

Pre-Conference Workshops

August 27 and August 28, 2018

Monday, August 27

9:00 a.m. – 1:30 p.m.

Morken 103

First Year Experience Program (FYEP)

Rona Kaufman, Director of FYEP and Associate Professor of English

Jan Lewis, Associate Provost for Undergraduate Programs

Scott Rogers, Director of the Writing Center and Assistant Professor of English

All FYEP faculty (and those interested in teaching FYEP) are invited to join this half day workshop. The workshop time will be divided into three segments:

1. Learning what's new in FYEP.
2. Sharing our best practices. Faculty should bring what they think of as their best assignment (or one of their best assignments) in support of a particular learning outcome and be prepared to share those assignments in small groups.
3. Teaching writing to diverse populations. How do you create an inclusive learning community? And how do those practices of inclusion apply to writing?

Light refreshments provided. This workshop is open to all current and interested FYEP faculty and staff colleagues. To RSVP, please select this workshop on your University/Faculty Conference Registration.

9:00 – 10:00 a.m.

Morken 124

Sakai: Getting Started

Sean Horner, Senior Web Developer

Intended for new faculty and staff this workshop provides a guided walk-through for setting up a Sakai course site. Such tasks include uploading a syllabus and other introductory course materials. Participants will also learn how to publish weekly instructional content, administer a gradebook, and send announcements.

This workshop is open to all faculty and staff. RSVP for this workshop is available at: www.plu.edu/provost/University-Conference

10:30 – 11:30 a.m.

Morken 124

Sakai: What's New, What's Coming

Sean Horner, Senior Web Developer

Layne Nordgren, Director for User Services/Instructional Technologies

Learn about recent enhancements of Sakai including new course templates, a revised course request process, and searchable documentation. Get an overview of a major upgrade to Sakai 12 in August 2019, including key features and what to expect during the 2018-19 academic year to prepare for the transition. There will be ample time for questions and discussion.

This workshop is open to all faculty and staff. RSVP for this workshop is available at: www.plu.edu/provost/University-Conference

1:00 – 2:00 p.m.

Library 331

Academic Dashboard Introduction

Arlys Curtis, Director of Information Systems

If you are a dean or chair and have not learned about the power of the Academic Dashboard, sign up for this important session. The Academic Dashboard is a data reporting tool developed specifically for department chairs, deans and administrators which yields student, course, enrollment, registration, graduation, and other pertinent data. This tool provides a way to extract metrics and key performance indicators in a consistent manner. Information is displayed in

graphical, spreadsheet and other useful report formats. This session is held in a computer lab, providing you hands-on experience using the Dashboard. Maximum number of seats available: 17
This workshop is open to academic deans and department chairs. Please RSVP to Ardys Curtis, curtisae@plu.edu, x7149.

3:00 – 5:00 p.m.

AUC 133

PLU Cares for Students and Advisors - How the Student Care Network, the Center for Student Success and the Registrar's office can help

Kevin Berg, Registrar

Eva Frey, Dean of Students

Kris Plaehn, Center for Student Success

Student Care Network - how to use, when to use, what happens when you use

First part of the session focuses on the Student Care Network (SCN) which is now entering its second year at PLU. The SCN is designed for immediate outreach to students who are experiencing issues that affect them in class (academic and otherwise) ranging from missing class to self-harming behaviors. We will review templates for outreach that faculty may use and will provide faculty greater context to understand student behavior and the level of consultation and support by the SCN for faculty regarding student behavior.

Center for Student Success - what and who it is for, how it complements faculty advisors' work

Second part of the session will focus on the Center for Student Success (CSS) and its connections with faculty in its first year. Who will it be serving and how will it affect faculty advisors? Review of the assistance the Center can offer to all students; initial discussion of what a 4-year planning process for students would look like including academic milestones (32/64/90 credits) and federal financial aid implications for students not meeting milestones.

Tools for Advising - Banner tools, CAPP report, Advising Notes, Google Forms

Third part of the session will be a 'how-to' and 'what's available' as tools for advisor use. How can CAPP (Curriculum, Advising and Program Planning) be used most efficiently; How to use Advising Notes in Banner; How to use Google forms for course substitutions and declaring students into a major or minor; two-year course cycles and 4-year advising guides - how best to use them.

There will be opportunities for participants to ask questions and a promise of a good pace and good information. for other areas. Participants may bring their laptops/tablets to practice locating information.

This workshop is open to all faculty and staff. RSVP for this workshop is available at: www.plu.edu/provost/University-Conference

Tuesday, August 28

9:00. – 10:00 a.m.

Morken 103

Cybersecurity Awareness and Protecting your Data

David Rebar, User Support Team Lead

Learn about best practices for protecting both personal as well as university data and find out what steps PLU is taking to better protect your accounts. We will talk about identifying what types of data to be most concerned about and what resources are available to address some of these security concerns.

This workshop is open to all faculty and staff. RSVP for this workshop is available at: www.plu.edu/provost/University-Conference

11:00 a.m. – 12:00 p.m.

Morken 124

Google Docs and Drive Collaboration

Layne Nordgren, Director for User Services/Instructional Technologies

Interested in collaborating with your colleagues using documents, spreadsheets, and presentations? This workshop will focus on using collaborative features of the Google Docs tool set. Hands-on activities will include collaborative document editing using Google Docs tools.

This workshop is open to all faculty and staff. RSVP for this workshop is available at: www.plu.edu/provost/University-Conference

1:00 – 3:00 p.m.

Scan Center

Academic Program Leaders Meeting

Joanna Gregson, Provost and Senior Vice President for Academic Affairs

All Academic Deans, Department Chairs, and Multidisciplinary Program Chairs/Directors should plan to attend this important invitation-only meeting where we will discuss the major academic topics for 2018-19.

This workshop is for Academic Dean, Department Chairs, and Multidisciplinary Program Chairs/Directors and is by invitation only. Please RSVP via the Google Calendar event invitation.