ATTENTION: Check Inside for CANCELLATIONS
THE FOLLOWING WORKSHOPS HAVE BEEN CANCELED:
Grief in the Workplace,
The Demographic Shift in the Community College,
Managing Your Outlook Mailbox
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Dear Colleagues:

On behalf of The Staff Resource Center, we are excited to launch a new design in the publication of our institution’s Professional Development/Flex and Convocation for spring 2015. With our new website and the use of WordPress, Tyler Wyckoff has incorporated the use of “In Design” after completing a course with our very own Don Button! A new feature is that every workshop is linked to both descriptions and the Faculty/Staff calendar. Additionally, there is an ability to register for every workshop, helping our presenters know beforehand who their participants are. Handouts will be available through the Professional Development database.

We are focusing the Convocation program on SCC’s Accreditation Self Study. Within the booklet you will find highlights of the Self Study Forum “Open House” using a new communication model in our institution called “EdCamp”. We look forward to your feedback after the Open House Forum. Our traditional survey will be sent out at the beginning of the spring 2015 semester.

As always, we offer a shout out and thanks to the many colleagues who have prepared some 45 workshops available across the campus during the professional development program series. 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 Staff Resource Center Staff Resource Center
Development Coordinator Assistant

Working Together, Pursuing Excellence and Inspiring Achievement!
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, January 15, 2015 and Friday, January 16, 2015. Beverages, sandwiches and pre-packaged salads will be available.

Attendance: The most frequently asked questions are about Flex concern attendance requirement. For complete information, please see Flex Facts (page 5). 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:

**SB 1456:** SB1456 California Community Colleges Student Success Task Force Recommendations (Student Success Act of 2012)

- Recommendation 1: Increase College and Career Readiness
- Recommendation 2: Strengthen Support for Entering Students
- Recommendation 3: Incentivize Successful Student Behavior
- Recommendation 4: Align Course Offerings to Meet Student Needs
- Recommendation 5: Improve the Education of Basic Skills Students
- Recommendation 6: Revitalize and Re-Envision Professional Development
- Recommendation 7: Enable Efficient Statewide Leadership and Increase Coordination among Colleges
- Recommendation 8: Align Resources with Student Success Recommendations

**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 which 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
Flex Thursday

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 that follow convocation (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. These 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, or 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.
Background

The Student Success Task Force of 2011 resulted in a historic series of recommendations to improve student outcomes in the California community college system. Included among these recommendations was a call to re-energize professional development opportunities and resources for all community college employees. A Professional Development Committee convened by the Chancellor’s Office produced a report in the fall of 2014 to specify the steps needed to accomplish this goal.

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.
**WEDNESDAY, JANUARY 14, 2015**

**Morning Technology & Current Interest Workshops**

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<tr>
<th>8:30am</th>
<th>9:00am</th>
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<th>10:00am</th>
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<tbody>
<tr>
<td>How to Make Videos and Caption Them LRC 119</td>
<td>Hands-on Google Apps for Beginners LRC 114</td>
<td>D2L: Using Rubrics For Grading and Assessing LRC 141</td>
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<td></td>
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<td>Using Los Rios Wi-Fi LRC 105</td>
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**Afternoon Technology & Current Interest Workshops**

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<th>3:00pm</th>
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</thead>
<tbody>
<tr>
<td>Using Google Analytics to Improve your SCC Website LRC 220</td>
<td>Online Writing Tutoring Using Los Rios Gmail LRC 141</td>
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<td>Dipping a Toe Into Water: Learning to Use D2L LRC 141</td>
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Communication Department Program Review Meeting PAC 134
### Morning Professional Development Workshops

