

SACRAMENTO CITY COLLEGE

CONNECTING WITH SUCCESS



**SPRING 2017 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/spring-2017-professional-development-flex/

Version 1/06/2017 4:30pm

WORKING TOGETHER • PURSUING EXCELLENCE • INSPIRING ACHIEVEMENT



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INTRODUCTION

CONNECTING WITH SUCCESS

Dear Sacramento City College Colleagues:

In the spirit of Connecting with Success, here is the spring 2017 semester Professional Development and Flex Program Guide. The college continues to focus on Student Success and Support through the categories listed across Wednesday and Thursday. Meanwhile, we support learning through more dialogue regarding Enrollment Management and the Guided Pathway models.

Professional Development Program Outcomes

Seek to discover the focus of these five overarching themes as they relate to Student Equity & Success concerning general learning roles and outcomes:

- Access
- Basic Skills
- Course Completion
- Degree/Certificate Attainment
- Transfer

Recognizing the disproportionate gaps that exist, strive to determine a method to assess what may be causing gaps and a process for evaluating how to address and redirect programs to close the gap. Strategis that focus across Five themes primarily as the student’s access the classroom:

- Engagement
- Retention
- Course Progress
- Persistence
- Graduation

Once these aspects are addressed, develop an assessment process that includes ways to intervene and create Socratic dialogue around praxis:

- Conversations About Race
- Classroom Observations and Strategies
- Buy-In
- Data on Student Achievement

The Five major themes help to organize our ongoing professional development. They intend to bring attention to working with faculty in classroom as well as service areas regarding intervention and student support by improving retention, persistence, and completion rates involving:

- **Clarity** – pathways, processes, communication
- **Connectivity** – with students and between divisions, programs and services
- **Community** – caring, tracking progress, intervention, mutual support, collaboration, sharing resources, personal enrichment
- **Culture** – cultural awareness and sensitivity in instruction, service delivery and our interactions
- **Completion** – continuous improvement and achievement of successful student outcomes

Furthermore, we are promoting development around the 100 Year Transition Team “2CTT” and the launching of the Institutional Effectiveness Partnership Initiative. Convocation will be Friday. If you have any questions, please let the Staff Resource Center know. We look forward to seeing you.

Elaine Ader
Dean, IT and Staff
Development

Norman Lorenz
Staff Resource Center
Coordinator

Diana Daniels
Interim Staff Resource Center
Assistant

Working Together, Pursuing Excellence and Inspiring Achievement!



WEDNESDAY, JANUARY 11, 2017

8:30AM					
9:00AM	Moving from D2L to CANVAS: Overview of the Process 9:00-9:30am LRC 318				
9:30AM	CANVAS Training Resources Overview 9:30-10:00am LRC 318				D2L / CANVAS Drop-ins 8:30-11:30am LRC 114
10:00AM					
10:30AM	Moving from D2L to CANVAS: Work Session 10:30am-12:00pm LRC 318				
11:00AM					
11:30AM					
12:00PM					
12:30PM					
1:00PM					
1:30PM		Helping Your Online Students Finish 1:00-2:00pm LRC 121			
2:00PM					
2:30PM	What's the CANVAS App All About 2:30-4:00pm RHS 273	WordPress Editing Basics 2:00-4:00pm LRC 141			
3:00PM					
3:30PM					
4:00PM					
			Accelerated Learning Program Faculty Training (BST) 9:00am-4:00pm LRC 105		
				Bringing Equity Into the Classroom Across Los Rios CCD 12:30-4:30pm *Off Campus* Sierra 2 Center 2791 24th Street Sacramento, 95818	D2L / CANVAS Drop-ins 12:30-4:00pm LRC 114

Click on the workshop titles above to visit the online calendar page for that event.

