Staff Development Workshops
January 2016

TO: The Campus Community

FROM: Staff Development Committee (Jon Brennan, David Brower, Lori Ciafardoni, Donna Cutting, Cheryl Dietzman, Carrie Fishner, Ellen Giambalvo, Terry Hamblin, Barbara Kaplan, Monica Liddle, Robert W. Mazzei, Andrew McIntosh, Rebecca Norman-Eck, Landa Palmer, Jeanette Reinhardt, Glenda Roberts, Louise Russo)

Please register for the workshops described below (except Moodlepalooza, which has a separate registration link) at:
http://www.signupgenius.com/go/5080b4eafaf2f4-2016

FOR OFFSITE ACCESS PLEASE E-MAIL THE FACILITATOR AT LEAST ONE WEEK IN ADVANCE.

If you register for a workshop with limited seating, please de-register if you are unable to attend, so that someone else may be offered the opportunity to participate. Please retain these workshop descriptions for date, time and locations. We will not be sending memoranda confirming attendance. It is your responsibility to place this information in your personnel file, should you wish to do so.

The Staff Development Committee is continuing to work on an annual calendar of workshops. Our purpose is to provide all Delhi staff access to in-house programs for job enhancement, professional development and personal enrichment. If you are willing to present a workshop in the future or, if there are workshops on specific topics which you would like to see offered, please contact a committee member.

If you are interested in joining the Staff Development Committee to help plan future workshops, please contact Ellen Giambalvo, x4495, giambaew@delhi.edu or Barbara Kaplan, x4091, kaplanba@delhi.edu.

WORKSHOP #1: PROCUREMENT CARD– NEW RECONCILIATION SYSTEM TRAINING
Date: Monday, January 4
Time: 9 – 10 am
Location: Bush Hall Room 302
Facilitator: Cheryl Dietzman

If you need assistance with the new web based procurement card system this time period will help you find your way through.

WORKSHOP #2: CLASSIFIED TIME AND ATTENDANCE UNIT 02 FOR SUPERVISORS
Date: Monday, January 4
Time: 10 – 11 am
Location: Bush Hall Room 302
Facilitator: Alayna Weingates and Jan Elwell
Maximum: 25

We will be rolling out electronic time and attendance on the SUNY HR Portal in pay period 21 for Administrative Services.

WORKSHOP #3: CLASSIFIED TIME AND ATTENDANCE – ADMINISTRATIVE SERVICES EMPLOYEES
Date: Monday, January 4
Time: 11 am – 12 Noon
Location: Bush Hall Room 302
Facilitator: Alayna Weingates and Jan Elwell
Maximum: 25

We will be rolling out electronic time and attendance on the SUNY HR Portal in pay period 21 for Administrative Services. Please be prepared to attend one of these sessions in order to complete your time record on the portal for that pay period.

WORKSHOP #4: MANDATORY TRAINING - Do the Right Thing: Creating a Safe and Respectful Environment for Colleagues, Students and Visitors
Date: Tuesday, January 5
Time: 10:30 am – 12 pm
Location: Sanford Hall Centennial Center
Presenter: Lynn Berger
Maximum: 75
Off Site Access: Contact facilitator

SUNY Delhi has an obligation to comply with a variety of federal, state and local laws such as Title IX, the Violence Against Women Act, and the Americans with Disabilities Act. Learn about recent child protection policy changes, changes in the area of sexual violence prevention, how these and other laws and related College policies impact you, and what to do if you observe or hear about any incidents. All faculty and staff are required to attend compliance training in these areas annually, so if you have not attended training this academic year, please attend in person or by phone.

WORKSHOP #5: WINE TASTING
Date: Tuesday, January 5
Time: 11 am – 1 pm
Location: Alumni Hall 2nd Floor
Facilitator: Victor Sommo
Minimum: 5
Maximum: 20
Fee: $25.00 ($$$ to Cheryl Dietzman no later than 12/18/2015)

Chef Sommo will have a selection of wines on hand for you to learn the history of as well as what foods would best be paired with each selection. Lunch is also provided.

WORKSHOP #6: ERGONOMICS, ACTIVE DESKING & WORKING ONLINE: A PATHWAY TO IMPROVED PRODUCTIVITY
Date: Tuesday, January 5
Time: 1 – 2 pm
Location: Online - Zoom https://delhi.zoom.us/j/8441816535
Facilitator: Dr. Jamie Murphy

Working at a computer all day or teaching online can cause havoc on our bodies. Research has shown that sitting for many hours every day (sedentary lifestyle) is linked to reduced productivity, higher use of sick time, musculoskeletal pain, and more. In this session you will learn how to set up a healthy, ergonomic workplace to ensure you are comfortable and prevent injury. You will also learn about what I call Active-Desking—treadmill desking, bicycle desking, pedals under your desk, sit-stand. A few small changes to your workplace can make a significant difference to your health and your energy.

WORKSHOP #7: GREAT COLLEGES TO WORK FOR SURVEY RESULTS – A Conversation About How SUNY Delhi Can Be Even Greater
Date: Tuesday, January 5
Time: 1 – 3:30 pm (this is the correct time)
Location: Alumni Hall 2nd floor
Facilitator: Lynn Berger
Maximum: 50

By now everyone knows that SUNY Delhi was named a Great College to Work For in 2015. But what else did we learn from the survey results? Lynn Berger, Director, Employee Relations and Affirmative Action, will present a brief overview of the survey results from 2014 and 2015 and will facilitate an interactive conversation about how
the College might be able to improve (good to great) in certain identified areas. Be part of an important planning conversation to help make SUNY Delhi an even greater college to work for.

WORKSHOP #8: BENEFITS AND HOW TO USE THEM
Date: Wednesday, January 6
Time: 9 – 11 am
Location: Bush Hall Room 131
Facilitator(s): Darryl Wood, NYSUT Labor Relations Specialist & Jan Elwell
Offsite access: Contact facilitator, dwood@nysutmail.org

For all UUP represented employees. Learn all the benefits available to you including: Leaves, Insurance; Scholarships, Retirement, NYS employee benefits, Union employee benefits, Delhi employee benefits, and more.

