FALL 2015 FLEX & CONVOCATION WEEK
PROFESSIONAL DEVELOPMENT SERIES

Notice: Flex Week information is subject to change.
Please check the web link below for the most current information.

www.scc.losrios.edu/src/fall-2015-professional-development-flex-week-semster-details/

WORKING TOGETHER • PURSUING EXCELLENCE • INSPIRING ACHIEVEMENT
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Dear Sacramento City College Colleagues:

On behalf of The Staff Resource Center, we are excited to implement this fall 2015 professional development and flex under the new initiative, “Connecting with Success”. With Student Success & Support programs and Student Equity becoming more evident across campus, the Staff Resource Center’s partnership with SSSP & Student Equity will round out our offerings with more insight on Student Success as it connects with teaching, learning, and service. All workshops will be linked to the Faculty/Staff calendar, and offer registration for every workshop. This will assist our presenters in knowing beforehand who their participants are. Handouts will be available through the Professional Development database.

Convocation’s program on Friday will focus on “Connecting with Success”. Within the booklet you will find the highlights for Friday, August 21st. As always we look forward to your feedback. Our traditional survey on flex and convocation satisfaction will be sent out at the beginning of the fall 2015 semester.

Again, on behalf of the Staff Resource Center, thank you to the many colleagues who have prepared 36 general education workshops, 10 technology based trainings, and 5 Student Success & Equity related seminars to be delivered Wednesday, August 19th and Thursday, August 20th. With an explicit attempt to be an institution focusing on continuous improvement, we exert the effort to be efficient, effective, and relevant to all classifications of SCC employees.

We look forward to your participation and feedback.

Elaine Ader        Norman Lorenz        Tyler Wyckoff
Dean, IT and Staff Coordinator Assistant
Development

Working Together, Pursuing Excellence and Inspiring Achievement!
### TUESDAY, AUGUST 18, 2015

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<td></td>
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<td>Los Rios District-wide ESL Workshop</td>
<td>RHN 258</td>
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<td>Los Rios Health, Benefits, and Retirement Conference (Registration Required)</td>
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### WEDNESDAY, AUGUST 19, 2015

#### Morning Technology & Current Interest Workshops

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<tr>
<td>Intro to D2L (No longer Lynda.com/Plurasight)</td>
<td>LRC 119</td>
<td>WordPress Drop-in</td>
<td>LRC 220</td>
<td>Help Your Students Get Ready...OEI Student Readiness Module (11:15-12:30)</td>
<td>LRC 141</td>
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<td>Peer Review in Distance Education: Exploring our Future</td>
<td>LRC 141</td>
<td>D2L: Using Rubrics for Grading and Assessing Student Learning</td>
<td>BUS 204</td>
<td>College-2-Career: Assisting Students w/Intellectual Disabilities to be Successful</td>
<td>RHN 208</td>
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<td>D2L Drop-ins</td>
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#### Afternoon Technology & Current Interest Workshops

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<tr>
<td>Videos and Captioning</td>
<td>LRC 141</td>
<td>Integrating Pearson’s MyMathLab into D2L: An Easy Transition</td>
<td>LRC 141</td>
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<td>D2L Drop-ins</td>
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<td>Tour of the Sacramento Hacker Lab</td>
<td>Off Campus: Hacker Lab (1715 I St)</td>
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### Morning Professional Development Workshops

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<tr>
<td></td>
<td>Avoid Email Overload LRC 220</td>
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<td>FLEX Your Voice: Vocal Function Concepts, Ideas, and Exercises for the Teacher RHS 208</td>
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<td>Preparing for the College’s Accreditation Team Visit RHN 228</td>
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<td>Club Advisor Connection RHS 208</td>
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<td>Understanding Muslim Students on the College Campus RHS 172</td>
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<td>SLO Assessment System RHS 220</td>
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<td>So You Want to Write a Children’s Book? RHS 271</td>
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<td>Real-World Problem-Solving in Your World RHS 267</td>
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<td>Medical Emergencies on Campus RHS 173</td>
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<td>College-set Standards and Goals RHS 229</td>
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<td>Making Learning Easier: Reading, Writing, Learning Styles, Visuals &amp; Technology RHS 208</td>
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<td>A Band* of Flippers: Flipped Classrooms RHS 220</td>
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<td>Effective Classroom Discussion Techniques PAC 106</td>
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<td>Accessibility in D2L LRC 220</td>
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<td>Safety in the Learning Environment RHN 220</td>
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<td>SCC Learning Skills &amp; Tutoring Center LRC 105</td>
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<td>Hiring the Best for a Diverse Workforce (Official two-hour Hiring Training) RHN 264</td>
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<td>Equity Representative Training RHS 264</td>
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<td>Reviewing ESL Writing Content and EPT Grading Rubric RHS 229</td>
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<td>Los Rios Community College District Nutrition (NUTR) Workshop RHS 261</td>
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### Afternoon Professional Development Workshops

**THURSDAY, AUGUST 20, 2015**

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<tr>
<td>ESTEEM Training&lt;br&gt;BUS 222</td>
<td>Math SIA Meeting&lt;br&gt;BUS 222</td>
<td>The Role of Faculty in Leadership Positions&lt;br&gt;LRC 105</td>
<td>A 360 Approach to Student Services &amp; Equity, Part 2 (12:30pm - 4:30pm)&lt;br&gt;Student Center</td>
<td>Using Social Media to Engage Today’s Students&lt;br&gt;RHN 228</td>
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<tr>
<td>A 360 Approach... (continued: 12:30pm - 4:30pm)&lt;br&gt;Student Center</td>
<td>Library Dept. Training: OneSearch &amp; Instruction&lt;br&gt;LRC 220</td>
<td>SCC Jeopardy&lt;br&gt;RHN 220</td>
<td>Orientation to the Davis Center: Who Are Our Students?&lt;br&gt;DAC 108</td>
<td>A Walk through LGBT History (1:00pm - 3:00pm)&lt;br&gt;Off Campus: Adamo’s (21st &amp; P)</td>
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<tr>
<td>A 360 Approach... (continued: 12:30pm - 4:30pm)&lt;br&gt;Student Center</td>
<td>Distance Ed. Strategic Planning&lt;br&gt;LRC 105</td>
<td>One Search to Rule Them All&lt;br&gt;LRC 220</td>
<td>Community of Practice:&lt;br&gt;CANCELED</td>
<td>Participatory Decision-making&lt;br&gt;RHN 229</td>
<td>Creating an Environment for Optimal Learning&lt;br&gt;DAC 108</td>
<td>Teaching and Learning, and Student Success (New and Adjunct Faculty)&lt;br&gt;LRC 141</td>
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<td>West Sac Faculty Orientation&lt;br&gt;WSC 114</td>
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CONVOCATION

