It is with excitement that I write this introduction to this conference brochure. There is always a sense of excitement in the air with the start of a new year. In addition to the great things we do on a daily basis, I want to draw your attention to two significant events in the life of the college. Our SACS re-affirmation process is underway, and we will begin construction at the new Macon campus.

On July 24, 2005, the Board of Trustees awarded a $5.8 million contract for construction of the new Macon Campus. Construction on the 27,568 square-foot building should begin by September 1, 2005. The anticipated completion date is August 2006.

The SACS re-affirmation process is a significant event in the life of the college that occurs every ten years. We have two teams (Compliance and Quality Enhancement Plan [QEP]) working hard to realize this significant achievement.

This year we will not have a traditional guest speaker to kick off the year. The QEP Team (membership is Barb Putman, Chair, Kurt Berger, Christy Deaver, Marti Hunter, Dennis Keough, Toni Knott, David Kochersberger, Eddie Lunsford, Delos Monteith, Carolyn Porter, Tim Quiring, Meg Rollins, Andrea Rowland, Hank Shuler, Kirk Stephens, Linda Venturo, and Duane Wesolick) has put together an exciting program entitled “Shared Practices: Technology-Enhanced Teaching and Learning.”

This conference brochure will give you information regarding our traditional professional development day as well as other activities for the week. While the conference has a significant portion of the workshops that deal with technology and the classroom, there are workshops in each session that will be relevant for everyone. Everyone is invited to any session. The sessions that are generic to everyone are highlighted.

I know you are looking forward to the upcoming academic year as much as I am. Let’s make it a great year!

Cecil L. Groves
AGENDA

Monday, August 15

7:45 am ............ College-wide Buffet Breakfast ............................................... Balsam Center, Lobby

8:30 am ............ Welcome/State of College-All College Employees........... Balsam Center, Auditorium

9:30 am ............ State Service Awards/Recognition of New Employees..... Balsam Center, Auditorium
& SCC Retirees

9:45 am ............ Break

Technology Enhanced Teaching and Learning

10-10:50 am Option A: Audio/Video Clip Applications - Part 1 ................................... Founders Hall, Room 126
Facilitator: Scott Cline
Scott will demonstrate new Camtasia Studio software and its possibilities for video and audio enhancement of course lectures and labs. Learn how to connect with your audience by creating interactive video tutorials, training, software demos and presentations. With full-motion recording capability that records the screen, webcam video and voice, you can produce professional-quality video presentations with small file sizes to post on the Internet, burn on CD-ROM, or deliver any way you choose in all the popular file formats.

Option B: BlackBoard Discussion Board and Virtual Classroom ........... Founders Hall, Room 124
Facilitator: Jeremy Huffman
Demonstration/Hands On – Learn how to use the discussion board and virtual classroom features of BlackBoard to increase student interaction and to hold virtual office hours and real-time class discussions.

Option C: Customer Service in the Electronic Age ......................... Balsam Center, Room 253B
Facilitator: Hank Shuler
Presentation/discussion – Explore the differences between electronic communication and traditional paper communication. Learn ways to manage the rapid accumulation of email. Consider voice mail and messaging systems from the customer’s perspective.

Option D: 50 Tips in 50 Minutes: Shared Practices for Technologically Enhanced Teaching .......................................................... Founders Hall, Room 125
Facilitators: Kurt Berger, Rudy Beharrysingh, Linda Talbott, Dale Hall
Panel discussion – Join colleagues in generating 50 tips for interactive teaching using technology in face-to-face classes. The panel will share dozens of tips from their experiences with technology-enhanced teaching and participants are encouraged to bring a few of their own ideas to share.

Option E: PowerPoint: Power Up Your Classroom Lectures ................. Oaks Hall, Room 103
Facilitators: Scott Baker and Duane Wesolick
Scott will demonstrate the basic elements of PowerPoint and Duane will show how he uses PowerPoint to design interactive lectures that bring history to life.
11-11:50 am  
**Option A: Audio/Video Clip Applications - Part 2** ................................... Founders Hall, Room 126  
**Facilitator: Scott Cline**  
Hands-on - Use Camtasia Studio software to create a simple audio or video clip for online or in-class teaching.

**Option B: Basic Image Correction with Photoshop** ............................... Founders Hall, Room 123  
**Facilitator: Carolyn Porter**  
Hands-on - Join us to learn how to edit your digital images with Adobe Photoshop. This workshop will introduce you to the concepts and tools needed to correct or enhance scans or digital photos.  
Note - This workshop assumes familiarity with basic computer concepts such as loading pictures from your digital camera or scanner and finding, opening, and saving images in folders on your computer.