TIME	CLARITY	CONNECTIVITY	COMMUNITY	CULTURE	COMPLETION	COLLEGE SERVICE, DIV, DEPT, MISC	OUTREACH CENTERS	TIME		
8:30am	Textbook Affordability & Open Educational Resources 8:30-10:00am LRC 220	Introduction to the SESI-HSI-STEM Project 8:30-10:00am RHS 176	Accelerated Learning Program Train-the-Trainers 8:30am-12:30pm LRC 105	Campus Safety 8:30-10:00am RHN 229	Strengths Finder Workshop: Joe Darin 8:30-10:00am LRC 121	Big Data: Predictive Analytics & Similar... 8:30-9:30am RHN 208	WordPress Drop-ins 8:30-11:30am LRC 107	8:30am		
9:00am										
9:30am										
10:00am	Desmos in the Classroom 10:00-11:30am LRC 141	360 Degree of Care(ing): How you can help the Community of Care improve retention & success 10:00am-12:00pm RHS 175	BSI Esteem Program Intro 10:00-11:00am RHS 221	How to Run a Bus Field Trip 10:00-11:30am RHS 208	Hiring the Best for a Diverse Workforce 10:00am-12:00pm RHN 264	Creating a ProLo Matrix in our Online System 9:30-11:00am LRC 318	Nutrition Online Instruction Seminar 9:00am-12:00pm RHS 261	10:00am		
10:30am										
11:00am										
11:30am	Tips & Tricks: Searching the Library 11:30am-12:30pm LRC 220		Positive Psychology & Student Success 11:00-12:00pm RHS 221			The Leader Within: Joe Tassinari 11:00am-12:30pm RHS 222		11:30am		
12:00pm										
12:30pm					Equity Rep Training 12:00-1:00pm RHN 264		WordPress Drop-ins 12:30-4:30pm LRC 107	12:30pm		
1:00pm	Librarian's Flex: Innovate Our Instruction 1:00-2:30pm LRC 220	The Art of Short Fiction: F.K. Foote and Jodi Angel 1:00-3:00pm RHN 228	Faculty Mentoring Orientation (DWAP and LAMP) 1:30-3:00pm RHS 228	Safe Space "Train the Trainers" Session 1:00-3:00pm RHS 273	Organized Binder Training 1:00-3:00pm RHS 229	Making CANVAS Work for You 1:00-2:00pm LRC 121	New Faculty Academy 1:00-3:00pm BUS 204	Preparing for Program Review in Sociology 1:00-3:00pm	Davis Center Orientation 1:00-2:30pm DAC 108	1:00pm
1:30pm										
2:00pm	Results: Fall 2016 Strategic Priorities Discussions 2:30-3:30pm RHN 267	Advanced D2L to CANVAS: Troubleshooting Work Session 3:00-5:00pm LRC 318		Good Night. Sleep Tight 2.0 3:00-4:30pm RHS 271	HSI-SAGE: Serving Latino Students 3:00-4:00pm RHN 220	Financial Aid Course Eligibility 2:00-3:30pm RHS 174			West Sacramento Center Orientation 3:00-4:30pm WSC 114	2:00pm
2:30pm										
3:00pm	Teaching to Affective Domain 3:30-4:30pm RHN 264									3:00pm
3:30pm										
4:00pm				Google Apps 4:30am-5:30pm LRC 141						4:00pm
4:30pm										4:30pm
5:00pm										5:00pm
5:30pm										5:30pm
6:00pm				New and Adjunct Faculty Workshop 5:30-7:00pm LRC 141						6:00pm
6:30pm										6:30pm



CONVOCAATION

Connecting with Success

Performing Arts Center, Friday, January 13, 2017

Continental Breakfast ~ City Cafe ~ 7:00 a.m. – 8:00 a.m.

Celebration of Excellence Program **8:00 - 8:45 a.m.**
Chris Iwata and Patty Redmond

BREAK **8:45 - 9:00 a.m.**

100 Year Anniversary Introductions, Opening Remarks, & Welcome **9:00 - 9:05 a.m.**
Norman Lorenz, Coordinator, Staff Resource Center for Professional Development

Parody

Constituency Leaders **9:05 - 9:15 a.m.**
Welcome & New Faculty, Staff, & Management Introductions

Interim President **9:15 - 9:30 a.m.**
President's Address

Interim President **9:30 - 10:00 a.m.**
Trustee/Chancellor Introduction

Trustee Pamela Haynes, Los Rios Board of Trustees
Chancellor Introduction

Chancellor Brian King
Chancellor's Address

Featured 100 Year Presentation **10:00 - 11:00 a.m.**

IEPI, Enrollment Management and Pathways - Panel Presentation
Colleagues from Butte College describe their Guided Pathways project.

Division, Department & Program Meetings
Please check with your division office for times and locations.



DESCRIPTIONS: TECHNOLOGY & CURRENT INTEREST WORKSHOPS

Wednesday, January 11, 2017

Title: D2L/CANVAS Drop-ins

Presenter(s): David Martin

Time: [8:30am-11:30am](#) & [12:30pm-4:30pm](#)

Location: LRC 114

Come get the help you need to get your course ready for the spring!

Click on the links next to "Time" (above) to access online calendar page

Title: Accelerated Learning Program Faculty Training

Presenter(s): Susan Gabriel and Holly Piscopo

Time: 9:00am-4:00pm

Location: LRC 105

This is a faculty-focused training event on the Accelerated Learning Program (ALP) as a strategy to improve students' success in the essential basic skills, particularly English. ALP is a co-requisite model for developmental writing that began as a faculty initiative at the Community College of Baltimore County in 2007. Since that time, ALP has consistently produced dramatic improvements in student success rates and has demonstrated that it can be scaled up. This will be particularly helpful to faculty teaching English, especially if they are considering teaching the ENGWR 300 + 108 pairings. Moreover, there is potential for collaboration with ENGRD and ESL faculty. Anyone interested in learning about acceleration as a strategy for student success in the basic skills may want to attend. This event is open to 45 participants only, so registration is required.