Friday, August 21, 2015

CONTINENTAL BREAKFAST
City Cafe
7:00am - 8:00am

DIVISION MEETINGS
See your division dean for location
8:00am - 8:45am

CONVOCATION PROGRAM
Performing Arts Center
9:00am - 11:30am

DIVISION, DEPARTMENT, & PROGRAM MEETING
See your division for schedule and location
1:00pm - 4:00pm
In the fall 2014, SCC’s Staff Resource Center pulled together an ad-hoc committee made up of individuals representing various campus programs with interest and participation in forecasting “The Impact of Policy, Soft Skills, & Contact in the Community College Environment.” It was based on growing into AB 2558, which supported professional development, college-wide with an interest in overall Student Success. This focus has now shifted and grown into the Student Success Academy.

Background

As Institutional Plans for the college, the Student Success & Support programs, and Student Equity, have become rich around the focus of student “access, engagement, course academic progress, retention, persistence, and overall completion”. Completion focuses on a degree, transfer, and/or a certificate.

This event will be a group discussion, similar to the spring 2014 Student Success Charette activity, in which three or more facilitators will facilitate a discussion about improving student success at SCC as it relates to program support that assists student achievement.

The facilitators will include at least one faculty member and one classified employee, as well as one or more students.

The attendees will use the Institutional Plans for Student Success & Support and Student Equity, created by SCC staff and faculty members to facilitate a conversation about improving student success through increased, more effective, and more frequent connection with students, with the goal of helping students to better navigate the community college system. The “Six Success Factors” on page 4 will be used for the discussion.

The focus is to promote the culture of a horizontal, interdisciplinary campus community.
This discussion will be, in many ways, a continuation of the student success charrette conversations, as part of an ongoing professional development program with an interdivisional focus on student success. This will carry through to Friday’s Convocation “Connecting With Success” and throughout the fall and spring semesters’ professional development activities. The goals and objectives will facilitate an ever-evolving and mutually beneficial system of professional development comprising student success.

In support of promoting this event, the following excerpts are conclusions from the AB 2558 factsheet as to what the bill does and why professional development is important for Student Success & Support, Student Equity, and the entire college community:

What AB 2558 does

AB 2558 revises current statute to establish the Community College Professional Development Program and authorizes the use of state money for those activities if it becomes available through the budget. It also clarifies that districts that participate in the Community College Professional Development Program must provide professional development opportunities to other staff as well as faculty.

Why Professional Development is Important

Simply put, students don’t thrive in a vacuum. They need effective and well-trained personnel to help them with activities such as developing an education plan, navigating the assessment process, arranging their financial aid, and utilizing online resources. The diversity of our students also requires that campus personnel be trained and ready to serve a wide range of student needs. Finally, the changing nature of higher education demands that employees adapt to new technologies to stay up-to-date to better assist students. A highly skilled campus workforce will help our students become successful and complete their educational goals.
## A 360 Degree Approach to Student Equity & Success, Part 2

### Implementation of Student Success & Support and Student Equity in the College Environment

<table>
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<tr>
<th>TIME</th>
<th>TOPIC POINTS</th>
<th>OUTCOMES</th>
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<tr>
<td>12:30pm - 1:15pm</td>
<td>Introductions &amp; Overview of Student Success &amp; Equity Chart and Professional Development implementation</td>
<td>Cross-Disciplinary implementation</td>
<td>VPSS, AVPSS, Dean, SS&amp;E, &amp; Coordinators Gerri Scott &amp; Norman Lorenz</td>
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<td>1:15pm - 1:30pm</td>
<td>Policy Update on Student Success</td>
<td>Address goals and objectives of SSSP and SEq plans.</td>
<td>Interim Dean, Student Success &amp; Equity (SSE), Dean, Financial Aid &amp; Student Services,Kim Goff, Admissions and Records Rukiya Bates, Financial Aid</td>
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<td>1:30pm - 2:45pm</td>
<td>Small groups- A Multidisciplinary approach to identifying Goals &amp; Objectives within these plans for implementation: Basic Skills Initiative The Student Equity Academy (Prompted Questions suggestions) -The Village Concept- Incorporation of Equity based on incorporation of Program unification across campus -Learning Communities</td>
<td>Address: – Engagement, Retention, Persistence, &amp; Completion rates. – SSSP &amp; Equity Plans project management timeline – Steps to implementation Next Steps Q &amp; A</td>
<td>Holly Piscopo Dean, SSE &amp; Program Coordinators: – Angie Lambert – Norman Lorenz – Gerri Scott</td>
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<td>2:45pm - 2:55pm</td>
<td><strong>BREAK</strong></td>
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<td>2:55pm - 3:30pm</td>
<td>Student Impressions: Panel discussion regarding these topics</td>
<td>Interdisciplinary approach to SSSP &amp; SEq</td>
<td>Student representatives (SL &amp; D) &amp; Matric/SS</td>
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<td>3:30pm - 4:30pm</td>
<td><strong>Wrap Up and Next Steps in Learning Community Groups (See groups above)</strong></td>
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High-Impact Practices that Increase Student Engagement

“Six Success Factors” (RP)

• **Directed**: students have a goal and know how to achieve it

• **Focused**: students stay on track—keeping their eyes on the prize

• **Nurtured**: students feel somebody wants and helps them to succeed

• **Engaged**: students actively participate in class and extracurricular

• **Connected**: students feel like they are part of the college community

• **Valued**: students’ skills, talents, abilities and experiences are recognized; they have opportunities to contribute on campus and feel their contributions are appreciated.
Title: Los Rios District-Wide ESL Workshop

Time: 9:00am - 1:00pm          Location: RHN 258

See Online Faculty & Staff Calendar for details.