**Option C: ITV using Tandberg** .............................................................. BalsamCenter, Room 310  
**Facilitator: Dennis Keough**  
Dennis will demonstrate the new ITV system including touchpad features and functions. Learn how to dial-in, use Duo-Video and Multi-Site. For new ITV instructors and any faculty member interested in IP video delivery.

**Option D: Staying Connected: How Our Network Works** ............ Bradford Hall, Conference Room  
**Facilitator: David Koschersberger**  
Dave will demonstrate an overview of the network layout and explain the network services available to faculty, staff, and students. Participants will learn how the network ties together, how to get help with problems or advice for computing solutions, and discuss the new technologies we might be adding to SCC’s network in the future.

**Option E: Web-Enhancement Made Easy** ......................................... Founders Hall, Room 125  
**Facilitators: Kurt Berger and Marti Hunter**  
Demonstration – Your colleagues will share simple steps for using BlackBoard to increase interaction, communication, and assessment efficiency in any course.

12:00 noon  
Lunch on your own

1:30-2:30 pm  
**Option A: E-Procurement** ................................................................. Founders Hall, Room 123  
**Facilitator: Julie Voorhees**  
Julie will demonstrate the new EProcurement system for administrative assistants and others primarily affected by the transition to the new EProcurement process.

**Option B: Excel Tools for the Classroom** ......................................... Founders Hall, Room 121  
**Facilitator: Thom Brooks & Linda Talbott**  
Demonstration-Learn how to use Excel to increase efficiency and reduce time for grade reporting. Explore Microsoft templates designed for instructors.

**Option C: Plagiarism Prevention with Turnitin.com** .......................... Oaks Hall, Room 106  
**Facilitator: Toni Knott**  
You will discover the joys of using a valuable learning tool that places the responsibility for avoiding plagiarism firmly on students. Use Turnitin.com's Plagiarism Prevention program on a draft assignment so that students may avoid the serious consequences that come with plagiarizing on a final paper. They'll turn to you for help instead of turning against you!

**Option D: 60 Tips in 60 Minutes: Shared Practices for Interactive Online Teaching** ................................................................. Founders Hall, Room 133  
**Facilitators: Carolyn Porter, Duane Wesolick, Kirk Stevens, Dennis Keough, Kurt Berger, Tim Quiring, Andrea Rowland, Eddie Lunsford, Gene Norton**  
Join your colleagues in generating 60 tips for better online teaching. This fast-paced session will challenge veteran online teachers to share their wisdom on all facets of course development and facilitation. The twist? They only have a minute to present each tip!
1:30-2:30 pm  Option E: The World at Your Fingertips: Online Library Resources .............. The Pines, Library
Facilitators: Nelda Reid and Dianne Lindgren
Demonstration – Quickly access primary and secondary research sources online, any time, from anywhere! The SCC Library website links you to books via WebCat; periodicals and more via NCLIVE; and a variety of hand-picked websites geared for the research process. Our librarians offer practical tips to get you started.

2:45-3:30 pm  Option A: BlackBoard Course Design for Beginners, Part 1 ................. Founders Hall, Room 126
Facilitator: Linda Venturo
Lecture/Demonstration - Learn how to develop an online course. Learning objectives, learning outcomes assessment, and learning activities will be discussed. Bring your course material to start designing your own course!

2:45 – 4:30 pm  Option A: Can’t Touch This: Bloodborne Pathogens Training .. Bradford Hall, Conference Room
Facilitator: Jeremy Huffman
Presentation on the basics of Bloodborne Pathogen exposure, how to decrease the potential for exposure, methods of personal protection, and what to do when exposed.

Option B: CIS in a SNAP ................................................................. Founders Hall, Room 125
Facilitator: Thom Brooks
Demonstration/Hands-on – CIS 110 and 111 instructors will explore the features of SNAP and will set up their classes for fall implementation.

Option C: Math with EDUCO ......................................................... Oaks Hall, Room 100D
Facilitator: Mary Bradley
Hands-on - Math instructors will set up their classes in the EDUCO web-based math instruction system.

Option D: Virtual Tutoring with Smarthinking ......................................... Oaks Hall, Room 106
Facilitators: Toni Knott, Marti Hunter, and David Cashwell from Smarthinking
Demonstration - SMARTTHINKING is a leading provider of online tutoring by qualified instructors. Participate in a demonstration of this 24-7 online tutoring service that SCC will be contracting with to serve our fully online students.

