SUNY SCHENECTADY

MANY VOICES, ONE CALL

Institute Week Schedule
August 19-23, 2024

Institute Week

Monday, August 19 – Friday, August 23, 2024

Monday, August 19

8:30 - 9:30 a.m.	College-wide Breakfast	Royals Dining Area
9:30 - 10:45 a.m.	Welcome and New Staff Introductions	Carl B. Taylor Auditorium
10:45 a.m. - 12:00 p.m.	Middle States Self-Study: Progress, Plans, and Cracking the Code!	Carl B. Taylor Auditorium

Tuesday, August 20

9:00 - 10:30 a.m.	Prepare for Fall 2024 Semester	
10:30 a.m. - 12:00 p.m.	Transforming our Colleges and Communities	Carl B. Taylor Auditorium
12:00 - 1:30 p.m.	College-Wide Lunch	Van Curler Room
1:30 - 2:30 p.m.	Active Shooter Response Training	Stockade 101
2:30 - 3:30 p.m.	How we Stopped Crying and Learned to Live with AI	Stockade 102
2:30 - 3:30 p.m.	Non-Credit to Credit Alignment - the Bridge to Equity	Stockade 101
3:30 - 4:15 p.m.	Eliminating Singe-Use Plastics: SUNY's Policy and Guidelines	Stockade 101
4:30 - 6:30 p.m.	Adjunct Orientation	Stockade 101 and Microsoft Teams

Wednesday, August 21

9:00 - 10:15 a.m.	Using Data Analytics to Improve Retention (The Retention Project)	Stockade 101
10:15 - 11:00 a.m.	Understanding Cyber Security & New IT Policies	Stockade 101
11:15 a.m. - 12:00 p.m.	Title IX 2024: Navigating the New Landscape of Gender Equality in Education	Stockade 101
12:00 - 1:00 p.m.	Lunch on Your Own/UFP Meeting	Elston 240

Institute Week
Monday, August 19 – Friday, August 23, 2024

Thursday, August 22

9:30 - 10:30 a.m.	Well-being Workshop: Promoting Kindness and Compassion in the Workplace	Stockade 101
10:30 - 11:30 a.m.	Data Analysis: Everyone's Doing It	Stockade 101
11:30 a.m. - 12:15 p.m.	Unlocking Digital Content Accessibility: Competition Introduction & Accessible Content Workshop	Elston 240
12:15 - 1:00 p.m.	Lunch On Your Own/ Prepare for the Fall 2024 Semester	
1:00 - 2:15 p.m.	Middle States Standards (MSCHE) Working Groups Meetings	
	· Standard I	Elston 222Q
	· Standard II	Elston 130
	· Standard III	Elston 523
	· Standard IV	Begley Learning Commons 213
	· Standard V	Stockade 206
	· Standard VI	Elston 301
	· Standard VII	Begley Learning Commons 208
2:15 - 3:00 p.m.	JSTOR's Not the Holy Grail: Unearthing Better Databases for Your Research	Begley Learning Commons 121
2:15 - 3:00 p.m.	Designing Content for Engagement	Stockade 101
3:00 - 4:00 p.m.	Division/School Meetings	
	· Business and Professional Programs	Elston 301
	· Hotel, Culinary Arts and Tourism	Elston 100
	· Liberal Arts	Elston 130
	· Math, Science, Technology and Health	Elston 240
	· Music	Music 215

Friday, August 23

10:00 - 10:45 a.m.	Program Review Preparations	Elston 130
11:00 a.m. - 12:00 p.m.	Employee Service Awards	Carl B. Taylor Auditorium
12:00 - 2:00 p.m.	BBQ Lunch	Music Parking Lot
1:30 - 2:00 p.m.	Meeting of Standard Committee Chairs and Secretaries	Elston 240
2:00 - 3:00 p.m.	Standing Committee Meetings	
	· Academic Policies Committee	Elston 240
	· Curriculum Committee	Elston 245
	· Professional Policies, Nominations and Awards Committee	Eston 301
	· Community and Cultural Events Committee	Elston 100
	· Student Affairs Committee	Stockade 102
	· Justice, Equity, Diversity, and Inclusion Committee	Stockade 206

Session Descriptions

Monday, August 19

College-Wide Breakfast
Royals Dining Area   8:30-9:30 a.m.

Welcome/New Faculty and Staff Introductions
Carl B. Taylor Auditorium   9:30-10:45 a.m.
- Dr. Steady Moono, President
- Ann Fleming Brown, Chair, Board of Trustees
- Paula Ohlhous, Executive Director for Human Resources

Middle States Self-Study: Progress, Plans, and Cracking the Code!
Carl B. Taylor Auditorium   10:45 a.m.-12:00 p.m.

Join us for an engaging session that takes you through our Middle States Self-Study journey thus far. Catch up on our recent efforts and milestones, explore our goals and key actions for the upcoming semester, and participate in a Middle States-themed escape room to deepen your understanding of our self-study.