Title: Los Rios Health, Benefits, and Retirement Conference (Registration Required)

Time: 9:00am - 3:00pm          Location: City Cafe

See Online Faculty & Staff Calendar for details.

Wednesday, August 19, 2015

Title: Intro to D2L (Regular Effective Contact)

(The Lynda.com & Pluralsight workshop originally in this time slot will be rescheduled.)

Presenter(s): Daniel Gilbert-Valencia

Time: 8:00am - 9:00am

Location: LRC 119

College Goal(s): D2L, Distance Education, Technology

An introductory workshop for faculty interested in Desire2Learn (D2L) training. D2L is the learning management system for Los Rios and Sacramento City College. This workshop presents an overview of how to request D2L development and “official” course sites, D2L use, and available D2L support/training opportunities. We will also discuss regular effective contact and best practices for using D2L to promote student engagement and retention. You may bring your own device or use a computer in the classroom.

Registration is encouraged for this workshop.

Title: WordPress Drop-ins

Presenter(s): Don Button
Time: 9:00am - 11:00am

Location: LRC 220

College Goal(s): Technology

If you already have an SCC WordPress account and if you would like to drop in for some quick, one-on-one help, this is a perfect workshop for you. If you have documents that you need help uploading, please bring the digital files on a flesh drive or cloud storage.

Registration is encouraged for this workshop.

Title: Peer Review in Distance Education: Exploring our Future

Presenter(s): Distance Education Coordinator and Distance Education Committee

Time: 9:00am - 11:00am

Location: LRC 141

College Goal(s): Assessment and Review, Distance Education

In this open discussion between faculty stakeholders, we explore the idea of creating a local peer-review mechanism for assessing the quality of distance education courses.

Registration is REQUIRED for this workshop.

Title: D2L: Using Rubrics for Grading and Assessing Student Learning

Presenter(s): Norman Lorenz

Time: 9:00am - 10:30am

Location: BUS 204

College Goal(s): Assessment and Evaluation, D2L, Distance Education, Technology

Rubrics are a way to increase objectivity, clarity of assignment and ease of grading/assessing the work and projects of the learner. Using D2L, I'll share the value of connecting student learning outcomes from your syllabus to the content of assignments located in the discussion board, the drop box, and/or quizzes. The grading of these assignments allows for reports that can determine success of the SLO’s for effective teaching and learning while connecting to competency statistics. This workshop is for advanced D2L users. Come with your account ready to make a rubric.

Registration is REQUIRED for this workshop.

Title: College-2-Career: Assisting Students with Intellectual Disabilities to be successful in college & working toward an employment goal.
**Presenter(s):** Tasneem Sah  
**Time:** 10:30am - 12:00pm  
**Location:** RHN 208

**College Goal(s):** Access, Career Readiness, Disability Training

This is a workshop designed to provide attendees knowledge of the College 2 Career program, the students in the program, and the role of the education coach each student is assigned to and works with throughout the semester. Teachers will learn how to work with our students and collaborate with the College 2 Career Coordinator and education coaches to ensure success. Education coaches will be present to provide information from their experiences and answer any questions. There will be a student panel to talk about their college experience.

*Registration is encouraged for this workshop.*

**Title:** Help Your Students Get Ready for Online Learning: Using the OEI Student Readiness Modules in Your Online and Hybrid Courses

**Presenter(s):** Distance Education Coordinator  
**Time:** 11:15am - 12:30pm  
**Location:** LRC 141

**College Goal(s):** Compliance, Distance Education, Technology

In this session, learn how the California Community Colleges' Online Education Initiative’s Student Readiness modules help students understand and prepare for the rigors of online and hybrid courses. Learn how to incorporate these modules in your DE courses, and get access to ready-made assessment tools developed the SCC DE team for our student population.

*Registration is encouraged for this workshop.*

**Title: Videos and Captioning**

**Presenter(s):** Daniel Gilbert-Valencia  
**Time:** 1:00pm - 2:00pm  
**Location:** LRC 141

**College Goal(s):** Accessibility, Distance Education, Technology

Hands-on workshop. Captions are required for all videos you regularly use in your courses. You will learn how to captioning short videos in this hands-on lab. You will also learn how to caption found media on YouTube. Lastly, find out what to do with those long videos!

*Registration is encouraged for this workshop.*
Title: Integrating Pearson's MyMathLab in D2L: An Easy Transition

Presenter(s): Renee Medina and Daniel Gilbert Valencia

Time: 2:00pm - 3:30pm

Location: LRC 141

College Goal(s): D2L, Distance Education, Technology

This workshop will walk math faculty through the steps necessary to integrate Pearson’s MyMathLab into the D2L environment.

Registration is Encouraged for this workshop.

Title: Tour of the Sacramento Hacker Lab (1715 I St.)

Presenter(s): Linda Reynolds and Gina Lujan & Eric Ullrich (Hacker Lab Co-founders)

Time: 2:00pm - 4:00pm

Location: Hacker Lab 1715 I Street

College Goal(s): Technology

Come take a tour of the Sacramento Hacker Lab located on I Street. It is a community for hackers, makers, entrepreneurs, startups, and small businesses. Whether your position supports students or you deliver content, come observe how this lab offers students a path to reach from a new level of theory to practice into career paths.

Registration is REQUIRED for this workshop.

Title: D2L Drop-ins

Presenter(s): David Martin

Time: 9:00am - 3:00pm (Drop in at your convenience during this time)

Location: LRC 114

College Goal(s): D2L, Distance Education, Technology

Stop by to review how to copy your course content or update your NavBar. We are available to answer individual questions. Please request your courses the day before attending this session.

Go to http://losrios.edu/es
Title: Avoid Email Overload

Presenter(s): Pam Posz

Time: 8:30am - 10:00am

Location: LRC 220

College Goal(s): Organizational Effectiveness, Technology

Are you overwhelmed by your email? Are there hundreds of messages in your inbox? Learn a few strategies that you can use to manage your email!

