

SPRING 2014 STAFF DEVELOPMENT FLEX CAL ACTIVITIES

UPDATED 12/18/13

Thursday, January 9 (*optional day*)

Friday, January 10 (*required day*)

Tuesday, February 18 (*optional day*)



Images by Mary Weidig



Courtesy of SCC Photography Dept.

Solano Community College

Human Resources Department
360 Campus Lane
Fairfield, CA 94534-3197
(707) 864-7169
<http://www.solano.edu>

Workshops are first-come, first-served!

Faculty Participation - Full-time faculty are required to attend four campus in-service days and contract for the remaining six days in either optional workshops or individually planned activities. Adjunct faculty may participate in on- and off-campus in-service activities with approval of immediate supervisor for the number of hours equal to their weekly assigned hours for the semester and will be reimbursed for their participation at their hourly rate of pay.

Staff Participation - Classified and management staff are strongly encouraged to attend flex workshops and staff development activities. Released time should be arranged with their immediate supervisor.

Small Group/Individual Projects/Student Info Tables - Prior approval from the Dean is necessary for this option. Faculty may use up to six optional flex cal hours per day on optional days to work on curricular activities.



Images by Sheila Williams

Courtesy of SCC Photography Dept.

**THURSDAY,
JANUARY 9, 2014
(Optional Day—6 hours)**

9:00 a.m. -12:00 p.m. (3 hours optional flex credit), **Building 1400, Room 1421**
Academic Senate meeting, Susanna Gunther, Academic Senate President

9:00 a.m. - 12:00 p.m. (3 hour optional flex credit) **Building 1500, Room 1526/Capacity 40**
Math Basic Skills Workshop, Math Faculty

Basic Skills Instructors will make presentations based on their recent conference attendance to share best practices in Basic Skills Math. Recent SLO assessments will be analyzed and discussed. Finally, the group will create goals for the coming semester.

10:00 a.m. – 12:00 p.m. (2 hours optional flex credit) **Building 800, Room 804/Capacity 54**
EEO/Selection Committee Training, Human Resources (RSVP to Eileen X 7169)

This workshop is designed to familiarize hiring committees charged to hire new staff and faculty with procedures related to areas of selection, diversity, Title V, and Equal Employment Opportunity (EEO) guidelines. Anyone who wishes to serve on a hiring committee must have this training.

10:00 a.m. – 12:00 p.m. (2 hours optional flex credit) **Building 700, Room 705/Capacity 55**
Improving Students' Writing in Science Courses, Jack Shouten, English Professor and Brad Paschal, Biology Professor

This workshop is intended for English and biology faculty to discuss student writing in biology courses.

12:00 p.m. - 5:00 p.m. (5 hours optional flex credit) **Vacaville Center, conference room 232**
Joint Meeting of the Student Equity Committee and Equity and Inclusion Advisory Council:
Seminar on diversity and equity.

This session is for committee members only.

12:00 p.m. – 1:30 p.m. **Building 1400, Back half of the Cafeteria**
CSEA luncheon, RVSP to Lisa Raquel @ ext. 4615 or lraquel@solano.edu

1:00 p.m. – 4:00 p.m. (3 hours optional flex credit), **Building 1400, Room 1421**
Academic Administrators and Academic Senate Meeting, Susanna Gunther, Academic Senate President

1:00 p.m. – 3:00 p.m. (2 hours optional flex credit) **Building 800, Room 804/Capacity 54**
Sexual Harassment Workshop, Human Resources (**RSVP to Eileen at X 7169**)

This workshop will meet the requirements of AB 1825, which requires community college employers to provide harassment prevention training and education to their new supervisory employees within 6 months of hire/promotion and to their current supervisory employees every two years. Faculty that have supervision over students are required to attend every two years, as well. Everyone is encouraged to attend this training as we all have interactions with faculty, staff, and students. This workshop provides information on how best to avoid liability based on alleged sexual and other forms of harassment, discrimination and retaliation in colleges. The focus of the workshop is practical, and includes discussions of hypothetical, but realistic, fact situations. This workshop will address harassment, discrimination, and retaliation between:

- Employees & Employees
- Employees & Students
- Students & Students
- Supervisors & Employees

1:00 p.m. – 3:00 p.m. (2 hr. optional flex) **Building 400, Room 446/Capacity 36**
CalSTRS Retirement Workshop
Charlene Bode, Benefits Counselor.
Client outreach and guidance.

