover numerical data manipulation with built in Excel Functions, use of absolute cell referencing, sheet referencing, numerical and alpha data sorting, and the creation of graphical elements based upon a selected data range.

Objectives: Participants will learn how to use built in Excel Functions to better analyze, sort, and present numerical data to a variety of end users.

*Session accommodates 30 attendees only. **Pre-registration is recommended for this session.** Unfilled spaces will be available on the day of the event on a first-come, first-served basis.*

10:15-11:30

SB 109

Embrace the iPad for Classroom Instruction

Presented by Brian Sailer, MSE

Target Audience: Faculty interested in using an iPad as the primary device for classroom and online instruction.

Description: The use of the iPad for face-to-face and online instruction will be discussed, including the productivity applications most applicable to these environments.

Objectives: At the end of the session the attendees will

- Understand the benefits of using an iPad as a classroom device
- Be exposed to applications to help with in-person and online instruction
- Learn how to become more productive through the use of their iPad

10:15-11:30

SB 208

MyMathLab Training

Presented by Rachel Black, MSE; Pearson Representative

Target Audience: MSE Math Faculty who have not already received the training.

Description: Math 1211, 1212, 1213, 1460, and 1465 will all be using MyMathLab delivered through Inclusive Ed beginning Fall 2018. Faculty teaching these courses, who have not already attended the training, are strongly encouraged to attend this event to be sure this new delivery method of course materials is smooth for the faculty teaching the course and the students enrolled in these courses.

Objectives:

- Learn how to use MyMathLab
 - Learn how to integrate course materials into Blackboard
 - Learn how the Inclusive Ed program works for faculty and students
-

10:15-11:30

SB 209

E-SAT (Emergency Seizure Awareness Training)

Presented by Curtis Breitner, BIT

Target Audience: Faculty and Staff

Description: What would you do if a student is having a seizure? One in 26 people will develop epilepsy in their lifetime so chances are somebody in your classes has epilepsy. The average tonic-clonic seizure lasts 2-5 minutes and the average time for emergency services to arrive is eight minutes. This class will teach you what to do before emergency services arrive.

Objective: E-SAT (Emergency-Seizure Awareness Training) class will teach faculty and staff how to respond when somebody is having a seizure.

10:15-11:30 *(also offered 12:45-2:00)*

SB 210

Integrate Microsoft Office 365 in Your Class: An Overview

Presented by Pei Pei, Information Technology Services (ITS)

Target Audience: Faculty and staff

Description: The session will give an overview how to integrate Microsoft Office 365 in class. We'll not only discuss the commonly used popular programs such as Word, Excel, PowerPoint, and Outlook, but also introduce some less popular programs such as OneDrive for Business, SharePoint, Classroom Notebook, OneNote, Teams, Yammer, NewsFeed, Delve, Forms, Flow, Power BI, Sway, Stream, and Video.

Objectives: Attendees will learn

- basics of Microsoft Office 365 programs
- how to integrate features of some of the programs in their classes

Note: For faculty who cannot attend this training on Faculty Focus Day, the training will be provided online to all faculty and staff at a later date.

*Session accommodates 30 attendees only. **Pre-registration is recommended for this session.** Unfilled spaces will be available on the day of the event on a first-come, first-served basis.*

10:15-11:30

SB 211

Faculty-Led Study Abroad Program: Start Planning Your Journey Today!

Presented by Linda Shul, BIT; Willow Parks, BIT

Target Audience: Innovative faculty who wish to travel with their students as part of their curriculum.

Description: Faculty will consider what and when they can teach overseas, study-abroad outcomes, discipline specific learning, and review the program proposal process. The majority of the workshop will be open for Q&A.

Objectives:

- Is faculty-led study abroad for you?
 - How do I develop study abroad outcomes and discipline specific learning?
 - How do I create a program based on my course outcomes?
 - Where should I travel and how do I set it up?
 - How to begin the program proposal process.
-

10:15-11:30 *(also offered 8:45-10:00, 12:45-2:00, & 2:15-3:30)*

SB 212

Ask an Associate Dean

Presented by various Associate Deans from all of the schools

Target Audience: Part-time and full-time faculty

Description: Part-time and full-time faculty will be given time to ask questions of the ADs (Associate Deans). Come prepared with questions to take advantage of this opportunity!