Registration is encouraged for this workshop.

Title: Preparing for the College's Accreditation Team Visit

Presenter(s): Ginni May and Don Palm

Time: 8:30am - 10:00am

Location: RHN 228

College Goal(s): Compliance, Institutional Effectiveness

Who are these people and what are they looking for? The first week of October we will be visited by an external evaluation team. This crucial visit will provide the basis for reaffirming SCC’s accreditation. We’ll talk a little about the purposes and goals of accreditation and then we will prepare you for the upcoming team visit. Who will be on the team? What will they be looking for? What will they be expecting and what might they ask? What will be required of the college faculty, staff, and managers? How can we best represent ourselves?

Registration is encouraged for this workshop.
Title: Understanding Muslim Students on the College Campus: Deconstructing Perceptions and Stereotypes to Prevent Radicalism

Presenter(s): Rashad Baadqir

Time: 8:30am - 10:00am

Location: RHS 172

College Goal(s): Cultural Awareness, Diversity,

This workshop will provide insight into defusing the myths and stereotypes being placed on Muslim students, while creating a vehicle that seeks to better engage in the power of dialogue and cross cultural understanding. Topics include: xenophobia; Islam and assimilation on college campuses; and reasons for radicalism. The presenter will also provide proactive tools that campus educators and staff can properly use to better respond to the needs of their Muslim students.

Registration is encouraged for this workshop.

Title: So You Want to Write a Children’s Book?

Presenter(s): Gayle Pitman

Time: 8:30am - 10:00am

Location: RHS 271

College Goal(s): Personal Enrichment, Teaching & Learning

Books have enormous power in the lives of young children, and it’s often a child’s exposure to books at an early age that shapes his/her interest in reading. Come to a workshop and get some tips on the craft of writing children’s books, and learn about the nuts and bolts of the publication process. This will be an interactive session, with time for Q&A at the end.

Registration is encouraged for this workshop.

Title: Medical Emergencies on Campus

Presenter(s): Wendy Gomez and Jeff Christian

Time: 8:30am - 10:00am

Location: RHS 173

College Goal(s): Health & Wellness, Safety & Security

- CONTINUED ON NEXT PAGE -
This workshop is designed by Health Services to assist in the management of common medical issues experienced in the classroom and on campus. The presentation includes when to call, who to call, and what to do while you are waiting for medical assistance. Health issues to be covered include basic first aid, fainting, seizures, diabetic emergencies, and other common medical conditions. Come join us! It will be fun, interactive and informative.

Registration is encouraged for this workshop.

**Title: Making Learning Easier- Reading, Writing, Learning Styles, Visuals, & Technology**

**Presenter(s):** Jodi Angel, Loretta Richard, Natasha Palumbo, and Daniel Paulson

**Time:** 8:30am - 10:30am

**Location:** RHN 208

**College Goal(s):** Teaching & Learning, Technology

In this workshop, we will present strategies for making learning easier in the classroom. The topics will include getting students to do the reading, teaching students to think and write across disciplines, accommodating different learning styles, using visuals to teach, and using instructional technology wisely. The presentation utilizes concepts from “Teaching At Its Best: A Research-Based Resource for College Instructors,” and will include not only an information-based presentation, but also the opportunity to ask questions and engage in discussion about strategies that will ultimately enable and encourage students, as well as classroom environments, to be as productive and successful as possible.

Registration is **REQUIRED** for this workshop.

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**Title: Effective Classroom Discussion Techniques**

**Presenter(s):** Brian Mom and Dan McCarty

**Time:** 9:00am - 10:30am

**Location:** PAC 106

**College Goal(s):** Classroom Management, Teaching & Learning

This workshop will offer examples of building classroom discussion to improve student learning outcomes.

Registration is **encouraged** for this workshop.
Title: Safety in the Learning Environment

Presenter(s): Annette Barfield & Valerie Cox

Time: 9:00am - 10:00am

Location: RHN 220

College Goal(s): Safety & Security

Safety in the Learning Environment
What are threatening behaviors?
What are disruptive behaviors?

How to assess these behaviors?
What is the campus CIT committee?

Registration is encouraged for this workshop.

Title: Hiring the Best for a Diverse Workforce

Presenter(s): Julia Jolly

Time: 9:00am - 11:00am

Location: RHN 264

College Goal(s): Compliance, Hiring

California Education Code now requires that all community college employees on hiring committees be trained to serve. Los Rios Equity Officers have participated in a training by Liebert, Cassidy Whitmore to prepare for these training sessions.

Registration is encouraged for this workshop.

Title: Reviewing ESL Writing Content and EPT Grading Rubric

Presenter(s): Brett Thomas

Time: 9:00am - 12:00pm

Location: RHS 229

College Goal(s): Assessment & Evaluation, Planning
This workshop will allow ESL faculty to review the curriculum content of six levels of writing courses and to match that content to the Essay Placement Test grading rubric, as well as adapt the rubric better to the current course content. This process is required for revalidation of the essay test.

Registration is encouraged for this workshop.

**Title: Los Rios Community College District Nutrition (NUTR) Workshop**

**Presenter(s):** John Polagruto, Jessica Coppola, Nadine Kirkpatrick, & other NUTR Colleagues Across the District

**Time:** 9:00am - 12:00pm

**Location:** RHS 261

**College Goal(s):** Department Meeting, Planning

The workshop is intended to involve all full-time and part-time NUTR instructors across the Los Rios Community College Division to cover a myriad of topics related - ultimately - to student success: textbook adoption, open source nutrition texts (e.g., Chem-Wiki), SLOs, degree requirements and transfer issues, D2L and publisher-provided classroom management systems, dietary software programs, teaching methods and practices, and classroom media (books, videos, and audio’s).

Registration is encouraged for this workshop.

**Title: FLEX YOUR VOICE: Vocal Function Concepts, Ideas, and Exercises for the Teacher**

**Presenter(s):** Daniel Paulson

**Time:** 10:30am - 12:00pm

**Location:** RHS 208

**College Goal(s):** Teaching ad Learning

This flex activity is to help teachers look after their voices and to prevent the development of voice problems which may limit their effectiveness as teachers. Attendees will learn how the vocal mechanism works, will experience effective posture, respiration and onset techniques, and will discover how to access efficient vocal production to help minimize the risk of damage and fatigue.