[Click here to access online calendar page and **REQUIRED** registration](#)

Title: Moving Your Course from D2L to CANVAS: Overview of the Process

Presenter: Brian Pogue

Time: 9:00am-9:30am

Location: LRC 318

Learn about the process of moving content from D2L to Canvas. This session introduces attendees to the process of moving class content from D2L to Canvas but does not walk faculty through the steps: it is meant to be an information session that describes the process.

[Click here to access online calendar page and **OPTIONAL** registration](#)

Title: Canvas Training Resources Overview**Presenter:** Brian Pogue**Time:** 9:30am-10:00am**Location:** LRC 318

Learn about the multitudes of Canvas training resources available for faculty, students, and staff. There are self-paced courses, websites, webinars, and dozens of videos designed to help students and faculty learn about the Canvas learning management system.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Moving Your Course from D2L to CANVAS: Work Session**Presenter(s):** Brian Pogue**Time:** 10:30am-12:00pm**Location:** LRC 318

Experienced distance education faculty who want to move one of their courses from D2L to Canvas will be walked through the process of ‘packing up’ course materials and getting them into Canvas. Attendees will learn about Instructure’s mobile application for Canvas.

[Click here to access online calendar page and REQUIRED registration](#)

Title: Bringing Equity Into the Classroom Across Los Rios CCD *Off Campus***Presenter:** Deanna Cherry**Organizer:** Gerri Scott**Time:** 12:30pm-4:30pm**Location:** *OFF CAMPUS at the Sierra 2 Center, 2791 24th St, Sacramento, CA 95818

Instructors want to bring equity into their classrooms, but sometimes that can be a challenge. Join us for a workshop where faculty from campuses across the district will share experiences and work collaboratively to better understand the challenges and promising practices associated with closing equity gaps through innovations in instruction. Deanna Cherry, lead facilitator from the USC Center for Urban Education, will facilitate activities in how to use action research tools – such as syllabi review and classroom observations - to better understand your practices, as well as how to bring a race conscious lens to your work. You will leave with a refreshed tool-kit and greater confidence in how to support your students – particularly students of color.

Deanna Cherry is a Facilitator and Strategic Planner for some of Los Angeles’ leading advocates for social change. She’s been a facilitator for the Liberty Hill Foundation, USC Center for Urban Education, Los Angeles County Department of Public Health, and California Community Foundation among others. Deanna’s focus is on supporting groups to articulate nascent knowledge through honest dialogue. Her focus is, in particular, on facilitating difficult conversations.

In her previous work, Deanna raised over 13 million dollars for anti-poverty and social justice programs. She received a Bachelor of Arts degree in Intergroup Relationships and Discrimination and a Bachelor of Arts degree in International Development from UCLA, where she graduated with honors. She is a member of the Adamma Foundation Board of Directors.

[Click here to access online calendar page and REQUIRED registration](#)

Title: Helping your Online Students Finish your Online Class**Presenter(s):** Josh Roberts**Time:** 1:00pm-2:00pm**Location:** LRC 121

Learn how to help students prepare themselves for the demands of online courses, to identify when they’re headed off track, and to nudge them to the finish line.

[Click here to access online calendar page and REQUIRED registration](#)

Title: WordPress Editing Basics**Presenter(s):** Dawn Pedersen**Time:** 2:00pm-4:00pm**Location:** LRC 141

In this workshop, you will be introduced to the basics of creating and editing web pages using WordPress. We will review the college style guide, and I will show you how to put its formatting guidelines into practice. We will also briefly review web typography, image use, usability, accessibility, custom menus, and creating sidebar content. Two hours.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: What’s the CANVAS App All About?**Presenter(s):** Katie Carbury**Time:** 2:30pm-4:00pm**Location:** RHS 273

Attendees will learn about Instructure’s mobile application for Canvas.

[Click here to access online calendar page and OPTIONAL registration](#)



DESCRIPTIONS: PROFESSIONAL DEVELOPMENT WORKSHOPS

Thursday, January 12, 2017
CLARITY

Title: Textbook Affordability & Open Educational Resources

Presenter(s): Antonio López, Mary Ann Robinson, Tara DuVernay, and Bruce Zenner
Time: 8:30am-10:00am
Location: LRC 220

How can you save students money by adopting OER (open educational resources) or by using other strategies such as permitting older editions? This workshop aims to help you find an alternative to high textbook costs for your students.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Desmos in the Classroom

Presenter(s): Paul Manriquez
Time: 10:00am-11:30am
Location: LRC 141

Desmos is a free, online graphing utility that can be used to enhance learning mathematics. We will show you how this utility can be incorporated into your Math 120, Math 335, Math 370, and Math 400 courses. We will work on graphing piece-wise functions, polar equations, parametric equations, transformations and more.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Tips & Tricks: Searching the Library

Presenter(s): Jeff Karlsen
Time: 11:30am-12:30pm
Location: LRC 220

Library collections, and the tools we use to find them, have been changing in the past few years. Out with the Library Catalog, and in with OneSearch; ebooks encroaching; and links to SCC-owned content popping up in sites like Google Scholar and PubMed. How do you make the most of this abundance?