**THURSDAY, JANUARY 15, 2015**

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<tbody>
<tr>
<td>Apply the OEI Rubric to Online Courses</td>
<td>Linguistic Expectations of College</td>
<td>Managing Medical Emergencies on Campus</td>
<td>ESTEEM Program Training</td>
<td>Student Engagement Model</td>
<td>Student Learning: Engagement &amp; Participation</td>
<td>Good Night, Sleep Tight</td>
</tr>
<tr>
<td>LRC 141</td>
<td>RHS 222</td>
<td>RHS 267</td>
<td>RHN 228</td>
<td>PAC 105</td>
<td>LRC 141</td>
<td>RHN 267</td>
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<tr>
<td>AB 86 Legislation Update</td>
<td>Communicating SCC’s Message</td>
<td>Exploring the Link Between SCC Evidence &amp; Accreditation</td>
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<td>RHS 222</td>
<td>RHS 258</td>
<td>RHN 228</td>
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<tr>
<td>Avoid Email Overload</td>
<td>Using CCCConfer for Online Office Hours &amp; Training</td>
<td>Davis Center Student, Faculty, and Staff</td>
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<tr>
<td>LRC 220</td>
<td>BUS 103</td>
<td>DAC 114</td>
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<td>(DAVIS CENTER)</td>
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<td>D2L Drop-ins</td>
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<tr>
<td>LRC 114</td>
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<td>Beyond the Content: Creating Communities of Practice to Foster Adult Learning</td>
<td>Equity Rep. Training for the Hiring Process</td>
<td>Evaluation 101: Assessment &amp; Evaluation</td>
<td>The Balance: Classroom and Personal Strategies to Maximize Teaching Success</td>
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<tr>
<td>LRC 105</td>
<td>RHN 264</td>
<td>LRC 318</td>
<td>RHS 261</td>
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<td>Evaluating ESL Center Materials</td>
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<td>RHS 328</td>
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### Afternoon Professional Development Workshops

**THURSDAY, JANUARY 15, 2015**

#### 1:00pm - 6:30pm

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>1:00pm</td>
<td>Discovering Institutional Strengths to Create a New Destiny LRC 318</td>
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<tr>
<td>1:30pm</td>
<td>Training for Hiring RHN 264</td>
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<tr>
<td>2:00pm</td>
<td>How to Use SOCRATES LRC 141</td>
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<tr>
<td>2:30pm</td>
<td>Beats, Rhymes, &amp; Classroom Life RHN 267</td>
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<td>3:00pm</td>
<td>New Faculty Spring Program TEC 100</td>
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<td>3:30pm</td>
<td>Promoting a Culture of Financial Literacy RHN 228</td>
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<tr>
<td>4:00pm</td>
<td>College-2-Career: Assisting Students w/ Intellectual Disabilities RHN 229</td>
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<tr>
<td>4:30pm</td>
<td>Tools Beyond the Classroom: Help Students Succeed When Crisis Hits DAC 114 (Davis Center)</td>
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<tr>
<td>5:00pm</td>
<td>Dept. Training: Libguides &amp; Chat Reference LRC 220</td>
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<td>5:30pm</td>
<td>WSC Faculty Orientation WSC 114 (West Sac Center)</td>
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<tr>
<td>6:00pm</td>
<td>Helping You Helping Us RHS 228</td>
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<tr>
<td>6:30pm</td>
<td>Introducing Critical Thinking Into Your Curriculum DAC 202 (Davis Center)</td>
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<td></td>
<td>The Lived Experience of Autism in College RHN 258</td>
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<td>Sociology Department Meeting RHN 208</td>
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</table>

This is an opportunity primarily for **new faculty** and those in **adjunct** positions to learn about the newly created **Adjunct Website** (Adjunct Faculty). This workshop will meet in the computer lab to explore resources available to students and help instructors become 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 underway! **Registration is required.** See the link to register. **View full event description.**
CONVOCATION

