



# INNOVATE

## WINTER 2025 IN-SERVICE SCHEDULE

2025





# Faculty Help Pathways

## CALL HELPDESK IF...



- Your computer isn't turning on
- You're having trouble with your keyboard, mouse, or other items related to your computer

**(734) 973-3456**

**[help-desk@wccnet.edu](mailto:help-desk@wccnet.edu)**

## CONTACT FACULTY HELP IF...



- Your LMS isn't showing all of your content
- You have Grade Center or other LMS program questions

**(734) 477-8713**

**[faculty.help@wccnet.edu](mailto:faculty.help@wccnet.edu)**

## CONTACT MEDIA SERVICES IF...



- You need help setting up a Zoom account
- You are in need of classroom technologies, such as cameras, microphones, etc.

**(734) 677-5180**

**[mediahelp@wccnet.edu](mailto:mediahelp@wccnet.edu)**

## EMAIL THE TEACHING & LEARNING CENTER IF...



- You have questions regarding the In-Service schedule, your Professional Development plan, etc.
- You are having trouble with KALPA in any way

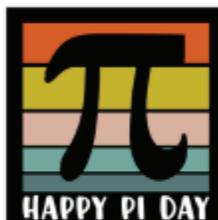
**(734) 677-5009**

**[tlc.staff@wccnet.edu](mailto:tlc.staff@wccnet.edu)**

# Winter 2025 In-Service

Tuesday, January 7, 2025

TIME	LOCATION	TOPIC/PRESENTER(S)
8:00am – 9:00am	ML Lobby	All Faculty & Staff Breakfast
9:00am – 9:45am <b>FT Employees Required</b>	ML Towsley	All Faculty & Staff Winter 2025 Kick-Off (President Rose Bellanca) Welcome Back!
9:45am – 10:00am		BREAK – 15 MINUTES IF TIME ALLOWS
10:00am – 10:50am <b>Teaching FT Faculty Required</b>	ML 101-121	<b>AI Literacy for Faculty (Tara Kissel, Ellucian Trainer)</b> This workshop is designed to help faculty appreciate the essential components of AI literacy and their importance across various campus constituencies. Attendees will assess the necessary background knowledge and technical skills required for effective engagement with AI technologies.
10:50am – 11:00am		BREAK
11:00am – 12:00pm <b>Teaching FT Faculty Required</b>	ML 101-121	<b>Ethical Considerations for AI Use (Tara Kissel, Ellucian Trainer)</b> Explore the ethical dimensions of integrating generative AI into education. This session will cover critical topics such as bias, misinformation, and the responsible use of AI. Through interactive discussions and case studies, participants will examine best practices for ensuring ethical and equitable AI applications in their classrooms.
12:00pm – 1:00pm		LUNCH BREAK
1:00pm – 2:00pm <b>Teaching FT Faculty Required</b>	ML 101-121	<b>Effective Assessments for the AI Age (Tara Kissel, Ellucian Trainer)</b> This workshop focuses on developing fair and ethical assessment practices in educational settings that incorporate AI technologies. Participants will assess the biases and limitations of AI detection tools and learn to craft learning objectives that account for the influence of AI on student abilities.
1:00pm – 3:00pm <b>Diversity (FAC) &amp; Workplace Effect. (OPTs)</b>	ML 150	<b>Can We Get Along? Inclusive Leadership Practices that Increase Belonging (Dar Mayweather, CEO/Founder of Good Mayweather Consulting)</b> Professionals strive to be inclusive leaders but often feel pressured to meet unrealistic standards or possess expert-level knowledge of diversity. Yet, the key to fostering a welcoming environment lies in being seen, valued, and intentional about engaging your unique gifts and talents. This workshop offers practical tools to design programming and share stories of belonging, fostering a culture of understanding and connection. To-go lunch will be provided. <i>Dar Mayweather, CEO &amp; Founder of Good Mayweather Consulting/ a Leadership Studies Faculty member at the University of North Carolina Wilmington.</i>
2:00pm – 3:00pm	LA 2 <sup>nd</sup> Floor (near LA 245)	<b>Periodic Table Unveiling</b> Join us for a Special Celebration! Be part of the unveiling of the newly refreshed Periodic Table display, a masterpiece originally designed, built, and lovingly maintained by one of WCC's esteemed long-time Chemistry faculty members. Let's honor their dedication to education and the enduring beauty of chemistry together. Light refreshments will be served.



SAVE THE DATE

FRIDAY, MARCH 14, 2025  
FROM 11:00 AM - 2:00 PM  
IN THE ATRIUM OF LA, FIRST FLOOR



Tuesday, January 7, 2025

TIME	LOCATION	TOPIC/PRESENTER(S)
3:15pm – 5:00pm <b>FT Faculty Required</b>	Various	<b>Division Meetings</b> <ul style="list-style-type: none"><li>• Advanced Technologies &amp; Public Service Careers (Dean Eva Samulski) – GL 202</li><li>• Health Sciences (Dean Shari Lambert) – TI 207</li><li>• Humanities, Social &amp; Behavioral Sciences (Dean Anne Nichols) – LA 327 – Writing Center</li><li>• Math, Science &amp; Engineering Technology (Dean Tracy Schwab) – LA 240</li><li>• Library Resources (Executive Director Robbie Bolton) – GM 118</li></ul>
3:15pm – 5:00pm <b>FT Faculty Required</b>	Various	<b>Department Meetings</b> <ul style="list-style-type: none"><li>• Business</li><li>• Computer Science &amp; Information Technology</li><li>• Digital Media Arts</li></ul> (Check email for details from Department Chairs)

## Canvas and Blackboard Support

Winter 2025

### For Technical Support (Blackboard or Canvas):

Our Faculty Help Team is always available for technical assistance:



**Call:** 734.477.8713



**Email:** Faculty.help@wccnet.edu



**Visit:** GM 230A (In-person support)



**Zoom:** Set up a call anytime during M-F,  
9 AM–4 PM.



### Need Help with Reformatting your Online or Blended courses?

We're here to support you! This semester, we've added dedicated **Office Hours** to assist with your course reformatting needs as part of the transition to Canvas.