Whether you're new to SCC or just looking for some new tricks, this workshop is for you.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Librarians' Flex: Innovate Our Instruction

Presenter(s): Karen Tercho, Antonio Lopez, and Pam Posz
Time: 1:00-2:30pm
Location: LRC 220

SCC librarians will learn about student engagement techniques, hear about new initiatives, and help guide the future direction of our library instruction program.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Results of the Fall 2016 Strategic Priorities Discussions

Presenter(s): Marybeth Buechner
Time: 2:30pm-3:30pm
Location: RHN 267

During Fall Semester 2016 we had a number of college-wide discussions about two questions: A. "What broad areas should the college prioritize in the long term?" and B. "What actions can we take over the next few years, including changes to the college planning system, that will help us focus on those priorities? Join us to find out about the results of those discussions and learn how your colleagues answered the two questions. You'll also have a chance to discuss how we might change parts of our planning system to help us focus on college priorities.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Teaching to the Affective Domain

Presenter(s): Lu Li
Time: 3:30pm-4:30pm
Location: RHN 264

ACE (Academy for College Excellence) offers Identified Research Constructs that correlate to the Affective Precursors needed for Academic Performance. I will facilitate a workshop where I incorporate this practice in my Engineering courses. Social skills, learning strategies, academic mindsets, academic perseverance will be discussed.

[Click here to access online calendar page and OPTIONAL registration](#)

CONNECTIVITY

Title: Introduction to the SESI - HSI-STEM Project

Presenter(s): Jim Collins and others
Time: 8:30am-10:00am
Location: RHS 176

The presentation will describe the grant requirements and the project goals, objectives and activities.

[Click here to access online calendar page and REQUIRED registration](#)

Title: Accelerated Learning Program Train-the-Trainers (BST)**Presenter(s):** Susan Gabriel and Holly Piscopo**Time:** 8:30am-12:30pm**Location:** LRC 105

This is a train-the-trainer event on the Accelerated Learning Program (ALP), specifically geared toward faculty who will be teaching the ENGWR 300 + 108 pairings. ALP is a co-requisite model for developmental writing that began as a faculty initiative at the Community College of Baltimore County in 2007. Since that time, ALP has consistently produced dramatic improvements in student success rates and has demonstrated that it can be scaled up. Faculty teaching the ENGWR 300 + 108 pairings are encouraged to attend in order to deepen their training and plan for the future of this program. This also may be interesting to other basic skills programs considering some adaptation of an acceleration/co-requisite model, such as math, ENGRD, and ESL.

[Click here to access online calendar page and **REQUIRED** registration](#)

Title: 360 Degree of Care(ing): How You Can Help the Community of Care Improve Retention and Success**Presenter(s):** Andre Coleman**Time:** 10:00am-12:00pm**Location:** RHS 175

Even more than previous generations, today's college students enter colleges with far greater pre-existing conditions and needs which require greater interventions and support services on the part of the institution. As students experience the challenges associated with transitioning to college, identifying educational/career goals and navigating "life issues," their ability to cope with associate stressors require us to be more proactive in providing support. Serving as the SCC's early alert and behavioral intervention team (BIT), the Community of Care provides early intervention and support for students as they try to reach their educational goals in spite of barriers such as academic under preparedness, mental health needs, homelessness and lack of food.

Utilizing an intrusive, solution-focused case management approach to intervention, in its first semester of implementation, the Community of Care has managed approximately 350 student faculty referrals. Thanks to your referrals and the combined efforts of this cross-functional committee, the Community of Care has helped students succeed academically, develop greater self-authorship and connect them with on and off campus resources as they learned the SCC Family care about them and their success. In addition to hearing the stories, directly from students, how the Community of Care has impacted their experience at SCC, workshop attendees will learn:

1. What issues our students are struggling with as students.
2. How to determine which behaviors/issues should be referred.
3. The importance of and how to make a Community of Care referral
4. Greater awareness of on and off campus resources available to support students.
5. How to apply best practices in behavioral management techniques to address:
 - a. Behavior this a disturbing or students in distress.
 - b. How to respond to aggressive behavior (in and outside of the classroom).
6. How to best support struggling students with the goal of helping them persist and achieve their goals.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: BSI ESTEEM Program Introduction**Presenter(s):** Maria Regalado and Latriece Gibson**Time:** 10:00am-11:00am**Location:** RHS 221