WORKSHOP #9: CLASSIFIED TIME AND ATTENDANCE UNIT 02 FOR SUPERVISORS
Date: Wednesday, January 6
Time: 11 am – 12 Noon
Location: Bush Hall Room 302
Facilitator: Alayna Weingates and Jan Elwell
Maximum: 25

We will be rolling out electronic time and attendance on the SUNY HR Portal in pay period 21 for Administrative Services.

WORKSHOP #10: CLASSIFIED TIME AND ATTENDANCE – ADMINISTRATIVE SERVICES EMPLOYEES
Date: Wednesday, January 6
Time: 1 – 2 pm
Location: Bush Hall Room 302
Facilitator: Alayna Weingates and Jan Elwell
Maximum: 25

We will be rolling out electronic time and attendance on the SUNY HR Portal in pay period 21 for Administrative Services. Please be prepared to attend one of these sessions in order to complete your time record on the portal for that pay period.

WORKSHOP #11: PERFORMANCE PROGRAMS AND EVALUATIONS: HOW TO USE THEM TO YOUR ADVANTAGE
Date: Wednesday, January 6
Time: 1 – 3 pm
Location: Bush Hall Room 131
Facilitator: Darryl Wood, NYSUT Labor Relations Specialist
Offsite access: Contact facilitator, dwood@nysutmail.org

Designed for UUP professionals and/or those who supervise them, this workshop will highlight the ins and outs of Performance Programs and Performance Evaluations. We'll also discuss how the Performance Programs can be used to seek salary increases and promotions.

WORKSHOP #12: LEARN TO CROSS COUNTRY SKI
Date: Thursday, January 7
Time: 9 am – 12 Noon
Location: Meet at South Hall
Facilitators: Dave DeForest
Maximum: 10

Beat the winter blues by learning to cross country ski. Join NRRS faculty for a session of cross country skiing at the valley campus. All the basics for moving on cross country skis will be covered. All experience levels are welcome to participate. Cross country skis, boots, and poles are provided. Participants should dress in winter appropriate layers. Meet at South Hall. Equipment will be available for rental by program participants for the remainder of the break. Program will not take place if we don't have a minimum of 6” of snow on the ground at the valley campus. Maximum of 10.
WORKSHOP #13: MILO COURSE READINGS: A LIBRARY TOOL FOR ONLINE COURSES
Date: Thursday, January 7
Time: 9 – 10 am
Facilitator: Amanda Calabrese
Minimum: 1
Maximum: 25
Offsite access: Online - Zoom https://delhi.zoom.us/j/557851605

Come learn about MILO Course Readings, a new tool for library content in Vancko Hall. Introduced in May 2015, MILO Course Readings allows you to create reading lists of library materials in your courses. If you have ever added a link to a library article in an online course and had that link malfunction, this workshop is for you. If you've never had a link go bad but you do search the library's databases for course materials, this workshop is for you. And even if you've never considered using library resources in your courses, this workshop is for you, too! We will review how to use the tool and discuss the benefits of using the library to provide access to readings.

WORKSHOP #14: SIMPLIFYING RESEARCH AND THE IRB PROCESS
Date: Thursday, January 7
Time: 11 am to 12 Noon
Facilitator: Dr. Cheryle Levitt and Dr. Katherine Quartuccio
Offsite Access: Online - Zoom https://delhi.zoom.us/j/6077464812

This presentation will walk through the process of developing a research plan and the requirements for Institutional Review Board documentation/review. Conducting research provides valuable information that can improve educational practices, and requires a systematic approach. SUNY Delhi's IRB has provided documents to guide you in the process for research approval that identifies key components in your research plan that will ensure subject protection in compliance with federal research regulations.

WORKSHOP #15: QPR GATEKEEPER TRAINING (SUICIDE RISK REDUCTION)
Date: Thursday, January 7
Time: 1 – 2 pm
Location: Farrell Center Room 112
Facilitator: Mary E Wake
Minimum: 2
Maximum: 18

QPR stands for Question, Persuade, and Refer — the 3 simple steps anyone can learn to help save a life from suicide. Created in 1995 by Paul Quinnett, QPR is intended to help individuals identify and interrupt the crisis and direct that person to the proper care. Just as people trained in CPR and the Heimlich Maneuver help save thousands of lives each year, people trained in QPR learn how to recognize the warning signs of a suicide crisis and how to question, persuade, and refer someone to help. According to the Surgeon General’s National Strategy for Suicide Prevention (2001), a gatekeeper is someone in a position to recognize a crisis and the warning signs that someone may be contemplating suicide.

KEY COMPONENTS COVERED IN TRAINING:
* How to Question, Persuade and Refer someone who may be suicidal
* How to get help for yourself or learn more about preventing suicide
* The common causes of suicidal behavior
* The warning signs of suicide
* How to get help for someone in crisis

WORKSHOP #16: PURCHASING – WHAT WE CAN DO FOR YOU
Date: Friday, January 8
Time: 9 – 10 am
Location: Bush Hall Room 142
Facilitator: Cheryl Dietzman

When it comes time to purchase widgets or whathaveyous do you know the proper procedures? Do you know that the purchasing department staff are available to help you gather quotes, find vendors, and ultimately save you money if at all possible?
WORKSHOP #17: TRAVEL 101
Date: Friday, January 8
Time: 10 – 11 am
Location: Bush Hall Room 142
Facilitator: Cheryl Dietzman
This session will cover travel policies and procedures from your decision to attend a business related function to your return from that function and all the paperwork in between.

WORKSHOP #18: USING GOOGLE EFFECTIVELY BOTH IN WORK AND PLAY!
Date: Friday, January 8
Time: 11 am – 12 Noon
Location: Bush Hall Room 302
Facilitators: Steve Dixon and Brad Post
Minimum: 5
Maximum: 24
Offsite Access: Contact facilitators
This workshop will take you beyond "regular searches" and will show you how to get more specific, useful results in your information seeking, whether it be for leisure or for academic interests. We will also examine an amazing array of Google features that are unknown to and unused by most users.

