

New Faculty Orientation

Monday, August 18, 2025

Central Services Building (CT) Room S108

8:30 am – 5:00 pm

Agenda

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| 8:30 - 9:00 | Arrival, Photo Op for badge, Breakfast |
| 9:00 - 9:30 | Welcome
<i>Dr. Jermaine F. Williams, President</i>
<i>Dr. Stephen Cain, Chief of Staff</i>
<i>Dr. Michelle Campbell, Senior Vice President for Advancement & Community Engagement</i>
<i>Dr. Sherwin Collette, Senior Vice President for Administrative & Fiscal Services and Chief Operating Officer</i>
<i>Dr. Deidre Price, Senior Vice President for Academic Affairs/College Provost</i>
<i>Dr. Tiffany Ray-Patterson, Senior Vice President for Student Affairs</i> |
| 9:30 - 10:15 | Getting to Know Montgomery College, Our Students, and Our Employees
<i>Carla Ammerman, Manager of Employee Development and Engagement</i>
<i>Elaine Doong, Employee Development and Engagement Specialist</i> |
| 10:15 - 10:30 | MC Wellness 101 & Stretch Break
<i>Megan Cooperman, Employee Wellness Program Specialist</i> |
| 10:30 – 10:45 | Break |
| 10:45 - 12:00 | Your Health is Wealth: Group Benefits Plans & Retirement Planning
<i>Lori Stegeman, Benefits Specialist and Suzanne Redding, Manager of Benefits, Retirement and Wellness</i> |
| 12:00 - 12:45 | Lunch Break – Lunch will be provided. |
| 12:45 - 1:00 | Introduction to the MC Governance System
<i>Clevette Ridguard, Governance & Presidential Projects Program Manager</i> |
| 1:00 – 1:15 | At Your Service: MC Ombuds
<i>Billy Struemke, College Ombuds</i> |
| 1:15 – 1:45 | Getting Paid: An Overview of Payroll Services
<i>Kirsys Nunez, Manager of Payroll</i> |
| 1:45 – 2:00 | Managing Work-Life Balance: Programs to Support our Employees
<i>Teresa Natera, Leave Specialist</i> |
| 2:00 – 2:15 | Public Safety, Health and Emergency Management
<i>Adam Reid, Vice President of Public Safety, Health & Emergency Management/Chief Campus Police</i> |

- 2:15 – 2:30 Ethics and Compliance Overview
 Susan V. Watson, Chief Compliance, Risk & Ethics Officer
- 2:30 – 2:45 Break
- 2:45 – 3:30 Information Technology Resources & Safety for Great Teaching & Working
 Chris Cusic, Director, Instr. & Admin. Services & Chaucia Sydnor Cyber
 Defense Analyst
- 3:30 – 4:15 Claim your account
 Moeen Taj, Enterprise and Applications Manager
 Chris Cusic, Director, Instructional & Administrative Services

Faculty – S108	Staff – S102
<p>4:15 pm – 4:45 pm Academic Pay, Performance Evaluation, & Paid-time Off <i>Rosalee Law, Manager of HRIS, Data and Records</i></p> <p>4:45 pm – 5:00 pm Badge distribution Looking Ahead: Preview of Next Sessions <i>Dr. Shinta Hernandez, Dean of MC Online and Academic Support</i> <i>Tom Cantu, Instructional Designer, CTL</i> <i>Ketsia Masse, Instructional Designer, CTL</i></p>	<p>4:15 pm – 4:45 pm Badge distribution Questions Looking Ahead: Preview of Next Session, Thursday, August 21, 2024 <i>Carla Ammerman, Manager of Employee Development and Engagement</i></p>

New Faculty Orientation

Tuesday, August 19, 2025

Rockville Campus, MK 122

8:30 am - 4:00 pm

Agenda

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|---------------|--|
| 8:30 - 9:00 | Breakfast |
| 9:00 - 9:30 | Welcome
<i>Dr. Deidre Price, Senior Vice President for Academic Affairs / College Provost</i> |
| 9:30 - 10:00 | Introductions & Overview
<i>Dr. Shinta Hernandez, Dean of MC Online and Academic Support</i>
<i>Tom Cantu, Instructional Designer, Center for Teaching and Learning</i> |
| 10:00 - 10:30 | Academic Affairs Priorities
<i>Dr. Michael Mills, Associate Senior Vice President of Equitable Access and Student Success</i>
<i>Julie Levinson, Student Success Technology Director</i> |
| 10:30 - 10:45 | Break |
| 10:45 – 11:15 | MC Online and MC Open
<i>Dr. Shinta Hernandez, Dean of MC Online and Academic Support</i> |
| 11:15 – 11:45 | Academic Support / Learning Commons
<i>Dr. Elyse Meredith, Learning Commons Director</i>
<i>Nik Sushka, Achieving the Promise Academy Director</i>
<i>Daniel Umana, Learning Center Manager</i> |
| 12:00 - 1:00 | Lunch with the Deans |
| 1:00 – 2:00 | Faculty Handbook
<i>Dr. Norberto Gomez, Department Chair, Visual and Performing Arts, TP/SS</i> |
| 2:00 – 2:30 | Professional Development
<i>Dr. Paul Miller, Center for Teaching and Learning Director</i> |
| 2:30 – 2:45 | Break |
| 2:45 – 3:15 | Library Essentials for New Faculty: Resources, Services, and Support
<i>Shelly Jablonski, Librarian</i> |
| 3:15 – 3:45 | Dual Enrollment
<i>Persis Johnson and Nate Roberts, Dual Enrollment Managers</i> |
| 3:45 – 4:30 | Next Steps
<i>Shinta and Tom</i> |