Objectives: After attending this session, faculty will know more about

- CNM processes
 - faculty and student resources
 - best practices in an inclusive teaching environment
 - reflective practices supporting continual improvement and learning
-

10:15-11:30 *(also offered 8:45-10:00, 12:45-2:00, & 2:15-3:30)*

TSTC SRC 109 (Technology Support and Training Center)

All about your TSTC, Technology Support and Training Center

Presented by Lawrence Chavez, Information Technology Services (ITS); Alex Silage (ITS)

Target Audience: Faculty and Staff

Description: General description of TSTC Services offered

- hours of operation
- walkup service menu
- on-display cutting edge technology
- standard CNM available technology
- available training and micro-trainings

Objective: Expose faculty to the services and technology offered by our very own ITS/ODS department.

10:15-11:30 (also offered 8:45-10:00, 12:45-2:00, & 2:15-3:30)

TSTC SRC 109 (Technology Support and Training Center)

Indoor Aquaponics: A Tour of the Educational Possibilities

Presented by Tobe Phelps, Sr. Dir. Online College; Jessica Smith, MSE

Target Audience: Any faculty that want to learn a little about aquaponics, or have ideas for how the system can be integrated into existing classes.

Description: We will walk you through the functionality of the system including the mechanical, electronic, chemical, and biological processes that allow the system to work. Come see the plants growing in vertical towers and the 180 gallons of tilapia that feed the system.

Objectives:

- Learn about the way that aquaponics can conserve water and help to facilitate urban farming initiatives.
 - Learn about how the system works and the fun ways that it can tie into instruction.
 - Stay for a sampling of fresh herbs and the relaxing qualities of the system.
-

10:15-11:30

TSTC SRC 109 (Technology Support and Training Center)

Digital Tool Parade

Presented by Anna Gilletly, MSE

Target Audience: Faculty interested in digital instruction strategies and/or BYOD.

Description: This session presents a selection from the “tool parade” workshop at the 2018 Digital Pedagogy Lab conference <http://www.digitalpedagogylib.com/>. Digital tools will range from data/text analysis, digital media production, dynamic online learning, among others. BYOD is possible. At the end we will explore the tools and discuss how these tools support, not dictate, our pedagogies.

Objectives:

- Summarize a short list of potential digital tools.
- Practice how to use the digital tools (BYOD).
- Discuss how the digital tool supports instructional strategies or pedagogies.

11:30-12:45 Lunch Break

Box lunch—See [page 2](#) or the [Faculty Focus Day 2018](#) web page for details.

Location: Smith Brasher Lobby

Afternoon Sessions Beginning at 12:45 p.m.

12:45-2:00

JS 301

Trifecta: Integrating the Trifecta Components

Presented by Roberto Vasquez, Dir. Transfer Pathways

Target Audience: All faculty

Description: Trifecta is a collaborative project that includes IHE's of New Mexico. The outcomes is an alignment of course numbers/titles/descriptions, integrating a new reduced gen ed core curriculum and meta-majors. The effort is being pursued to streamline and simplify the student transfer process. For more information on the trifecta components, www.hed.state.nm.us/programs/overview.aspx

Objectives: Attendees will learn about

- the Trifecta Components
- how they are being integrated into CNM curricular programming to align with state policy and NM institutions of higher education.

12:45-2:00 (also offered 8:45-10:00)

L 109

Everything You Need to Know About Using the New Bio 1492 Lab Manual

Presented by Karen Bentz, MSE

Target Audience: Biology Faculty

Description: The session will review the new course objectives and schedule for Bio 1492 labs. Instructors will be able to use the new metric balances and Molymod kits that are now a part of the labs. We will also go through the lab units and discuss what has been removed and what added to the Bio 1492 labs.

Objectives: Biology Instructors will have a syllabus and schedule for the fall Bio 1492 labs. Instructors will know how to operate a metric balance and be able to build biomolecules with a Molymod kit. Instructors will be familiar with all material covered in the new Bio 1492 lab, so that they can prepare new course materials as needed for the fall semester.

12:45-2:00

L 201

Encouraging Resilience of College Students: Instructors are the Front Line

Presented by Marjo Garlach, CHSS; Jane Bardal, CHSS

Target Audience: Faculty

Description: Resilience is the ability to successfully adapt to hardship. Resilience is learned. This session focuses on how instructors can encourage growth of resilience in students in the area of

academics. The APA has developed a list of practices that encourage the development of resilience in children. These practices, adapted for college students, will be the focus of the session.

Objectives: Those attending will be asked to

- think about ways they are presently encouraging resiliency in their students
- consider how they might adapt their practices to encourage resiliency
- share their ideas with other workshop attendees.

