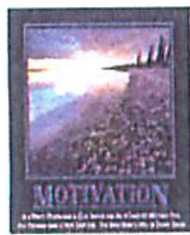




2008 Professional Development Opening Session



"One College, Two Campuses, One Team"



Lawson State Community College



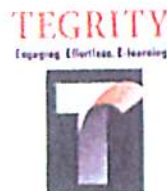
**Thursday, August 14, 2008
8:00 a.m.-4:00 p.m.**



*Dr. Perry W. Ward Technology
Building
(ACATT)*



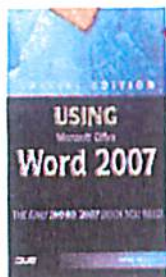
**Dr. Perry W. Ward,
President**



**Dr. Bruce Crawford,
Vice President**



**Mrs. Sharon Sanders Crews,
Vice President**



Lawson State COMMUNITY COLLEGE

2008 Fall Planning and Training Conference
Building (Birmingham Campus)
8:00 a.m. to 4:30 p.m.

Today's Theme: *"Equip, Engage, and Empower"*

Thursday, August 14, 2008

Location: Alabama Center for Advanced Technology and Training (ACATT)










- 8:00-8:30 a.m. Registration and Refreshments
- 8:30-10:00 a.m. **Opening Session**
Greetings
Dr. Ethel H. Hall, Vice President Emerita
Alabama State Board of Education, District IV
- State of the College**
Dr. Perry W. Ward, President
- Administrative and Student Services Divisional Updates**
Mrs. Sharon Crews, Vice President
- Instructional Services Divisional Updates**
Dr. Bruce Crawford, Vice President
Highlight: The Correctional Education Program
- 10:00-10:10 a.m. BREAK
- 10:15-11:15 a.m. SACS Updates, *Dr. Myrtes Green*
- Planning Hearings and Video Presentation, *Dr. Charles Murray***
- The QEP, SPACE and CTEL, *Dr. Sherri Davis and Dr. Cynthia Anthony***
- CCSSE: National Comparison Data Analysis – Student Engagement**
Dr. Randy Glaze
- 11:15-12:30 p.m. **Professional Development Training Session I** (*See Attached*)
- 12:30-1:30 p.m. **Lunch Break (On Your Own)**
- 1:40- 2:45 p.m. **Professional Development Training Session II** (*See Attached*)
- 2:45-3:00 p.m. BREAK
- 3:00-4:15 p.m. **Professional Development Training Session III** (*See Attached*)
- 4:15 p.m. **Ice Cream Social (ACATT-Lobby)**
President's Cabinet Sponsoring and Hosting

Lawson State










COMMUNITY COLLEGE

Fall 2008 Professional Development Workshops







Session I: 11:15-12:30

<p>Session A:</p>  <p>Blackboard</p> <p>Blackboard Basics—What All Beginners Should Know</p> <p>Presenter: Dr. Margaret Robinson</p> <p>Location: ACATT, Lab 1</p>	<p>Session B:</p>  <p>Customer Service Training 101: Perfecting Your Customer Service Skills</p> <p>Presenter: Mark Whigham</p> <p>Location: ACATT, Lab 2</p>	<p>Session C:</p>  <p>Microsoft Word 2007 <i>(*Participants should be proficient in at least Microsoft 2003 software in order to attend).</i></p> <p>Presenter: Teheitha Taylor</p> <p>Location: ACATT, Lab 8</p>
<p>Session D:</p>  <p>Instructional Strategies that Work!</p> <p>Presenter: Keith Littleton</p> <p>Location: ACATT, Lab 3</p>	<p>Session E:</p>  <p>Perfecting Relationships with Students & Co-Workers</p> <p>Presenter: Renay Herndon</p> <p>Location: ACATT, Auditorium</p>	<p>Session F:</p>  <p>Criterion Online Writing (Evaluates Student Writing in Seconds)</p> <p>Presenter: Dr. Stephen Monti</p> <p>Location: ACATT, Lab 9</p>
<p>Session G:</p>  <p>Stress Busters: How to Relieve Stress on the Job and in Your Life</p> <p>Presenter: Cedric Burden</p> <p>Location: ACATT, Lab 4</p>	<p>Session H:</p>  <p>Power Point for Beginners—Everything You Need to Know and More</p> <p>Presenter: Calvin Briggs</p> <p>Location: Academic Building, STEP-up Lab, Room B118</p>	<p>Session I:</p>  <p>Motivation Techniques that Work Inside the Classroom</p> <p>Presenter: Shelly Millender III</p> <p>Location: ACATT, Lab 6</p>