Registration is encouraged for this workshop.

**Title: Club Advisor Connection**

**Presenter(s):** Kim Beyrer and Chris Torres

**Time:** 10:30am - 12:00pm

**Location:** RHN 228

- CONTINUED ON NEXT PAGE -
College Goal(s): Student-Centered Processes

If you are a club advisor, or just interested, this is the workshop for you! Come prepared to connect with fellow advisors and share ideas. Submit hypothetical scenarios in advance for our intriguing and popular "What if? Addressing the unusual, unprecedented, and unfortunate." We will take a team approach to address each situation; “connecting with success.” Look forward to club chartering information and having your questions answered. Please contact Kim Beyrer at 558-2607 or beyrer@scc.losrios.edu for more information and to submit scenarios.

Registration is encouraged for this workshop.

Title: Real-World Problem-Solving in Your World

Presenter(s): Karen Tercho, Bryan Krofchok, & Mark Dennis

Time: 10:30am - 12:00pm

Location: RHN 267

College Goal(s): Teaching and Learning

Engage your students while guiding them into the driver’s seat of higher-order thinking. Join faculty from diverse academic departments (Computer Information Science, Psychology, and the Library) as they share easy-to-implement tools and techniques for leading students through the problem-solving process. Inquiry-based learning, the case method, and quantitative reasoning will be presented as major methods in the pedagogical toolbox, with time for questions and discussion.

Registration is encouraged for this workshop.

Title: College-set Standards and Goals

Presenter(s): Marybeth Buechner

Time: 10:30am - 12:00pm

Location: RHN 229

College Goal(s): Compliance, Institutional Effectiveness, Planning

We have been asked to set threshold standards and aspirational goals for college measures by both ACCJC and the State Chancellor’s Office. If you’re interested in learning more about this, or in adding your voice to the discussion, come and join us.

Registration is encouraged for this workshop.
Title: SLO Assessment System

Presenter(s): Jarom Burbano, Ginni May, Maria Regalado, and Gayle Pitman

Time: 10:30 - 12:00pm

Location: RHS 220

College Goal(s): SLO’s

A new online SLO Assessment system has been created to make it easier for faculty to maintain course level SLO assessment data and for SLO reporters to have access to this information to do ProLo assessment. Additionally, this system will be used for GELOs, ISLOs, SSALOs, and SSGLO assessment. Please attend this workshop to learn how to use this new system (and the meaning of all these acronyms).

Registration is encouraged for this workshop.

Title: A Band* of Flippers: Flipped Classrooms

Presenter(s): Dianne Bennett, Paul DeGennaro, Donald Button, & Norm Lorenz

Time: 10:30am - 12:00pm

Location: RHN 220

College Goal(s): Classroom Management, Teaching & Learning

In the same way each musical instrument brings its own unique sound to a song, different disciplines are implementing the “flipped” format in their own unique way. We invite you to join us for a round table discussion about how biology, chemistry, graphic communication, and early & elementary teacher education preparation courses are incorporating the flipped format into our courses. *band: a group of gorillas, thieves, coyotes, musicians, or professors using the flipped format.

Registration is encouraged for this workshop.

Title: Accessibility in D2L

Presenter(s): Daniel Gilbert-Valencia

Time: 10:30am - 12:00pm

Location: LRC 220

College Goal(s): Access, D2L, Disability Training, Distance Education, Technology

Hands-on workshop. Learn best practices for building accessible files (Word, Excel, PowerPoint, web
content in D2L, and PDFs). Bring your word and PDF documents and you will leave with at least two accessible documents.

Registration is encouraged for this workshop.

**Title: SCC Learning Skills & Tutoring Center**

**Presenter(s):** Loretta Richard & Sanda Valcu  

**Time:** 11:00am - 12:00pm  

**Location:** LRC 105  

**College Goal(s):** Teaching & Learning  

This workshop will provide attendees with an overview of the services profiled by the Learning Skills & Tutoring Center, including the process for recruiting & hiring peer tutors and peer Beacon tutors.

Registration is encouraged for this workshop.

**Title: Equity Representative Training**  

**Presenter(s):** Julia Jolly  

**Time:** 11:00am - 12:00pm  

**Location:** RHN 264  

**College Goal(s):** Compliance, Hiring  

This workshop is for any participant who wants to serve as an equity representative on hiring committees or who is due for a retraining in equity representation.

Registration is encouraged for this workshop.

**Title: ESTEEM Training - Blending all Facets of the Campus for Student Support**  

**Presenter(s):** Angie Lambert  

**Time:** 12:00pm - 1:30pm  

**Location:** BUS 222  

**College Goal(s):** Employee Orientation, Student Success  

This training will give ESTEEM participants some time to meet with their teams, contribute to the planned weekly tidbits, and submit questions. Roles of each team member will be discussed and time will be given for team-building and planning. Those who are interested in learning more about the ES-
TEEM program and how to participate are welcome to join us for this interactive activity.

Registration is encouraged for this workshop.

Title: The Role of Faculty in Leadership Positions

Presenter(s): SCC Academic Senate and LRCFT

Time: 12:00pm - 1:30pm

Location: LRC 105

College Goal(s): Institutional Effectiveness

The rights and responsibilities of faculty in leadership (and all) positions are detailed by the Academic Senate for California Community Colleges (provided for by Title 5) as “Academic and Professional Matters” and the LRCFT Contract.

If you have moved into a faculty leadership position, then this workshop is for you. If you are a faculty member who wants to better understand your rights and responsibilities, then this workshop is for you. In particular, we will cover the following topics: the hiring process, appointing peer review teams, scheduling courses, role of department chair, department meetings, college-wide and district-wide committees. And we will answer the following questions:

What is your Role?
What are your Responsibilities?
What are your Rights?
How do you interface with administrative and classified staff as well as your faculty colleagues?

