Spring Convocation 2012

College of Southern Nevada

January 18 – 20, 2012

If you would like special accommodations or services for any of these sessions, please contact the Disability Resource Center at 651-4045
Happy New Year and welcome back!

I hope everyone enjoyed the holiday season and got plenty of rest and relaxation after a very busy semester.

I fully expect that spring semester will go just as quickly as fall. Here’s what we can look forward to in 2012 at CSN and in Southern Nevada. Black History Month is right around the corner with the promise of many wonderful events. CSN is bringing back the end of the year celebratory party, which has yet to be named. It will take place May 18 and allow us to recognize faculty and staff accomplishments and much more. And of course the proverbial “silly season” is upon us as elections draw near.

As we enter our second semester with MyCSN, we are working to launch an Intranet to help us better communicate and a new content management system that will allow us to redesign our website.

CSN continues to focus on student success initiatives, including completion, as part of our participation in Complete College America. Your talent and passion for education and our commitment to helping students succeed -- even with our limited resources – will allow us to achieve much this semester. We must do more to give students the keys they need to achieve their academic goals, whatever those goals may be.

There is a lot to do and that is why it is essential that all are actively engaged and involved. I hope you enjoy this week of professional development activities that CAPE has put together. We appreciate all they have done to ensure a gratifying experience during spring convocation.

I look forward to hearing from you this week and all semester long. Enjoy convocation week!

Sincerely,

Mike Richards, Ph.D.
College of Southern Nevada President

Board of Regents of the Nevada System of Higher Education
Jason Geddes, Chair; Kevin J. Page, Vice Chair; Mark Alden; Dr. Andrea Anderson; Robert Blakely; Cedric Crear; Dr. Mark W. Doubrava; Ron Knecht; James Dean Leavitt; Kevin C. Melcher; Dr. Jack Lund Schofield; Rick Trachok; Michael Wixom
Daniel Klaich, Chancellor
# CONVOCATION SCHEDULE - At a Glance

<table>
<thead>
<tr>
<th>Time</th>
<th>Tuesday January 17</th>
<th>Cheyenne Wednesday – January 18</th>
<th>Charleston Thursday – January 19</th>
<th>Cheyenne Friday – January 20</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 – 9:30</td>
<td>School and Department Meetings</td>
<td><strong>Tech Connection</strong></td>
<td>Benefits Update K-101</td>
<td>MyCSN for Faculty 2769</td>
</tr>
<tr>
<td>9:45 – 11:45</td>
<td>Please check with your Deans and Department Chairs for details relative to time and location</td>
<td></td>
<td>So You Think You Want to Write a Grant C-115</td>
<td>Best Practices in Business &amp; Industry Partnerships 1443</td>
</tr>
<tr>
<td>12:30 – 1:30</td>
<td>Lunch Break</td>
<td></td>
<td>General Education Review D-101</td>
<td>Improving Your Health thru Daily Activities 1446</td>
</tr>
<tr>
<td>1:45 – 2:45</td>
<td></td>
<td></td>
<td>Common Core State Standards K-227 DRC 101 K-221</td>
<td>Domestic Violence Awareness 1443 Sexual Harassment Prevention Full Course 2769</td>
</tr>
<tr>
<td>3:00 – 4:30</td>
<td></td>
<td></td>
<td>Teaching Hybrid Courses Effectively C-115</td>
<td>Food Sanitation Tips for the Home Cook 1446 Buying Real Estate in The Current Market 1420</td>
</tr>
</tbody>
</table>

To assure you are given appropriate credit, go to [www.csn.edu/cape](http://www.csn.edu/cape) to register online for any of the sessions listed on Thursday or Friday.
# CONVOCATION SCHEDULE – Tech Connection At-a-Glance – Wednesday, January 18th

