

Fall In-Service Schedule 2021

The counseling office, business office, financial aid office, registrar's office, and admission office need minimal coverage during in-service.

- Boardroom – located in Palmer Hall (20-123)
- FAT – Fine Arts Theatre – located in Building 19
- Visitor Center – located in Building 22
- Cafeteria – located in the Student Center in Building 3

Sexual Harassment training will be taken over the internet. You will receive the information via email.

The Employee Awards Banquet will be held later in the semester.

Monday, August 2nd

- **Residence Halls Open** – Nancy Hernandez and David Madore
- 9:00 am – 12:00 pm – **Registration Meeting** – Visitor Center - Ralph Ramon, Ericka Ynguanzo, Tami Linebarger, Nicole Cooper, Nellie Leatherwood, Stephanie Ducheneaux, Laura Caswell, Shawn Fonville, Jamie Redwine, Tevian Sides, Kelly Zeigler, Donna Morris

Tuesday, August 3rd

- 1:00 pm – 4:30 pm – **Registration** – FAT – Everyone involved in the registration process. Faculty advisors will be notified if needed
- 9:00 am – 11:00 am – **Student Orientation** – FAT - Ralph Ramon, Isrell Lawson, Raul Alcala, Jeffrey Martin, Christylee Deblieck

Wednesday, August 4th

- 8:00 am – 11:00 and 1:00 pm – 4:30 pm – **Registration** – Fine Arts Building Lobby – Everyone involved in the registration process. Faculty advisors will be notified if needed
- 2:00 pm – 4:00 pm – **Student Orientation** – FAT – Ralph Ramon, Isrell Lawson, Raul Alcala, Jeffrey Martin, Christylee Deblieck

Thursday, August 5th

- 9:00 am – 4:00 pm – SSS Summer Bridge Program – FAT – Terri Williams, Judy Garza, Amy Benitez, Cheyenne Leatherwood
- 9:30 am – 11:30 am – **International Student Orientation** – Visitor Center – Nicole Cooper
- 2:00 pm – 2:30 pm – **Competitive Waiver Scholarship Meeting** – Visitor Center - Tevian Sides, Greg Rhodes, Tammy Davis, Nicole Cooper, Ralph Ramon, Nellie Leatherwood, Geron Scates

Monday, August 9th

- **Welcome Back Faculty**
- 8:00 am – 5:00 pm – **Admission Hearings** – Boardroom - Ralph Ramon, Erika Ynguanzo, Ava Russell, Donna Robinson, N.C. Smith, Jessica Colvin, Laura Caswell, Garrett Hicks, Misty Hinton
- 12:30 pm – **Board of Trustee Meeting** – Visitor Center

Tuesday, August 10th

- 9:00 am – 10:00 am - **Complimentary Brunch** – cafeteria - everyone is welcome.
- 10:00 am - **Opening Session** – cafeteria - everyone (minimal office coverage)
- 2:00 pm - **WTC Foundation Student Scholarship Meeting** – Visitor Center – Alex Phillips

Tuesday, August 10th (continued)

- 2:00 pm – 3:30 pm - **Classroom Protocol** – 6-102 – all faculty, Stephanie Ducheneaux, Ralph Ramon

Wednesday, August 11th

- All classes begin
- 8:15 am – 11:00 am – **Administrative Staff** – Visitor Center – Dr. Beebe, Ralph Ramon, Britt Canada, Patricia Claxton, Shawn Fonville, Emily Powell, Tammy Davis, Stephanie Ducheneaux, Melanie Schwertner

Friday, August 13th

- 9:00 am – 10:00 am – **Safety and Security Meeting** (one session required) – FAT
- 2:00 am – 4:00 am – **New Employee Orientation/Sexual Violence and Sexual Harassment of Students** – Visitor Center – Amy Benitez, Cameron Cates, Richard Fair, Sheila Hale, Nancy Hernandez, Kayla Hill, Victor Hinojosa, Dennie Johnson, Brandon Juarez, Clarissa Krum, Deborah Kuhn, David Madore, Haley May, Marci Olsen, Kyle Smith, Dalton Tharp

Friday, August 17th

- 9:00 am – 10:00 am – **Safety and Security Meeting** (one session required) – FAT

**New Employees
(Hired after Spring 2021 In-Service)**

Department	Name	Title
Academics	Richard Fair	Instructor History/Government
	Victor Hinojosa	Instructor Government
	Dennie Johnson	Instructor English
	Deborah Kuhn	Instructor Biology
Athletics	Clarissa Krum	Head Women's Basketball Coach
	Cameron Cates	Assistant Women's Basketball Coach
	Matt Hardy	Head Men's Basketball Coach
	Kyle Smith	Assistant Men's Basketball Coach
	Dalton Tharp	Assistant Baseball Coach
	Kayla Hill	Assistant Softball Coach
Coliseum	Haley May	Event Coordinator
Grounds	Brandon Juarez	Grounds/Maintenance
Housing	Nancy Hernandez	Assistant Housing Director
	David Madore	Assistant Housing Director
Marketing	Sheila Hale	Event Coordinator
Prison	Marci Olsen	Prison Education Advisor
Student Support Services	Amy Benitez	SSS Academic Advisor
Employees Who Changed Positions		
Name	From	To
Gary Miller	Assistant Baseball Coach	Head Baseball Coach
Judy Garza	SSS Counselor	SSS Academic Specialist

New employees not listed above will need to attend new employee orientation on Friday, August 13th.