

2022 Staff Schedule – ACS Teaching and Learning Workshop

Thursday, June 2

5:00 PM	Staff check-in (Stone Cottage, Guest House & Hotel)
6:00 PM	Meet at Stone Cottage & Depart for Dinner @ Bluegrass Pizza Pub
6:30 PM	Dinner @ Bluegrass Pizza Pub
Evening	A good night's sleep

Friday, June 3

ACS Workshop Staff Retreat 2022

Agenda subject to change based on timing (because we are always perfectly on-time)

Goals from Grant Proposal:

1. Revisit the stated learning outcomes from 2011 to verify alignment, accuracy, and relevance. Rewrite outcomes as needed.
 2. Collectively reflect on assessment data from previous years of the Workshop, including the virtual version.
 3. Reflect on virtual experience in 2021 in order to identify lessons learned and what to preserve in post-pandemic Workshop(s).
 4. Retool in-person Workshop based on reflections and insights identified, including plenary sessions and other forms of interaction.
 5. Write a project plan / outline (including a budget) for at least one virtual Workshop option, which would include considerations for: timing, duration, plenary session topics, and target audience.
 6. Write and submit to ACS leadership a five-year plan that incorporates both in-person and virtual options and addresses issues related to staffing, leadership, location, fee structure, and format.
-

9:00 – 9:15 **Introductions and Check-in**

Kent & Kerry facilitate

9:15 - 9:45 **Mission statement and outcomes**

Betsy facilitates

- Revise and update mission for current situation
- Revisit the stated learning outcomes from 2011 to verify alignment, accuracy, and relevance. Rewrite outcomes as needed.

9:45 – 10:00 **Break**

10:00 – 11:00 **Virtual Workshops – Time for a Plan**

Bobby & Wenjia facilitate

- Are we going to add a virtual option and what does it look like? What frequency?
- What about other in-person workshops? How to staff? Frequency of providing?
- Who is it for? What does it cover? What does it do that the in-person or June workshops do not? Do we have the bandwidth and staffing to do it?
- What about other, shorter virtual workshops? What topics or foci? What expertise do we have on staff to support these? What is the need or audience for that?

11:00 – 12:00 **Spin-off workshops**

Kent & Kerry facilitate

- Report on what we have done, update on previous planning
- Who else wants to be involved?
- What the benefit has been to me professionally
- What should we be doing with this?
- Do these go with or complement the June workshop?
- Who for? How staffed? How does it complement or extend the June workshop?
- Do we have the bandwidth?

12:00 – 12:45 **Lunch** brought in from Melton's Deli

12:45 - 2:00 **Discussion of Plenary Changes – This Summer & Future Planning (Long Range)**

Barbara facilitates

- Given the above, what needs to change? Retool in-person Workshop based on reflections and insights identified, including plenary sessions and other forms of interaction.
- Generate list of topics (e.g, changes to plenaries, use of technology, changes to microteaching, changes to exit survey, changes to informal spaces and interactions, changes to recruitment or how we recruit, changes to schedule, etc..)
- Break into small groups to address the topics
- Share back out and get feedback

2:00 – 2:15 **Break**

2:15 – 4:00 **Develop five-year plan.**

Amy & Sabrice facilitate

Develop a five-year plan that incorporates both in-person and virtual options and addresses issues related to staffing, leadership, location, fee structure, and format.

Next Site Conversation - What site is next after Centre?

- Three years or four years out?
- Sharing experiences from sites; differences among sites;
- What time is required time to figure out where to go - give a window for proposal and choose a due date?

Discussion of Staffing

- New staff recruiting – how did it go and next steps
- Development of future pipeline

4:30 Check in to dorm (Northside dorm lobby)

5:00 Dinner (Copper & Oak)