This workshop is an introduction to the Essential Support Teams in English, ESL, and Math (ESTEEM) program that operates under the Basic Skills Initiative. Participants will be introduced to the ESTEEM program and given all of the tools necessary for participation in the program. The workshop will also provide opportunities for faculty and classified staff who are interested to submit a request to participate in ESTEEM teams.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Positive Psychology and Student Success**Presenter(s):** Julie Hawthorne**Time:** 11:00am-12:00pm**Location:** RHS 220

This workshop is a continuation of an overview of a few theories and practices related to positive psychology and student success (e.g., growth mindset, happiness advantage, and hope theory). Then as a group we will share ideas for incorporating these practices into our work with students.

Our hope is that some participants will join in an ongoing community of practice, meeting over the spring semester to deepen our understanding of self-efficacy and positivity, and their relationship to student success. Participants will support each other in implementing practices as educators.

This workshop is open to staff, faculty, and administrators.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: The Art of Short Fiction: A Talk with Frederick K. Foote and Jodi Angel**Presenter(s):** Carl Sjovold and Victoria Henderson**Time:** 1:00pm-3:00pm**Location:** RHN 228

When they're not busy in the SCC classroom, Frederick K. Foote and Jodi Angel write fiction, primarily short stories. They will read to us from their work, and share with us their thoughts about the art of writing. We hope you can join us for the conversation.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Faculty Mentoring Orientation (DWAP and LAMP)**Presenter(s):** Dawna DeMartini and Duane Leonard**Time:** 1:30pm-3:00pm**Location:** RHS 228

This flex activity is a joint orientation for English's DWAP and ESL's LAMP, articulating the goals and requirements of the program, followed by a discussion of best practices that promote student success, retention, and equity. DWAP and LAMP participants are required to attend, but this FLEX is also open for anyone interested in these programs or implementing similar programs in different divisions. English's DWAP (Developmental Writing Assistance Program) and ESL's LAMP (Language Acquisition

Mentoring Program) are programs in which a faculty member (the mentor) joins one section for five hours a week in order to promote student success, retention, and equity. Under the guidance of the faculty who is teaching the section, both professors coordinate the hows, whens, and wheres that work best for the particular class and students.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Advanced D2L-to-Canvas Troubleshooting Work Session

Presenter(s): Brian Pogue and Kandace Knudson

Time: 3:00pm-5:00pm

Location: LRC 318

Have you started to move your content into Canvas but run into some road blocks, whether motivational or technical? Join us for this productive work session where you will get support, empathy, and a more developed Canvas course shell.

[Click here to access online calendar page and REQUIRED registration](#)

COMMUNITY

Title: Campus Safety

Presenter(s): Captain Chris Day

Time: 8:30am-10:00am

Location: RHN 229

General Campus Safety information and questions.

[Click here to access online calendar page and REQUIRED registration](#)

Title: How to Run and Survive a Bus Field Trip-Near and Far

Presenter(s): Lynne Giovannetti

Time: 10:00am-11:30am

Location: RHS 208

How to run a successful Bus Trip with students. All forms, rules, destinations, long trips-21 hours, or short-8 hours. Share ideas.

[Click here to access online calendar page and REQUIRED registration](#)

Title: The Express, 1923-present, Digitized!

Presenter(s): Jeff Karlsen

Time: 10:30am-11:30am

Location: LRC 220

The Library has overseen the digitization of nearly the full run of SCC's student newspaper. Come to this session to get tips on how to browse and search the digital archive and see some examples of SCC's history in the Express's pages!

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Safe Space "Train the Trainers" Session

Presenter(s): Gayle Pitman

Time: 1:00pm-3:00pm

Location: RHS 273

Learn how to be a Safe Space facilitator! Safe Space trainings are designed to help employees at SCC better understand the LGBTQIA (lesbian, gay, bisexual, transgender, queer/questioning, intersex, asexual) community, and to work towards creating a more welcoming, inclusive, and accepting environment. Participants will receive a packet of information about Safe Space, they will develop an understanding of the content of a Safe Space program, and they will begin to create learning activities to be used in Safe Space trainings. *In order to become a Safe Space trainer, you must have attended a prior Safe Space training.

[Click here to access online calendar page and REQUIRED registration](#)

Title: Good Night, Sleep Tight 2.0

Presenter(s): Grace Austin

Time: 3:00pm-4:30pm

Location: RHS 271

According to the Centers for Disease Control and Prevention, "Insufficient Sleep Is a Public Health Problem". Further, the CDC indicates that "persons experiencing sleep insufficiency are also more likely to suffer from chronic diseases such as hypertension, diabetes, depression, and obesity, as well as from cancer, increased mortality, and reduced quality of life and productivity". Come and learn about the importance of sleep and why we should be getting more of it. Simple tips for improving sleep hygiene will be shared as well. *Note: nap time is not included!