12:45-2:00 (also offered 2:15-3:30)

L 204

Dream Zone: A Transformative Training for Faculty and Staff

Presented by Felipe Rodriguez, NM Dream Team; Selene Vences, NM Dream Team; Armando Bustamante, NM Dream Team

Target Audience: Faculty, instructional staff, and advisors

Description: Dream Zone. A transformative training to change campus climate towards a space of freedom and inclusion towards undocumented students, students of color and LGBTQ students. The DZ training has been implemented with 200 educators at UNM. Through this training students have been able to form coalitions with educators and create the institutional change they need to be able to succeed.

Objectives:

- Learn what the Dream Zone is.
- Learn how to work with undocumented students, students of color, and LGBTQ student to create institutional change.

12:45-2:00

L 205

Your Syllabus Doesn't Have to Look Like a Contract!

Presented by Deb Paczynski, CHSS

Target Audience: Faculty in all departments

Description: A syllabus is generally the first communication that students receive from you, and it doesn't need to be a boring document. Get students excited about your course and communicate what they need to know to be successful. In this session, I'll share the graphic syllabus I made for my English 1101 classes and get you started on creating a syllabus as an engaging learning tool.

Objectives: By the end of this session, you will be able to

- apply some basic principles of document design and
- learn how to convert a CNM Master Syllabus into an engaging graphic syllabus using PowerPoint

12:45-2:00

SB 102

Student-centered Bb Course Structure: Considerations for Navigation and Accessibility

Presented by Hallie Ray, Distance Learning (DL); Glenys Thompson, DL; Patricia Miera, DL

Target Audience: Instructors who use Blackboard (CNM Learn), whether in fully online, blended, hybrid or face-to-face classes

Description: Led by DL Course Designers, this session will introduce best practices using the CNM Learn Classroom. Topics include consistent navigation for students, organization of learning materials and assessments, and principles of universal design as they apply to accessibility for all users. Examples will be presented and questions will be encouraged during and after the session.

Objectives:

- Describe the role of CNM Learn Jump Start Courses for students and faculty
 - Explain the past, present and future of the CNM Learn Classroom
 - Recognize how Quality Matters standards are met by best practices in navigation, content, assessment, and accessibility
 - Examine Universal Design elements that benefit all users
-

12:45-2:00

SB 103

CRM: A Relationship & Information Management Initiative at CNM

Presented by Andrea Gurrola, Enrollment Services; Miranda Evjen, Integration Strategist

Target Audience: All CNM faculty, chairs, and department leadership

Description: You have probably received emails on and heard people talking about a "CRM" but what does that really mean? We'll define this term and talk about how CNM will use this tool for information gathering and sharing and to provide new ways to engage, recruit, retain and graduate students.

Objectives: Attendees will learn

- what a CRM is
 - how we plan to use the CRM at the college
 - what has happened so far with the implementation
 - what the plans are for the future
-

12:45-2:00

SB 104

CNM Online Question and Answer Session

Presented by Tobe Phelps, Sr. Dir. Online College; Ann Lyn Hall, Disability Resource Center; Loretta Montoya, Human Resources

Target Audience: Any faculty that teach online courses that may be interested in teaching for CNM Online as programs of study increase.

Description: The CNM Online leadership team will host an informational session about the current status of CNM Online, our partnership with Pearson, and future plans for the college.

Objectives: Expect to come away with

- all of your CNM Online questions answered
 - an understanding of where the college is headed with online learning
-

12:45-2:00 *(also offered 8:45-10:00)*

SB 105

What Do You Need To Know About Your Program?

Presented by Dawn Kenney, Office of Planning and Institutional Effectiveness (OPIE)

Target Audience: Any faculty who like to know more about their program - especially those who have required reporting.

Description: This session is to learn more about the data and information available to you about your program - especially the Program Information Dashboard. If there is time we can go over some of the other dashboard all faculty and staff have access to.

Objective: You will be able to gather important information about the health of your program.

12:45-2:00

SB 106

Clickable Heuristics: How to Make Interactive Images for Course Content

Presented by Brian K. Hudson, CHSS

Target Audience: Any instructor who wants to supplement their course material with interactive media.

Description: According to Vincent B. Leitch, a heuristic "involves the use of routine questions, texts, and frameworks (diagrams, charts, maps) to produce knowledge." My analytic writing students engage with visual heuristics defining the basic terms of poetics, cinema, literature, and rhetoric. We will make similar heuristics during this session. (For an example, see briankhudson.com/heuristics/heuristics-for-analysis/literaryweb/)

Objective: Attendees will leave this session with a working version of an interactive visual heuristic of their own making.