#### Office Hours Schedule (3:00 – 5:00 PM)

[Schedule a  
Mon. or Weds. Session](#)

[Schedule a  
Tues. or Thurs. Session](#)



**Let's make this successful together!**

Your CCTL Team



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# Windows 11 & OneDrive: Tips & Tricks

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Hosted by the WCC IT Department

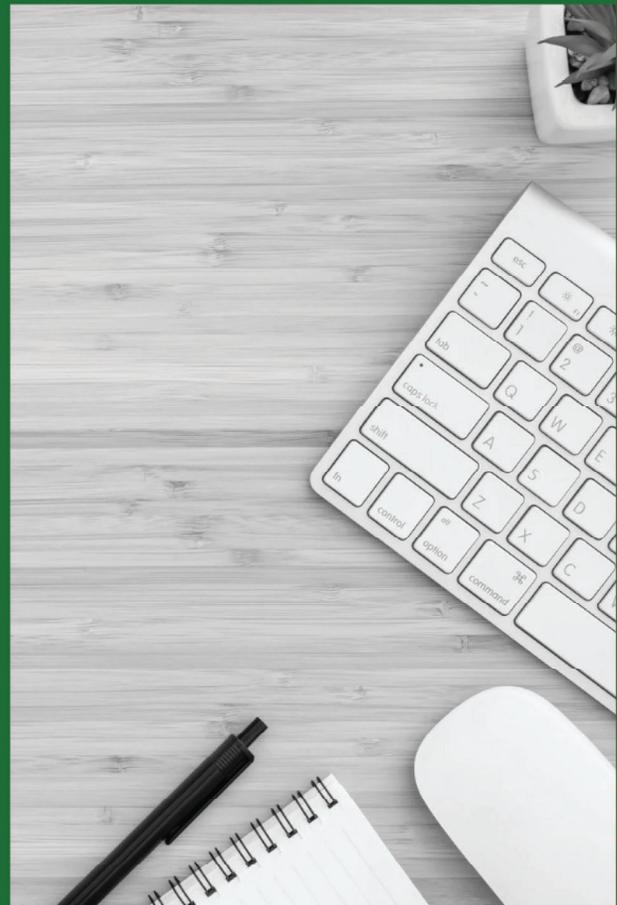
**Wednesday**  
January 8th

Session 1: 10am–10:50am

Session 2: 1pm–1:50pm

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Learn about Windows 11 and OneDrive, the latest OS and cloud backup solution from Windows. Discover key features, tips, and tricks to get up to speed quickly!



# Winter 2025 In-Service

Wednesday, January 8, 2025

TIME	LOCATION	TOPIC/PRESENTER(S)
8:00am – 8:50am	ML 101-121	<b>Welcome / Opening (Carl Weckerle, Dean of Academic Services and Support)</b> Light Breakfast served for Faculty attending the Canvas sessions.
9:00am – 9:50am <b>Teaching</b>	ML 101-121	<b>Smooth Semester Kick-off in Canvas (Nancy Collison, Director of Online Technologies; &amp; Amy Artilles, Learning Solutions Engineer)</b> This session will walk through initial semester startup and bring awareness to the notifications, settings, and menu choices so that faculty understand the overall start and wrap up processes and can make any preferred adjustments accordingly. Blueprints, templates, sections, settings, navigation menu/LTI's, grades to Banner, instructor workflow, early course opening, things we learned from the Pilot group and more. All Faculty, special content for DL/Blended included.
9:00am – 9:50pm <b>Workplace Effect. (FAC &amp; OPTs)</b>	LA 233	<b>Suicide Gatekeeper Training QPR (Jim Bauer &amp; Karolyn Lehn, LP Counselor/Non-Clin Case Mgrs)</b> QPR is an evidence-based gatekeeper training. It is designed for anyone in the community to use, to recognize the warning signs that someone might be thinking about suicide, and have a conversation with the person at risk and get them to someone who can help them further, like a mental health professional. As many of you know, there are sometimes conversations with someone and you have a "gut feeling" that they're struggling more than they're saying. It's hard to know what to say, and whether or not you should ask them directly about suicide. QPR is specifically about these types of conversations. It will give you the skills to feel more confident in those conversations. What you will learn: <ul style="list-style-type: none"><li>• How to recognize early warning signs that someone may be thinking about suicide.</li><li>• Words and phrases to say to offer support and hope.</li><li>• How to connect them to someone who can assess their safety and make a plan to keep them safe.</li></ul>
9:00am – 9:50am <b>Workplace Effect. (FAC &amp; OPTs)</b>	LA 211	<b>Multi-Factor Authentication Using Microsoft (Linda Blakey, Provost &amp; Chief Operating Officer)</b> Do you have questions about the new multi-factor authentication (MFA) process? Bring your questions to this session and we will explain the process and provide helpful hints.
9:50am – 10:00am		<b>BREAK</b>
10:00am – 10:50am <b>Teaching</b> <b>BRING LAPTOP</b>	ML 101-121	<b>Building your F2F/VC Canvas Course Site 1: The Basics (Michelle Westerdale &amp; Megan Blah, CiTL Learning Experience Designers)</b> This workshop is designed to help you get your Face-to-Face and/or Virtual Canvas course up and running. We will cover setting up your home page, uploading your syllabus, and configuring the gradebook. By the end of this session, you'll have a functional course site ready for students. Perfect for faculty new to Canvas or those looking for a refresher. All FT, PT, & Adjunct faculty are welcome. <b>Bring your laptop!</b>
10:00am – 10:50am <b>Workplace Effect. (FAC &amp; OPTs)</b>	LA 343	<b>Windows 11 and OneDrive: Tips &amp; Tricks (Annie Sutherland, Senior Support Technician)</b> Come learn about Windows 11, the newest operating system from Windows, as well as OneDrive, the cloud-based solution for data backups and accessibility. We'll touch on the features of Windows 11 and OneDrive, and also share some tips and tricks to get you up to speed in no time!