[Click here to access online calendar page and REQUIRED registration](#)

Title: Google Apps: Learning about 'Easy and Free' Apps for Education

Presenter(s): Norman Lorenz

Time: 4:30pm-5:30pm

Location: LRC 141

Learn how to use Free Google Apps for Education. Free to bring your own device or use a computer in the classroom.

[Click here to access online calendar page and REQUIRED registration](#)

Title: New and Adjunct Faculty Workshop

Presenter(s): Norman Lorenz and Tyler Wyckoff

Time: 5:30pm-7:00pm

Location: LRC 141

This is an opportunity primarily for those in new and adjunct positions to learn about the newly created Adjunct Website (Adjunct Faculty), including information about steps and processes that will make it easier for adjunct faculty to obtain college resources and prepare for class. 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 pro-

professional development activities & resources data base will be demonstrated along with student services based supports to increased student success.

[Click here to access online calendar page and **REQUIRED** registration](#)

CULTURE

Title: StrengthsFinder Workshop

Presenter(s): Joe Darin
Organized by: Staff Resource Center
Time: 8:30am-10:00am
Location: LRC 121

An introduction to strengths-based education, the value of working from one's strengths, and developing effective partnerships based on strengths.

[Click here to access online calendar page and **OPTIONAL** registration](#)

Title: Hiring the Best for a Diverse Workforce

Presenter(s): Julia Jolly, Equity Officer
Time: 10:00am-12:00pm
Location: RHN 264

This training in the hiring process and the college commitment to reflecting our diverse student body in our hires is required for all employees who wish to serve on hiring committees.

[Click here to access online calendar page and **OPTIONAL** registration.](#)

Title: Equity Representative Training for Hiring Committees

Presenter(s): Julia Jolly, Equity Officer
Time: 12:00pm-1:00pm
Location: RHN 264

This one-hour training is required every two years for all campus employees who wish to serve as equity representatives on hiring committees in their constituency groups.

[Click here to access online calendar page and **OPTIONAL** registration](#)

Title: Organized Binder Training

Presenter(s): Mitch Weathers and Travis Silcox
Time: 1:00pm-3:00pm
Location: RHS 229

This Flex activity is designed for instructors who will be participating in the Organized Binder program in spring, 2017. This is our training session and opportunity to ask questions about the nuts and bolts of teaching with Organized Binders.

[Click here to access online calendar page and **OPTIONAL** registration](#)

Title: HSI -SAGE -- Serving Latino Students at Sacramento City College

Presenter(s): Lorena Ruedas & SAGE Team
Time: 3:00pm-4:00pm
Location: RHN 220

This workshop is intended to introduce a new program on campus, "SAGE", and to create dialogue about serving Latina/o students at Sacramento City College. Our program is funded by the Hispanic Serving Institution grant that the college received from the US Department of Education. The Students in A Global Economy (SAGE) Program is intended for Latino, low-income, first-year students at Sacramento City College. The program strives to support students in working towards efficient academic and career goal exploration and completion, professional development, and the opportunity to engage in global studies. Specific program components include a summer bridge program and an academic year program that involves academic advising, mentorship, educational planning, and enrichment workshops – all within a "family-like" environment.

Feel free to explore our website: www.scc.losrios.edu/hsi/sage/. This workshop will further explain program details to encourage recruitment, and will also involve two student testimonials that convey the student experience and iterate the importance of such a program at Sacramento City College.

[Click here to access online calendar page and **OPTIONAL** registration.](#)

COMPLETION

Title: Big Data: How predictive analytics and similar approaches can be useful at SCC

Presenter(s): Marybeth Buechner and Betty Glycer-Culver
Time: 8:30am-9:30am
Location: RHN 208

Used wisely, looking at the overall patterns seen in our student population and developing predictive data can be useful. Join us to learn about how crunching numbers across a large student population can be useful to us at the college. We will talk about how to use "big data" wisely, what it adds to our understanding of our students, and what it can't do. All are welcome, from data nerds to complete beginners.

[Click here to access online calendar page and **OPTIONAL** registration](#)

Title: Creating a ProLO Matrix in our Online System

Presenter(s): Gayle Pitman
Time: 9:30am-11:00am
Location: LRC 318

Come to this event, and get SLO work done while earning Flex credit! Participants will learn how to create a ProLO matrix using our online SLO assessment tool. This will be a working session, where SLO reporters or designees will have the opportunity to learn how to use the system and then input their ProLO matrices for each program in their department.