*Session accommodates 30 attendees only. **Pre-registration is recommended for this session.** Unfilled spaces will be available on the day of the event on a first-come, first-served basis.*

12:45-2:00

SB 108

Ins and Outs of Faculty Teaching Observations for Evaluations

Presented by Brandon Morgan, CHSS; Suzanne Buck, CHSS; Evelyn Selva, HWPS

Target Audience: Faculty

Description: This session will outline the purposes of and best practices for conducting teaching observations as part of the faculty evaluation process. (Teaching observations for evaluation is a separate activity from CTL non-evaluative and confidential peer coaching.)

Objectives:

- Understand the purpose of teaching evaluations
 - Identify best practices for observing peers in the classroom for evaluative purposes
-

12:45-2:00

SB 109

Copyright, Licenses and OER's - And That's Just the Beginning!

Presented by Mary Bates-Ulibarri, Libraries

Target Audience: Faculty teaching Face to Face and Online. Staff using or creating intellectual property for training or marketing purposes. Anyone assisting students with intellectual property.

Description: A brief introduction to the essentials of Intellectual Property - copyright, trademarks, patents, licenses and permissions, the public domain, creative commons, and OERs. The last 15 minutes will be reserved for questions. (Note: In depth workshops will be offered in the Fall.)

Objectives:

- Understand the importance, purposes and types of protection
- Learn what is protected
- Recognize principles of fair and allowed use
- Follow basic steps to work through a typical question
- Learn where to find more information or get questions asked when you need it

12:45-2:00

SB 207

Tips and Tricks for Better Student Writing in Any Course

Presented by Chris Prentice, CHSS

Target Audience: Instructors in any discipline area who assign writing

Description: The students can't write, right? Not without your help, they can't! But good news: you're an expert, and helping them is intellectually worthwhile and rewarding. We'll discuss what makes a good prompt (and a bad one), the fine art of engaging students in their own thinking, and how to "share the load" so that students surpass their expectations and maybe even learn to love writing.

Objectives:

- New strategies for getting the student writing you've always wanted, including discussion of
 - How to integrate writing into your curriculum
 - The prompts that help (and the prompts that don't)
 - Getting 'em started and taking 'em to the next level
 - Some rubric resources
-

12:45-2:00

SB 208

WebAssign Training

Presented by Christopher Davenport, Cengage; Rachel Black, MSE

Target Audience: MSE Math Faculty who have not already received the training.

Description: Math 1320, 1410, 1415, 1530, 1710, 1715, and 2710 will all be using WebAssign delivered through Inclusive Ed beginning Fall 2018. Faculty teaching these courses, who have not already attended the training, are strongly encouraged to attend this event to be sure this new delivery method of course materials is smooth for the faculty teaching the course and the students enrolled in these courses.

Objectives:

- Learn how to use WebASsign
 - Learn how to integrate course materials into Blackboard
 - Learn how the Inclusive Ed program works for faculty and students
-

12:45-2:00 *(also offered 8:45-10:00)*

SB 209

Updates and Best Practices from the Disability Resource Center

Presented by Chris Ricci, Disability Resource Center (DRC)

Target Audience: All faculty would benefit from an update on DRC processes and information about best practices for serving students with disabilities.

Description: The DRC will provide updates on faculty related DRC processes (accommodated testing, providing accommodations, etc.) and discuss best practices for accessibility in the classroom and working with students with disabilities and the DRC.

Objectives:

- knowledge of DRC related processes
- ability to implement accessibility strategies in the classroom

12:45-2:00 (also offered 10:15-11:30)

SB 210

Integrate Microsoft Office 365 in Your Class: An Overview

Presented by Pei Pei, Information Technology Services (ITS)

Target Audience: Faculty and staff

Description: The session will give an overview how to integrate Microsoft Office 365 in class. We'll not only discuss the commonly used popular programs such as Word, Excel, PowerPoint, and Outlook, but also introduce some less popular programs such as OneDrive for Business, SharePoint, Classroom Notebook, OneNote, Teams, Yammer, NewsFeed, Delve, Forms, Flow, Power BI, Sway, Stream, and Video.