Friday, January 16, 2015

BEVERAGES
Performing Arts Center Entrance

7:00am - 7:45am

CELEBRATION OF EXCELLENCE
Performing Arts Center

8:00am - 8:45am

CONVOCATION PROGRAM
Performing Arts Center

9:00am - 10:30am

ACCREDITATION SELF-STUDY OPEN FORUM
with Light Lunch
City Café

10:30am - 12:30pm

DIVISION MEETINGS
See your division dean for location

1:00pm - 2:00pm

DEPARTMENT & PROGRAM MEETINGS
See your division dean for location

2:00pm - 3:00pm
## ACCREDITATION SELF-STUDY OPEN FORUM

### Discussion & Presentation on Accreditation using the “EdCamp” Model

<table>
<thead>
<tr>
<th>Activity/Time</th>
<th>Topic Points</th>
<th>Outcomes</th>
<th>Facilitator(s)/Location</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Introduction</strong></td>
<td><strong>10:25am - 10:50am</strong></td>
<td>Accreditation Standards</td>
<td>Tri-Chairs - Don Palm, Ginni May, Kelly Irwin, PAC</td>
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<td></td>
<td>Introductions &amp; Overview of the Accreditation Open Forum</td>
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<tr>
<td><strong>Breakouts</strong></td>
<td><strong>11:00am - 12:20pm</strong></td>
<td>Standard 1,2,3,4 Self-Study clarification</td>
<td>(Tri-chairs, Steering committee &amp; recorders in each location)</td>
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<td></td>
<td>Open forum in small groups:</td>
<td>opportunities</td>
<td>City Café #1, City Café #2, Staff Lounge, City Café, Front alcove</td>
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<tr>
<td></td>
<td>Question &amp; Answers about Accreditation Self-Study</td>
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<tr>
<td><strong>Exhibits</strong></td>
<td><strong>11:00am - 12:20pm</strong></td>
<td>Standards Q &amp; A, and Actionable Improvement Plans</td>
<td>(Tri-chair and/or committee representatives)</td>
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<td>Accreditation Exhibits with Evidence</td>
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<td>Exhibits in City Café</td>
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<tr>
<td><strong>Lunch</strong></td>
<td><strong>11:00am - 12:15pm</strong></td>
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<td>Light Lunch Buffet, Provided by the President’s Office</td>
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<tr>
<td><strong>Closing</strong></td>
<td><strong>12:30pm - 12:50pm</strong></td>
<td>Interdisciplinary approach across campus</td>
<td>Accreditors Tri-Chairs - Don Palm, Ginni May, Kelly Irwin, PAC</td>
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<td></td>
<td>Closing Remarks</td>
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<tr>
<td><strong>Meetings</strong></td>
<td><strong>1:00pm - 2:00pm</strong></td>
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<td>Division Meetings (See division dean for location.)</td>
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<tr>
<td><strong>Meetings</strong></td>
<td><strong>2:00pm - 3:00pm</strong></td>
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<td></td>
<td>Department &amp; Program Meetings (See division dean for location.)</td>
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Title: How to Make Videos and Caption Them

Presenter(s): Daniel Gilbert-Valencia

Time: 8:30am - 9:30am

Location: LRC 119

College Goal(s): Distance Education, Technology

Do you need to make videos for your class? Come to this workshop and get all the info you need to make short, accessible videos and caption them with as little effort as possible.

PREREGRISTRATION IS REQUIRED FOR THIS EVENT

Title: Hands-on Google Apps for Beginners

Presenter(s): Daniel Gilbert-Valencia

Time: 9:30am - 10:30am

Location: LRC 114

College Goal(s): Technology

This is a small, hands-on workshop for the very beginning-est beginner. Come and join three (3) colleagues and learn how to increase student engagement and collaboration with Google apps. You will learn how to: Get students collaborating on one project from anywhere in the world, Securely get your files from any computer anywhere in the world, Never hear another student say they lost a file and could not turn in the assignment, Do online office hours with 2 clicks.

PREREGRISTRATION IS REQUIRED FOR THIS EVENT
Title: Using Los Rios Wi-Fi

Presenter(s): Jeremy Tsang

Time: 9:30am - 10:30am

Location: LRC 105

College Goal(s): Technology

Learn how to log in to LRCCD Wi-Fi using a Windows, Android, or Apple device, with troubleshooting.

PREREGISTRATION IS REQUIRED FOR THIS EVENT

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

Presenter(s): Norman Lorenz

Time: 10:30am - 12:00pm

Location: LRC 141

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

Rubrics are 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.

REGISTER (Recommended)

Title: Using Google Analytics to Improve Your SCC Website

Presenter(s): Jeff Karlsen

Time: 1:00pm - 2:30pm

Location: LRC 220

College Goal(s): Technology

Do you wonder how often your web pages are being viewed? Do you wonder how people are finding them? How many are viewing from mobile devices? Wonder no more. SCC’s WordPress site makes it easy to get started using Google Analytics to track how many times your pages are viewed, how much use they’re getting on-campus vs. off-campus, where your traffic is coming from, and even what links users are
clicking on your pages. This session will show examples of what the library has learned so far and scratch the surface of a complex and versatile tool that can help improve your web presence. Hands-on activities may include setting up your own Analytics account and playing with the library’s data.

**REGISTER (Recommended)**

**Title:** Dipping a Toe Into the Water: Learning to Use D2L One Toe at a Time

**Presenter(s):** Kandace Knudson

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

**Location:** LRC 141

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

Faculty attending this workshop will learn easy ways of easing into the use of D2L for one of their classes.

**PREREGRISTRATION IS REQUIRED FOR THIS EVENT**

**Title:** Managing Your Outlook Mailbox  THIS WORKSHOP HAS BEEN CANCELED

**Presenter(s):** Robert Kelly

**Time:** N/A

**Location:** N/A

**College Goal(s):** Technology

We will be covering topics including: managing your Microsoft Outlook mailbox, creating templates, backing up personal folders, and different views.