New Faculty Orientation

Wednesday, August 20, 2025

9:00 am – 11:30 am

Agenda

9:00 – 11:30 **Digital Fundamentals for Teaching and Learning (DFTL)**

For faculty who have not yet completed Digital Fundamentals

Rockville - SV 222 with Tom Cantu

See [Campus Maps & Directions](#)

The Future of Education: Exploring AI in the Classroom

For Faculty who have previously completed Digital Fundamentals

With Gloria Barron in Zoom: <https://montgomerycollege.zoom.us/j/94658946341>

gloria.barron@montgomerycollege.edu or 240-567-6974

1:00 – 4:00 Meet with your dean, chair, and administrative aide.

Suggested To Do List

- ☐ Submit benefit choices to HRSTM.
- ☐ Decide on becoming an AAUP member.
- ☐ Claim your MyMC account and set up MC e-mail.
- ☐ Purchase a parking hangtag through MyMC.
- ☐ Visit your office.
 - ☐ Obtain keys/swipe cards and mailbox location from department.
 - ☐ Get oriented to your office computer and printer.
 - ☐ Get the photocopier / scanner access code.
 - ☐ Set a voice mail message on your office telephone.
- ☐ Visit the classrooms where you will teach.
- ☐ Get a campus tour from your dean or chair or administrative aide.
- ☐ Ask colleagues if they recommend using MC Zoom or the Zoom feature in Blackboard which is slightly different.
- ☐ Add Public Safety to your cell phone: 240-567-3333 and sign up for [MC Alerts](#)
- ☐ If you still need an MC ID Card:
 - Make an appointment by emailing ctpublicsafety@montgomerycollege.edu
 - Appointments are available M-F, 8:30 am – 3:30 pm. Or use the online form: <https://info.montgomerycollege.edu/offices/human-resources/new-mc-id-card-request.html>
 - ID Cards can be mailed to a home address or picked up in person when completed.

New Faculty Orientation

Thursday, August 21, 2025

Rockville Campus, MK 122

8:30 am – 4:00 pm

Agenda

8:30 - 9:00	Breakfast
9:00 – 9:30	Student Affairs <i>Dr. Tiffany Ray-Patterson, Senior Vice President for Student Affairs</i>
9:30 – 9:45	Welcome & Overview <i>Shinta and Tom</i>
9:45 - 10:15	Transformational Aspirations and the Strategic Plan <i>Dr. Debbie Van Camp, Director of Policy and Planning</i>
10:15 – 11:15	Deep Dive with the Data & Special Class Lists <i>Dr. John Hamman, Chief Analytics and Insights Officer</i>
11:15 – 11:30	Break
11:30 – 12:00	Inclusive Excellence and Belonging <i>Dr. Gigi Secuban, Vice President, Inclusive Excellence and Belonging</i>
12:00 - 1:00	Lunch
1:00 – 1:30	Strategic Enrollment Management and Raptor Central <i>Dr. Kimberly McNair, Associate Senior Vice President for Student Affairs</i>
1:30 – 2:00	Student Code of Conduct and Behavioral Intervention Teams <i>Alice Santoro, Acting Dean of Student Affairs</i>
2:00 - 2:30	Title IX and ADA <i>Kristen Roe, Director of ADA Compliance and Title IX Coordinator</i>
2:30 – 2:45	Break
2:45 – 3:15	Disability Support Services (DSS) <i>Katie Haag, DSS Counseling Faculty</i>
3:15 - 3:45	American Association of University Professors (AAUP) <i>Dr. AJ “Tito” Baca, President, AAUP</i>
3:45 - 4:30	Next Steps <i>Shinta and Tom</i>

New Faculty Orientation

Friday, August 22, 2025

9:00 am – 11:30 am

9:00 – 11:30 **Digital Fundamentals for Teaching and Learning (DFTL)**

For faculty who have not yet completed Digital Fundamentals

Rockville - SV 222 with Tom Cantu

See [Campus Maps & Directions](#)

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Next Steps:

Visit the [MC Fall Kickoff](#) page

- Download the Professional Week Schedule for Aug. 25-29.
<https://www.montgomerycollege.edu/events/opening-or-closing-meeting/index.html>
- Review the professional development opportunities in the Student Success Symposium
<https://www.montgomerycollege.edu/offices/elite/student-success-symposium.html>