**Wednesday, January 8, 2025**

TIME	LOCATION	TOPIC/PRESENTER(S)
10:00am – 10:50am	Garrett's	Using VR for Career Exploration has been <b>CANCELLED</b> .
10:00am – 10:50am <b>Teaching</b>	LA 259	<b>FPD + Bailey Library: AI and Media Literacy (Molly Ledermann, Professional Librarian)</b> Join FPD for this important session about media literacy in the AI moment. Molly will help us understand how we can protect ourselves, our students, and even our own families in the constantly shifting modern media landscape. We'll learn the key moves we can deploy to seek our information effectively, as well as strategies for verifying the reliability of the information we find. Molly will pay special attention to the way AI content generators are complicating our media lives, as well as safe ways to use these tools. All PT, Adjunct, & FT faculty are welcome to attend.
10:50am – 11:00am		<b>BREAK</b>
11:00am – 12:00pm <b>Teaching</b> <b>Only for Faculty teaching Dev Co-requisite courses (Required)</b>	LA 311	<b>Student Success Alerts (formerly known as Early Alert) for New Developmental Co-Requisite Courses (Grace Fama, Director of Advising &amp; Success Coach)</b> In this training session, instructors teaching co-requisite developmental courses will learn how to effectively utilize TargetX's Early Alerts system to support student success. Participants will be guided through the process of identifying students at risk, sending timely alerts, and coordinating follow-up actions with support services. <b>This session is only meant for faculty teaching developmental co-requisite courses and is required.</b>
11:00am – 12:00pm <b>Teaching</b> <b>BRING LAPTOP</b>	ML 101-121	<b>Building your F2F/VC Canvas Course Site 2: Organizing Course Materials (Michelle Westerdale &amp; Megan Blah, CiTL Learning Experience Designers)</b> This session is about how to structure your course by building out modules, adding graded items, and inserting essential documents. By the end, you'll be on your way to a well-organized and interactive course layout. All FT, PT, & Adjunct faculty are welcome. <b>Bring your laptop!</b>
11:00am – 12:00pm <b>Workplace Effect. (FAC &amp; OPTs)</b>	LA 235	<b>Support Services for Student Success (Cheryl Finley, College Student Advisor/Case Mgr)</b> The Student Resource Center will discuss the Carl Perkins grant that can help students with out-of-pocket costs for tuition, books, and bus passes. Our Childcare Scholarship, Food Cupboard, and other resources that can help students overcome barriers will be addressed.
11:00am – 12:00pm <b>Diversity</b>	LA 211	<b>Understanding Accessibility in Online Learning, (David Vrooman, LSS Assistive Technology Specialist; &amp; Susan Ruellan, Learning Experience Designer, Non-Credit)</b> This presentation will discuss accessibility issues encountered when creating online learning materials, demonstrate the impact of inaccessibility on the learning experience, and connect Faculty Developers with resources and partners in CiTL for ensuring accessibility in course content.
12:00pm – 1:00pm <b>Workplace Effect.</b>	TI 138	<b>Networking Lab, Cyber Lab, &amp; Data Center Tour (John Trame, Prof Faculty–Computer Sci/Info Tech)</b> Join us for an engaging tour of the Networking Lab, Cyber Lab, & Data Center at WCC, showcasing the cutting-edge facilities & programs within our Computer Science & Information Technology division. Faculty will gain insight into key topics such as computer repair, Windows client & server administration, Cisco Networking, & cybersecurity. Explore how students develop hands-on skills in network design, troubleshooting, ethical hacking, & IT infrastructure management, & see the professional-grade data center where they master server systems, virtualization, & cloud technologies. This tour provides a comprehensive overview of how we prepare students for thriving careers in today's tech-driven world.