Objectives: Attendees will learn

- basics of Microsoft Office 365 programs
- how to integrate features of some of the programs in their classes

Note: For faculty who cannot attend this training on Faculty Focus Day, the training will be provided online to all faculty and staff at a later date.

Session accommodates 30 attendees only. **Pre-registration is recommended for this session.** Unfilled spaces will be available on the day of the event on a first-come, first-served basis.

12:45-2:00

SB 211

Electronic Communication Strategies Part 1: Responding to the Angry Email

Presented by Diane Evans-Prior, HWPS

Target Audience: Higher education faculty, staff, and administrators who are on the receiving end of less-than-professional emails from students.

Description: Students often have difficulty differentiating between various forms of electronic communication. As a result, college employees receive rude and threatening emails at a higher rate than ever before. This session will help the participant identify components of the angry email, navigate the students' concerns, and respond in a therapeutic and professional manner that will help to defuse conflict.

Objectives: By the end of the session, participants will

- identify the anatomy of the angry email
 - explore therapeutic communication techniques to construct a firm but empathetic response
 - identify pitfalls of electronic communication
 - apply the skills using real-life examples
-

12:45-2:00 (also offered 8:45-10:00, 10:15-11:30, & 2:15-3:30)

SB 212

Ask an Associate Dean

Presented by various Associate Deans from all of the schools

Target Audience: Part-time and full-time faculty

Description: Part-time and full-time faculty will be given time to ask questions of the ADs (Associate Deans). Come prepared with questions to take advantage of this opportunity!

Objectives: After attending this session, faculty will know more about

- CNM processes
- faculty and student resources

- best practices in an inclusive teaching environment
 - reflective practices supporting continual improvement and learning
-

12:45-2:00 (also offered 8:45-10:00, 10:15-11:30, & 2:15-3:30)

TSTC SRC 109 (Technology Support and Training Center)

All about your TSTC, Technology Support and Training Center

Presented by Lawrence Chavez, Information Technology Services (ITS); Alex Silage (ITS)

Target Audience: Faculty and Staff

Description: General description of TSTC Services offered

- hours of operation
- walkup service menu
- on-display cutting edge technology
- standard CNM available technology
- available training and micro-trainings

Objective: Expose faculty to the services and technology offered by our very own ITS/ODS department.

12:45-2:00 (also offered 8:45-10:00, 10:15-11:30, & 2:15-3:30)

TSTC SRC 109 (Technology Support and Training Center)

Indoor Aquaponics: A Tour of the Educational Possibilities

Presented by Tobe Phelps, Sr. Dir. Online College; Jessica Smith, MSE

Target Audience: Any faculty that want to learn a little about aquaponics, or have ideas for how the system can be integrated into existing classes.

Description: We will walk you through the functionality of the system including the mechanical, electronic, chemical, and biological processes that allow the system to work. Come see the plants growing in vertical towers and the 180 gallons of tilapia that feed the system.

Objectives:

- Learn about the way that aquaponics can conserve water and help to facilitate urban farming initiatives.
 - Learn about how the system works and the fun ways that it can tie into instruction.
 - Stay for a sampling of fresh herbs and the relaxing qualities of the system.
-

12:45-2:00

TSTC SRC 109 (Technology Support and Training Center)

How can your students use a digital eBook/eTextbook/OER without ever printing a hardcopy?

Presented by Anna Gilletly, MSE

Target Audience: Faculty teaching classes where an eBook (digital book) may be used by students.

Description: This session will cover the basics of eBooks, showcase resources being produced to help students use OERs, and discuss issues surrounding the differences between reading a hardcopy book and a digital book. If you have a device, BYOD. Time at the end will be used to apply and explore the resources. If you would like to discuss a particular eReader please contact me.

Objectives:

- Summarize pros/cons of keeping an eBook digital
- Summarize list of tools to help faculty/students find, understand, and navigate eBooks.

- Practice how to use, find, and navigate basic OER eBooks.
- Practice how to use, find, and navigate an eBook using a proprietary publisher eReader (e.g., McGraw Hill Smartbook and Read Anywher)

Afternoon Sessions Beginning at 2:15 p.m.

2:15-3:30

JS 301

The State of the General Education Core

Presented by Ursula Waln, Office Planning and Institutional Effectiveness (OPIE)

Target Audience: All faculty

Description: The New Mexico Higher Education Department (HED) is implementing changes to the New Mexico General Education Core Course Transfer Curriculum, and these changes impact CNM's programs and general education core. To meet the HED's timeline for implementation, decisions about CNM's own general education requirements had to be made during the summer months.