## College of Southern Nevada - Cheyenne Campus

<table>
<thead>
<tr>
<th>Time</th>
<th>Room</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>7:30-8:15</strong></td>
<td>2651</td>
<td>Continental Breakfast with the President - Fine Arts Gallery</td>
</tr>
<tr>
<td><strong>8:30-9:30</strong></td>
<td>2658</td>
<td>Keynote Speaker Punam Mathur: &quot;Leadership and Building Community Capacity&quot; - Horn Theater</td>
</tr>
<tr>
<td><strong>9:45-10:30</strong></td>
<td>2660</td>
<td>Tegrity: Basic Recording Training - Tanya Rodgers Tegrity</td>
</tr>
<tr>
<td></td>
<td>2661</td>
<td>Canvassia Studio in Education - James Adams, CSN</td>
</tr>
<tr>
<td></td>
<td>2662</td>
<td>Photoshop - Taylor Gray, CSN</td>
</tr>
<tr>
<td></td>
<td>2664</td>
<td>Adobe Design Suite CS5.5 - Scott Trudeau, Adobe</td>
</tr>
<tr>
<td></td>
<td>2665</td>
<td>Using Video Conferencing in Your Lectures - Tommy Quach, Avmedia</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quality Matters Overview - Nancy Webb, CSN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Building an Online Learning Community - Kevin Wilcox, UNLV</td>
</tr>
<tr>
<td><strong>10:45-11:30</strong></td>
<td>2651</td>
<td>Cisco VoIP Phone 101 - Mark Kiechey and Ayana Lytle, OTS</td>
</tr>
<tr>
<td></td>
<td>2658</td>
<td>How to Effectively Use Your Lumen's Document Camera - Matt Martin, Lumen's</td>
</tr>
<tr>
<td></td>
<td>2660</td>
<td>InDesign CS5.5 - InDesign is Not Just for Print - Scott Trudeau, Adobe</td>
</tr>
<tr>
<td></td>
<td>2661</td>
<td>iClass - Diana Booth, CSN</td>
</tr>
<tr>
<td></td>
<td>2662</td>
<td>E Portfolios for CNI - Students - Judy Righthemaster and Jack Sawyer, CSN</td>
</tr>
<tr>
<td></td>
<td>2664</td>
<td>Using SoftChalk to Create Engaging Online Instruction - Sue Armitage, UNLV</td>
</tr>
<tr>
<td><strong>11:30-12:15</strong></td>
<td>2665</td>
<td>Lunch In June Whitley Lounge</td>
</tr>
<tr>
<td><strong>12:30-1:30</strong></td>
<td>2661</td>
<td>Keynote Speaker Ryan Worlton: &quot;Protecting Against the Human Threat Vector&quot; - Horn Theater</td>
</tr>
<tr>
<td></td>
<td>2662</td>
<td>Tegrity: Recording Management &amp; Basic Editing Training - Tanya Rodgers Tegrity</td>
</tr>
<tr>
<td></td>
<td>2664</td>
<td>Canvassia in Distance Education - James Adams, CSN</td>
</tr>
<tr>
<td></td>
<td>2665</td>
<td>How to Use the FrontRow System to Lesson Capture - Aaron Trotter, FrontRow</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Create ePortfolios using Acrobat XI - Scott Trudeau, Adobe</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Microsoft Office 2010: Beyond Basics - Eric Smith, Microsoft</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Secure Management of Mobile Access, Content and Applications in Education - Traceus Weekes, AirWatch</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Building Online Learning Communities with Multiuser Blogging Environments - Michael Wilcox, UNLV</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Presentation Strategies for SMART Notebook with Symposid - Cindy Jones, FrontRow</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Teaching and Learning with iPad - Jay Macek, Apple</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Going Mobile with Creative Suite CS5.5 - Scott Trudeau, Adobe</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Microsoft Free Tools and Tech for the Classroom - Eric Smith, Microsoft</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Microsoft Windows 7 and Beyond - Eric Smith, Microsoft</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WebMe! Simple Web Pages Made Easy - Patty Drouen, CSN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Branding: Talking With Instructors About Look &amp; Feel - Kevin Wilcox, Eileen Madinger, UNLV</td>
</tr>
<tr>
<td><strong>2:45-3:30</strong></td>
<td>2661</td>
<td>Symboloo - Dorothy Chao, CSN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Presentation Strategies for SMART Notebook with Symposid - Cindy Jones, FrontRow</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Teaching and Learning with iPad - Jay Macek, Apple</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Going Mobile with Creative Suite CS5.5 - Scott Trudeau, Adobe</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Microsoft Free Tools and Tech for the Classroom - Eric Smith, Microsoft</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Microsoft Windows 7 and Beyond - Eric Smith, Microsoft</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WebMe! Simple Web Pages Made Easy - Patty Drouen, CSN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Branding: Talking With Instructors About Look &amp; Feel - Kevin Wilcox, Eileen Madinger, UNLV</td>
</tr>
<tr>
<td><strong>3:45-4:30</strong></td>
<td>2661</td>
<td>Closing Session - Horn Theater</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cocktail Reception with the CIO</td>
</tr>
</tbody>
</table>