TIME	LOCATION	TOPIC/PRESENTER(S)
12:00pm – 1:00pm <b>Workplace Effect. Safety Glasses are Required and will be provided.</b>	OE 103	<p><b>HVAC/R Department Showcase (Brian Martindale, Bob Carter Prof Faculty–HVAC/R; &amp; Mark Holsey, Instr Lab Assistant–HVAC)</b></p> <p>Take a tour of WCC's HVA Department lab facilities which covers a variety of HVAC equipment. Come see how a furnace and air conditioning unit works. Other items to see during the tour are refrigeration trainers, heat pumps, hydronic systems, duct work machinery, geothermal units, oil furnaces, electrical training boards and more.</p> <p><u>Transfer of Knowledge:</u> Attendees will learn how a residential furnace and air conditioning system work. Actual furnace and air conditioning systems will be operating for attendees to observe. A brief question and answer session will be available near the end of the tour.</p>
12:00pm – 1:00pm		<b>LUNCH BREAK</b>
1:00pm – 2:00pm <b>Teaching</b>	ML 101-121	<p><b>Tips and Tricks in Canvas to Boost Student Success (Geneva Mateo, Canvas Trainer)</b></p> <p>In this session, we'll share some easy tips to help you engage your students more effectively in Canvas. We'll cover tools like New Analytics, the Speedgrader, and recommendations to make your course more dynamic. You'll walk away with some simple strategies to boost engagement right away!</p>
1:00pm – 2:00pm <b>Teaching</b>	LA 211	<p><b>How Can I Best Leverage Video in My Canvas Classes? (Sean Thomas, DL Academic Technologist; &amp; Jeremy Liesen, DL Video Designer)</b></p> <p>Using YuJa, both you and your students can record and submit videos in Canvas. Learn how to use these tools and even include in-video quizzing for better engagement with video content.</p>



  
**Washtenaw**  
 Community College  
OFFICE OF DIVERSITY & INCLUSION

# diversity & inclusion



**WINTER 2025**

January | Dr. Martin Luther King, Jr.

February | Black History Month

March | Women's History Month

April | Asian Pacific Islander Desi American (APIDA) Heritage Month

*Check the Office of Diversity & Inclusion's calendar to learn more about upcoming events and opportunities to earn KALPA credit!*

Wednesday, January 8, 2025

TIME	LOCATION	TOPIC/PRESENTER(S)
1:00pm – 2:00pm <b>Workplace Effect. (FAC &amp; OPTs)</b>	LA 343	<b>Windows 11 and OneDrive: Tips &amp; Tricks (Annie Sutherland, Senior Support Technician)</b> Come learn about Windows 11, the newest operating system from Windows, as well as OneDrive, the cloud-based solution for data backups and accessibility. We'll touch on the features of Windows 11 and OneDrive, and also share some tips and tricks to get you up to speed in no time!
1:00pm – 2:00pm <b>Teaching</b>	LA 259	<b>FPD Presents: Copyright, Canvas, and the Classroom (Molly Ledermann, Professional Librarian; &amp; Michelle Westerdale, CiTL Learning Experience Designer)</b> Join FPD's own Molly and Michelle for this great in-service session about navigating copyright in your classroom and Canvas ecosystems. Learn how to share the resources your students need, while protecting the intellectual property of the folks who made those resources. Even if you knew your way around this issue in Blackboard, this session will make sure you know how to do the right thing in Canvas, too. All PT, Adjunct, & FT faculty are welcome to attend.
2:00pm – 3:00pm	President's Suite, SC 2 <sup>nd</sup> Floor	<b>President's Open Reception</b> Join President Rose Bellanca and team for a meet and greet. All employees are welcome! Light snacks provided
3:00pm – 3:15pm		<b>BREAK</b>
3:15pm – 5:00pm <b>FT Faculty Required</b>	Various	<b>Division Meetings</b> <ul style="list-style-type: none"><li>• Business and Computer Technologies (Dean Eva Samulski) – BE 260</li></ul>
3:15pm – 5:00pm <b>FT Faculty Required</b>	Various	<b>Department Meetings</b> (Check email for details from Department Chairs)

# CURRICULUM & ASSESSMENT

**IMPROVE YOUR ASSIGNMENTS & GET EXPERT SUPPORT  
WITH THE CURRICULUM & ASSESSMENT COMMITTEE!**

Join us for a hands-on Canvas Training Session,  
**“Using Canvas Outcomes to Streamline and Improve Assessments”**  
designed to help you enhance your assignments, streamline grading, and make your course more interactive. Whether you're new to Canvas or want to level up your skills, this session is for you!

- Don't forget to bring your laptops!

**Thursday, January 9, 2025 | 10:00am - 10:50am | LA 259**

Stay for our Canvas **“Assessment Boot Camp”** – a drop-in work session from 1:00 PM to 5:00 PM, where you can get personalized support and guidance. Work on your course materials with experts available to answer your questions and assist you in implementing your ideas—don't forget to bring your course data for tailored support!

**Thursday, January 9, 2025 | 1:00pm - 5:00pm | OE 121**

*Don't miss out – sign up today in KALPA and take your  
Canvas courses to the next level!*