WORKSHOP #19: TIPS FOR WRITING BETTER TESTS AND SURVEYS
Date: Friday, January 8
Time: 1 – 2 pm
Location: Bush Hall Room 131
Facilitator: Ginger Trow
Writing effective multiple choice tests can be challenging and time consuming. Writing survey questions that get useful results also requires some work. This session will illustrate how to avoid common mistakes that cause confusion for test takers and lead to murky results from survey takers. Challenge yourself with some problems and pick up some helpful techniques that will save you headaches later.

WORKSHOP #20: UNDERSTANDING COPYRIGHT LAW AND FAIR USE IN THE ONLINE CLASSROOM
Date: Monday, January 11
Time: 9 – 10 am Eastern Time (U.S. and Canada)
Facilitators: Jennifer Collins and Rebecca Norman-Eck
Offsite access: Online - Zoom
Join from PC, Mac, Linux, iOS or Android: https://delhi.zoom.us/j/427675257
Or by phone:
+1 646 568 7788 (US Toll) or +1 415 762 9988 (US Toll)
Meeting ID: 427 675 257
International numbers available: https://delhi.zoom.us/zoomconference?m=viQMoeZ_MyN2KiE-hMYV5NQlk15A6n99c
Copyright law was written with built in flexibility for educators and students from the TEACH Act to Fair Use and other workarounds to ensure students have access to materials they need to succeed. The myths and misunderstandings surrounding the ever shifting copyright landscape are most prominently seen in online instruction. This workshop session, offered online, will focus on illuminating areas of copyright most important to the online classroom environment. Topics of discussion will include: permissions in the online classroom, how to locate and assess resources for use in the online classroom, copyright compliance and fair use. Participants are urged to bring questions with them.

WORKSHOP #21: QPR GATEKEEPER TRAINING (SUICIDE RISK REDUCTION)
Date: Monday, January 11
QPR stands for Question, Persuade, and Refer — the 3 simple steps anyone can learn to help save a life from suicide. Created in 1995 by Paul Quinnett, QPR is intended to help individuals identify and interrupt the crisis and direct that person to the proper care. Just as people trained in CPR and the Heimlich Maneuver help save thousands of lives each year, people trained in QPR learn how to recognize the warning signs of a suicide crisis and how to question, persuade, and refer someone to help. According to the Surgeon General’s National Strategy for Suicide Prevention (2001), a gatekeeper is someone in a position to recognize a crisis and the warning signs that someone may be contemplating suicide.

**KEY COMPONENTS COVERED IN TRAINING:**
* How to Question, Persuade and Refer someone who may be suicidal
* How to get help for yourself or learn more about preventing suicide
* The common causes of suicidal behavior
* The warning signs of suicide
* How to get help for someone in crisis

**WORKSHOP #22: USING MICROSOFT PUBLISHER**
Date: Monday, January 11
Time: 11 am – 12 Noon
Location: Bush Hall Room 302
Facilitator: Christina Viafore
Minimum: 5
Maximum: 26
Offsite access: Contact facilitator

Are you using word to create posters or ads for the Campus Voice? Come to this workshop and learn the vast capabilities of Microsoft Publisher. You will never use Microsoft Word again!

**WORKSHOP #23: WOMEN OF THE ROUND TABLE**
Date: Monday, January 11
Time: 1 – 2 pm
Location: Bush Hall Room 131
Facilitator: President Candace Vancko
Maximum: 30
Offsite Access: Contact Barbara Kaplan, kaplanba@delhi.edu

When President Vancko arrived in Delhi seventeen years ago, several women on campus invited her to join them for an informal discussion during which they provided some “insider” tips about life at SUNY Delhi. As President Vancko approaches her final semester at Delhi, those women have asked her to “close the loop” by sharing her thoughts about women in leadership roles in a round table discussion. Workshop participants are asked to submit to President Vancko, vanckocs@delhi.edu questions and/or topics they would like the group to discuss.

**WORKSHOP #24: ALL YOU NEED TO KNOW ABOUT INTERVIEW EXCHANGE REQUISITIONS**
Date: Monday, January 11
Time: 2 – 3 pm
Location: Bush Hall Room 302
Facilitator: Jan Elwell
Minimum: 10
Maximum: 25

The title says it all!

**WORKSHOP #25: TURNITIN – JUST THE BASICS**
Date: Monday, January 11
Time: 3 – 4 pm  
Location: Bush Hall Room 131  
Facilitator: Dr. Kirsty Digger  
Offsite Access: Contact facilitator

This session will focus on the following (not necessarily in this order):
- Setting up Turnitin in Moodle
- Inclusion and exclusion of quotes and bibliography
- Submitting to Turnitin
- Reading Turnitin similarity reports
- Discussion of acceptable similarity matches
- Deleting matches in similarity reports

REGISTER FOR MOODLEPALOOZA THROUGH THE ABOVE LINK, NOT THROUGH SIGN UP GENIUS

**Date:** Tuesday, January 12  
**Location:** Sanford Hall for in-person sessions  
Zoom for the remote sessions  
Room numbers and Zoom links will be sent to the attendees after they register at the following link: [http://moodlepalooza.weebly.com/register.html](http://moodlepalooza.weebly.com/register.html)

**Moodle Palooza- Moodle, Why all these darn upgrades?**  
**Time:** 9:15-10 am  
**Facilitator:** Scott May  
Session will discuss the past and present release practices of the Moodle development teams. It will explain the new strategy being used and the new 18 month life cycle of a Moodle release.

**Moodle Palooza- Wild Goose Chase**  
**Time:** 9:15-10 am  
**Facilitator:** Dr. Kirsty Digger  
Goose Chase is a free mobile application (iOS and Android) that can be used to create and deliver scavenger hunts. Missions (tasks completed in the hunt) can be cognitive or psychomotor, and can be designed to fit with course learning outcomes. Instructors design missions on the GooseChase website, while learners use a mobile device to demonstrate achievement of the missions.