Objectives: Learn about

- the general education changes taking place at the state level
 - how the changes at the state level impact CNM
 - what the Student Academic Assessment Committee has proposed regarding CNM's general education requirements
-

2:15-3:30

L 201

Understanding the Collective Bargaining Agreement

Presented by Mark Love-Williamson, CHSS; Jackie Lamoureaux, BIT

Target Audience: All full-time and part-time faculty

Description: Understand the content of FT Faculty and PT Faculty Collective Bargaining Agreements (CBA) negotiated and agreed between the Faculty Union and management; Understand what is in the CBAs and what isn't; Understand how the CBA affects faculty rights, duties and working conditions; Q & A segment.

Objectives: To give faculty

- a better understanding of the content of the CBA
 - a better sense of what rights and duties are given to faculty and management
-

2:15-3:30 *(also offered 10:15-11:30)*

L 203

“Slacking” in your class...and the Future of Work

Presented by John William (BILL) Meador, CHSS; Brandon Morgan, CHSS; Kalisha Weidemann, Marketing and Communications Office (MCO)

Target Audience: For faculty and staff who have a mobile device and already use at least one social media tool like Twitter or Facebook and want to learn more about Slack, the popular new digital workspace / app that will help manage and organize multiple tasks. Especially for faculty who want to create and organize conversations with students or colleagues in a mobile environment.

Description: Instruction and extensive hands-on practice with the Slack app to help you and your students prepare for the future of work by incorporating new collaboration tools in your teaching practices and other communications. **Attendees need to arrive at the session with Slack already installed on their device(s).**

Objective: Learn more about a collaborative tool that you and your students might use in future workspaces, as an alternative or supplement to email and other communication tools.

2:15-3:30 (also offered 12:45-2:00)

L 204

Dream Zone: A Transformative Training for Faculty and Staff

Presented by Felipe Rodriguez, NM Dream Team; Selene Vences, NM Dream Team; Armando Bustamante, NM Dream Team

Target Audience: Faculty, instructional staff, and advisors

Description: Dream Zone. A transformative training to change campus climate towards a space of freedom and inclusion towards undocumented students, students of color and LGBTQ students. The DZ training has been implemented with 200 educators at UNM. Through this training students have been able to form coalitions with educators and create the institutional change they need to be able to succeed.

Objectives:

- Learn what the Dream Zone is.
 - Learn how to work with undocumented students, students of color, and LGBTQ student to create institutional change.
-

2:15-3:30 (also offered 10:15-11:30)

L 205

Incorporating Sustainability into the Classroom

Presented by Jessica Smith, MSE; Molly Blumhoefer, Physical Plant; Don Helfrich, MSE

Target Audience: Faculty and Instructional Staff

Description: Join us to learn how to bring sustainability concepts to the classroom. We'll discuss how far reaching sustainability is, how sustainability is relevant in all fields, and how it can impact students' lives on a daily basis. Come to work with multiple disciplines, discuss sustainability, and maybe get some new and exciting ideas for the fall or spring semester.

Objectives: Attendees to this session will

- Discuss the definition of sustainability and its various elements
 - Discuss how sustainability impacts CNM students on a daily basis
 - Work with colleagues from various disciplines ways to incorporate sustainability in the classroom
 - Work with a template and colleagues to design sustainability related activities
-

2:15-3:30

L 207

Using Connect and Blackboard for Biology

Presented by J. Mark Danley, MSE; Meghan George, McGraw-Hill; Rebecca Sommers, McGraw-Hill

Target Audience: Faculty who have not used McGraw-Hill Connect and who have not yet been trained (or for those who forgot)

Description: Representatives from McGraw-Hill will explain how to set up their online Connect materials for all Biology section instructors who will be using their texts for the upcoming semester. They will also explain how to integrate the Connect materials and grade book to the CNM Learn courses. Bring a laptop to practice.

Objectives: Faculty will learn how to

- create a Connect web site for their class
- create reading assignments
- create formative and summative assessments for students who will be using included as part of their classes
- link their Connect materials to their CNMLearn course site

2:15-3:30
SB 102

Syllabus Workshop: Are Our Syllabi Creating Inequitable Practices for Students?

Presented by Felecia Caton Garcia, CHSS; Valerie Day, CHSS

Target Audience: Faculty from all schools.

