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Program Overview & flex days schedule *(back to top)*

Overview: Each semester, the Los Rios Community College District convenes Flex days on the Thursday and Friday preceding the start of the classes. At Sacramento City College, we typically hold flex workshops on Wednesday and Thursday, with Friday dedicated to Convocation and division/department gatherings.

This semester, we are excited to offer more than 40 workshops including a special Symposium, Technology workshops, and a Student Perspectives Series. We hope these offerings will inspire your creativity for the coming semester.

Food Services: For the convenience of Flex activity attendees, City Café's Java City area will be open from 8:00am – 1:00pm on Thursday, January 17, 2008 & Friday, January 18, 2008. Beverages, sandwiches & pre-packaged salads will be available.

Attendance: The most frequently asked questions about Flex concern attendance requirements. For complete information please see Flex Facts. 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. The Flex Obligation form is available at the end of this document.

flex days schedule
Wednesday, January 16, 2008
 (Click on Title to View Full Workshop Description)

Two - Day Workshop & Technology Workshops				
8:30am	9:00am	10:00am	10:30am	1:00pm
Beyond Diversity 8:30am – 4:00pm RN258	Manila 101 9:00am – 11:00am LR141	Math Textbook Publisher Software Demonstration 10:00am – 11:30am RS172	Podcasting in the Classroom 11:00am – 12:00pm LR141	Gradebook To Excel 1:00pm – 3:00pm LR141

FLEX DAYS SCHEDULE
Thursday Morning, January 17, 2008
SCROLL DOWN to View Full Workshop DescriptionS)

8:30am	9:00am	10:00am	10:30am	11:00am	12:00pm
Beyond Diversity 8:30am – 4:00pm RN258	Make Your Study Guides And Handouts Interactive! 9:00am – 11:00am LR141	Training for Equity Representatives: Get Ready for Spring Hiring 10:00am – 12:00pm RN264	Workshop III - Symposium on Promoting Multiculturalism And Embedding Skill Development In Core Courses Multicultural Mathematics: Contextualizing Mathematics Applications With Discussions Of Social Issues 10:30am – 12:00pm LR119	The Use of Advanced Computer Technology in Managing an Instructional Program 11:00am – 12:00pm LR141	Brown Bag Accreditation Discussion 12:00pm – 1:00pm City Café I
	Workshop I - Symposium on Promoting Multiculturalism And Embedding Skill Development In Core Courses Multicultural Mathematics: Contextualizing Mathematics Applications With Discussions of Social Issues 9:00am – 10:30am LR119	Reduce Your Grading Time! Using Rubrics To Assess Student Writing 10:00am – 11:00am B225	Workshop IV - Symposium on Promoting Multiculturalism And Embedding Skill Development In Core Courses Utilizing Multi- cultural Active Learning Techniques In World History Rescheduled for Fall		
	Workshop II - Symposium on Promoting Multiculturalism And Embedding Skill Development In Core Courses Utilizing Multicultural Active Learning Techniques In US History Rescheduled for Fall		ArtSTOR: A Visual Tool To Enrich The Classroom Experience 10:30am – 12:00pm LR220		
	SLO Down! We Need Institutional Student Learning Outcomes 9:00am – 10:00am B222		Mac Based Computer Self- Help Workshop 10:30am – 12:00pm T100		
	Google Is Not The Enemy! 9:00am – 10:30am LR220		SCC Writing Center: What Can We Do For You And Your Students? 10:30am – 12:00pm LR144		
	Student Perspectives – Students With Disabilities 9:00am – 10:15am RN228 Time/Location Change: 2:00pm – 3:30pm RS261		Updating Fact And Fiction In The Library Collection 10:30am – 12:00pm LRC 3rd Floor		
	The SCC Strategic Planning Process 9:00am – 10:00am RS172		Updating SCC's Web Presence 10:30am – 12:00pm LR121		
	Veterans In The Classroom And Faculty As The First Point Of Contact: Post Traumatic Syndrome, Traumatic Brain Injury – Possible Symptoms 9:00am – 10:00am RS261		Emergency Preparedness: A Campus Safety Overview 10:30am – 12:00pm RS173		
			If You Want To Know Who We Are: Student Perspectives In Performance 10:30am – 12:00pm Little Theatre – A6		

FLEX DAYS SCHEDULE
THURSDAY AFTERNOON AND EVENING, JANUARY 17, 2008
(SCROLL DOWN TO VIEW FULL WORKSHOP DESCRIPTIONS)