**Moodle Palooza- Leveraging Voice Thread to Engage**  
**Time:** 9:15-10 am  
**Facilitator:** George Haines  
VoiceThread bridges the gap between real-time discussions and standard video lectures or online presentations. This makes VoiceThread the platform for teaching, learning, training, and collaborating, on-demand.

**Moodle Palooza- Ergonomics, Active-Desking, and Working Online: A Pathway to Improved Productivity**  
**Time:** 9:15-10 am  
**Facilitator:** Dr. Jamie Murphy  
Working at a computer all day or teaching online can cause havoc on our bodies. Research has shown that sitting for many hours every day (sedentary lifestyle) is linked to reduced productivity, higher use of sick time, musculoskeletal pain, and more. In this session you will learn how to set up a healthy, ergonomic workplace to ensure you are comfortable and prevent injury. You will also learn about what I call Active-Desking—treadmill desking, bicycle desking, pedals under your desk, sit-stand. A few small changes to your workplace can make a significant difference to your health and your energy.

**Moodle Palooza- Dig Teaching and Learning with Diigo**  
**Time:** 9:15-10 am
Facilitator: Dr. Marsha Stock
The presentation will explore the use of Diigo.com as tool to enhance engage students in research and learning. Diigo can be used to bookmark, annotate, comment on, and share sources of information that are found online. It can be used for an entire discussion, or to share research papers found when researching a topic. It is very helpful in showing students how to find good, reliable, scientifically sound sources of information and engaging them in discussions about the articles they find.

Moodle Palooza- Electronic Village Online and Minecraft MOOC: Gamification of TPD
Time: 10:15 - 11 am
Facilitator: Vance Stevens
TESOL-sponsored Electronic Village Online, or EVO, has just commenced its 16th annual 5-week series of online teacher professional development (TPD) sessions. Free, and open to educators everywhere, sessions are offered on topics ranging from designing for learning, creating eBooks, introducing students to “amazing” blogs, teaching pronunciation to second language learners, utilizing Second Life in learning, and helping teachers understand gamification through the medium of Minecraft. The presenter, a co-moderator of EVO Minecraft MOOC, will talk about how delegates to Moodle Palooza can participate in EVO right now, and how they would benefit professionally by taking advantage of this timely opportunity. He will also explain how EVO Minecraft MOOC can help teachers have fun while experiencing how gamification works to enhance their teaching, through conducting the session in world (enhanced with VOIP) in Minecraft.

Moodle Palooza- Moodle Basics
Time: 10:15 - 11 am
Facilitator: John Horner
This presentation is for instructor who are new to Moodle and will give the basics about how to set up a course. Topics will include adding content, creating assignments, navigation, themes and formats, an introduction to the gradebook and more. Attendees only need to know their Vancko Hall login info to attend.

Moodle Palooza- Exploring Open SUNY COTE
Time: 10:15 – 11 am
Facilitator: Erin Maney
Open SUNY COTE’s extraordinary community of online practitioners has a 20-year history of learning, teaching, sharing, researching, innovating, and continuously improving what we know about effective online teaching and learning. The Open SUNY Fellows network leverages the expertise of our rich and vibrant community of online practitioners in a peer-to-peer network through formalizing roles that online educators have always played within their campus and the broader system community. This session will introduce participants to the Community of Practice and highlight initiatives, resources and activities available through COTE to promote engagement and collaboration across the SUNY system. In this presentation you will have the opportunity to: 1. Join the community as an Open SUNY Fellow and earn a badge; 2. Join the online community of practice to share what you know and connect with others who may have similar interests; 3. Learn how to submit an Online Effective Practice; 4. Become a Mentor to others in our community; and 5. Submit a proposal for a Fellow Chat to showcase something you know or do.

Moodle Palooza- The Flipped Classroom
Time: 10:15 - 11 am
Facilitator: Dr. Terry Hamblin
Many collegiate instructors are now using a ‘flipped’ approach to engage to facilitate learning and engage students in classroom discussion. This program will broadly discuss the concept of a ‘flipped’ classroom along with some examples of how the approach worked in my Modern American History class at SUNY Delhi.

Moodle Palooza- Non-Traditional uses of Vancko Hall
This workshop will highlight various non-traditional, non-faculty-led uses of Vancko Hall and could include the following sites: College Players, Online Tutoring Services, Online BSN Advisement, Offsite/Online Advisement, and SUNY Child Protection Policy. Each site will be presented by its developer.

Moodle Palooza- Screencasting: Connecting Theory and Practice
Time: 11:15 am - 12 Noon
Facilitator: Andrew McIntosh
This presentation will demonstrate how screencasting can accommodate flipped learning environments. This presentation will also demonstrate how learning from screencasts can be linked to the Cognitive Theory of Multimedia Learning. There will also be a demo on how to use Screencast-O-Matic which is a free screencasting tool. This presentation will be interactive and will offer the opportunity for group discussions.

Moodle Palooza- Teaching from my Tablet: Adventures in BYOD instruction
Time: 11:15 am - 12 Noon
Facilitator: Keith Landa
In this session, I'll share my lessons learned from teaching from my tablet for the past several years, and review the range of whiteboard and other apps that you can use. Teaching with a tablet and stylus provides a very natural way to present and annotate materials, and engage your students. The recording function of most whiteboard apps also provides an inexpensive and low-threshold approach to lecture capture and producing online mini-lectures for flipped classroom instruction. Session participants are encouraged to bring their own tablets to try out these apps as we discuss them.

Moodle Palooza- Using ePortfolios & Digital Media Skills
Time: 11:15 am - 12 Noon
Facilitator: Vance Stevens
Learn how to create ePortfolios for professional use or in the classroom with students, tools to use, curricular ideas, and related digital media skills.

Moodle Palooza- Video Action with Zaption
Time: 1 - 1:45 pm
Facilitator: Dr. Kirsty Digger
Zaption transforms video-based learning with interactive content and tools that engage learners, deepen understanding, and track progress. Easily add images, text, and questions to existing online videos and use Zaption's Analytics to get feedback on how viewers interact with content and understand key concepts.