For those of you who are interested in future leadership positions or any faculty member who is interested in this information are encouraged to attend.

Refreshments will be provided

Registration is encouraged for this workshop.

Title: A 360 Approach to Student Equity & Success, Part 2

Presenter(s): SCC Student Success Academy

Time: 12:30pm - 4:30pm

Location: Student Center

College Goal(s): SSSP Training, Student Success

See description on PAGE 6.

Registration is encouraged for this workshop.
Title: Using Social Media to Engage Today's Students

Presenter(s): Rick Brewer

Time: 1:00pm - 2:30pm

Location: RHN 228

College Goal(s): Institutional Effectiveness, Organizational Effectiveness

This workshop will delve into organizational communications from a newly emerging perspective, that of the “constituency framework” and show how SCC can, as a college, become a more communicative organization - both internally and externally. The primary focus will be on how to best sync internal communications, but then dovetail on how to expand that to the broader community. I believe this workshop connects to our overarching college goal of increasing institutional effectiveness.

Registration is encouraged for this workshop.

Title: Institutional Effectiveness Reports

Presenter(s): Marybeth Buechner

Time: 1:00pm - 2:30pm

Location: RHN 229

College Goal(s): Institutional Effectiveness

Come to this workshop to learn what information is available in the SCC Institutional Effectiveness Reports. These reports include the SLO Report, Student Achievement Report, College Goal Indicators Report, Basic Skills Report, etc.

Registration is encouraged for this workshop.

Title: Library Dept. Training: OneSearch and Instruction

Presenter(s): Jeff Karlsen and Karen Tercho

Time: 1:00pm - 2:30pm

Location: LRC 220

College Goal(s): Department Meeting, Teaching & Learning

This is a training session for all librarians. It will focus on 1) the changes in public access to our print and media collections resulting from the shift from WebPac Pro (LOIS) to EBSCO Discovery Service
(OneSearch), and 2) changes to the structure and content of our library workshops. Specific capabilities and tips and tricks for using OneSearch will be demonstrated and practiced, and there will be discussion of instructional strategies and learning outcomes for the library workshops.

Registration is encouraged for this workshop.

Title: SCC Jeopardy

Presenter(s): Adrian Chevraux-FitzHugh and Members of the PRIE Committee

Time: 1:00pm - 2:30pm

Location: RHN 220

College Goal(s): Institutional Effectiveness

Can you pick the right answer from the following question?

1. How many students transferred from SCC to the University of California (UC) or California State University (CSU) in the 2013-2014 academic year?

   a. 825   b. 950   c. 1,095   d. 2,015

How much do you know about Sacramento City College and the outreach centers? Find out by attending the PRIE committee’s flex activity jeopardy quiz! The jeopardy quiz will pose questions on a number of exciting topics such as:

   a) Degrees, certificates, and SCC graduate’s earnings
   b) Student perceptions of progress
   c) College set standards
   d) College demographics
   e) College centers
   f) Accreditation

Impress all of your colleagues with your college knowledge and maybe you can also be the winner who walks away with a new car… or gift certificate for coffee… or whatever the budget allows. We hope to see you there for a crash course before the accreditation visit and for some stimulating fun.

Registration is encouraged for this workshop.

Title: Orientation to the Davis Center: Who Are Our Students?

Presenter(s): Don Palm

Time: 1:00pm - 2:30pm
Location: DAC 108

**College Goal(s):** Employee Orientation

Join us for coffee and conversation and an orientation to the Davis Center. We'll discuss a range of topics including: what do our surveys tell us about the students and their interests and needs? What are the resources available for faculty and students in Davis (at the Center and in the community)? What are myths and realities about teaching in Davis?

This is not just an orientation for new faculty--these are topics that will be valuable for all faculty and staff.

Registration is encouraged for this workshop.

**Title:** A Walk through LGBT History: Historical Walking Tour of Lavender Heights

**Presenter(s):** Gayle Pitman

**Time:** 1:00pm - 3:00pm

**Location:** Off campus: Adamo’s Kitchen (21st & P Street)

**College Goal(s):** Community Partnerships, Diversity

Come join us for a fascinating glimpse into Sacramento LGBT history! Local historian William Burg will lead a historical walking tour through the Lavender Heights section of midtown Sacramento. During the walk, he will share information about the history of the lesbian, gay, bisexual, and transgender (LGBT) community in the area. Burg has written numerous books about Sacramento history, including Sacramento Renaissance: Art, Music, & Activism in California’s Capital City and Midtown Sacramento: Creative Soul of the City. This event is co-sponsored by the LGBTQIA Subcommittee of the Student Equity Committee.

Registration is encouraged for this workshop.

**Title:** Managing Your Foundation Program Funds

**Presenter(s):** Mary Leland & Rachel Larsen

**Time:** 1:00pm - 2:00pm

**Location:** RHN 208

**College Goal(s):** Budget / Finance

Did you know that the SCC Foundation is close to a goal of $5 Million in assets? Many of these funds are restricted for scholarships, however; there are more than 50 department/program funds designated for various areas of the campus and we want to help you spend these dollars effectively! Donations depend on stewarding (which includes spending) funds and being accountable to all donors by reporting...
how funds were used wisely.

Need help with how to fully utilize SCC Foundation funds that currently exist? Join us in this engaging workshop and learn how to: understand criteria for utilizing funding, set up timely requests for fund balances, process requisitions for Fund 83 (Foundation), follow-up reporting, and how to raise additional money for your department/program fund by creating succinct cases for support and need. This workshop is a must for all department chairs, administrators, and faculty that have funds in a foundation account.

Registration is encouraged for this workshop.

Title: Math Student Instructional Assistant (SIA) Meeting

Presenter(s): Angie Lambert

Time: 1:30pm - 2:30pm

Location: BUS 222

College Goal(s): Department / Division Meeting

This meeting is designed for math department instructors and their Student Instructional Assistants (SIAs). Topics to be discussed will include best practices, data collecting and tracking, and a checklist of requirements for the semester. Time will be given for individual course planning.

Registration is encouraged for this workshop.