# Winter 2025 In-Service

Thursday, January 9, 2025

TIME	LOCATION	TOPIC/PRESENTER(S)
8:15am – 9:00am <b>Faculty Only</b>	ML 101-121	General Faculty Breakfast
9:00am – 9:50am <b>FT Faculty Required</b>	ML 101-121	General Faculty Meeting – Executive Vice President for Instruction Dr. Brandon Tucker
9:50am – 10:00am		BREAK
10:00am – 10:50am <b>Teaching</b>	LA 311	<b>Creating and Managing Canvas Assignments, Quizzes and Discussions (Jerry Jones, Faculty Development Specialist)</b>  This session covers the tools available in Canvas for creating and managing assignments, quizzes, and discussions. You'll learn how to set up assignments that align with course objectives, design quizzes that accurately assess student learning, and foster meaningful engagement through discussions. The session will include step-by-step instructions for each feature, highlighting customization options, grading settings, and best practices for streamlined management.
10:00am – 10:50am <b>Teaching</b> <b>BRING LAPTOP</b>	LA 259	<b>Using Canvas Outcomes to Streamline and Improve Assessments (Jessica Hale, Prof Faculty–Academic Skills; Randy Van Wagnen–Digital Media Arts; &amp; C&amp;A Team)</b>  Join the C&A team as we break down the Canvas Outcomes tool. We'll explore the advantages and limitations of the Outcomes Tool, and go over how to align Canvas Outcomes with your master syllabus Student Learning Outcomes, as well as how to map assignments, discussions, and quiz questions to Canvas Outcomes to automate the process of gathering assessment data. Bring your laptop and be ready to dive into Canvas.
10:00am – 10:50am <b>Diversity</b>	LA 343	<b>Create Accessible Presentations in PowerPoint (David Vrooman, LSS Assistive Technology Specialist)</b>  Hands-on presentation and workshop where participants will be guided through the process of creating accessible PowerPoint presentations. Topics covered include assigning layouts to slides, adding alternative text descriptions for images, color contrast requirements for text and images of text, and more.
10:00am – 12:00pm <b>Teaching</b> <b>Required: Program Leads &amp; DC's who will do PR in future</b>	ML 101-121	<b>Program Review Process Enhancements (Executive Vice President for Instruction Dr. Brandon Tucker)</b>  This session will provide an in-depth review of the goals and benefits of the Program Review process as well as provide training on the new elements that are being incorporated in the new program review process which launch during next academic year.  <b>Required for Program Leads &amp; Department Chairs who will do Program Reviews in the future.</b>



## LIVING STORIES

Everyone has a journey worth sharing.

Bring your class. Share your story.  
Change your perspective.

Wednesday, March 19, 2025  
11 AM-3 PM  
Bailey Library - GM 1st Floor



 Washtenaw  
Community College | RICHARD W. BAILEY LIBRARY  
& LEARNING COMMONS

Washtenaw Community College does not discriminate on the basis of religion, race, color, national origin, age, sex, height, weight, marital status, disability, veteran status, sexual orientation, gender identity, gender expression, or any other protected status in its programs and activities. The following office has been designated to handle inquiries regarding non-discrimination policies, Title IX or ADA/504 inquiries: Vice President of Student & Academic Services, 502-247, 734-973-3536.

# Winter 2025 In-Service

Thursday, January 9, 2025

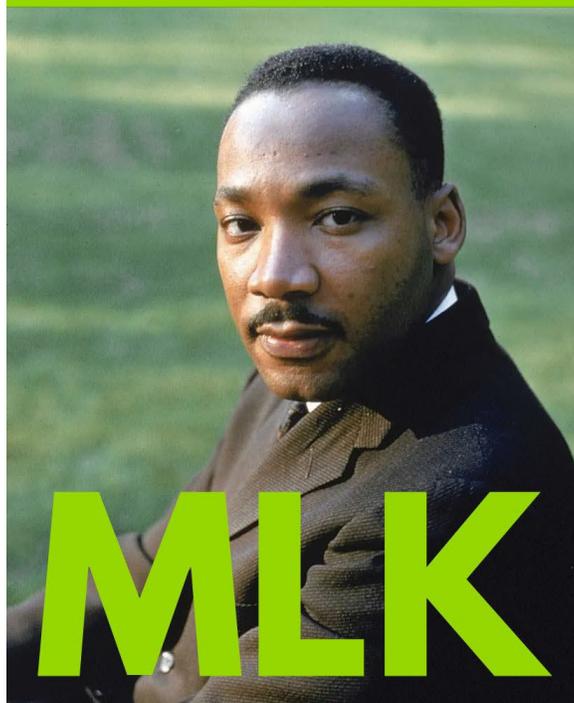
TIME	LOCATION	TOPIC/PRESENTER(S)
11:00am – 12:00pm <b>Teaching</b>	LA 211	<b>Honorlock Online Proctoring Training in Canvas (Nancy Collison, Director of Online Technologies; &amp; Kelly Hamilton, Honorlock Customer Success Manager)</b> Join Nancy and WCC's dedicated Honorlock Customer Success Manager, for an in-depth training on how to use Honorlock with Canvas, including the student exam taking experience. Participants will gain proficiency in enabling exams, selecting their desired level of proctoring, and interpreting results effectively. This training aims to equip instructors with the knowledge and skills needed to effectively integrate online proctoring into their courses and ensure academic integrity in remote learning environments. All Faculty Using Online Proctoring.
11:00am – 12:00pm <b>Teaching</b>	LA 311	<b>How Can I Detect Plagiarism and AI Use in Canvas? (Sean Thomas, DL Academic Technologist)</b> Learn how to use copyleaks, the plagiarism and AI detection software used in Canvas. You'll be a pro at all of your available options, reading & interpreting reports and running analytics to make informed decisions and start meaningful conversations with your students.
11:00am – 12:00pm <b>Teaching</b>	LA 159	<b>Unlock the Power of Library Resources: Tools for Faculty Success! (Sandy McCarthy, Professional Librarian)</b> Join us for an engaging session on how the library can support your teaching. We'll cover integrating library e-resources into Canvas, creating custom research guides for assignments, and developing online materials like tutorials and videos. Stay updated on the latest research databases and tools, and explore our course-related services.
12:00pm – 1:00pm	ML Lobby	<b>WCCEA UNITY LUNCHEON – Invitation only</b>
1:00pm – 1:50pm <b>Teaching</b>	LA 311	<b>Buttons in Canvas (Steven Toth, Prof Faculty–CEM; &amp; Amy Artiles, Learning Solutions Engineer)</b> Links on CANVAS can be hard to see and even more difficult to navigate on small, touchscreen devices like phones and tablets. Make your course "pop" with these simple and effective buttons, which can be made easily in PowerPoint.
1:00pm – 1:50pm <b>Teaching</b>	LA 259	<b>FPD Fall Canvas Piloteers Speak! Panel Discussion (Mary Mullalond, Prof Faculty–English; &amp; Michelle Westerdale, CiTL Learning Experience Designer)</b> Join FPD for this awesome opportunity to learn from the Fall Canvas Piloteers! Mary Mullalond will moderate this panel discussion with our colleagues who already have a semester of teaching in Canvas under their belts. Bring your questions & get your answers about the challenges they encountered, the tools they love, and tips for making your own Canvas teaching easier and more rewarding for you & your students. All FT, PT, & Adjunct faculty are welcome!
1:00pm – 1:50pm <b>Leadership</b>	LA 233	<b>STEM Scholars Program (Susan Dentel, Prof Faculty–Life Science)</b> This session will offer a good overview of the STEM Scholars program, historical progression and future plans. Refreshments will be available.
1:00pm – 5:00pm <b>Teaching</b> <b>BRING LAPTOP</b>	OE 121	<b>Assessment Boot Camp (Jessica Hale, Prof Faculty–Academic Skills; Randy Van Wagnen–Digital Media Arts; &amp; C&amp;A Team)</b> Come join us for an Assessment Boot Camp! The end of the contractual assessment cycle for faculty is this August. While many of you may be planning to work your required Course Assessment Reports (CARs) and Master Syllabi (MS) updates this summer, we recommend you do it now! Blackboard will be gone soon, and as a result, you may lose access to your assessment data and reports. This hands-on session will focus on helping faculty complete their CARs and MS updates before the transition to Canvas. Bring your data and we'll help you do the rest!

