Agenda

• Welcome and Introductions
• Textbook Affordability
• Academic Support
• Student Services
• Operational Basics
• Roster Management
• Instructional Services
• Online & Web-Enhanced Courses
• Breakout by School for Q&As
Academic Support

- Math Learning Center (MLC)
- Writing Center
- Tutoring & Academic Support Center (TASC)
Student Services

- Student Services Organizational Structure
- Student Services Departments
- DSPS
  - Students with accommodations
  - How the accommodation is made known and how to address
- Student Discipline
- Disruptive Students & Distressed Students
Operational Basics

- Organizational Structure
- Who to Go to for Assistance
- Important Dates
- Flex
- Office Hours
- Absences
- Room Changes
- Syllabi:
  - Submit by end of week #1 to syllabi@mircosta.edu with copy to department chair and dean. See next slide for instructions.
- Performance Evaluation
- Vice President, Instruction Welcome Letter
SYLLABUS SUBMISSION

• Submit syllabi for each section assigned by end of week #1 to syllabi@mircosta.edu with copy to department chair and dean (One e-mail per section assigned).

• Subject line for e-mails with syllabus attached:

Subject Area Catalog Number_Instructor Last Name_Class Section#

Example: ACCT101_Taccone_1016
Roster Management

- Adds
- Drops
- Wait Lists
- Attendance
Instructional Services

Library & Information Hub
- Library Orientations, Research, Reserves, Open Computer Labs, Writing Center, Math Learning Center & TASC
- Online Tutoring & Library Reference Desk

AIS
- Classroom Technologies, Media Services, Computer Labs
- Employee & Student Helpdesk
- SURF – Student Information (in partnership with Student Services)
Online & Web-Enhanced Courses

Online Teaching and Learning

Not Only for Online Education

• Technology & Teaching Innovation Center (TIC / OC 1253)
  - Karen Korstad & Jim Julius
• Course management systems (Blackboard & Moodle)
• Cybercosta (Online course schedule)
• CCC Confer (Collaborate), Respondus, VMWare, Camtasia Relay
• Flex, Program for Online Teaching (POT), Online resources