**REGISTER (Recommended)**

**Title:** Online Writing Tutoring Using Los Rios Gmail

**Presenter(s):** Meghan Facciuto

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

**Location:** LRC 141

**College Goal(s):** Distance Education, Teaching and Learning, Technology

The SCC Writing Center offered an online tutoring pilot program to students during the Fall 2014 semester. This program aimed at broadening the tutoring services offered by the Writing Center to better serve distance education students. The purpose of this workshop is to inform SCC faculty and staff about how online writing tutoring works and what students need to do to participate. Presenters
will also demonstrate how students can prepare their Los Rios Gmail accounts for online tutoring and use of Google Video Chat and Drive to communicate with Writing Center tutors. The successes and troubleshooting involved with this pilot program will also be discussed.

REGISTER (Recommended)

**Title:** WordPress Consultation (One-on-One Sessions)

**Presenter(s):** Jen Schwedler

**Time:** 9:00am - 3:00pm (Ten 30 minute sessions)

**Location:** LRC 107

**College Goal(s):** Technology

Want to do something a little different with your website, need a refresher on WordPress or want to just learn how to use it? Schedule a 30-minutes one-to-one consultation with Jen Schwedler, SCC webmaster.

PREREГISTRATION IS **REQUIRED** FOR THIS EVENT
Title: Apply the Online Education Initiative (OEI) developed Course Design Rubric to Your Online Courses

Presenter(s): Dyan Pease

Time: 8:30am - 10:00am

Location: LRC 141

College Goal(s): Assessment & Evaluation, D2L, Distance Education, Teaching and Learning

In this workshop you will implement the Online Education Initiative (OEI) developed Course Design Rubric to your online courses. Or, if you have not yet taught online, but are interested, come and learn some best practices! Developed by the ODI’s Professional Development Work Group, the rubric promotes high quality learning and conforms to important online course and program regulations such as the California Code of Regulations and Section 508 of the United States Rehabilitation Act. Your facilitator has been through a two-day training on implementation of the rubric and is currently serving as a reviewer for courses seeking approval by the OEI. The rubric consists of 14 standards within four major components: course design, interaction and collaboration, assessment, and learner support.

REGISTER (Recommended)

Title: ESTEEM Program Training

Presenter(s): Deb Luff, Holly Piscapo, Angie Lambert, Debbie Van Sickle, and Tara Loschiavo

Time: 8:30am - 10:00am

Location: RHN 228

College Goal(s): Basic Skills, Learning Communities

This session is designed to provide training for those participating in the Essential Support Teams for English, ESL, and Math Program (ESTEEM). Topics covered will be guidelines and information along with time for faculty, classified, and student tutor teams to coordinate schedules and plan for the semester.

REGISTER (Recommended)
Title: Linguistic Expectations of College

Presenter(s): Duane Leonard

Time: 8:30am - 10:00am

Location: RHS 222

College Goal(s): Basic Skills, Teaching and Learning

ESL students do not stop taking classes once they have completed the ESL course series, and some may never take an ESL class; in fact, some ESL students are very likely in your courses right now. After grading the first set of papers, deciding how to respond to the language needs of ESL students in content courses may seem overwhelming or just impossible because of the primary needs and focus of the course. Never fear, this workshop is here.

This workshop will review core tenets of language acquisition and how the different languages students speak will predictably create certain types of errors in student writing. Then, we will explore the different linguistic demands of college reading (across disciplines) and how to use the these readings as models for student writing.

REGISTER (Recommended)

Title: Managing Medical Emergencies on Campus

Presenter(s): Wendy Gomez and Jeff Christian

Time: 8:30am - 10:00am

Location: RHN 267

College Goal(s): Health Awareness, Safety and Security

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!

REGISTER (Recommended)

Title: A Student Engagement Model: A Flipped Classroom Model Using Montessori Pedagogical Instructional Strategies in a Five Step Process of Course Delivery for Implications On Student Success

Presenter(s): Norman Lorenz

Time: 8:30am - 10:30am

Location: PAC 105
**College Goal(s):** Assessment & Evaluation, D2L, Diversity, Learning Communities, SLO’s, Student-Centered Processes, Teaching and Learning

Imagine students in charge of their own Learning? This workshop provides a look at instructional styles and practices using a 5 step process that illustrates a flipped classroom model. The presenter will use the Montessori pedagogical principles for higher education and share implications about the community college student success rate of student retention, participation and completion based on the use of D2L in a face to face/web-enhanced classroom environment design.