Title: Distance Education Strategic Planning

Presenter(s): Distance Education Coordinator

Time: 2:00pm - 4:00pm

Location: LRC 105

College Goal(s): Distance Education, Planning

In this open discussion between campus distance education stakeholders, we examine the drafted campus Distance Education Strategic Plan and discuss practical changes or revisions.

Registration is encouraged for this workshop.

Title: One Search to Rule them All: The new look of library research at SCC.

Presenter(s): Jeff Karlsen and Karen Tercho

Time: 2:30pm - 3:30pm
Location: LRC 220

College Goal(s): Teaching & Learning, Technology

After 10+ years, the LOIS catalog is fading away. Come to get caught up on how you and your students will be finding books, ebooks and articles using OneSearch, a unified interface providing access to the Library’s print, media and online collections. OneSearch has been in use for a few years already, but the library has recently customized this powerful tool to meet the needs of our students. Also hear about the Library’s new and improved instructional opportunities to support classroom teaching.

Registration is encouraged for this workshop.

**Title: Community of Practice** THIS WORKSHOP HAS BEEN CANCELED

**Presenter(s):** Leila Stone, Jim Collins, and River City High School & Health Profession High School Administration and Faculty

**Time:** N/A

**Location:** N/A

College Goal(s): Learning Communities, Teaching & Learning

This workshop will highlight the curriculum, videos and programs created from the year and a half long process of High School and College faculty working together. The focus of the COP was increasing first time college student success in pre-Allied Health prerequisite classes. Faculty from Science, Math, English, Student Services, Occupational Therapy Assistant and administrators worked to develop measures that would lead to easier High School to College transition and on creating tools for student success. This workshop will focus on the COP genesis and what was learned and created by participating in the process. This work was funded by the Health Force Initiative.

**Title: Participatory Decision-making**

**Presenter(s):** Marybeth Buechner

**Time:** 2:30pm - 4:00pm

**Location:** RHN 229

College Goal(s): Institutional Effectiveness

Come to this workshop to learn more about Participatory Decision-making processes in place at SCC. A copy of the Blue Book will be provided.

Registration is encouraged for this workshop.

- CONTINUED ON NEXT PAGE -
Title: Creating an Environment for Optimal Learning

Presenter(s): Gwyneth Tracy

Time: 2:30pm - 4:00pm

Location: DAC 108

College Goal(s): Classroom Management, Student-Centered Processes, Teaching & Learning

Students come to college with expectations and behaviors that may have been permitted in other settings, but are not appropriate in the college environment. The student may have an identified disability with approved accommodations, or may not have an identified disability. Accommodations and various types of support will be discussed, as well as the many reasons students behave as they do. Maintaining academic rigor while supporting student success is not an oxymoron. Sharing of personal experiences with students in the classroom will be encouraged. Active and creative problem solving will be a major part of the workshop.

Registration is encouraged for this workshop.

Title: West Sacramento Center Faculty Orientation

Presenter(s): Gurpreet Bhatia & Art Pimentel

Time: 3:00pm - 4:30pm

Location: WSC 114

College Goal(s): Employee Orientation

You will find teaching at an off-campus site often presents unique challenges for students as well as staff. For a smooth transition into off-campus instruction, we invite all instructors, especially first time off-campus instructors, to visit the Center before the semester begins, so that we may meet with you to address any questions you may have. Orientation will include important information about the new semester and a refresher on using the smart equipment in the classrooms.

Registration is encouraged for this workshop.

Title: Teaching and Learning, and Student Success (New & Adjunct Faculty Support)

Presenter(s): Norman Lorenz & Tyler Wyckoff

Time: 5:00pm - 6:30pm

Location: LRC 141

- CONTINUED ON NEXT PAGE -
College Goal(s): Employee Orientation, Teaching & Learning, Technology

This is an opportunity primarily for those in new and adjunct positions to learn about the newly created Adjunct Website. This workshop will meet in the computer lab to explore resources available to students and help make instructors more aware of how to link students to the many resources that can increase student success. Such items as the professional development activities & resources data base will be demonstrated along with student services based supports to increased student success. Come one, come all to a brand new series!

Registration is REQUIRED for this workshop.
Overview: Each semester, the Los Rios Community College District convenes Flex days on the Thursday and Friday preceding the start of classes. At Sacramento City College, we typically hold flex workshops devoted to technology on Wednesday. On Thursday, we hold workshops of general interest; Fridays are dedicated to Convocation and division/department gatherings.

Food Service: For the convenience of Flex activity attendees, City Café’s Java City area will be open from 8:00am – 1:00pm on Thursday, August 20, 2015 and Friday, August 21, 2015. Beverages, sandwiches and pre-packaged salads will be available.

Attendance: The most frequently asked questions about Flex concern attendance requirements. For complete information, please see Flex Facts (page 33). In general, attending workshops on Wednesday and Thursday of Flex Week is voluntary because Flex obligations may be met at any time during the semester. However, Convocation attendance is required for full-time faculty and any adjunct faculty member who would have a Friday teaching obligation.

Professional Development: The commitment to Professional Development is addressed under the provisions of AB 1725, passed in 1989 by the California State Legislature. Specifically, “Professional development for faculty, support staff, student services staff, and administrators is vital. Further, the success of the assessment, counseling, and placement programs will depend upon the effectiveness of this training.” The authorized uses of funds allocated under this article shall include:

(a) Improvement of teaching.
(b) Maintenance of current academic and technical knowledge and skills.
(c) In-service training for vocational education and employment preparation programs.
(d) Retraining to meet changing institutional needs.
(e) Inter-segmental exchange programs.
(f) Development of innovations in instructional and administrative techniques and program effectiveness.
(g) Computer and technological proficiency programs.
(h) Courses and training implementing affirmative action and upward mobility programs.
(i) Other activities determined to be related to educational and professional development pursuant to criteria established by the Board of Governors of the California Community Colleges, including, but not necessarily limited to, programs designed to develop self-esteem.
Additionally, flex programs reflect:

College goals: SCC Goal A: Deliver student-centered programs and services that demonstrate a commitment to teaching and learning effectiveness and support student success in the achievement of basic skills, certificates, degrees, transfer, jobs and other student educational goals.