Moodle Palooza- Tools of Engagement Discovery Learning
Time: 1 - 1:45 pm
Facilitator: Roberta Sullivan & Cherie Van Putten
Offsite Access: REMOTE, access will be emailed following registration
The Tools of Engagement Project (TOEP) is a self-directed professional development opportunity that gives faculty and staff a platform to experiment with cutting-edge technologies and provides knowledge to integrate these tools into their curricula to engage students and improve learning. Self-directed activities encourage faculty and staff to be lifelong learners, as they become familiar with blogging, wikis, podcasting, online collaboration, and the latest web-based instructional technology tools. After acquiring deeper knowledge about how to use these tools, instructors will become more adept at embedding 21st-century skills into teaching and meet the expectations of today's students.

Moodle Palooza- Mobile Apps for Education
Time: 1 - 1:45 pm
Facilitator: Dr. Michelle Rogers-Estable
Will review a list of mobile apps and tools for educational use, including examples of curriculum uses of each.

**Moodle Palooza- Flash Me Your Badge**  
**Time:** 1 - 1:45 pm  
**Facilitator:** Ericka Condon  
As our badge program continues to grow, new and better tools have been developed to help implement and display badges throughout the Web. Showing off your digital badges can be a powerful means of documenting and sharing achievements earned from professional development programs. Participants in this session will walk away with a better understanding of badge compatibility across multiple systems such as Linkedin, Mozilla Backpack, and Credly. This session will also provide an overview of current usage statistics on professional badging programs.

**Moodle Palooza- SoftChalk**  
**Time:** 1 - 1:45 pm  
**Facilitator:** David Evans  
**Offsite Access:** REMOTE, access will be emailed following registration  
Create engaging, interactive eLearning content and deliver seamlessly through Moodle, on any device, using SoftChalk Cloud. See how easy it is to create engaging, interactive learning content that is also modular, portable, and interoperable. Efficiently manage and track student results as well as share content and collaborate with colleagues.

**Moodle Palooza- Managing Multimedia Projects in an Online Environment**  
**Time:** 2 – 2:45 pm  
**Facilitator:** Dr. Kathryn DeZur  
This workshop will explore the Decide, Design, Develop, and Evaluate (DDDE) model as an effective means of structuring multimedia projects, and how such a model might be applied in an online environment. Specific examples will be provided.

**Moodle Palooza- Moodle's Book: Perfect "Segue" for Building Interactive Content to Address Deeper Learning Outcomes**  
**Time:** 2 – 2:45 pm  
**Facilitator:** Kathleen Gradel  
**Offsite Access:** REMOTE access emailed following registration  
Moodle's activities and resources menus are awesome but can be overwhelming for the novice Moodler. The Book resource is one of those "perfect" tools, serving as a ready-made "container" for a blend of learning experiences. We'll take a look at Book's use for virtual field trips, embedded Google apps use, and integrating web tools such as Padlet and VoiceThread. Bring it on!

**Moodle Palooza- Instructional Design Approaches**  
**Time:** 2 – 2:45 pm  
**Facilitator:** Amanda Calabrese & Kelly Keck  
Come learn about MILO Course Readings, a new tool for library content in Moodle. Known outside of Delhi as Curriculum Builder, this tool allows you to create reading lists of library materials in your courses. If you have ever added a link to a library article in an online course and had that link malfunction, this workshop is for you. If you've never had a link go bad but you do search the library's databases for course materials, this workshop is for you. And even if you've never considered using library resources in your courses, this workshop is for you, too! We will review how to use the tool and discuss the benefits of using the library to provide access to readings.

**Moodle Palooza- Are we serving all of our students? Ensuring access for all.**  
**Time:** 2 – 2:45 pm  
**Facilitator:** Kathleen Stone
As the use of technology in education has grown, so has the need for higher education to understand how to ensure that the learning experiences we develop and facilitate are accessible for all students, including those with disabilities. This presentation will discuss why we need to focus on this important issue and provide information about a massive open online course being developed to provide professional development for faculty and staff on how to create and deliver accessible learning experiences. This MOOC will be open to anyone to participate in a facilitated session, or later on demand. As an openly licensed resource, we will also share the various ways the content can be reused and repurposed on any campus, regardless of the learning management system being used.

Moodle Palooza- Integrating Library Content into Moodle
Time: 2 – 2:45 pm
Facilitator: Amanda Calabrese
Come learn about MILO Course Readings, a new tool for library content in Moodle. Known outside of Delhi as Curriculum Builder, this tool allows you to create reading lists of library materials in your courses. If you have ever added a link to a library article in an online course and had that link malfunction, this workshop is for you. If you’ve never had a link go bad but you do search the library’s databases for course materials, this workshop is for you. And even if you’ve never considered using library resources in your courses, this workshop is for you, too! We will review how to use the tool and discuss the benefits of using the library to provide access to readings.

Moodle Palooza- Uncoiling the Mystery of Coil
Time: 3 – 3:45 pm
Facilitator: Kelly Keck
One of the primary goals of SUNY’s Center for Collaborative Online International Learning (COIL) is to encourage and support the development of course-based partnerships between SUNY campuses and higher education institutions in other countries. The COIL Center has created a professional development program to support selected faculty as they develop and pilot equitable, team-taught courses which emphasize experiential and collaborative student learning. This workshop introduces the COIL Center and its professional development programs, details of the program’s goals, and explains the COIL course development process.

Moodle Palooza- Open Educational Resources (OER)
Time: 3 – 3:45 pm
Facilitator: Andrew McIntosh
This presentation will discuss the definition of OER and demonstrate examples such as using MERLOT to search for resources. Copyright, Creative Commons, and Fair Use will be connected to the utilization of OER. There will be a hands-on opportunity to search for OER in MERLOT.

Moodle Palooza- MOODLE Scheduler
Time: 3 – 3:45 pm
Facilitator: Brendan Aucoin
Learn the ins & outs of MOODLE Scheduler including innovative uses you might not have thought of.