---

*The schedule is subject to change.*
Convocation Brochure Spring 2012

January 17, Tuesday
8:00 a.m. – 5:30 p.m.

SCHOOL MEETINGS

Cheyenne Campus

<table>
<thead>
<tr>
<th>Time</th>
<th>School</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:30-noon</td>
<td>Science &amp; Math</td>
<td>2631</td>
</tr>
<tr>
<td>10:00-11:30</td>
<td>Arts &amp; Letters</td>
<td>1430</td>
</tr>
</tbody>
</table>

Charleston Campus

<table>
<thead>
<tr>
<th>Time</th>
<th>School</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-10:00</td>
<td>Health Sciences</td>
<td>K-101</td>
</tr>
<tr>
<td>10:00-noon</td>
<td>Education, Business &amp; Social Sciences</td>
<td>I-108</td>
</tr>
</tbody>
</table>

Henderson Campus

<table>
<thead>
<tr>
<th>Time</th>
<th>School</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:30-5:30</td>
<td>Advanced &amp; Applied Technologies</td>
<td>C-133</td>
</tr>
</tbody>
</table>

DEPARTMENT MEETINGS

Check with your department chair for specific details on department meetings.

January 18, Wednesday
Cheyenne Campus
8:00 a.m. – 6:00 p.m.

TECH CONNECTION
OTS & CAPE & the CSN Foundation

Horn Theater Building
This is the perfect opportunity to familiarize yourself with all things related to technology at CSN. Please plan to attend. We have added many faculty-to-faculty workshops this year based on the feedback we received last spring. Please check the Tech Connection At-a-Glance schedule for particulars.

OTS will also publish a full program brochure with details. As always, lots of experts will be available to answer your questions and demonstrate the latest products. Did we mention food, drink, prizes galore, and lots of fun?

January 19, Thursday
Charleston Campus
8:00 – 9:30 a.m.

PEBP BENEFITS UPDATE
Carolyn Collins, Tina Petrie, Kathryn Eghoian

K-101
This will be a report on the current status of the PEBP Health Benefits plans available for next year for all state employees. It will update faculty and staff on the information and recommendations coming from the NSHE Task Force on PEBP Health Benefits. Finally, it will clarify the process, both administratively and politically, about what will and may happen to health benefits between now and July 1, 2012.

SO YOU THINK YOU WANT TO WRITE A GRANT: HOW TO ASSESS YOUR READINESS
Rosemary West

C-115
You have a great idea that requires funding. This seminar-style workshop will help you start thinking about writing a grant to support your great ideas. It takes planning and thoughtful consideration to submit a winning proposal and manage the funded project. The restrictions may seem overwhelming, but the rewards far outweigh them.