Description: Bring your syllabus, either electronic or hard-copy, and let's get to work. Join fellow faculty as we attempt to recognize, respond and redress the policies that lead to exclusionary, discriminatory or insensitive practices in the classroom. This workshop will be hands on as we attempt to create and sustain bias-free and equitable classrooms.

Objectives: Utilizing the Equity Literacy Institutes framework, faculty will

- recognize biases in teaching methods and respond to such issues
- redress bias policies and practices
- be able to create and sustain bias-free equitable classrooms
- become aware of how they can create inclusive classroom policies, homework assignments and communication with students

2:15-3:30
SB 103

Become a Voter Registration Agent

Presented by Bernalillo County Clerk's office

Target Audience: People who would like to be certified to register others to vote.

Description: Would you like to be certified to register people to vote? Maybe even organize a voter registration drive on your campus? This session is an opportunity to become certified as a Voter Registration Agent (VRA) through the Bernalillo County Clerk's office, and one way to be an engaged citizen while helping others with their civic engagement as well.

Objectives:

- Learn voting registration agent rights and responsibilities, and
- Complete the certification to be authorized to register people to vote

2:15-3:30
SB 104

FLAC for Part-Time Faculty

Presented by Michael Hardiman, Human Resources; Adrienne Griego, Payroll

Target Audience: Part-Time Faculty

Description: Human Resources and Payroll will be going over the new changes to our part-time faculty pay structure, and demonstrate the differences between our old structure and the new.

Objectives: Part-Time faculty will

- learn more about the changes being made to the PT Faculty pay structure and
- understand the differences between how they were paid, and how they will be paid moving forward

2:15-3:30

SB 106

Astra Schedule Complete Training

Presented by Veronica Merriman, Information Technology Services (ITS)

Target Audience: Faculty who need an Astra Schedule account or scheduling privileges.

Description: Astra Schedule Complete training is a combination of Astra Schedule Part 1 and Part 2 taught in one session.

Objectives: In this training you will

- establish an account in Astra Schedule
- learn how to build filters
- learn how to view room availability
- learn how to schedule events.

*Session accommodates 30 attendees only. **Pre-registration is recommended for this session.** Unfilled spaces will be available on the day of the event on a first-come, first-served basis.*

2:15-3:30 (also offered 8:45-10:00)

SB 109

Business Incubation and Start-Up Opportunities at CNM

Presented by Donna Diller, BIT; Gregg Cappetto, ACE; Victoria Martinez, BIT

Target Audience: Faculty who have students interested in learning more about business incubation and start-up opportunities at CNM, Ingenuity or in the community.

Description: Participants will be provided an overview of CNM's strategic initiatives regarding business incubation and support of small businesses. In addition, academic programs will be able to identify areas in which their students might participate in business start-up or incubation opportunities at CNM, Ingenuity or in the community. Participants will hear success stories from students.

Objectives: Participants will be able to

- Identify ways students can launch or test a business idea at CNM, Ingenuity or in the community.
 - Identify resources at CNM, Ingenuity and in the community which will support students interested in starting their own business.
 - Share student success stories with faculty and students.
-

2:15-3:30

SB 207

Switching to the English 1101/1102 OER--Guidance, Tips, and Challenges

Presented by Jennifer Schaller, CHSS; Tammy Wolf, CHSS; Brian Hudson, CHSS

Target Audience: English composition faculty, administrators

Description: This session is designed to inform CHSS English teachers about the English 1101 and 1102 OER. We will present units developed in conjunction with the OER, ways to integrate supplementary material without violating copyright, and explain the English OER's CC license versus more traditional forms of copyright. Outside faculty or administrators are invited.

Objectives:

- Learn about Open Educational Resources in the classroom
- Learn about the English 1101 and 102's CC license
- Learn about fair use of outside supplementary materials in conjunction with the OER

2:15-3:30

SB 208

Connect Math Training

Presented Meghan George, McGraw-Hill; Rachel Black, MSE

Target Audience: MSE Math Faculty who have not already received the training.

Description: Math 1310, 1315, and 1330 will all be using Connect Math delivered through Inclusive Ed beginning Fall 2018. Faculty teaching these courses, who have not already attended the training, are strongly encouraged to attend this event to be sure this new delivery method of course materials is smooth for the faculty teaching the course and the students enrolled in these courses.