Moodle Palooza- Engaging Learning with Feedback and Analytics
Time: 3 – 3:45 pm
Facilitator: Dr. Cathy Cavanaugh
Offsite Access: REMOTE, access emailed following registration
Tailoring learning to engage each student is an opportunity and a challenge. One resource to personalize learning is a no-cost tool that enables students’ unlimited access to learning experiences such as formative feedback. This session introduces this tool, Office Mix, and overviews increasing engagement with analytics that support instructor planning.

WORKSHOP #27: HIKE/SNOWSHOE THE NEW BRAMLEY MOUNTAIN TRAIL
Date: Tuesday, January 12
Time: 9 am – 1 pm  
Location: Meet at South Hall  
Facilitators: Dave DeForest, Eric Laine, and Dan Vorisek  
Maximum: 8  

Hike/snowshoe on the new Bramley Mountain trail. Join NRRS Faculty members Dave DeForest, Eric Laine, and Dan Vorisek for a guided hike on the new Bramley mountain trail to the former fire tower site. Although the fire tower is no longer present—there are still excellent views this time of year at the top of a local peak that can be accessed just a few miles drive from campus. The total round trip for the hike is approximately three miles with an elevation gain of around 900 feet (short but steep!). Bring snacks—hot chocolate will be provided. Participants should dress in winter appropriate layers—contact Dave for any questions. Snowshoes/traction devices can be provided subject to availability (snowshoes are available over the Christmas break for rental starting December 16th).

WORKSHOP #28: SUPPORT THE BRONCOS!!  
Date: Tuesday, January 12  
Time: 1 – 3 pm  
Location: Clark Field House, Maines Arena  

Broaden your Bronco knowledge by showing up to support the Broncos in a (USCAA) United States Collegiate Athletic Association varsity athletic contest vs. the University of Maine - Fort Kent. The Men’s Basketball game begins at 1 pm. Please wear school colors. Light Refreshments provided by the Athletic Department at half-time. Go Broncos!

WORKSHOP #29: ASSESSMENT DAY  
Date: Wednesday, January 13  
Location: Farrell Commons (is space reserved?)  
Time: 8:30 – 9 am Coffee & Donuts  
9 am - 12:00 Noon Academic Assessment  
12 Noon – 1 pm Lunch  
1 – 4 pm Student Support Services Assessment  

Join with your colleagues to rethink and reevaluate your assessment goals and outcomes. Good assessment requires periodic review of your program’s mission and goals, so this working session will walk you through thought provoking questions to make your assessment plan even better.

Last year you worked on goals and outcomes. Over the semester, you collected data. Now, it's time to start analyzing. Following a brief introduction, areas will break out and learn how to use Compliance Assist and plan what to do next. Please bring your assessment results with you. If you do not have a Compliance Assist account, please contact Monica Liddle at liddleml@delhi.edu prior to the workshop.

WORKSHOP #30: SHARING TEACHING IDEAS  
For Faculty, By Faculty  
Thursday, January 14

<table>
<thead>
<tr>
<th>Time</th>
<th>Resnick Learning Center</th>
<th>Bush 302</th>
<th>Bush 131</th>
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<tbody>
<tr>
<td>8:00</td>
<td>Coffee and Pastries</td>
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<tr>
<td>8:25</td>
<td>Resnick Learning Center</td>
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<td>8:25</td>
<td>Welcoming Remarks</td>
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<tr>
<td>8:30</td>
<td>1A – H.O.T. Ideas: Higher Order Thinking and Bloom’s Taxonomy</td>
<td>1B – Roll ‘em! Strategies to Engage Online Learners</td>
<td>1C – Teaching “How to”: Solutions for the Unprepared Student</td>
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<tr>
<td>8:30</td>
<td>Presenters: Abby Wilson &amp; Dr. Monica Liddle</td>
<td>Presenters: Dr. Cheryle Levitt, Theresa Brosche &amp; Dr. Katherine Quartuccio</td>
<td>Presenters: Liz Frisbee &amp; Dr. Dana Santos</td>
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<tr>
<td>9:30</td>
<td>Description: Originally developed in the 1950's and revised in the</td>
<td>Description: There are multiple</td>
<td>Description: Struggling with</td>
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1990's, Bloom’s taxonomy continues to be used today to categorize and order ways of learning and thinking. Learn how you can utilize Bloom’s taxonomy to plan effective instruction, write objectives and encourage students to move from the most basic thinking skills to more complex learning activities which leads to Higher Order Thinking. Bring information about a course you want to review and an overview of assignments you use. This will be an interactive session.

Zoom link: https://delhi.zoom.us/j/112586460

Learning Outcomes:
Participants will:
- Learn the steps to create creative screencasting videos that can be integrated throughout the online classroom.
- Practice creating a simple screencast that becomes a youtube video for use in the classroom.

Zoom link: https://delhi.zoom.us/j/5767616719

Participants may go to Bush 302 or log in from any location provided they register for the site (it’s free!)

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**2A – Getting Graphic: Developing an Infographic Syllabus**
*Presenter:* Dr. Alissa Burger
*Description:* Our students are living and communicating in a multimedia world and an infographic version of the course syllabus helps communicate with students by presenting the syllabus information through an effective combination of text and image. Come learn how to "get graphic" with your course syllabus, including specific examples and practical Microsoft Publisher tips.

Zoom link: https://delhi.zoom.us/j/112586460

**2B – Films on Demand**
*Presenters:* Andrew McIntosh & Amanda Calabrese
*Description:* This great video resource is integrated into Moodle with videos on many topics including interactive transcripts.

Zoom link: https://delhi.zoom.us/j/5767616719

**2C – Shop at the Math Marketplace**
*Presenter:* Math Task Force
*Description:* Shop around our Applied Math Task Force “vendors” techniques for new approaches that will help your students find success in the Applied Math topics that you are teaching in your classes.