REGISTRATION (Recommended)

**Title:** Avoid Email Overload

**Presenter(s):** Pamela Posz

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

**Location:** LRC 220

**College Goal(s):** Organizational Effectiveness, Technology

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

REGISTRATION (Recommended)

**Title:** Beyond the Content: Creating Communities of Practice to Foster Adult Learning

**Presenter(s):** Kathy D. Geller, Ph.D.

**Time:** 9:00am - 11:00am

**Location:** LRC 105

**College Goal(s):** Learning Communities, Student-Centered Processes, Student Success, Teaching and Learning

As faculty we design courses for content learning, by building communities of practice we enhance the learning environment and foster critical thinking. This 2-hour workshop will offer an overview of two theoretical models that support content learning through personal and community development: (1) transformative learning (Fisher-Yoshida, Geller, Shapiro, 2009; Mezirow, 1991, 2000; Mezirow and Taylor, 2009) and (2) communities of practice (Wenger, 2003). The workshop will incorporate an experiential learning approach that showcases ways to consciously incorporate these two approaches into your teaching. Small group work and attendee dialogue will be key aspects of the workshop design.

REGISTRATION (Recommended)
Title: Equity Rep. Training for the Hiring Process

Presenter(s): Julia Jolly

Time: 9:00am - 11:00am

Location: RHN 264

College Goal(s): Cultural Awareness, Diversity, Hiring, Institutional Effectiveness

This two-hour training workshop prepares equity representatives to serve on hiring committees for all constituency groups. The training additionally serves as a forum for input from the campus community on hiring processes and how they can be improved.

REGISTER (Recommended)

Title: Evaluation 101: Assessment and Evaluation to Attain Student Success

Presenter(s): Rod Githens, Ph.D.

Time: 9:00am - 11:00am

Location: LRC 318

College Goal(s): Assessment and Evaluation, Institutional Effectiveness, Program Review, SLO's, Teaching and Learning

In working to achieve student learning outcomes and increase graduation and retention rates, the number of moving pieces can be overwhelming. Program evaluation offers a set of tools that can help us measure and assess success on multiple levels. This interactive workshop will provide content and hands-on practice for conducting large or small scale evaluations. We’ll consider how to use data and evidence to assess outcomes of a course, program, service, or technology.

REGISTER (Recommended)

Title: The Balance: Classroom and Personal Strategies to Maximize Teaching Success

Presenter(s): Nadine J. Kirkpatrick, John Polagruto, Jessica Coppola and Dianne Bennett, Ph.D.

Time: 9:00am - 12:00pm

Location: RHS 261

College Goal(s): Cultural Awareness, Diversity, Classroom Management, Teaching and Learning

The workshop will focus on three different areas:

1. The exchange of ideas for online elements of courses (i.e.: test designs, audio lectures or modules recorded with Camtasia or Jing) as well as the use of media in the classroom (clickers, videos,
different apps)
2. An open discussion about general teaching strategies (i.e.: flipped classrooms) and approaches to make the classroom experience more effective and valuable
3. Ways to keep yourself motivated and your energy positive throughout the semester (i.e.: healthy snacks, physical activity, sleep and mental balance)

REGISTER (Recommended)

**Title:** Evaluating ESL Center Materials

**Presenter(s):** Barbara Toupadakis, Brett Thomas, and Starr Vaughn

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

**Location:** RHS 328

**College Goal(s):** Basic Skills, Planning, SLO’s, Student-Centered Processes, Teaching and Learning

The ESL Department full-time faculty and adjunct faculty volunteers will evaluate older material in the ESL lab, such as audio cassettes, VHS tapes, textbooks, novels, and hard copy grammar and writing lessons. Obsolete and unneeded material will be removed, and new textbooks and DVDs will be considered for adoption. This effort will bring the lab materials up to date and make them more useful to our students. This will allow us to meet curriculum requirements by not repeating content in iterations of our independent labs like 44, 54, etc. It will also help us offer an appropriately sequenced curriculum that supports and complements classroom instruction.

REGISTER (Recommended)

**Title:** AB 86 Legislation Update (CAERC: Capital Adult Ed Regional Consortium)

**Presenter(s):** Duane Leonard

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

**Location:** RHS 222

**College Goal(s):** Access, Assessment and Evaluation, Basic Skills, Institutional Effectiveness

AB86 will re-fund adult education in California. CAERC has put together committees in order to give a faculty voice to “how” this funding is allocated. This workshop will review the process we went through, the recommendations we have made at the CAERC Summits I and II, and what the implications of AB 86 are.

REGISTER (Recommended)

**Title:** Communicating SCC’s Message

**Presenter(s):** Rick Brewer

- CONTINUED ON NEXT PAGE -
Attendees will be asked to help identify the core message that SCC provides to its different audiences (internal, external, students, community, etc.). With that idea (or multiple ideas) in mind, we will talk about best practices in organizational communications, and how we as employees can use the tools available at the college to positively affect communications change.