GENERAL EDUCATION REVIEW: TOWN HALL FOR AA, AS AND AB DEGREES
Darin Dockstader & General Ed. Review Comm.

D-101
This presentation and public comment opportunity will focus on the proposed changes to CSN General Education requirements for AA, AS and AB degrees.

9:45–11:45 a.m.

COMMON CORE STATE STANDARDS
Nicole Klimow, CCSD

K-227
If you would like to learn how the Common Core State Standards adoption will affect CSN both in regard to our future students’ knowledge and experiences (as they move from CCSD to CSN) as well as to expectations our current teachers-in-training will face when seeking employment at CCSD, attend this session.

Go to www.csn.edu/cape to register for any session

If you would like special accommodations or services for any of these sessions, please contact the Disability Resource Center at 651-4045
Convocation Brochure Spring 2012

January 19, Thursday (continued)
Charleston Campus

9:45–11:45 a.m.

DRC 101
Anita Stockbauer, Brad Gruner, Raquel O’Neill, K-221
Shanee’ Walker, Catie Rojas

Your syllabus statement or handbook will direct students to the Disability Resource Center; but what happens when they return to your classroom? Come learn about the services, and resources available to you from the DRC Staff. See the forms and learn how they are being used; talk about conduct and compliance, and hear what is now available online. Bring your questions. This will help to assure your success in the new semester.

TEACHING HYBRID COURSES EFFECTIVELY
Thill Raghu C-115

There is some confusion about hybrid or blended courses. This session will help you identify and try to eliminate it. We will explore the concepts and discuss general criteria for measuring the effectiveness of teaching courses in this modality. Methods and approaches to enhance the effectiveness of teaching a hybrid or blended course will be presented. This session will conclude with a review of the evidence demonstrating that the hybrid or blended modality significantly improves student learning.

HOW TO BEAT THE BANK WITH FORECLOSURE
John Rosich K-226

Unfortunately, too many Nevadans are faced with the prospect of foreclosure on their homes. In this session you will learn your rights and techniques to give you the best outcome possible in dealing with lenders.

11:45 a.m. – 12:30 p.m. – Lunch Break

12:30 – 1:30 p.m.

NEW LMS PREVIEW
Terry Norris K-101

This workshop will cover the conversion process and the schedule to move to the new Learning Management System (LMS) which will replace Angel. This will include the timeline for moving from Angel to the new LMS, the process for course conversion from Angel to the new LMS, and when the new LMS will go live. NOTE: Subject to cancellation if contract is not negotiated prior to this session.

12:30 – 1:30 p.m.

TECHNOLOGY TOOLBOX
Dorothy Chase K-221

Attend this session to receive instruction on the use of free web 2.0 applications. Each application will be introduced separately. The URL will be given with instructions for registration. Demonstration on how to use the applications will be given – including tips and techniques. Attendees will be directed to a wiki where other applications are listed with brief descriptions.

1:45 – 2:45 p.m.

MYCSN FOR FACULTY
Linda Chapman K-226

MyCSN is the new student information system and will completely replace the former SIS program we have used for years. In this session you will learn how it will enhance our students’ educational experience and improve our processes. We will address: class rosters, enrollment data, registration information, and student academic profiles. They are all at your fingertips and just a few “clicks” away. This workshop is geared toward teaching faculty.

CRAFTING A MORE EFFECTIVE SYLLABUS
Steve Herro K-232

The syllabus is an extremely important document that is often the first piece of written communication provided to students. As such, instructors can use the syllabus to communicate so much more than the rules, regulations and requirements of the course. Some might adjust their syllabi every semester, while others continue to recycle versions that may be years old. Whatever your syllabus revision regimen, or your particular approach to teaching and learning, you will benefit from this workshop. In addition to reviewing the most recent version of the CSN Course Syllabus Policy, you will be prompted you to think about the syllabus from different perspectives, in an effort to help you make your syllabi more effective documents.