# Winter 2025 In-Service

Thursday, January 9, 2025

TIME	LOCATION	TOPIC/PRESENTER(S)
2:00pm – 3:00pm <b>Teaching</b>	LA 211	<b>How Do I Grade in Canvas? (Jerry Jones, Faculty Development Specialist)</b> Join us for a hands-on session tailored to simplify grading in Canvas! This lecture will introduce you to the key tools for streamlining assessment, feedback, and attendance tracking. From navigating the Grade Center to using Speed Grader for quick, thorough evaluations, and utilizing the Attendance tool to keep records up-to-date, this session is designed to help you manage grading tasks with ease. Perfect for both Canvas newcomers and experienced users looking to enhance their grading workflow.
2:00pm – 3:00pm <b>Teaching</b>	LA 159	<b>How Can I Use a Whiteboard in My Canvas Class? (Sean Thomas, DL Academic Technologist)</b> Lucid Whiteboard is now available in Canvas, and in this session, you'll learn how to access it and use it with your students to enable a more interactive classroom.
2:00pm – 3:00pm <b>Workplace Effect. (FAC &amp; OPTs)</b>	LA 237	<b>NCRA – Need Counselor Right Away Protocol (Karolyn Lehn &amp; Jim Bauer, LP Counselor/Non-Clin Case Mgr)</b> Have you ever worked with a student who was in distress and weren't sure what to do? WCC's Personal Counselors will talk to you about the Need Counselor Right Away Protocol and provide tips on how to deal with students who are in distress.
3:00pm – 3:15pm		<b>BREAK</b>
3:15pm – 5:00pm <b>Meeting</b>	Various	<b>Part-Time Faculty Department Meetings</b> Check email for details from Department Chairs

## Dr. Martin Luther King, Jr. Celebration



**Save the date!**

Thursday, Jan. 16, 2025

3:30-5:00 p.m.

Student Center, 2nd floor



Washtenaw  
Community College

OFFICE OF DIVERSITY  
& INCLUSION

Visit [wccnet.edu/diversity](http://wccnet.edu/diversity) for details

TUTORING SERVICES IN THE LEARNING  
COMMONS IS NOW THE:

# ACADEMIC SUCCESS CENTER



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**MONDAY - THURSDAY: 10:00 A.M. - 8:00 P.M.**

**FRIDAY: 10:00 A.M. - 1:00 P.M.**

DROP-IN TUTORING, APPOINTMENTS, WORKSHOPS, SUPPLEMENTAL INSTRUCTION  
SESSIONS, AND VIRTUAL TUTORING.