Objectives:

- Learn how to use Connect Math
 - Learn how to integrate course materials into Blackboard
 - Learn how the Inclusive Ed program works for faculty and students
-

2:15-3:30

SB 209

Say What? Working with Deaf Students and Interpreters

Presented by Brian Rasmussen, Disability Resource Center (DRC); Erin Wilson, DRC

Target Audience: Faculty and Instructional Staff

Description: We will examine the nuances of working with Deaf and hard of hearing students in a post-secondary setting. Looking at the role of the interpreter, we will analyze the interpreter's function as part of the educational team, and we will discuss some approaches that instructors may employ to strengthen the relationship with Deaf or hard of hearing students in their classroom.

Objectives:

- Gain insight into Deaf culture and how to best work with students who are Deaf or hard of hearing.
 - Understand the professional interpreter's scope of practice as well as the interpreter's role.
 - Discuss some of the common problems that arise when working with Deaf or hard of hearing students.
 - Learn about the various services and accommodations available through the Disability Resources Center.
-

2:15-3:30

SB 210

Basics of SharePoint Document Management

Presented by Michael Bearden, Information Technology Services (ITS)

Target Audience: Faculty interested in creating or placing content on Community Insights (SharePoint).

Description: This hands-on session will cover document creation, uploading, and moving; folder creation and management; Online Word, Excel and PowerPoint creation; editing document alert management; document sharing; document versions and recovery; and using OneDrive to manage SharePoint files.

Objectives: Attendees will learn how to

- Use the SharePoint File and Library ribbons to manage libraries and documents
- Use ellipses commands to manage documents
- Create and edit files online and using applications
- Access previous versions of documents

- Use OneDrive to keep local copies of document libraries

Session accommodates 30 attendees only. **Pre-registration is recommended for this session.** Unfilled spaces will be available on the day of the event on a first-come, first-served basis.

2:15-3:30

SB 211

Electronic Communication Strategies Part 2: Redirecting the Angry Email

Presented by Diane Evans-Prior, HWPS

Target Audience: Higher education faculty, staff, and administrators who are on the receiving end of less-than-professional emails from students with the idea that we can help students bridge their communication deficits to meet today's rigorous professional standards.

Description: This session builds on "Responding to the Angry Email," helping participants take email communication to the next level. The focus of this session is on helping angry students redirect their electronic communication behaviors in a more constructive manner through affirmative inquiry, therapeutic communication, and re-directive strategies.

Objectives: Participants will

- contrast various electronic communication students may use
 - identify if a power differential exists between the email sender and recipient
 - compare and contrast strategies for use when power differentials exist and when they do not
 - explore therapeutic communication techniques to construct a firm but empathetic response
 - apply the skills using real-life examples
-

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-

2:15-3:30

SB 213

End of Summer-Reading Book Discussions

Presented by faculty serving on the Cooperative for Teaching and Learning (CTL)

Target Audience: Faculty who have read books from the CTL Professional Development collection or who are interested in hearing more about one of the titles.

Description: Did you read a CTL book over the summer or in the past few years? Come meet with others who read the same book as you. Discuss the book, its applications in the classroom, and possible future group meetings. There may be additional copies of books available for check-out for interested participants.

Objectives:

- Learn about books in the CTL Professional Development Library.
 - Discuss main ideas of books and application of ideas in the classroom.
-

2:15-3:30 (also offered 8:45-10:00, 10:15-11:30, & 12:45-2:00)

TSTC SRC 109 (Technology Support and Training Center)***All about your TSTC, Technology Support and Training Center***

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 - Stay for a sampling of fresh herbs and the relaxing qualities of the system.
-

2:15-3:30

TC 113

Basic Self Defense

Facilitated by John Corvino, Security

Target Audience: Faculty and Staff

Description: Students will learn the basic concepts of knowing their surroundings and take part in practical hands-on defensive techniques. Wear comfortable clothing/shoes and please don't be late to the session.

Objective: Learn practical ways of defending yourself against common attacks.

*Session accommodates 25 attendees only. **Pre-registration is recommended for this session.** Unfilled spaces will be available on the day of the event on a first-come, first-served basis.*

Additions to the Catalog

8:30-11:30

TC 138

Training on the Miller Pipeworx Machine

Presented by Miller Electric representative; arranged by Kay Hamby, AT

Target Audience: Welding faculty, both full-time and part-time, and welding Instructional Technicians

Description: Miller sales and vendor representatives will instruct the welding program faculty and ITs on the set-up and operational information needed for the proper and safe use of the new Miller "Pipeworx" machine that is being purchased through Perkins funding for the CNM welding program.

Objectives: At the end of training, welding faculty and ITs will understand how to properly and safely use the new Miller Pipeworx machine.