

engagement activities, meditation, and discussion. This will be a foundational initial gathering of a recurring program that will begin meeting to facilitate transformational personal and professional development through Mindfulness early this Spring Semester.

Thursday, January 4

- 9:00 – 11:00 **School Meetings** (Required for Full-time Faculty):
- Business, Technology & Trades..... W310
 - Health Professions and Nursing HP210
 - Liberal Arts & Social Sciences.....ST114
 - Science, Technology, Engineering & MathST112

11:00 – 12:00 **Department Meetings**

12:00 – 2:00 **SACSCOC Celebration**.....Commons
(All Full-Time Faculty/Adjunct Faculty and Staff are Invited)

In celebration of the College’s Reaffirmation, you are invited to attend the Reaffirmation Celebration! Thank you all for your contributions to this very important process.

2:00- 4:30 **Program Head Meeting** (Required for Program Heads)HP 208/210
Facilitated by Elizabeth Wilmer and Jolene Hamm.

Program heads will do a final review of the 2024-25 Catalog pages for their programs. IE will host a session on doing queries from SIS and Navigate and will have a drop-in session at the end for Program Heads that want to discuss assessment or program review.

6:00 – 8:00 **Adjunct Meeting**Zoom
(Attendance at this meeting or the 9:00 Faculty Meeting is required for all Adjunct Faculty) Facilitated by Elizabeth Wilmer.

Will repeat information from 9:00 Faculty Meeting.

Friday, January 5

8:00 – 5:00 **Faculty Prepare for Classes/Advising**

Monday, January 8

9:00 – 10:00 **Administrative Faculty Senate** (Administrative Faculty Recommended) F002

9:00 – 10:00 **Staff Senate** (Staff Recommended)..... ST112

8:30 – 10:30 **Faculty Senate** (Full-Time Faculty Required) HP 208/210 or Zoom

10:30-12:00 **Needs of Veterans as Students** Whitman/Zoom
(Required for Full-Time Faculty and for Staff that work with Students, except those involved in Enrollment. Adjunct Faculty Welcome.)

Presented by The Virginia Department of Veterans Services' Virginia Veteran and Family Support Department.

This training provides an overview of military culture such as organizational structure, rank, branches of service and core values. It also provides awareness of transition and reintegration needs. As with any culture, educating ourselves about things such as traditions, language, and beliefs can help us offer relevant and meaningful support for students and aid us in overcoming potential barriers to learning. Our military affiliated students have sacrificed in many ways to keep us safe, we hope this training will pave the way for their success.

12:00 - 1:00 **Lunch on Your Own**

1:00 - 5:00 **Civilian Response to Active Shooter Events (CRASE) class**Whitman (Required for all Faculty and Staff not Involved in Enrollment. Opt out available with permission from Dr. Sandel)

The Civilian Response to Active Shooter Events ([CRASE](#)) course, is designed and built on the Avoid, Deny, Defend (ADD) strategy developed by ALERRT in 2004. It provides strategies, guidance, and a proven plan for surviving an active shooter event. Topics include the history and prevalence of active shooter events, civilian response options, medical issues, and considerations for conducting drills.

Tuesday, January 9

9:00 – 12:00 **MOS testing for faculty and staff to update credentials** M306

For faculty and staff that use Microsoft Office programs Word, Excel, PowerPoint or Outlook in the workplace and want to renew, update, or test for credentials for the first time. Click here to sign up for this lab-based session: <https://forms.gle/RPZr4LUKUkpf7t226>
Facilitated by Tracy Harmon and Tara Alatorre.

11:00 – 1:00 **Nurses Review Books with Vendor**

12:00 - 1:00 **Lunch on Your Own**

1:00 - 2:00 **Emergency Situations Review**Whitman (Optional but Recommended for Faculty and Staff)

This session will provide a broad overview of emergency procedures including lockdown, fire, shelter in place, and what to do when a medical situation happens on campus. We will also discuss the availability of CPR classes for faculty and staff. Presented by Craig Harris, Marty Sullivan, and Brenda Greenway.

2:00 - 3:30 **Choose one of the following sessions:** (Optional)

- **“REVIVE! Opioid Overdose & Naloxone Education for Virginia”** HP 208/210

This training is limited to 24 participants. Please use this link to sign up for this time. Note this link is different from the one below.

<https://online2.snapsurveys.com/vwcc-sp24-opioid-s1>

- **AED Training.** Presented by VWCC Faculty in each of the following buildings: STEM, Webber, Duncan, Business Science, and Brown Library. Take the training in the building closest to where you work so that you know where to go and what to do in an emergency situation.

- 3:30 - 5:00 **Choose one of the following sessions:** (Optional)
- **“REVIVE! Opioid Overdose & Naloxone Education for Virginia”** HP 208/210

This training is limited to 24 participants. Please use this link to sign up for this time. Note this link is different from the one above.

<https://online2.snapsurveys.com/vwcc-sp24-opioid-s2>

- **AED Training.** Presented by VWCC Faculty in each of the following buildings: STEM, Webber, Duncan, Business Science, and Brown Library. Take the training in the building closest to where you work so that you know where to go and what to do in an emergency situation.

Wednesday, January 10:

8:00 - 5:00 **Faculty Development Day:** *“Responding to the Needs of our Students”*

Our students are constantly changing but the rate of recent change has become dramatic. This year’s Faculty Development Day will be centered on facing the challenges of teaching and supporting these students with all they bring to the classroom. The day will include an opening session and a variety of concurrent breakout sessions that faculty can choose from. Topics will include designing and teaching effective 7-week courses, handling challenging student behavior in the classroom, teaching and learning with technology (including Artificial Intelligence) and many more. A list of sessions will be available on the Canvas site.

Thursday, January 11

8:00 – 5:00 **Faculty Prepare for Classes/Advising**

9:00 – 10:00 **Finance Tips and Tricks** (Optional)..... F002

This session will provide an overview of finance tips and tricks and common resources the Finance Team uses. We will share tips on budget monitoring, selecting the right department and account code for eVA requisitions and share a cool electronic tool. We will review budget materials on VWConnect and discuss planning expenditures for the remainder of the fiscal year to get ahead of any SSC backlogs. We will also leave time to address your questions on financial topics and discuss best practices. Come join us!! Presenters: Lisa Ridpath, Fred Aaron, Jenni Underwood, Beth Edwards

10:00 – 11:30 **Event Planning - New Policy, Event Guidance, and Calendar Submissions** (Optional)..... F002

Recommended for any faculty or staff member who is responsible for executing campus events.

College policy regarding campus events and facility use was updated in Fall 2023. Come to this session to learn about the changes, guidance on what events can be held at Virginia Western, and information about our guidance documents to assist with event planning. We will also review using our campus calendar system to ensure space for campus events are reserved correctly. Time will be available for questions. Presented by Natasha Lee and Jamie Shetrone.

1:00 – 5:00 **Teambuilding Retreat** (Deans and Workforce)

Friday, January 12

8:00 - 5:00

College-wide Martin Luther King, Jr. Day of Service

For more information or to sign up to volunteer, please use the following link:

<https://www.signupgenius.com/go/60B054EAAAC2AA2FE3-46001610-martin>

Faculty Prepare for Classes/Advising

Monday, January 15- College closed in observance of Martin Luther King Day

Tuesday, January 16- First day of Classes!