**Register** (Recommended)

**Title:** Exploring the Link Between SCC Evidence and Accreditation

**Presenter(s):** Adrian Chevraux-FitzHugh, Marybeth Buechner, Mel Duvall

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

**Location:** RHN 228

**College Goal(s):** Accreditation, Assessment and Evaluation, Institutional Effectiveness, Planning, Program Review, SLO's

SCC is gearing up to write the Self-Study for our next accreditation visit. Many of you will hear that we are looking for “evidence” to support our evaluation of our work here at the college. We thought that it might be useful to define that term “evidence” and put it into perspective with respect to accreditation. This flex activity will be facilitated by the PRIE committee.

**Register** (Recommended)

**Title:** Good Night, Sleep Tight

**Presenter(s):** Grace Austin

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

**Location:** RHN 267

**College Goal(s):** Health Awareness, Personal Enrichment

According to a recent Gallup poll, 40% of Americans report getting less than 7 hours of sleep per night. No big deal, right? Wrong! Research reveals that the consequence of sleep loss can range from impairing our daily functioning to adversely affecting health (and even influencing our longevity). Join us to learn many facts related to the importance of sleep and why we should get more of it. Learn some simple tips that can help improve your sleep habits.

**Register** (Recommended)
Title: Student Learning: Engagement & Participation

Presenter(s): Norman Lorenz

Time: 10:30am - 12:00pm

Location: LRC 141

College Goal(s): Access, Basic Skills, Diversity, Learning Communities, Teaching and Learning

In a round-table forum, a discussion will focus on two articles and how faculty and staff might collaborate to offer professional development to each other regarding these subject matters: A) Community College Students Face a Very Long Road to Graduation. B) Is It Time to Rethink How We Grade Participation? C) Attendance & Participation Rubric Article links and digital handouts are available on the Professional Development data base. These will be presented during the workshop. The Los Rios Google Apps system will be used. After the discussion, participants are certainly invited to download any and/or all the documents for your own use and feedback to the participants as contributions to this project will grow.

PREREGISTRATION IS REQUIRED FOR THIS EVENT

Title: Using CCCConfer for Online Office Hours and Training

Presenter(s): Debbie Van Sickle

Time: 10:30am - 12:00pm

Location: BUS 103 and BUS 104

College Goal(s): Access, Basic Skills, Computer Hardware/Software, Distance Education, Teaching and Learning, Technology

This workshop will be a hands-on workshop to introduce the use of CCCConfer for online office hours tutoring.

REGISTER (Recommended)

Title: The Davis Center Student, Faculty, and Staff Community

Presenter(s): Don Palm and Michael Severson

Time: 10:30am - 12:00pm

Location: DAC 114 (DAVIS CENTER)

College Goal(s): Cultural Awareness, Institutional Effectiveness, Planning, Student-Centered Processes, Teaching and Learning

Who are our students in Davis? Who are our colleagues on the faculty and staff? How can we work more effectively as a campus learning community? We will share some numbers we have about the students, and we’ll ask you to tell us what other numbers or information might be helpful to you. This is

- CONTINUED ON NEXT PAGE -
a chance to talk about what works in your classrooms, what might work better. How can we reinforce the learning that is happening across the curriculum in the Center (and at other sites)?

REGISTER (Recommended)

Title: Discovering Institutional Strengths to Create a New Destiny

Presenter(s): Rod Githens, Ph.D.

Time: 1:00pm - 3:00pm

Location: LRC 318

College Goal(s): Institutional Effectiveness, Planning, Program Review

Have you ever wondered why so many attempts to attain organization change don’t inspire and motivate employees? In this workshop participants will learn and apply the Appreciative Inquiry (AI) framework, an entirely different way of facilitation organizational change to meet strategic college goals. This innovative approach to organization development uses an positive approach that focuses on building on past successes rather than focusing on problems. In this interactive workshop, participants will learn the foundations of AI and will apply it to practice through hands-on application activities.

REGISTER (Recommended)

Title: How to Use SOCRATES

Presenter(s): Lonnie Larson, Renee Medina, Patty Harris-Jenkinson, Brett Thomas, and Laurie Perry

Time: 1:00pm - 3:00pm

Location: LRC 141

College Goal(s): Computer Hardware/Software, Organizational Effectiveness

Learn how to create courses and programs in SOCRATES. This will be a hands-on workshop suitable for both beginners and advanced users. You can work on actual curriculum proposals or just practice with TEMP proposals.

REGISTER (Recommended)

Title: New Faculty Spring Program

Presenter(s): Norman Lorenz

Time: 1:00pm - 3:00pm

Location: TEC 100
SCC's Instruction Office & the Staff Resource Center have developed a 4-part series during the spring 2015 semester, for new faculty and their mentors. Among the events will be a tour of campus programs to provide an overview of support systems for faculty and students.