Session II: 1:40-2:50 (please arrive on time)

<p>Session A:</p>  <p>Microsoft Word 2007 <i>Participants should be proficient in at least Microsoft 2003 software in order to attend.</i></p> <p>Presenter: Teheitha Taylor</p> <p>Location: ACATT, Lab 8</p>	<p>Session B:</p>  <p>Instructional Strategies that Work!</p> <p>Presenter: Keith Littleton</p> <p>Location: ACATT, Lab 3</p>	<p>Session C:</p>  <p>Stress Busters: How to Relieve Stress on the Job and in Your Life</p> <p>Presenter: Gina Mallisham</p> <p>Location: ACATT—eLibrary, 2nd floor</p>
<p>Session D:</p>  <p>Perfecting Relationships with Students, Co-workers & Administrators</p> <p>Presenter: Renay Herndon</p> <p>Location: ACATT, Auditorium</p>	<p>Session E:</p>  <p>Tegrity Basics—Everything You Need to Know to Get Started! <i>*Required attendance for math instructors. Open to all disciplines.</i></p> <p>Presenter: Dr. Charles Fowler</p> <p>Location: ACATT, Lab 11</p>	<p>Session F:</p>  <p>Perfecting Lawson's Internal Systems: AS400, L-Drive, STARS, Email & Global Suite Operations</p> <p>Presenter: Jamie Glass</p> <p>Location: ACATT, Lab 1</p>
<p>Session G:</p>  <p>Perfecting Your Organizational Skills to Increase Job Performance</p> <p>Presenter: Regina Doriety</p> <p>Location: ACATT, Lab 10</p>	<p>Session H:</p>  <p>Blackboard</p> <p>Blackboard Gradebook—What Everyone Needs to Know from A-Z</p> <p>Presenter: Dr. Tracey Wilson</p> <p>Location: Academic Building, STEP-UP Lab, B118</p>	<p>Session I:</p>  <p>Advanced Power Point—Take What You Know to a Higher Level (<i>*Session is not for beginning users.</i>)</p> <p>Presenter: Kesha James</p> <p>Location: ACATT, Lab 9</p>

Session III: 3:00-4:15 p.m. (please arrive on time)

<p>Session A:</p>  <p>CUSTOMER SERVICE TRAINING 101</p> <p>Customer Service Training 101: Perfecting Your Customer Service Skills and Liking It</p> <p>Presenter: Mark Whigham</p> <p>Location: ACATT, Lab 2</p>	<p>Session B:</p>  <p>Microsoft Word 2007 <i>Participants should be proficient in at least Microsoft 2003 software in order to attend.</i></p> <p>Presenter: Kesha James</p> <p>Location: ACATT, Lab 9</p>	<p>Session C:</p>  <p>Power Point for Beginners-- Everything You Need to Know and More</p> <p>Presenter: Donnell Perry</p> <p>Location: ACATT, Lab 11</p>
<p>Session D:</p>  <p>Blackboard</p> <p>Blackboard Communications— How to Make It Work for You</p> <p>Presenter: Dr. Sherri Davis</p> <p>Location: ACATT, Lab 8</p>	<p>Session E:</p>  <p>Perfecting Lawson's Internal Systems: AS400, L-Drive, Email & Global Suite Operations</p> <p>Presenter: Jamie Glass</p> <p>Location: ACATT, Lab 1</p>	<p>Session F:</p>  <p>Motivation Techniques that Work in the Classroom and Beyond</p> <p>Presenter: Shelly Millender III</p> <p>Location: ACATT, Lab 6</p>