Strategies:
A1. Promote the engagement and success of all students, with a special emphasis on first-year students who are transitioning to college.
A2. Review courses, programs and services and modify as needed to enhance student achievement.
A3. Provide students with the tools and resources that they need to plan and carry out their education, complete degrees and certificates, and/or transfer.
A4. Improve basic skills competencies in reading, writing, math, and information competency across the curriculum in order to improve student preparedness for degree and certificate courses and for employment.
A5. Deliver services, curriculum, and instruction that result in equivalent student outcomes for all modalities and locations.
A6. Identify and disseminate information about teaching practices and curriculum that are effective for a diverse student body.
A7. Implement practices and activities that reduce achievement gaps in student success.
A8. Assess student learning at the course, program, and institutional levels and use those assessments to make appropriate changes that support student achievement.
A9. Implement a formal college-wide plan to increase the completion of degrees and certificates across the college.

SCC Goal B: Align enrollment management process to assist all students in moving through programs from first enrollment to completion of educational goals.

Strategies:
B1. Revise or develop courses, programs, schedules and services based on assessment of emerging community needs and available college resources.
B2. Use quantitative and qualitative data to identify strategies that improve enrollment management processes.
B3. Explore and create multiple ways to disseminate information to students in order to engage them with learning in the college community.
B4. Support “front door” policies and practices that assist students with the transition to college.
B5. Maintain the quality and effectiveness of the physical plant in order to support access and success to students (i.e. modernization, TAP improvements, equipment purchases, etc.).
B6. Expand interactions with community and industry partners in order to increase student opportunities for experiences that help them transition to careers (career exploration, completion of licenses, internships, etc.)

B7. Provide student with clear pathways to goal completion.

SCC Goal C: Improve organizational effectiveness through increased employee engagement with the college community and continuous process improvement.

Strategies:
C1. Review staff processes, including those for hiring, orientation, training, customer service, evaluation and professional development and modify as needed in order to make them more effective and inclusive.
C2. Build and maintain an effective staff that reflects the diversity of our students and community.
C3. Promote health, wellness and safety throughout the institution.
C4. Utilize quantitative and qualitative data to help guide decision-making throughout the institution.
C5. Increase the effectiveness of communication both within the college and between the college and the external community.
C6. Continue to exercise transparent and fiscally sound financial management.
C7. Encourage collegiality, connection, and participatory decision-making at the college.
C8. Align resources with Student Success Recommendations

Flex on the Web:

Online Calendar: Tech Wednesday UPDATE
Flex Thursday UPDATE

Online Database: Professional Development Resources
Usually Flex Days are at the beginning of each semester. They include one or more days of workshops and one day of convocation and division/department gatherings each semester.

What is a Flex obligation?

All full-time and many adjunct faculty have a Flex obligation. Your Flex obligation is the total number of hours you must spend participating in professional development activities. Your Tentative Course Schedule (TCS) states your Flex obligation.

Full-Time Faculty

You have a minimum obligation of six hours per Flex Day, for a total of 12 hours. If you teach an overload class held on the same day as a Flex Day, you have an additional Flex obligation equaling the total number of hours you would have taught. Your Flex obligation must be completed within the academic year, July 1 to June 30.

Adjunct Faculty

Your minimum Flex obligation is the total number of hours you would have taught class on Flex Days. You must complete your Flex obligation within the semester of your contract.

Are Flex Days mandatory?

Attendance at convocations and division/department gatherings during flex week (campus priority days) are mandated for full-time faculty only. For all other staff, attendance is encouraged but not mandatory. Flex Days program on other days is optional. Full-time and adjunct faculty can use other Flex Days activities to complete their Flex obligations if they wish.

Flex obligations can also be fulfilled by attending workshops coordinated or sponsored by the Staff Resource Center during the semester and/or by participation in an Individual Professional Development Activity. Individual professional development activities must be attended outside of regular working hours.

What counts as an Individual Professional Development Activity?

An Individual Professional Development Activity is an activity which addresses an instructional improvement need and cannot be accomplished within normal working times. It should be above and beyond normal duties and responsibilities as outlined in board policy and collective bargaining agreements.

An appropriate Individual Professional Development Activity should:

• Occur during weekends or vacation holidays or otherwise outside normal working times.

• Be something that is normally not done because it is too difficult to find the time, the equipment, or to get people together.
• Address some critical assignment-related need such as subject-matter updating, new teaching methods, major revision of classroom materials, major curriculum review, new matriculation or retention strategies development, articulation with other departments on campus or with transfer institutions, or organizational development needs.

• Foster professional growth through participation in conferences, seminars, workshops, research, publishing, or in advising students or faculty, including office hours by adjunct faculty in which students are advised or instructed.

**An appropriate Individual Professional Development Activity should not:**

• Require being excused from class, office hours, etc.

• Be a repeat of an activity such as a department meeting regularly scheduled during the normal work week

• Include any part of routine day-to-day activities, such as paper-grading, term-paper reading, test construction, interview or standing committees, textbook examination, or preparation of lecture notes.

• Be anything for which remuneration could be received.

**How can you suggest or present a Flex workshop?**

About halfway through each semester, the Staff Resource Center distributes Flex Day workshop proposal forms to all staff. These are used to plan the next Flex Days’ program. This is your opportunity to suggest a workshop that would interest you or to offer a workshop that you think would interest your colleagues.

If you present a workshop you can earn extra Flex credit towards your Flex obligations. When workshops are led by one or more people, each person can earn two hours of Flex credit for each hour of presentation. If you spend more than one hour in preparation, you may receive additional Flex credit.

During the semester, faculty who lead workshops sponsored or coordinated by the Staff Resource Center can earn the same Flex credit as a Flex Days’ Presenter.

**What is the process for documenting the fulfillment of your Flex Obligation?**

Flex Attendance Record forms are distributed to Division Offices. Forms are also available in the Staff Resource Center and on the Center’s website.
Professional Development Resource Links

- AB 2558 - Professional Development
- SCC Staff Development Program Plan

Goals & Objectives for Professional Development:

- Student Success & Support Institutional Plan
- Student Equity Institutional Plan
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