**Washtenaw**  
Community College

RICHARD W. BAILEY LIBRARY  
& LEARNING COMMONS

# Winter 2025 In-Service

Friday, January 10, 2025

TIME	LOCATION	TOPIC/PRESENTER(S)
9:00am – 9:50am <b>Teaching</b>	LA 159	<b>Journaling for Teachers (Maryam Barrie, Prof Faculty–English)</b> Learn to use writing to develop your teaching practice, as well as practice self-discovery and expression. Session time will be used to write and discuss. Writing prompts will be offered to assist teachers interested in creating a thoughtful place for themselves to consider challenges, mistakes and successes in their teaching practice.
9:00am – 9:50am <b>Workplace Effect. (FAC &amp; OPTs)</b>	LA 233	<b>New Employee Dashboard (Linda Williams, Lead SR Bus/Sys Analyst Fin &amp; HR)</b> The New Employee Dashboard has an enhanced user experience designed to give faculty and staff the information and access they need to succeed <ul style="list-style-type: none"><li>• Within Employee Dashboard, new modules will be introduced like My Team for Supervisors and Managers to see key information about their employees</li><li>• Employee Salary information, Current Hourly Rate, Deduction History, Position History, W-2s and much more!</li></ul>
9:00am – 12:00pm <b>Teaching</b> <b>Canvas Piloteers Only</b> <b>BRING LAPTOP</b>	GM 208 (Tutoring Area)	<b>FPD Winter Canvas Piloteers Workshop: Semester Set-Up Mary Mullalond, Prof Faculty; Nancy Collison, Director of Online Technologies; Michelle Westerdale &amp; Megan Blaha, CiTL Learning Experience Designers)</b> Piloting Canvas for the college this semester? First, THANK YOU! Second, join Mary, Nancy, Michelle, and Megan for this session designed to make sure you're ready to kick off the semester successfully. Learn about the blueprint, homepage, grade book settings, communicating with students, and so much more. <b>Bring your laptop and enjoy delicious nosh. This is a three-hour closed session only for the Winter Canvas Piloteers.</b>
9:50am – 10:00am		<b>BREAK</b>
10:00am – 10:50am <b>Workplace Effect. (FAC &amp; OPTs)</b>	LA 211	<b>How to Partner with Student Development and Activities (Lisa Wheeler, Director of Student Development &amp; Activities)</b> Student Development and Activities (SDA) at WCC plays a crucial role in fostering collaboration between faculty, staff, and students. By partnering on initiatives such as event tables that promote classes, faculty, and staff can directly engage with students, enhancing awareness of academic offerings. Co-curricular mini-grants encourage innovative projects that align academic goals with student interests, while fun events like WCC sports tournaments—where students compete against staff—build community spirit and camaraderie. Faculty and staff can also enrich student experiences by serving as advisors for student clubs, and guiding members in leadership and teamwork. Additionally, SDA's check-out system allows any faculty or staff member to access supplies for short-term events, ensuring that both student and staff-led initiatives are well-supported. These collaborative efforts not only strengthen the WCC community but also create meaningful opportunities for student engagement and development. Check out Campus Connect for more information: <a href="https://wccnet.campuslabs.com/engage/">https://wccnet.campuslabs.com/engage/</a>
10:00am – 12:00pm <b>Leadership</b>	LA 229	<b>Center for Sustainability and Resilience Annual Meeting (Emily Thompson, Prof Faculty–Life Science; &amp; Bill Ghrist, Director of Energy, Sustainability &amp; Facilities Planning)</b> Join Emily and Bill for a meeting of all sustainability groups on Campus. Leaders of constituent groups will have a chance to report on initiatives and get assistance and feedback. Groups will have a chance to exchange ideas. We'll also give groups a chance to be photographed for the updated website we're working on. [Snacks will be served, if they will.] <b>This meeting is only open to people currently serving on sustainability committees.</b>
10:00am – 11:00am		<b>BREAK</b>

# Winter 2025 In-Service

Friday, January 10, 2025

TIME	LOCATION	TOPIC/PRESENTER(S)
11:00am – 12:00pm Teaching	LA 259	<b>What Are the Canvas Mobile Apps Good For? (Sean Thomas, DL Academic Technologist)</b> In this session you'll learn the top use-cases for the Canvas Teacher app and get an overview of the experience in the Canvas Student app so you can consider it when crafting your courses.
12:00pm – 1:00pm		LUNCH BREAK
1:00pm – 2:00pm Leadership	LA 229	<b>Earth Week Planning Session (Emily Thompson, Prof Faculty–Life Science; Christy Mann, Part-time Faculty for WISD-ABE-ELL)</b> Join Christy Main and Emily Thompson for an Earth Week Planning Session! We'd love to incorporate your ideas for activities, workshops, and events! Help us plan and lead the way to a great Earth Week! This session will allow participants to support leaders in sustainability. In addition, participants will learn leadership, planning, community-building skills to use in the future!
1:00pm – 2:30pm Teaching	LA 327	<b>FPD All-Faculty Winter Kick-Off (Mary Mullalond, Prof Faculty–English; &amp; Robert Hatcher–Math)</b> FPD welcomes all faculty (FT, PT, & Adjunct) to join us in starting off the Winter 2025 term with food, fellowship, and professional development. Continuing our exploration of WCC's theme for the year – "Innovate!" -- we'll focus on practical strategies for trying new things in our classes and teaching practice. We'll think about planning for, implementing, & evaluating positive change in how we support our students' success. Approaches will include 'teaching experiments,' SMART Goals, and Teaching Circles. All FT, PT, & Adjunct faculty are welcome!
2:00pm – 3:00pm Leadership Invitation Only	ML 150	<b>STEM Mentor Training (Susan Dentel–Life Science)</b> This is a special training session reserved only for STEM mentors.



## Become an Open Educator! Join the 2025 OER Cohort.

- **Session One: Friday, February 7 - 10-11am - Zoom**
  - Hands-on project planning, Creative Commons, explore options.
- **Session Two: Friday, February 21 - 10-11am - Zoom**
  - Adapting, remixing, and attributing OER, instructional design considerations, troubleshoot problems.
- **Session Three: Friday, April 11 - 10-11am - Zoom**
  - Create maintenance plan, OER course marking, troubleshoot problems, checklist for finishing projects.