Option E: The Learning College ...................................................... Bradford Hall, Room 202
Facilitator: Gene Couch
Have you heard the term “Learning College?” Do you know what this means, or, better yet, how does a “Learning College” differ from any other college? If you are interested or want to learn more about his concept, please plan to attend this session. This session is primarily designed for staff.

3:30-4:30 pm  Option A: BlackBoard Course Design for Beginners, Part 2 ............... Founders Hall, Room 126
Facilitator: Linda Venturo
Hands-on - Learn how to organize your course material in an online environment. You will be able to create folders, files, mail, discussions, tests/quizzes, media files, and dropboxes in this session.

4:45-6:00 pm  SCC Bowling Tournament/Social ...................................................... Thunder Lanes, Sylva
(Jackson Plaza, near Roses)
See page 8 for details
Tuesday, August 16

8:30-10:00 am .......... Academic Divisional Meeting

Arts & Sciences ................................................................. Oaks Hall, Room 103
Career Technology .......................................................... Founders Hall, Room 133
Health Sciences ............................................................... Balsam Center, Room 253

10:15-11:30 am.......... Instruction & Student Services .............................................. Balsam Center, Small Auditorium

11:30 am-1:00 pm .... General Education Outcomes ....................................................... Balsam Center, Lobby

Lunch

1:00-3:00 pm ........ Department/Program Meeting ....................................................... Departmental Area Locations

Advanced Planning/Outcomes
Preparation of Semester Materials

3:00 pm.................. Faculty Senate Meeting ............................................................... Founders Hall, Room 133

Sexual Harassment Awareness ........................................ Bradford Hall, Conference Room
Facilitators: Gary Wright, Employee Assistance Network and Chuck Reece
The area of law pertaining to sexual harassment has changed significantly in the last few years and continues to evolve. The college wants our faculty and staff to feel comfortable in their work environment and for the classroom to be a comfortable place for learning, free from distraction.
Wednesday, August 17

New Student Orientation
9:00-9:05 am ....... Welcome ................................................................. Balsam Center, Myers Auditorium
Dr. Gene Couch

9:05-9:15 am ....... General Information ..................................................... Balsam Center, Myers Auditorium
Dr. Phil Weast

9:15-9:20 am ....... 5 Minute Transition Period

9:20-9:50 am ....... Breakout Session I
College Transfer – Barb Putman ...................... Balsam Center, Myers Auditorium, Left Room
Career Technology – Thom Brooks ................ Balsam Center, Myers Auditorium, Right Room
Health Sciences – Deb Klavohn........................ Balsam Center, Myers Auditorium

9:50-9:55 am ....... 5 Minute Transition Period

9:55-10:45 am ...... Breakout Session II
Student/Faculty Panel Discussion ..................... Balsam Center, Myers Auditorium

10:45-11:00 am..... 15 Minute Transition Period ............................................. Balsam Center, Lobby
Pick up box lunches - Prize give-a-ways

11:05 am ............ Lunch w/Advisors
Advising & Registration

12:00-3:00 pm ...... Breakout Session III (Sessions repeat every 30 minutes)
Career Planning................................................................. Founder’s Hall, Room 123
Student Activities/Extracurricular Opportunities .... Bradford Hall, SLA Lounge
Student Support – SSS, LAC, Library ................. Oaks Hall, Learning Assistance Center
Web Mail Session ................................................................. Founder’s Hall, Room 121
Campus Tours ................................................................. Leave from Gazebo, every 30 minutes
Fee Payment, ID Cards, Parking Decals ......................... Balsam Center, Myers Auditorium
Student Leadership Association Sundae Social .......... Bradford Hall, Gazebo/SLA Lounge

Thursday, August 18

Advising, Registration, Tuition & Fee Payment
8:00 am -7:00  pm

Friday, August 19

Classes Begin, Late Registration, Add/Drop Period
8 am - 5 pm ............ Late Registration - Add/Drop Period

Monday-Thursday, August 22, 23, 24, 25

Late Registration, Add/Drop Period
8 am - 7 pm ............ Late Registration - Add/Drop Period
PARTICULARS
- Sign up your team now by calling Marti Hunter at (800) 447.4091 or 586.4091, ext. 420
- Reservations suggested by: Wednesday, August 10 to ensure your team slot.
- Maximum: 15 teams
- Each team should submit a team name—prize for the most creative!
- A team cheer or grunt is also encouraged.
- Trophies will be awarded – 1st and 2nd place.
- Prizes for the team with the most “team spirit!”
- All teams will bowl one game to determine the top three finalists.
- The top three teams will then have a one game “bowl off” to determine the winners.

Master of Ceremony: Jack “King Pin” Cabe