1:00 p.m. - 2:00 p.m. (1 hour optional flex credit) **Building 400, Room 444/Capacity 36**
i>clickers: How I use them to teach Chemistry, Kathleen Conrad, Adjunct Chemistry Instructor
Using "clickers" in class is a great way to keep students interested and engaged during lectures, promote group interaction and learning, and a way to quickly assess student understanding of the concepts and materials presented in class. You can even use them to assess SLO's! An overview of how to set-up your lecture to use clickers using the FREE instructor kit given by the publisher (Macmillan), sample clicker questions (including how to take attendance using clickers), and how to view and immediately access student responses will be given. And no - you do NOT need to get IT involved! The system is "self-contained" using a base unit and memory stick that works with either your laptop or the campus computers.

1:00 p.m. – 3:00 p.m. **Building 400 Room 445/Capacity 42**
Understanding your CalPERS Rights & Rewards, Nadine Franklin, Sr. Member Benefits Coordinator, CSEA
If you are part of CalPERS you need to know how the system works, what benefits are available while you are employed and how to protect your retirement funds if you leave your current employment. You will learn what information CalPERS uses to calculate your retirement and how to find out if your contributions are correct so you will receive the maximum monthly retirement to which you are entitled. You will also learn what your beneficiary will receive if you are deceased before or after retirement. Your Social Security coordination with CalPERS will also be discussed. This fast paced seminar is packed with important information for employees of all ages. Booklets will be distributed and questions will be answered.



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Courtesy of SCC Photography Dept.

CANVAS TRAINING. All workshops in **Building 500, Room 503/Capacity 32**

Priority seating will be given to faculty planning to teach in Canvas in Fall semester 2014.

10:00 a.m. - 11:00 a.m. (1 hour optional flex credit) **RSVP to Dale Crandall-Bear, DE Coordinator** at Dale.Crandall-Bear@solano.edu by Monday, Jan. 6 at 4:00 pm.

Canvas Training Workshop 1: Getting Started in Online Teaching with Canvas

Topics covered:

- 1.1 What is Canvas?
- 1.2 Overview of the Canvas Workspace (from eCollege to Canvas)
- 1.3 Personalizing Canvas
- 1.4 Setting Up a Course Shell
- 1.5 Creating and Organizing Content

As part of this workshop, participants will be enrolled in an online Canvas course shell for follow-up activities.

11:00 a.m. - 12:00 p.m. (1 hour optional flex credit) **RSVP to Dale Crandall-Bear, DE Coordinator** at Dale.Crandall-Bear@solano.edu by Monday, Jan. 6 at 4:00 pm.

Canvas Training Workshop 2: Building an Effective Online Course in Canvas,

Topics covered:

- 2.1 Using the Communication Tools
- 2.2 Creating & Managing Assignments
- 2.3 The Learning Outcomes Tool
- 2.4 Working with the Gradebook / Giving Feedback / Speed Grader

As part of this workshop, participants will be enrolled in an online Canvas course shell for follow-up activities.

UPDATED 12/18/13

1:00 p.m. - 2:00 p.m. (1 hour optional flex credit) **RSVP to Dale Crandall-Bear, DE Coordinator** at Dale.Crandall-Bear@solano.edu by Monday, Jan. 6 at 4:00 pm.

Canvas Training Workshop 3: Creating Interactive, Engaging Online Learning Environments

- 3.1. Strategies for Engaging & Retaining Students in Online Courses
- 3.2 Creating an Interactive Learning Environment
- 3.3 Groups and Collaborations
- 3.4 Mobile Apps

2:00 p.m. - 3:00 p.m. (1 hour optional flex credit) **RSVP to Dale Crandall-Bear, DE Coordinator** at Dale.Crandall-Bear@solano.edu by Monday, Jan. 6 at 4:00 pm.

Canvas Training Workshop 4: DE Guidelines / ADA-508 / Student Support Services

- 4.1 Overview of DE Guidelines (ACCJC & Chancellor's Office)
- 4.2 ADA Guidelines; 508 Compliance & Best Practices
- 4.3 Student Support Services for Online Education

ADJUNCT SUPPORT CENTER-Adjunct Faculty Forum and Support Center Kickoff

6:00 p.m. – 8:00 p.m. (2 hours optional flex credit) **Building 100, Library Rotunda**

Adjunct Faculty Forum, Master of Ceremonies, Nick Perrone, Adjunct History Professor

Agenda:

- Tour of Adjunct Support Center
- Update on: Rehire Rights, Salary Increases, and Other Adjunct Issues
- Dinner and Refreshments
- Guests: Superintendent/President Jowel Laguerre; IVP Diane White; CTA President James DeKloe
- CTA Membership Forms Available for New Adjunct Faculty

FRIDAY, JANUARY 10, 2014
(Required Day—6 hours)

8:00 a.m. – 9:00 a.m. (1 hour optional flex credit) **Building 1400, Cafeteria**

Lite Breakfast, Sponsored by S/P office

Breakfast will include Presidential awards and recognize 10, 15, 20 yrs. of service for employees.