Zoom link: https://delhi.zoom.us/j/154175743

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**3A – Commenting on Student Writing: What the Research Says About Doing it Better (and More Efficiently)**
*Presenters:* Dr. Alissa Burger, Dr. Michelle Gibbons, Dr. Kirby Olson, Dr. Lauren Sloane, Dr. Jack Tessier, Lisa Tessier
*Description:* Professors spend a lot of time writing comments on student papers. This session introduces some of the research on unprepared students in your classroom? Do they run into trouble with basic activities like reading the textbook, note taking, or studying? In this session, we will identify where our students struggle the most. Then, we will discuss approaches, both in the classroom and campus-wide, to address these barriers to learning!

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**3B – Using Twitter in Education**
*Presenter:* Dr. Marsha Stock
*Description:* Come learn about the many different fun and engaging ways to use Twitter in Education, including integrating Twitter feeds and searches directly into a Moodle course.

**3C – Team Teaching**
*Presenters:* Dr. Terry Hamblin & Dr. Heather Schwartz
*Description:* The college's new Strategic Plan emphasizes the importance of interdisciplinary team teaching across campus. In this workshop, led by professors with experience in team-teaching, we will discuss the advantages and challenges of team-teaching. We will provide an overview of
how to do it better and more efficiently. Each session participant will briefly summarize a research article on the subject of responding to student writing. After that, we’ll have a discussion of those articles, particularly in relation to teaching at SUNY Delhi.

Zoom link: [https://delhi.zoom.us/j/568961804](https://delhi.zoom.us/j/568961804)

strategies and methods regarding grading, class discussions, planning, course proposals, teaching styles, and more. Team-teaching can be an effective way to expand the scope of a course, to be more ambitious in planning course activities, and to add depth to a course through collaboration.

Zoom link: [https://delhi.zoom.us/j/664990922](https://delhi.zoom.us/j/664990922)

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<th>12:00 – 1:00</th>
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| 1:00-2:00 | 4A – Three creative techniques to enliven class  
**Presenters:** Lisa Tessier, Jennifer Redinger, Liz Frisbee, Dr. Monica Liddle, Abby Wilson  
**Description:** Are you looking for new ideas to engage students in your courses this spring? We will briefly introduce three creative strategies for involving students, and then reserve time for you to plan how you might apply one of these techniques in your course. We will discuss the benefits of embracing new technology to enhance learning, tips for fostering student-led teaching, and how spatial-kinesthetic activities can be designed to do more than get students out of their seats. Be forewarned, you will need to get out of your chair!  
Zoom link: [https://delhi.zoom.us/j/154175743](https://delhi.zoom.us/j/154175743) | 4B – Managing Video Projects with Students  
**Presenter:** Dr. Kathryn DeZur  
**Description:** Managing video or multimedia projects--or any longer projects with multiple parts--can be challenging for students. The Decide, Design, Develop, and Evaluate (DDDE) model can make such projects manageable for both student and professor and encourage the creation of higher-quality products.  
Zoom link: [https://delhi.zoom.us/j/330457814](https://delhi.zoom.us/j/330457814) | 4C – Reflections Reflection  
**Presenters:** Dr. Ben West & Elizabeth Sova  
**Description:** While the process of reflection, a thoughtful consideration of one’s experiences, is an important part of any learning environment, reflection is a key way to connect student service and hands-on work with the goals of learning approaches such as service-learning and applied learning. In a sense, Reflection “closes the loop” by helping students connect hands-on, out-of-class work with in-course learning objectives. Reflection can take many forms, from a standard reflection essay or classroom discussion to more creative approaches such as reflection-inspired works of art. In this session, we will discuss some creative approaches for inspiring and guiding student reflection, focusing especially on ways that creative reflection pieces can be worked into Reflections, SUNY Delhi's student reflection publication.  
Zoom link: [https://delhi.zoom.us/j/263988792](https://delhi.zoom.us/j/263988792) |

| 2:00 – 2:45 | Wrap Up  
To round out the day Dr. David Brower and Jennifer Redinger will facilitate a lively discussion to 1) share the ideas generated during the sessions you chose, 2) compile a list of the top five ideas of the day, and 3) discuss the feasibility of implementing these ideas across the curriculum. |
WORKSHOP #31: I DO UNDECLARE! THE ACADEMIC EXPLORATION PROGRAM
Date: Friday, January 15
Time: 9 – 10 am
Location: Bush Hall Room 138 (needs to be reserved)
Facilitator: Robert W. Mazzei
Minimum: 5
Maximum: 15

Designed to take a holistic approach in assisting deciding students, the Academic Exploration Program provides assistance and guidance to students searching for a major. This workshop will describe how AEP has been developed to provide for these students with academic, personal, and career support in their first year at SUNY Delhi.

WORKSHOP #32: HONORS PROGRAM
Date: Friday, January 15
Time: 10 – 11 am
Location: Bush Hall Room 131 (needs to be reserved)
Facilitators: Dr. Terry Hamblin, Chair, Honors Program Advisory Committee (HPAC)
Offsite access: Contact facilitator

Are you interested in developing an honors course? Would you like to learn more about SUNY Delhi’s Honors Program and some of the new and exciting honors courses being developed by our faculty? This interactive workshop will provide an overview of the process and procedure for developing and offering honors courses with an emphasis on integrating honors course objectives into already existing courses. Members of the Honors Programming Advisory Committee will be present to answer any questions and work with faculty interested in course development.

WORKSHOP #33: BREADS AND SPREADS
Date: Friday, January 15
Time: 10 am – 3 pm
Location: MacDonald 137 (Baking Lab)
Facilitator: Jessica Backus-Foster
Minimum: 5
Maximum: 12
Fee: $6.00 (payable at the workshop)

If you love the smell of fresh baked bread and want to learn how to make your own at home; this is the workshop for you! Participants will make and take home four different types of artisan bread and learn the process of bread-making. We will also be making some delicious spreads to accompany our bread.

WORKSHOP #34: INTERVIEW EXCHANGE – SEARCH PROCESS
Date: Friday, January 15
Time: 11 am – 12:30 pm
Location: Bush Hall Room 302 (needs to be reserved)
Facilitators: Jan Elwell and David Brower
Minimum: 10
Maximum: 25
Offsite Access: Contact facilitators

This workshop will cover the search process from beginning to end.