Event descriptions are detailed specifically addressing our first meeting for the spring 2015 semester:

Meeting 1, January 15- Faculty & Staff Website (Resources available on campus) and spring calendar of events. Discussion will involve a gathering on the last Friday of the month, themed with a book to read about leadership using the resource, “Teaching at Its Best, A Research-Based Resource for College Instructors”, by Linda Nilson.

The new faculty group will split into six smaller groups, each of which will focus on a different section of the book. Over the semester as we meet, a presentation for each part of the book will be provided using www.prezi.com with the goal of addressing the “High-Impact Practices that Increase Student Engagement” (see attachment during the workshop). During the last meeting, each small group will present its information, which will be provided to everyone’s prezi account, about the effects of teaching and learning and its connection to student success as related to Sacramento City College. Faculty and their Mentors are invited.

### PREREGISTRATION IS REQUIRED FOR THIS EVENT

**Title:** College-2-Career: Assisting Students with Intellectual Disabilities to be Successful in College and Working Toward an Employment Goal

**Presenter(s):** Tasneem Sah and C2C Coaches

**Time:** 1:00pm - 2:30pm

**Location:** RHN 229

**College Goal(s):** Access, Basic Skills, Career Readiness, Community Partnerships, Diversity, Institutional Effectiveness, Student-Centered Processes

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 in ensuring success. The education coaches will be present to provide information from their experiences and answer any questions.

**REGISTER (Recommended)**

**Title:** The Demographic Shift in the Community College and Student Success

**THIS WORKSHOP HAS BEEN CANCELED**

**Presenter(s):** Jose Luis Chavez, EdD

**Time:** N/A
Location: N/A

College Goal(s): Cultural Awareness, Diversity, Student-Centered Processes

A presentation & discussion of the changing demographic shift in community colleges and the need to integrate student success initiative and research based strategies for student success.

REGISTER (Recommended)

Title: Departmental Training: Libguides & Chat Reference

Presenter(s): Jeff Karlsen

Time: 1:00pm - 2:30pm

Location: LRC 220

College Goal(s): Assessment and Evaluation, Computer Hardware/Software, Distance Education, Planning, SLO's, Technology

This is a departmental training session covering ongoing efforts in developing research guides and providing online reference services. Additional topics may be covered.

REGISTER (Recommended)

Title: Grief in the Workplace THIS WORKSHOP HAS BEEN CANCELED

Presenter(s): Joanne Moylan-Aube

Time: N/A

Location: N/A

College Goal(s): Cultural Awareness, Health Awareness, Personal Enrichment

We will crack open the seldom discussed but powerful emotion of grief. How do we manage to function at work while steeped in sorrow or trauma from a life event that we couldn't control? What does grief look like? How do I get through this? How might I get support from my co-workers and what do I need? These answers will be explored in a safe conversation that might help us all make sense of loss. Loss is guaranteed to show up in our lives by virtue of being human. Let's talk about it!

PREREGISTRATION IS REQUIRED FOR THIS EVENT

Title: Helping You Help Us: A Conversation with Current SCC Students About Foster Care and The Pursuit of Higher Education

Presenter(s): Sammy Sanchez, Carlesha Maddox, and participants of the EOPS Fostering Futures Program

Time: 1:00pm - 2:30pm
Location: RHS 228

College Goal(s): Access, Community Partnerships, Cultural Awareness, Diversity

This workshop will focus on developing an effective process of communication between SCC faculty, staff, and administrators with SCC students who are current or former foster youth. We will explore ways to identify and understand triggers for youth who have grown up in the foster care system. Attendees will also learn about campus programming that supports current and former foster youth, like Fostering Futures within the EOPS program.

REGISTER (Recommended)

Title: Integrating Critical Thinking Into Your Curriculum

Presenter(s): Michael Severson

Time: 1:00pm - 2:30pm

Location: DAC 202 (DAVIS CENTER)

College Goal(s): Assessment and Evaluation, Student-Centered Processes, Teaching and Learning

This will be a hands on workshop designed to provide discussion and activities to broaden the integration of strategies and exercises to engage students in more critical thinking processes. We will discuss teaching methodologies, activities and assessment tools designed to enhance your instruction without taking away from content teaching time. Bring your challenges, ideas, activities and strategies to share with your colleagues.