- Mark Evans, Associate Professor
- Cayla Gaworecki, Assistant Professor
- Dr. Hope Sasway, Dean of Math, Science, Technology and Health

Tuesday, August 20

Prepare for Fall Semester   9:00-10:30 a.m.

Transforming our Colleges and Communities
Carl B. Taylor Auditorium   10:30 a.m.-12:00 p.m.

Over the last two decades community colleges have made important institutional changes to shift their focus from access to student success and completion. But to ensure the long-term health of our communities and that students can find meaningful work that will provide access to the middle class, community colleges must continue to evolve. They must ensure that post-completion, students are achieving social and economic mobility and that our institutions are helping to accelerate progress on indicators of community well-being. Dr. Stout, will talk about how ATD is helping to lead this work to transform community colleges to be drivers of collective community impact by building new capacities within colleges and working collaboratively with community partners

- Dr. Karen Stout, President and CEO, Achieving the Dream

College-Wide Lunch
Van Curler Room   12:00-1:30 p.m.

Active Shooter Response Training
Stockade Building, Room 101   1:30-2:30 p.m.

This session will review the procedures on an active shooter response. It will instruct on SHELL (Shelter in Place, Hold, Evacuate, Lockout, Lockdown) and CRASE (Civilian Response to Active Shooter), and how these fit into our college.

- Deputy Joe Glasser, School Resource Officer

How we Stopped Crying and Learned to Live with AI: Navigating the 5 Stages of Grief to Understand the Forbidden Fruit
Stockade Building, Room 102   2:30-3:30 p.m.

Like it or not, Generative AI (GenAI) tools like ChatGPT are not going anywhere. Students are using them, businesses are working with them, and SUNY is revising General Education requirements to include a focus on AI literacy.

We have a choice. We can focus on prohibition, or we can teach ourselves and our students how to use GenAI tools ethically, responsibly, and in ways that aid learning, teaching, and enhance everyone's workflow. In this session participants will present insights and outcomes from the Summer Institute on AI in Teaching & Learning.

- Dr. Babette Faehmel, Professor
- Jacquie Keleher, Director of Library Services

Non-Credit to Credit Alignment - the Bridge to Equity: Community Colleges Must Bridge the Divide Between Noncredit and Credit Programs
Stockade Building, Room 101   2:30-3:30 p.m.

Join Academics and Workforce Development and Community Education for a discussion on aligning non-credit and credit courses to enhance student experiences and outcomes. Explore strategies and share insights on creating seamless pathways that bridge the gap between workforce training and further educational opportunities.

- Lauren Lankau, Assistant Vice President of Workforce Development
- Dr. Hope Sasway, Dean of Math, Science, Technology and Health
- Dani Sloan, Assistant Director of Workforce Development

Eliminating Singe-Use Plastics: SUNY's Policy and Guidelines
Stockade Building, Room 101   3:30-4:15 p.m.

SUNY's new policy eliminating single-use plastics took effect in March 2024 for all SUNY Campuses. We were required to have our own Policies and Procedures in place by June 30, 2024.

The presentation will review the policy and discuss the procedures SUNY Schenectady has in place, and what we can do as part of the College Community. Recycling at the College will also be discussed.

- Brian Kasler, Assistant Vice President of Administration

Session Descriptions

Adjunct Orientation
Stockade 101/Microsoft Teams   **4:30-6:30 p.m.**

Topics include Starfish, Brightspace, Student Success, general SUNY Schenectady guidelines, a discussion of SEIU policies, and divisional breakout sessions.

- Division/School Deans

Wednesday, August 21

Using Data Analytics to Improve Retention (The Retention Project)
Stockade Building, Room 101   **9:00-10:15 a.m.**

On average, the College loses 40-50% of our new students from Fall to Fall. Come get an update on The Retention Project and how the College is using data analytics to support our Retention Goals.

- Mark Bessette, Assistant Dean of Financial Aid and Student Access/Title IX Coordinator
- Jessica Gilbert, Dean of Learner Support

Understanding Cyber Security & New IT Policies
Stockade Building, Room 101   **10:15-11:00 a.m.**

With many changes in IT over the summer, the topics covered will be: ongoing phishing tests and training, password criteria changes, Single Sign-On & Multi-Factor Authentication Portal, the new Ellucian Experience (portal), Stockade 101 & 102 upgrades, using OneDrive request files feature and where to find the IT Ticket system knowledge articles.

- Chuck Barber, Information Services Security Officer
- April Snow, Chief Information Officer

Title IX 2024: Navigating the New Landscape of Gender Equality in Education
Stockade Building, Room 101   **11:15 a.m.-12:00 p.m.**

Join us for a session on the 2024 Title IX regulations, where we will explore the latest updates and their implications for gender equality in education. This session will provide College faculty with practical insights to ensure compliance and foster an inclusive campus environment. Learn how these changes will impact your responsibilities and how to effectively support all students under the new guidelines.

- Mark Bessette, Assistant Dean of Financial Aid and Student Access/Title IX Coordinator
- Paula Ohlhous, Executive Director of Human Resources

Lunch on Your Own
     12:00-1:00 p.m.