[Click here to access online calendar page and **OPTIONAL** registration](#)

Title: The Leader Within**Presenter(s):** Joe Tassinari**Time:** 11:00am-12:30pm**Location:** RHS 222

Leadership With Heart

Management Through Service To Others

Learn how excellent customer service towards your staff, leads to a positive workplace and high-level leadership.

All too often the demands of leading others insinuates the function of leadership to be authoritarian. This precludes the notion that leaders are professionals who are being paid to provide a service. During this workshop you will investigate what it is you're doing well and what can be improved upon to deliver quality customer service to your team.

Topics Include

- How intent drives motivation towards a positive workplace
- Define first class customer service
- How being in service to your team benefits the entire university – including you.
- Understand how you can provide first class customer service to your staff
- Identify with skills that are working well for you and why they are valuable

Participants learn techniques to operate as a leader within a positive workplace.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Making CANVAS Work for You**Presenter(s):** Carel Mountain**Time:** 1:00pm-2:00pm**Location:** LRC 121

Using CANVAS to streamline classroom management.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Financial Aid Course Eligibility**Presenter(s):** Rukya Bates, Kim Goff, and Kris Janssen**Time:** 2:00pm-3:30pm**Location:** RHS 174

Learn more about Financial Aid Course Eligibility and the steps that Sacramento City College has taken to ensure that our students can successfully navigate this new process.

Students receiving Federal & State Financial Aid are eligible to receive grants, student loans, and federal work-study only for courses that are part of their major. The Los Rios Community College District is addressing a long-standing federal requirement. The requirement says that a college cannot award federal financial aid for classes that do not directly apply to a financial aid eligible major, general education, transfer or certificate program.

[Click here to access online calendar page and OPTIONAL registration](#)

COLLEGE SERVICE, DIVISION, DEPARTMENT, PROGRAM & OUTREACH CENTERS

Title: WordPress Drop-ins**Presenter(s):** Dawn Pedersen**Time:** [8:30am-11:30am](#) & [12:30pm-4:30pm](#)**Location:** LRC 107

Stop by if you already have an SCC WordPress account and get some quick one-on-one help. If you have documents that you need help uploading, please bring the digital files on a flash drive or cloud storage.

Click on the links next to “Time” (above) to access online calendar page

Title: Nutrition Online Instruction Seminar**Presenter(s):** John Polagruto, Nadine Kirkpatrick, and Jessica Coppola**Time:** 9:00am-12:00pm**Location:** RHS 261

The nutrition faculty would like to conduct a FLEX seminar on teaching resources used for online nutrition classes. We currently are using an Open Education Resource text that is lacking in some aspect of digital media. As the SCC faculty all use different materials in their online environments, we intend to go chapter by chapter identifying LMS links and materials that each instructor uses, and in doing so sharing and cooperating on said materials.

Part of this FLEX is also intended to identify failings in our online text that we can then address via faculty sabbaticals. Using an online text has benefits (free to students) and disadvantages (zero publisher supporting materials): it is ESSENTIAL that we gather all of our faculty in one place, at one time to figure out how we all overcome our text's shortcomings.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: Davis Center Orientation**Presenter(s):** Frank Malaret and Don Palm**Time:** 1:00pm-2:30pm**Location:** DAC 108

As faculty and staff at the Davis Center, how can we work together formally and informally to help build the Center as a learning community? We have new programs, funded through the basic skills, SSSP and equity programs, to support student success—how can we integrate those programs into our courses? This session will provide us with a setting to discuss shared challenges and possible answers.

[Click here to access online calendar page and OPTIONAL registration](#)

Title: New Faculty Academy

Presenter(s): Norman Lorenz

Time: 1:00pm-3:00pm

Location: BUS 204

Spring Semester, 2017

Presented by SCC Instruction Office & Staff Resource Center

SCC's Instruction Office & the Staff Resource Center have developed a 4-part series of events during the spring 2017 semester, comprising new faculty and their mentors. Among the events, pedagogical strategies, student learning, a tour of campus programs that will provide an overview of support systems for faculty and students, and cohort learning.

[Click here to access online calendar page and **REQUIRED** registration](#)

Title: Preparing for Program Review in Sociology

Presenter(s): Nicholas Miller

Time: 1:00pm-3:00pm

Location: RHS 270

The sociology department will examine our program description, ProLOs, and set up a plan to complete our course-level review for spring. We will start the work in this workshop.

[Click here to access online calendar page and **OPTIONAL** registration](#)

Title: West Sacramento Center Orientation

Presenter(s): Art Pimentel

Time: 3:00pm-4:30pm

Location: WSC 114

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 questions. Orientation will include important information about the new semester and a refresher on using the smart equipment in the classrooms.

[Click here to access online calendar page and **OPTIONAL** registration](#)



FLEX DAYS INFORMATION

- 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 12, 2017 and Friday, January 13, 2017. 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 31). In general, attending workshops on Wednesday and Thursday of Flex Week is voluntary because Flex obligation 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.