REGISTER (Recommended)

Title: The Lived Experience of Autism in the College Setting

Presenter(s): Gwyneth Tracy

Time: 1:00pm - 2:30pm

Location: RHN 258

College Goal(s): Diversity, Student Success, Student-Centered Processes, Teaching and Learning

A panel of students on the autism spectrum will discuss their challenges in college and what has contributed to their successes.

REGISTER (Recommended)
Title: Department Meeting: Sociology

Presenter(s): Angela Block

Time: 1:00pm - 2:30pm

Location: RHN 208

College Goal(s): Planning, Program Review, Student-Centered Process

We will be discussing pedagogy focusing on student success as well as effective online teaching strategies. This is open to Sociology department members, inclusive of adjunct and full time.

REGISTER (Recommended)

Title: Training for Hiring

Presenter(s): Julia Jolly

Time: 3:00pm - 5:00pm

Location: RHN 264

College Goal(s): Cultural Awareness, Diversity, Hiring, Institutional Effectiveness

This two-hour training workshop prepares equity representatives to serve on hiring committees for all constituency groups. The training additionally serves as a forum for input from the campus community on hiring processes and how they can be improved.

REGISTER (Recommended)

Title: Beats, Rhymes & Classroom Life: Programming, Cultural Capital, and Student Engagement

Presenter(s): Ken Times, Todd Shima, Andres Rodriguez, Jesus Limon, Tony Davis, Rod Agbunag, Mike Chapell, Mike Brim

Time: 3:00pm - 4:30pm

Location: RHN 267

College Goal(s): Access, Basic Skills, Community Partnerships, Cultural Awareness, Diversity, Learning Communities, Personal Enrichment, Student Discipline/Classroom Management, Teaching and Learning

In an educational landscape where funding is tied to statistics and outcomes, how is this impacting the quality of environment and experience students take in when entering our classrooms? This workshop will highlight a Hip-Hop/Education event that has occurred annually @ SCC since Fall 2013, called Rock the School Bells, which used Hip-Hop as conduit to connect students to the ideas of being successful in a higher education setting. Also, as a result of attending a Hip-Hop Think Tank at Columbia
University, the facilitators will explore Hip-Hop educational practices that educators/teaching artists around the globe have been implementing to engage students. This workshop will be interactive, so stay home if you are a wall flower!

**Title:** Promoting a Culture of Financial Literacy

**Presenter(s):** Rukiya Bates

**Time:** 3:00pm - 4:30pm

**Location:** RHN 228

**College Goal(s):** Budget/Finance, Community Partnerships

Fostering student success through MONEY MANAGEMENT. We will explore how SCC faculty and staff can promote a culture of financial literacy on our campus. We will explore the ways in which we can offer a comprehensive educational tool for faculty and staff in classrooms and when working with students one-on-one. You will learn more about the California Community College’s Financial Literacy Campaign and how we can expand Financial Literacy on our campus!

**Title:** Tools Beyond the Classroom: How You Can Help Students Succeed in Your Class When Crisis Hits.

**Presenter(s):** Derrick Wydick and Don Palm

**Time:** 3:00pm - 4:30pm

**Location:** DAC 114 (DAVIS CENTER)

**College Goal(s):** Classroom Management, Community Partnerships, Cultural Awareness

Your students are thriving in your classroom, but may be facing issues and barriers outside the classroom that can result in their withdrawal or academic failure. Our students face financial crisis, personal issues, family drama, mental health issues and housing crises. Often faculty and staff are the first line of help for a student in crisis. This workshop will share information on services and resources that will help you as a teacher or staff member identify and provide assistance to students in crisis. It will also address our own personal needs as “helpers,” and discuss strategies that we can use to help— in a safe, appropriate and healthy way.

**PREREgISTRATION IS REQUIRED FOR THIS EVENT**

**Title:** West Sacramento Faculty Orientation

**Presenter(s):** Art Pimentel and Gurpreet Bhatia
**Time:** 3:00pm - 4:30pm

**Location:** WSC 114 (WEST SACRAMENTO CENTER)

**College Goal(s):** Employee Orientation, Institutional Effectiveness, Student-Centered Processes

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.

**REGISTER (Recommended)**

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

**Presenter(s):** Norman Lorenz and Tyler Wyckoff

**Time:** 5:30pm - 7:00pm

**Location:** LRC 141

**College Goal(s):** Access, D2L, Employee Orientation, New Hire, SLO's, Student-Centered Processes

This is an opportunity primarily for new faculty and those in adjunct positions to learn about the newly created Adjunct Website (Adjunct Faculty). This workshop will meet in the computer lab to explore resources available to students and help instructors become 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 underway! Registration is required. See the link to register.

**PREREGISTRATION IS REQUIRED FOR THIS EVENT**
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