Go to www.csn.edu/cape to register for any session

If you would like special accommodations or services for any of these sessions, please contact the Disability Resource Center at 651-4045
January 19, Thursday (continued)
Charleston Campus
3:00 – 4:30 p.m.

**SEXUAL HARASSMENT PREVENTION REFRESHER**

*Debbie Tanner C-115*

The Sexual Harassment Refresher course is designed to fulfill the State of Nevada’s requirement per the NAC 284.496. At least once every two years after initial appointment to state service, an employee shall attend a certified refresher class or training concerning the prevention of sexual harassment.

**THE NEW ERA ON ASSESSMENT OF STUDENT LEARNING**

*Glenna Ewing K-226*

Rumor or Fact?: I can change the October 1st Assessment of Student Learning Report. Assessments of Student Learning Plans are for multiple years and not reported annually. Assessment of student learning is summative (program outcomes prior to graduation). The October 1st date for Assessment of Student Learning Report and Plans have changed. Participants will explore CSNs “New Era on Assessment of Student Learning” and gain insight to new assessment approaches and opportunities.

**UNDERSTANDING THE STUDENT-EDUCATOR RELATIONSHIP IN LIGHT OF THE NEW CUSTOMER SERVICE MENTALITY**

*Gillian Silver-Rodis K-221*

The post-secondary educational environment has experienced a radical transformation that has impacted the three critical partners in the creation of competent contributors to industry: administrators, educators and students. A new book, authored by Dr. Gillian Silver and Dr. Cheryl Lentz, with a forward by CSN President Michael Richards, examines the evolving reality of the American college system.

Convocation attendees will have the opportunity to participate in a drawing for a free copy of "The Consumer Learning: The Emergence of the Customer Service Mentality in Post-Secondary Education." Additionally, discounted copies of the 2012 hard copy book will be available.

Key topics include the diverse perspectives of those collaborating in the educational experience, trends and the new term of "edutainer," and the contemporary notion of engagement.

Go to www.csn.edu/cape to register for any session

January 20, Friday
Cheyenne Campus
8:00 – 9:30 a.m.

**MYCSN FOR FACULTY**

*Thomas Scott 2769*

MyCSN is the new student information system that has completely replaced the former SIS program. In this session you will learn the elements that are specific to faculty, including: Class Rosters, Grade Rosters, Early Alert, Student Look-up and how to navigate through the system with ease.

**SHARING BEST PRACTICES IN BUSINESS AND INDUSTRY PARTNERSHIPS: A NATIONAL SCIENCE FOUNDATION (NSF) STUDY**

*Warren Hioki, Leticia Llamas 1443*

This interactive discussion session, based on an NSF study, is intended to springboard off the study’s results on sharing best practices in establishing, maintaining, and strengthening the mutual benefits of business and industry partnerships, including professional organizations, i.e., CSN’s Tech Prep Department relies on strong business and industry partnerships for program articulation, accreditation, etc.

Participants will be encouraged to network with each other by engaging in a brainstorm activity designed to identify each other’s best practices and share them across disciplines.

**IMPROVING YOUR HEALTH THROUGH EVERYDAY ACTIVITIES**

*Tityik Wong 1446*

Many of you have found out how difficult it is to establish a consistent exercise program that you can follow year after year. This workshop will show you how you can make your everyday activities your greatest exercise program, so that as long as you are living and moving around, you are exercising!

9:45 – 11:45 a.m.

**DOMESTIC VIOLENCE AWARENESS**

*CAPS Staff, CSN Police, and Safe Nest 1443*

Domestic violence is present across varying demographics and will be present among the students we serve at CSN. In this presentation you will become aware of what your role is in helping students in domestic violence situations and what referrals are available in the community.

If you would like special accommodations or services for any of these sessions, please contact the Disability Resource Center at 651-4045
9:45 – 11:45 a.m.