(2.5 hours required flex credit 9:15 a.m. – 12:00 p.m.)

These activities are in Building 1200, Theater

9:15 a.m. – 9:25 a.m.

Welcome, Janene Whitesell, Speech Professor

9:25 a.m. – 9:45 a.m.

State of the College, Dr. Jowel Laguerre, Superintendent-President

9:45 a.m. – 10:00 a.m.

Q & A with the Superintendent-President, Dr. Jowel Laguerre

10:00 a.m. – 12:00 p.m.

Student Success Discussion—"Conversations That We Don't Have But Should"

10:00-10:10 Introduction to the Student Success Initiative (SB1456)

10:10-10:30 TED TALK on Student Success

10:30-11:30 Breakout sessions: discussions about what our faculty/staff can do to help our students succeed.

11:30-12:00 Reassembly to share ideas and suggestions

12:00 p.m. – 1:00 p.m., **Building 1400, Cafeteria**
All College Lite Lunch, Sponsored by S/P office

(3.5 hours required flex credit 1:00 p.m. – 4:30 p.m.)

1:00 a.m. – 2:00 p.m. **Building 1500, Room 1530/Capacity 42**

The Brain that is Doing is the Brain that is Learning, Danielle Widemann, Geology Professor
The OnCourse Workshop taught me new skills to make my classroom more interactive. Students really do need to be interactive to learn. I was excited to see the students' scores improve and they really did! I will work with you on some of the methods through classroom simulations. Hopefully, you will leave with some new ways to teach a concept that you can use in your classroom next semester.

1:00 p.m. – 2:00 p.m. **Building 400, Room 446/Capacity 36**

Academic Calendar Development Workshop, Barbara Fountain Director, Admissions & Records
Hate the calendar? Confused by the calendar? Angry about the calendar? Join us for this workshop to learn the regulations that guide the development of the calendar as well as local challenges that contribute the final product. Get your questions answered. Contribute your ideas for improvement. This workshop will be recorded & will be available online. This will be offered again next semester also.

1:00 p.m. - 2:00 p.m. **Building 700, Room 713/Capacity 55**

Accreditation: What is next for SCC? SCC Accreditation: How to Stay off Warning, Probation, and All ACCJC Sanctions, Annette Dambrosio, Accreditation Coordinator
SCC has struggled off and on for the last few years to get off sanctions. What can we do to break the "on sanction" cycle and ensure compliance with SCC standards? Attend this session and voice your ideas. Our Self Study is on the horizon and we need all reasonable ideas!

1:00 p.m. - 2:00 p.m. **Building 800, Room 812/Capacity 55**

Program Review Training for the School of Social and Behavioral Sciences, Counseling and ½ School Math and Sciences, Amy Obegi, Child Development and Family Studies Professor; Peter Cammish, Dean Research and Planning; Pei-Lin Van't Hul, Lead Research Analyst
This workshop is designed for faculty who will be undergoing Program Review during the 2014-2015 academic year. We will discuss the process, review the self-study template, and discuss data collection.

2:00 p.m. – 3:30 p.m.

SLO and PLO Departmental Discussions.

Career Technical Education & Business, **Building 500, Room 505**

Counseling/DSP&S/Special Services, **Building 400, Room 445**

Human Performance & Development, **Building 1700, Room 1746**

Liberal Arts, **Building, 800, Room 812**

Math/Science, **Building 300, Room 308**

Social and Behavioral Sciences **Building 700, Room 703**

School of Health Sciences Room **Building 800, Room 807b**

3:30 p.m. – 4:30 p.m.

School Meetings

Career Technical Education & Business, **Building 500, Room 505**

Counseling/DSP&S/Special Services **Building 400, Room 445**

Human Performance & Development **Building 1700, Room 1746**

Liberal Arts **Building 800, Room 812**

Math/Science **Building 300, Room 308**

Social and Behavioral Sciences **Building 700, Room 703**

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