

EASTERN WYOMING COLLEGE
Employee In-Service Activities
Fall 2008

Monday, August 18

8:00-8:15	Coffee and Rolls for All College Employees	Cafeteria
8:15-12:30	General Session for All College Employees	Cafeteria
	<i>Dr. Tom Armstrong - President's Welcome</i>	
	<i>Mr. Tom McDowell, Human Resources Director - New Employee Introductions</i>	
	<i>Dr. Richard Holcomb, VP for Learning - Overview & Update</i>	
	<i>Mr. Ron Laher, VP for Financial Affairs - Fiscal Affairs Overview</i>	
	<i>Dr. Rex Cogdill, Dean for Student Services - Thoughts on Student Services</i>	
10:00-10:15	Break	
	<i>Dr. Dee Ludwig, VP for Institutional Effectiveness - Foundations of Excellence & Accreditation</i>	
	<i>College Relations - 60th Anniversary</i>	
12:30-1:30	Lunch for All College Employees - meal to be catered	Student Center
1:30-2:30	New Employee Orientation - Tom McDowell	Board Room
3:00-4:00	* New Student Orientation Meeting - Mell Cooper/Deb Ochsner	Conference Room

Tuesday, August 19

9:00-11:00	Division Meeting with Dr. Armstrong - Business & Technology	Room 131
10:00-11:00	Department Meeting with Dr. Armstrong - Business Office, HR, Bookstore, Copy/Information Center	Board Room
11:00-12:00	Department Meeting with Dr. Armstrong - Physical Plant	Board Room
1:00-4:30	General Faculty Meeting	Rooms 131 & 132

Wednesday, August 20

9:00-11:00	Division Meeting with Dr. Armstrong - Sciences, Patti Sue Peterson	Room 131
9:00-10:00	Outlook Features - Andy Espinoza	CTC
10:00-12:00	Personnel Advisory Council - Tom McDowell	Board Room
Noon-1:00	HMDV Meeting - Andrea Bryant and Wayne Deahl	Conference Room
1:00-3:00	Division Meeting with Dr. Armstrong - Arts, Humanities, Social & Behavioral Sciences, Wayne Deahl	Room 131
1:00-4:00	Vet Tech Meeting - Patti Sue Peterson	Conference Room
2:00-3:00	Department Meeting with Dr. Armstrong - Student Services	Board Room
3:00-4:00	Working with Network Drives - Andy Espinoza	CTC

Thursday, August 21

8:00-12:00	CPR - Jan King	Room 110
8:00-9:00	* Foundations for Excellence Steering Committee Meeting	Conference Room
9:00-10:00	Department Meeting with Dr. Armstrong - Learning Staff (includes Media Services, Community Ed, Workforce, Computer Services, Instructional Technology, Learning Resources, ABE, Fitness Center)	Library
10:30-Noon	Faculty Council Meeting with Dr. Armstrong	Conference Room
1:00-2:00	Technology Day Meeting - Mell Cooper	Conference Room
1:00-3:00	Distance Education (includes Blackboard training, LancerNet refresher/training) - Aaron Bahmer	Room 273
4:00-6:30	Welcome Reception for Dr. Armstrong	Student Center

Friday, August 22

8:00-9:00 Appropriate Use of Departmental and Club Funds - Ron Laher
9:00-10:00 Assessments - Dr. Richard Holcomb
10:00-11:00 LancerNet Refresher - Aaron Bahmer
11:00-Noon LancerNet Q & A - Aaron Bahmer
1:00-2:00 Outlook Features - Andy Espinoza
1:00-3:00 Leadership Team Meeting - Dr. Tom Armstrong

Board Room
Room 131
Room 273
Room 273
CTC
Conference Room

***Shuttle bus training to be announced*



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