WORKSHOP #35: AMERICAN RED CROSS CPR/AED CERTIFICATION
Date: Tuesday, January 19
Time: 9 am – 1 pm
Location: E Tower 104 and E Tower room 14 (RTE lab) (needs to be reserved)
Facilitator: Eric Laine
Minimum: 5
Maximum: 10
Fee: $19 (payable at the workshop)

Participants will learn how to recognize when an emergency is occurring, safely approach and assist victims, and provide appropriate care including CPR/AED and care for breathing emergencies. Upon successful completion of the workshop and associated tests, participants will receive a certification card in American Red Cross CPR and AED. A fee of $19 will be charged to cover the certification fee. Gloves and breathing barriers will be provided for participants. Participants may take the workshop and choose not to pay for the certification.

WORKSHOP #36: BRONCOCHECK
Date: Tuesday, January 19
Time: 10 – 11 am
Location: Bush Hall Room 131 (needs to be reserved)
Facilitators: Carrie Fishner and Jason Fishner
Minimum: 2

Do you know what it means to BroncoCHECK someone? Have you heard your students use this phrase and want to find out more? Facilitators will introduce you to what a BroncoCHECK is, why we have the program, and why we want you to be aware of it. Also, we love to recruit new people who can show our incoming freshmen what BroncoCHECK means to our campus community. All new students go through the BroncoCHECK program during their Orientation.

WORKSHOP #37: BUDGET & PLANNING - NEW TIMELINE
Date: Tuesday, January 19
Time: 10 - 11:30 am
Location: Sanford Hall, Centennial Center
Facilitators: Nicole Hoffman and Dr. Heather Schwartz
Minimum: 1
Maximum: 75
Offsite access: Contact facilitators

The new timeline for the Budget and Planning Cycle for the 2017-2018 academic year will be discussed. Those who will be completing unit plans are strongly encouraged to attend. We will also be reviewing changes to the process and updates made to the forms. Please come with any questions you may have about the budget and planning process.

WORKSHOP #38: DRIVER IMPROVEMENT COURSE/NEW YORK SAFETY PROGRAM
Date: Wednesday, January 20
Time: 9 am - 4:30 pm
Location: Sanford Hall, Centennial Center (Reserved)
Facilitator(s): NYSP Staff
Minimum: 25
Maximum: 40
Fee: Check for $23 to be made out to CSEA Local 638 and submitted to Ruth Hughes, 220 Bush Hall, by January 14

New York Safety Program - The Driver Improvement Course that has been approved by the New York State Dept. of Motor Vehicles for Point Reduction and the Dept. of Insurance for Insurance Reduction in New York State. The NYSP course uses behavior modification methodology to positively influence attitude and therefore, behavior behind the wheel. Certified instructors will teach you the roles and responsibilities of the individual driver, traffic laws, emergency and defensive driving methods. (Check to be made out to CSEA Local 638 and submitted to Ruth Hughes, 220 Bush Hall, by January 14, 2016.) All SUNY Delhi employees are welcome to enroll. Everyone should plan to bring a brown bag lunch. Individuals wishing to attend should obtain supervisory approval prior to registering and no overtime costs should be incurred as a result of participation in this workshop.

WORKSHOP #39: HOW TO HELP A STUDENT
Date: Wednesday, January 20
**WORKSHOP #40: READING ON THE GO!**

Date: Wednesday, January 20  
Time: 2 – 3 pm  
Location: Bush Hall Room 131 (needs to be reserved)  
Facilitator: Carrie Fishner  
Minimum: 2  
Maximum: 25  

Do you like to read, but hate packing multiple books that take up valuable luggage space? Do you have a device, but are not sure where to get books or how to download them? Then this session is for you! Bring your device and we’ll go over the many places you can get free books, and how to use the more popular systems for downloading.

**WORKSHOP #41: SCHOLARSHIPS, STUDENTS AND SYSTEMS**

Date: Thursday, January 21  
Time: 1 - 2 pm  
Location: Bush Hall Room 131 (needs to be reserved)  
Facilitators: Justin Morgan (Student Financial Services), Joshua Gregory (Admissions), Maureen McKenna (Advancement/Foundation)  

With students borrowing more than $22 million each year, several departments are working hard to increase the amount of money available to students and the systems to best serve students and academic departments. Topics include where we are, where we are going and answers to your questions. Recommended attendees: Faculty, Deans and all interested in how we can work together to better support deserving students. We encourage you to submit questions in advance to Maureen or Josh.

**WORKSHOP #42: PLAYING WITH PLASTIC**

Date: Thursday, January 21  
Time: 1 – 4 pm  
Location: MacDonald 137 (Baking Lab)  
Facilitator: Julee Miller  
Minimum: 10  
Maximum: 14  
Fee: Free! Fee is bringing as much #6 recyclable plastic as you can carry (anything with a number 6 in the triangle – clear or white is best but even black works with silver sharpies) also bring your own exacto knife, sharpie markers of any color, and small pictures or clip art to trace or copy. A small cutting board is also recommended (we have big ones but a little portable smooth one is easier to work on). Also helpful is a one-hole punch, if you have one.
Shrinky Dinks were a real thing, actually, back in the 70’s. You would cut out thin plastic that cost a small fortune, draw on it, then put it in the oven and it would shrink into jewelry, or suncatchers, keychain baubles, name tags, luggage tags, pet id tags, charms, etc. We will also explore spoon roses (yes, these are a thing) and backyard suncatcher disks if you bring in clear colored plastic beads. I will demo one regardless.

WORKSHOP #43: ACADEMIC ADVISING EFFECT ON FINANCIAL AID & STUDENT BILLING
Date: Thursday, January 21
Time: 3 – 4:15 pm
Location: Bush Hall Room 131 (needs to be reserved)
Facilitators: Cindy Healey and Justin Morgan

How academic advising affects Financial Aid and student billing.