SEXUAL HARASSMENT PREVENTION TRAINING
Debbie Tanner

In accordance with Title IV, Chapter 8, Section 13(C) of the Nevada Board of Regents’ Handbook, “Each institution shall have an ongoing sexual harassment training program for employees.” In this session we will discuss all relevant issues at CSN. All new employees are required to attend.

FOOD SANITATION TIPS FOR THE HOME COOK
Eileen Metcalfe

Frequent media coverage of foodborne illness outbreaks may make you wonder how you can keep your own family safe from food related pathogens. This workshop will cover the steps you can take in your own kitchen to help assure the safety of the food your family eats.

HOW TO BUY REAL ESTATE IN THE CURRENT MARKET
John Rosich

With the housing market decline in the last several years, people are naturally wondering if we are at the bottom. The unique opportunity this market presents requires knowledge and negotiating skills vastly different than most of us have known in the past. This session will help you to improve your odds of succeeding in your quest to acquire property.

11:45 a.m. – 12:30 p.m. – Lunch Break

12:30 – 1:30 p.m.

CUSTOM ONLINE LIBRARIES: PROGRAM GUIDE
Ted Chodock, Clarissa Erwin, Jeanette Jones, Christine Shore

Do you wish your students had a single starting point for the best journals, books, videos, web sites, news and research material in your subject area? Do they ask you what they can do with a degree in your field? CSN Library Services has created custom online libraries containing the best resources for over a dozen CSN programs. We’ll explore the features and explain how librarians can create one for your program.

12:30– 1:30 p.m.

AUTHORING COLLEGE TEXTBOOKS
Denny Burzynski

Take a tour of the textbook topography with Denny Burzynski. He has coauthored and published five mathematics textbooks and will share his experience with you. Topics such as making proposals to publishers, mediating the publisher’s thoughts about your great ideas, writing partners/coauthors, reading contracts, editing details, the creation of supplementary materials, page and cover design, resourcing real data for examples and exercises, and writing tools will be discussed.

1:45– 2:45 p.m.

THE ASSOCIATION OF COLLEGE EMPLOYEES AND STUDENTS (ACES): NEW OPTIONS FOR YOUR REPRESENTATION
Sondra Cosgrove

This is a new organization for faculty, staff and students who wish to be more engaged in college governance and important legislative activities. Come to learn how you can make a difference.

TRIBULATIONS AND JOYS OF TEACHING "ADULT" LEARNERS
Gail Murphy

This workshop will provide an overview of what is important to keep in mind as you teach adult learners. Case studies will be presented to participants to prompt discussion about the best way to handle various situations that are faced by college educators.

3:00– 4:30 p.m.

LIFE SUPPORT: WHAT TO DO WHEN YOU DON’T KNOW WHAT TO DO
Shelley Kelly, Abby Rotstein

This workshop will consist of a lecture and discussion on making the most of your CSN experience exemplified by the mentor/mentee dynamic. In an effort to build and maintain a strong teaching community, this presentation will be a team effort to illustrate the advantages of finding the right collaborator.
January 20, Friday (continued)
Cheyenne Campus
3:00– 4:30 p.m.

**THE NEW ERA OF ASSESSMENT**

*Glenna Ewing 1443*

Rumor or Fact?: I can change the October 1st Assessment of Student Learning Report. Assessments of Student Learning Plans are for multiple years and not reported annually. Assessment of student learning is summative (program outcomes prior to graduation). The October 1st date for Assessment of Student Learning Report and Plans have changed. Participants will explore CSNs "New Era on Assessment of Student Learning" and gain insight to new assessment approaches and opportunities.

Visit [www.csn.edu/cape](http://www.csn.edu/cape) to register for any session.

This concludes our Spring Convocation Program

CAPE would like to thank all of the wonderful people at CSN who help to make convocation week a great opportunity to learn and share.

Have a wonderful spring semester, and don’t hesitate to call on us if we can be of assistance.