7:30 – 9:00 **Set up for Training** - Microteaching Overview & Expectations

Bobby & Barbara facilitates

SATURDAY, June 4

Before 8:30	Breakfast (<i>The Hub, Dry Stack Coffee Company, Starbucks, Cracker Barrel</i>)
8:30	Meet in Lobby of Northside to walk to Young Hall (Young 102)
8:45-9:00	Welcome & Overview of the Day <i>Kent & Kerry facilitate</i>
9:00-10:00	Microteaching Session #1 (15 min discussion) (Young 102) <i>Sabrice teaches, Kent on point, Betsy on camera, Bobby on meta (15 min)</i>
10:10-11:10	Microteaching Session #2 (15 min discussion) (Young 102) <i>Sabrina teaches, Amy on point, Deon on camera, Betsy on meta (15 min)</i>
11:20-12:20	Microteaching Session #3 (15 min discussion) (Young 102) <i>Kent teaches, Sabrice on point, Wenjia on camera, Barbara on meta (15 min)</i>
12:30-1:00	Lunch , Brought in from Bluegrass & Buttercream
1:10-1:50	Campus Tour, Room Selection & Visits <i>Discuss site assignments, check rooms, test equipment, etc.</i>
2:00-3:00	Microteaching Session #4 (15 min discussion) (Young 102) <i>Deon teaches, Barbara on point, Johann on camera, Kent on meta (15 min)</i>
3:10-4:10	Microteaching Session #5 (15 min discussion) (Young 102) <i>Kerry teaches, Wenjia on point, Sabrice on camera, Amy on meta (15 min)</i>
4:20-5:20	Microteaching Session #6 (15 min discussion) (Young 102) <i>Amy teaches, Bobby on point, Sabrina on camera, Deon on meta (15 min)</i>
5:30-6:00	Microteaching Reflections & Lessons <i>Sabrice facilitates</i>
6:45	Depart for Staff Dinner @ The Still
7:00	Staff Dinner @ The Still
8:00-8:30	Staff Meeting (TBA in Northside Dorm) <i>Discuss schedule and overview of week, plenary session needs, site assignments, technology questions, etc.</i>
8:30-9:30	Addressing Conflict & Elephants in the Room (Northside Dorm) <i>Amy facilitates</i>
Evening	A good night's sleep

SUNDAY, June 5

- before 9:00 **Breakfast** on own or in small groups at restaurant of choice (*The Hub, Dry Stack Coffee Company, Starbucks, Cracker Barrel*)
- 8:45-9:00 **Overview of Day**
Kent & Kerry facilitate
- 9:00-10:00 **Microteaching Session #7** (15 min discussion) (Young 102)
Johann teaches, Deon on point, Amy on camera, Kerry on meta (15 min)
- 10:10-11:10 **Microteaching Session #8** (15 min discussion) (Young 102)
Wenjia teaches, Sabrina on point, Bobby on camera, Sabrice on meta (15 min)
- 11:20-12:20 **Microteaching Session #9** (15 min discussion) (Young 102)
Bobby teaches, Johann on point, Barbara on camera, Wenjia on meta (15 min)
- 12:20-12:30 **Microteaching Wrap-up**
Barbara facilitates
- 12:30- 1:00 **Lunch** (*Jimmy Johns order or Copper & Oak has a brunch, or place around town*)
– work with plenary partner(s)
- 1:00-3:30 **Work with Plenary Partners**
All classrooms and plenary locations available
- 3:30-4:45 **Staff Meeting** (Northside Hall)
Discuss schedule, plenary session needs, site assignments, etc. (Special attention to closing plenary)
Will also need to prepare the rooms for arrival and discuss check in protocol
- 5:10 **Depart for Dinner** at Shaker Village
- 5:30 **Dinner** at Shaker Village
- 8:00 onward Work with plenary or microteaching partners as needed or rest
-

MONDAY, June 6

- before 9:00 **Breakfast** on own or in small groups at restaurant of choice (*The Hub, Dry Stack Coffee Company, Starbucks, Cracker Barrel*)
- 9:00-10:30 **Staff Meeting** (TBA in Northside)
Set welcome schedule, last-minute items, plenary prep, etc.
- 11:00-4:30 **Welcome Participants**
Welcome/lunch (The Hub, Melton's Deli, Bluegrass & Buttercream, Dry Stack Coffee Company) by shifts

MONDAY, June 6

- 11:30-4:15 **Check-in** (Northside Hall)
- 4:30-5:00 **Introduction to the Workshop** (Northside Hall Main Lobby or Patio)
bring your binder, be ready to leave for dinner & plenary
- 5:15-7:00 **Reception & Dinner** (Craik House – Hosted by President Milton Moreland)
- 7:15-8:45 **Plenary Session: Introduction to Microteaching & Effective Feedback**
(Evans-Lively Room, Old Carnegie Hall)
- 9:00 - Free/social time (Northside Hall Common Areas)
Sign up for Thursday Activities
- 9:15-10:15 **Staff Meeting** (Staff Suite in Northside Hall)
-