FLEX DAYS INFORMATION

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 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.).



FLEX DAYS INFORMATION

- 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](#)



FLEX FACTS

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.



FLEX FACTS

- 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

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](#)

SACRAMENTO CITY COLLEGE

3835 Freeport Blvd.
Sacramento, CA 95822
www.scc.losrios.edu

- BUS** Business Building
Business Division - 213, Business Division Open Lab - 151, Business Student Center - 224, Computer Services, Learning Resources Academic Computing Lab - 152, Registration and Financial Aid Lab - 153
- CDC** Child Development Center
Classrooms, Preschool
- CIC** City Café
- COS** Cosmetology Building
- CST** College Store
Bookstore
- DAC** Davis Center
1720 Jade Street, Davis, CA 95616
- FFA** Fischbacher Fine Arts Building
Gregory Kondos Art Gallery, Art classes & Studios
- HSP** Hoos Swimming Pool
KHA (Kinesiology, Health and Athletics) classes, Intercollegiate Swimming and Water Polo
- HUS** Hughes Stadium
KHA (Kinesiology, Health and Athletics) classes, Intercollegiate Football, Track & Field and Soccer
- LIH** Lillard Hall
Science classes
- LRC** Learning Resource Center
First Floor: Distance Education and Instructional Development, Instruct. Media and Computing, Media Production & Services, Learning Skills and Tutoring Center, Staff Resource Center - 106
Second Floor: Library, Library Reference Desk
Third Floor: Special Collections Room (Archives)
- LRP** Los Rios Police Department
Staff parking permits, lost and found, crime reports, Live Scan fingerprinting, bicycle and property Registration, Employee IDs
- LUC** Lusk Center
Engineering and Math Classes, Mechanical-Electrical Technology Department
- MCC** McClellan Hangar (Bldg. 28) & McClellan Academic Facility (Bldg. 39)
5808 Price Avenue, McClellan, CA 95652
- MOH** Mohr Hall
Mohr Hall Lab, Nursing Department - 16, Occupational Therapy Department, Science & Allied Health Division - 18
- NOG** North Gymnasium
Life Fitness Center, Gymsnasiums
- OPS** Operations
Keys, Facility Use and Rentals, Facilities Repair/Maintenance Coordination
- PAC** Performing Arts Center
Art Court Theatre, Little Theatre, Main Stage, Classrooms, Music, Veteran's Center - 101
- PAS** Parking Structure
- REP** Reprographics
Duplicating, Graphic Impressions
- RHN** Rodda Hall - North
First floor: Business Services Office, Dean of Counseling and Student Success - 111, EOPSCARE, Financial Aid, Information & Orientation, Counseling Area: Career Center, Counseling, Health Center, Transfer Center, Work Experience.
Second Floor: Behavioral and Social Sciences Division - 226, Vice President of Administrative Services - 269, Vice President of Instruction - 257, Vice President of Student Services - 272, College Advancement/Scholarships/Foundation - 222, Planning, Research & Institutional Effectiveness - 221, President's & Public Information Offices - 277
- RHS** Rodda Hall - South
First Floor: Dental Clinic, Math Lab, MESA, Math Classrooms, Math Faculty Offices
Second Floor: Language & Literature Division
Third Floor: ESL Center, Reading Lab
Fourth Floor/Rooftop: Observatory
- SOC** Softball Complex
- SOG** South Gymnasium
Associated Student Government - 226, Dean of Student Equity and Success - 226, Humanities & Fine Arts Division - 129, Math, Statistics & Engineering Division - 220, Matriculation, Student Leadership & Development - 226
- STC** Student Center
Cultural Awareness Center
- STS** Student Services
First Floor: Admissions & Records, Assessment Center, Associate Vice President of Enrollment and Student Services, College 2 Career, Deaf Services, Disability Services and Programs for Students (DSPS), Outreach and Recruitment, Workability
Second Floor: Journalism Department & Classrooms, Photography Department & Studio
- TEC** Technology
Mac CAD Lab, GCOM classes
- T01** Temporary 1
CalWorks
- T03** Temporary 3
Classrooms
- T04** Temporary 4
Classrooms
- T05** Temporary 5
RISE
- T06** Temporary 6
Classrooms
- T07** Temporary 7
Classrooms
- T08** Temporary 8
Classroom/Lab
- T09** Temporary 9
Office Space (TBD)
- T10** Temporary 10
Classrooms
- T11** Temporary 11
Science Classroom
- UNS** Union Stadium
- VEC** Vehicle Compound
- WSC** West Sacramento Center
1115 West Capitol Ave., West Sacramento, CA 95691



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LOS RIOS COMMUNITY COLLEGE DISTRICT

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