UFP Meeting
Elston Hall, Room 240   **12:00-1:00 p.m.**

Thursday, August 22

Well-being Workshop: Promoting Kindness and Compassion in the Workplace
Stockade Building, Room 101   **9:30-10:30 a.m.**

Participants will learn about different types of workplace cultures and gain a deeper understanding of how workplace culture can directly influence workplace attitudes and how we treat each other within our workplace. Participants will also gain insights on becoming a more compassionate employee and inspiring compassion in others.

- Human Resources and Capital EAP

Data Analysis: Everyone's Doing It
Stockade Building, Room 101   **10:30-11:30 a.m.**

A fun presentation showing what a great job you're already doing analyzing data, and one little trick you can do this year to better understand your students.

- Dale Miller, Director of Institutional Research

Unlocking Digital Content Accessibility: Competition Introduction & Accessible Content Workshop
Stockade Building, Room 101   **11:30 a.m.-12:15 p.m.**

This session will prepare you to participate in the Digital Content Accessibility Competition, a collaborative professional learning opportunity offered by the Office of Diversity & Inclusion, and the JEDI Committee. You will be introduced to best practices in digital content accessibility and essential skills for making digital content accessible to all users. Laptops will be provided, but you're welcome to bring your own!

- Catia Laird de Polanco, Chief Diversity Officer

Lunch on Your Own
     12:15-1:00 p.m.

Middle States Standards (MSCHE) Working Groups
Standard I: Elston Hall, Room 222Q   **1:00-2:15 p.m.**
Standard II: Elston Hall, Room 130
Standard III: Elston Hall, Room 523
Standard IV: Begley Learning Commons, Room 213
Standard V: Stockade Building, Room 206
Standard VI: Elston Hall, Room 301
Standard VII: Begley Learning Commons, Room 208

Session Descriptions

JSTOR's Not the Holy Grail: Unearthing Better Databases for Your Research

Begley Learning Commons, Room 121   **2:15-3:00 p.m.**

Empower your students to excel in their research with our dynamic workshop, "JSTOR's Not the Holy Grail: Unearthing Better Databases for Your Research." Learn why guiding students beyond JSTOR can enhance their academic success and explore a variety of specialized resources tailored to their diverse fields of study. Through hands-on activities and real-time demonstrations, you'll gain practical skills to help your students navigate alternative databases. Equip your students with the tools they need to uncover hidden research gems and elevate the quality of their assignments. Don't miss this opportunity to revolutionize their research approach and support their academic growth!

• Caroline Buff, Librarian

Designing Content for Engagement

Stockade Building, Room 101   **2:15-3:00 p.m.**

This session can prepare faculty for Creator+. It will introduce you to what you can do now (even without Creator+) so course content pages can be more engaging and more effective.

• Dave Wolf, Director of Instructional Design & Online Learning

Division/School Meetings   3:00-4:00 p.m.

BPP: Elston Hall, Room 301
HCAT: Elston Hall, Room 100
Liberal Arts: Elston Hall, Room 130
MSTH: Elston Hall, Room 240
Music: School of Music, Room 215

Friday, August 23

Program Review Preparations

Elston Hall, Room 130   **10:00-10:45 a.m.**

Those programs up for program review will meet to discuss new guidelines, timelines, and ways to move forward. (Programs up for review include – Aviation, All Computer Sciences areas, Health Studies, Hotel and Restaurant Management, Brewing/Distilling, Library, Human Services, Biology, Biology Tech., Paralegal)

• Dr. Mark Meachem, Vice President for Academic Affairs

Employee Service Awards

Carl B. Taylor Auditorium   **11:00 a.m.-12:00 p.m.**

BBQ Lunch

School of Music Parking Lot   **12:00-2:00 p.m.**

Meeting of Standard Committee Chairs and Secretaries

Elston Hall, Room 240   **1:30-2:00 p.m.**

Standing Committee Meetings   2:00-3:00 p.m.

Academic Policies: Elston 240
Curriculum Committee: Elston 245
Professional Policies, Nominations and Awards Committee: Elston 301
Community and Cultural Events Committee: Elston 100
Student Affairs Committee: Stockade 102
Justice, Equity, Diversity, and Inclusion Committee: Stockade 206

Many Voices, One Call.
Strategic Plan: 2021-2026

Promoting Diversity, Equity, and Inclusion
Create an environment that cultivates diversity and inclusion as a moral imperative to achieve equity across the SUNY Schenectady community.

Delivering a Meaningful Student Experience
Support and advance student achievement by developing a clear student journey that enhances alignment of academic programs and student goals, eliminates barriers to success, and expands regional partnerships.

Building Organizational Effectiveness
Create a culture of change and innovation through improved processes, updated technology, collaboration across all divisions and a commitment to mutual respect and dignity for all employees in the interest of student success.

Ensuring Financial Sustainability and Self-Sufficiency
Enhance SUNY Schenectady's ability to be flexible and agile in response to a rapidly changing marketplace by strengthening the college's financial sustainability and self-sufficiency.

SUNY SCHENECTADY
COUNTY COMMUNITY COLLEGE

www.sunysccc.edu