Register: <https://wccnet.libwizard.com/f/oer-cohort>

Questions: Molly Ledermann [mledermann@wccnet.edu](mailto:mledermann@wccnet.edu)



RICHARD W. BAILEY LIBRARY  
& LEARNING COMMONS

# SRC: Student Resource Center

## Removing obstacles for your academic success



**There are many ways  
that we can help you!**



We can offer a case management approach to helping you succeed. Our staff will work with you one-on-one in reviewing your goals, planning your program and accessing resources to help you achieve your goals.

### ***We can help with:***

- Scholarship funding for off campus child care
- Grants offered through the Carl Perkins Act for students in occupational programs
- Support connections with the community and other college resources
- Assistance navigating the WCC system
- Awareness campaigns/workshops
- Navigating food insecurity

**Contact the Student Resource Center to schedule your appointment today!**

### ***Contact SRC***



**734-677-5105**

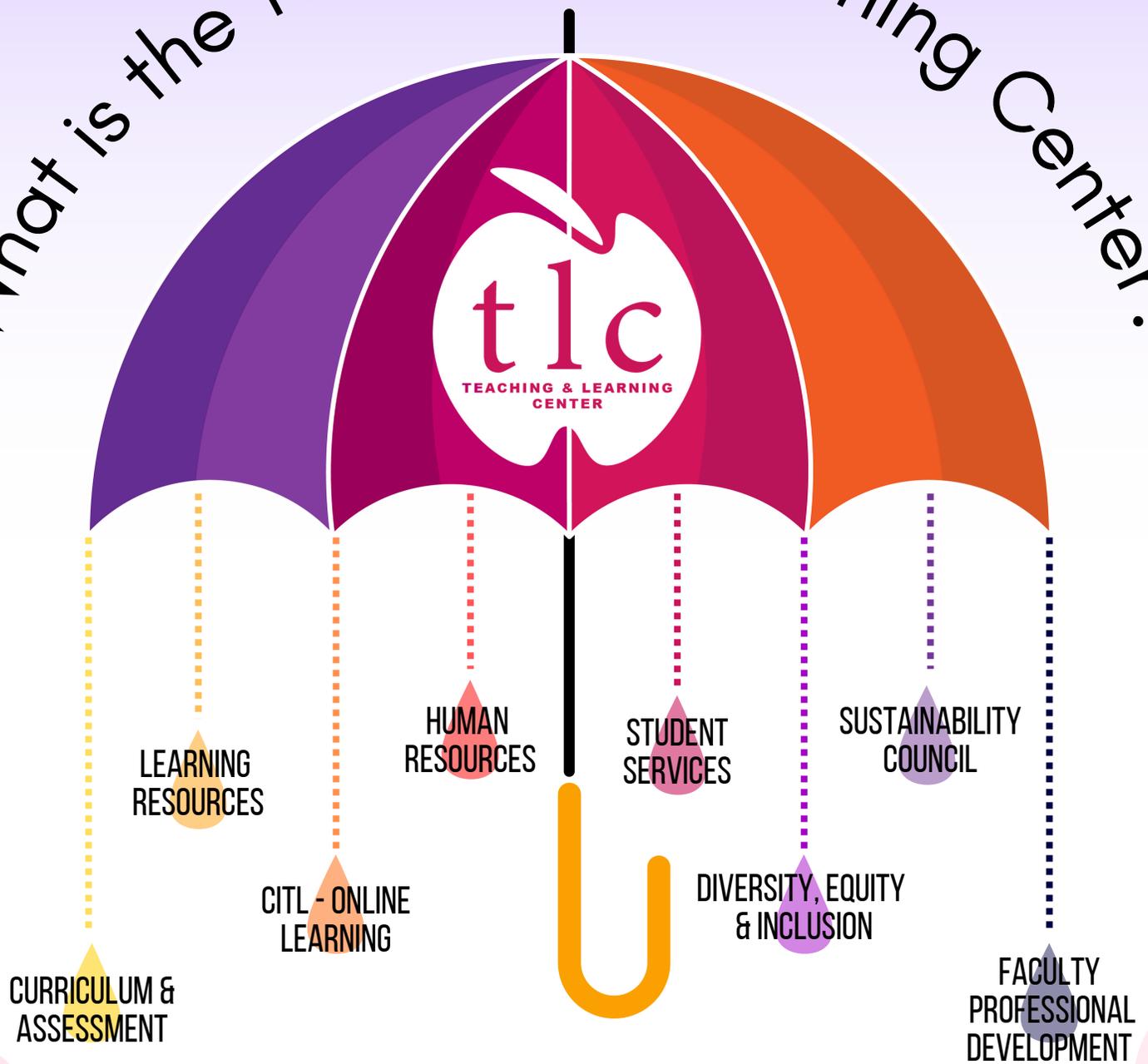
**Student Center building**  
Second floor, SC 206  
*Counseling & Career Planning*



**src@wccnet.edu**

For more information, visit [src.wccnet.edu](http://src.wccnet.edu)

# What is the Teaching & Learning Center?



The Teaching & Learning Center is dedicated to the professional development of faculty & staff within the WCC community. It is housed within the Part-Time Faculty Commons, and is managed by the Instructional Operations Manager, Theresa Hunt; and Administrative Support Specialists, Debra Shillington, Victoria Wright & Pamela Gonzales. Together, the TLC staff and advisory team works to keep the college current with the ever-changing world of academia, manages WCC's PD software KALPA, hosts a twice-yearly In-Service, and more. With the support of each of our embedded organizations, our goal is to foster a culture of educational innovation to enhance student learning and success.

*Mission Statement*

*Our college strives to make a positive difference in people's lives through accessible and excellent educational programs and services.*

*Washtenaw Community College*