TUESDAY, June 7

- 7:00-7:55 Breakfast (Roush Campus Center: 1st Floor, Nichols Dining Room)
bring your binder, a pen, your teaching materials, etc. (be packed for the day)
- 7:55 **Meet outside Roush Campus Center** (even if you don't eat breakfast)
- 8:00-8:15 **Walk** from dining hall to classroom with your microteaching group
- 8:15-10:15 **Microteaching** sessions A1 & A2
- 10:15-10:30 **Break** (Break Space: Olin Hall, Front Lobby)
- 10:30-12:30 **Microteaching** sessions A3 & A4
- 12:30-1:30 **Lunch** (Roush Campus Center: 1st Floor, Nichols Dining Room)
- 1:30-3:30 **Microteaching** sessions A5 & A6
- 5:15-6:15 **Dinner** (Roush Campus Center: 1st Floor, Nichols Dining Room)
- 6:30-8:00 **Plenary Session: Theory-Based Classroom Activities**
(Evans-Lively Room, Old Carnegie Hall)
- 8:15 - Free/social time (Northside Hall Common Areas)
Sign up for Thursday Activities
- 9:00-10:00 **Staff Meeting** (Staff Suite in Northside Hall)
-

WEDNESDAY, June 8

- 7:00-8:00 Breakfast (Roush Campus Center: 1st Floor, Nichols Dining Room)
bring your binder, a pen, your teaching materials, etc. (be packed for the day)
- 8:15-10:15 **Microteaching** sessions B1 & B2
- 10:15-10:30 **Break and group photos** (Break Space: Olin Hall, Front Lobby)
- 10:30-12:30 **Microteaching** sessions B3 & B4
- 12:30-1:30 **Lunch** (Roush Campus Center: 1st Floor, Nichols Dining Room)
- 1:30-3:30 **Microteaching** sessions B5 & B6
- 5:30-6:30 **Dinner** (Pizza Party – Northside Hall Common Area)
- 6:45-8:15 **Plenary Session: Birds of a Feather Experience**
(Roush Campus Center: 2nd Floor, Ewen Room)
- 8:30 - Free/social time (Northside Hall Common Areas)
- 9:00-10:00 **Staff Meeting** (Staff Suite in Northside Hall)
-

THURSDAY, June 9

- 7:30-9:00 Breakfast (Roush Campus Center: 2nd Floor, Ewen Room)
- 9:15-11:45 **Plenary Session: Reflection and Problem Solving** (The Warehouse)
bring your binder and a pen
- 12:00-1:00 **Boxed Lunch** (pick up in The Warehouse)
- 1:00 - Explore Danville and Surrounding Areas (We will provide suggestions – *share rides*)
2:00 PM Bourbon Tour & Tasting – Wilderness Trail Distillery
Shaker Village
Nature Conservancy
- evening Dinner at restaurant of your choice in Danville or Lexington with new colleagues - *share rides*
- evening Free/social time (Northside Hall Common Areas)
- 5:00-6:00 **Staff Meeting** (Staff Suite in Northside Hall)
- 6:15 Depart for Staff Dinner in Lexington
- 7:00 Dinner in Lexington
-

FRIDAY, June 10

- 7:00-8:00 Breakfast (Roush Campus Center: 1st Floor, Nichols Dining Room)
bring your binder, a pen, your teaching materials, etc. (be packed for the day)
- 8:15-10:15 **Microteaching** sessions C1 & C2
- 10:15-10:30 **Break** (Break Space: Olin Hall, Front Lobby)
- 10:30-12:30 **Microteaching** sessions C3 & C4
- 12:30-1:30 **Lunch** (Roush Campus Center: 1st Floor, Nichols Dining Room)
- 1:30-3:30 **Microteaching** sessions C5 & C6
- 5:30-6:30 **Dinner** (Outside Roush Campus Center)
- 6:45-8:15 **Plenary Session: Reflections & Redirections - Bringing It Home**
(Evans-Lively Room, Old Carnegie Hall)
- 8:30 - Free &/or Social Time (Northside Hall Common Areas)
- 9:00-10:00 **Staff Meeting** (Staff Suite in Northside Hall)
-

SATURDAY, June 11

- 7:00-10:00 Continental breakfast
(Northside Hall Common Areas)
- 10:00 Check out - Departure
- 8:30-9:30 **Staff Meeting** (Staff Suite in Northside Hall)
(Brief after-action reflections; notes for next year)
Collect Linens
-

Note: **All** Workshop Fellows are expected to participate in **bolded** events