12:45pm	1:00pm	1:30pm	2:00pm	3:00pm	3:15pm	5:30pm
Student Perspectives Gay & Lesbian Students 12:45pm – 2:00pm Time Change: 2:00pm – 3:30pm RS261	Evaluating The SCC Core Values 1:00pm – 3:00pm RS171	SLO Assessment Drop-In 1:30pm – 3:30pm RS173	Who Are Our Students? 2:00pm – 3:30pm RS221	What We Learned at the CMCCC Conference in Monterey 3:00pm – 4:00pm RS172	Student Perspective: Point Of No Return 3:15pm – 4:30pm B222	New Adjunct Faculty Orientation Intranet/Grade Roster 5:30pm – 6:00pm LR141 Orientation 6:00pm – 7:30pm LR105
	Instructional Showcase – How We Use Adobe Acrobat Documents 1:00pm – 3:00pm LR141		PC Based Computer Self Help Workshop 2:00pm – 3:30pm LR141	Information Competency – Basic Skills For Student Success & Life Long Learning 3:00pm – 4:00pm LR220	Student Perspectives: Female Students Of Color 3:15pm – 4:30pm City Café 2 Time/Location Change 2:00pm - 3:30pm RS261	
	Collaborative Learning In The Sciences 1:00pm – 2:30pm RS263		Student Perspectives: African American and Latino Male Students 2:00pm – 3:15pm City Café 2 Time/Location Change 2:00pm -3:30pm RS261			
	Panel Discussion – Symposium on Promoting Multiculturalism & Embedding Skill Development In Core Courses – Integrating Intellectual Growth, Multicultural Perspectives, & Student Development --- The General College Vision 1:00pm – 2:00pm RN208		Student Perspectives: Students with Disabilities Gay & Lesbian Students Students of Color 2:00pm – 3:30pm RS 261			
		Challenging Behaviors In The Classroom --- What, Why, & How To Address Them 1:00pm – 2:00pm RN220	Universal Design For Instruction – For The Good of The People 2:00pm – 3:00pm RN264	English Essay Assessment Reader Training 2:00pm – 3:00pm B225		

flex days schedule

Celebration of Excellence
Convocation
Friday, January 18, 2008

7:45am	9:10	1:00pm
Celebration of Excellence Continental Breakfast	Convocation	Division Meetings <i>Check With Division Office for Exact Places and Times</i>

Teaching and Learning Initiative

Flex Symposium on Multicultural Active Learning & Skill Development in Core Courses

Flex Thursday, January 17, 2008

The SCC Staff Resource Center Teaching and Learning Initiative presents a Symposium on Multicultural Active Learning & Skill Development in Core Courses, the first in a series of teaching skills symposia. The symposia will provide the opportunity for faculty to enhance their skills in addressing the variety of learning styles presented by our diverse student body. Workshops focus on providing practical classroom tools directed toward maximizing the likelihood of achieving desired student learning outcomes.

We are asking that you pre-register for these workshops so that appropriate materials can be provided. Priority will go to faculty and staff from Sacramento City College.

For special needs, contact the Disability Resource Center. Attendees will receive workshop locations and appropriate pre-symposium materials (chapter from speaker and syllabus).

If you have any questions, please call the SRC at x2176 or x2165.

Information below includes:

- Schedule of Workshops
- Detailed Description of Workshops
- Speaker Biography

Schedule of Workshops

- 9:00am -10:30am **Workshop I: Multicultural Mathematics: Contextualizing Mathematics Applications with Discussions of Social Issues**
Dr. Susan Staats, Assistant Professor, University of Minnesota
or
~~Workshop II: Utilizing Multicultural Active Learning Techniques in US History~~
~~Dr. David Ghere, Associate Professor, University of Minnesota~~ **Rescheduled for Fall**
- 10:30am-12:00pm **Workshop III: Multicultural Mathematics: A Social Issues Perspective in Lesson Planning (interdisciplinary)**
Dr. Susan Staats, Assistant Professor, University of Minnesota
or
~~Workshop IV: Utilizing Multicultural Active Learning Techniques in World History~~
~~Dr. David Ghere, Associate Professor, University of Minnesota~~ **Rescheduled for Fall**
- 1:00pm-2:00pm **Integrating Intellectual Growth, Multicultural Perspectives, and Student Development – the General College Vision**
Panel with Dr. Susan Staats

Flex Symposium on
Multicultural Active Learning &
Skill Development in Core Courses

Detailed Description of workshops

Workshop I

**Multicultural Mathematics: Contextualizing Mathematics
Applications with Discussions of Social Issues**

Learn about contextualizing mathematics applications with discussions of social issues is an equity pedagogy that can transform students' experience of mathematics. This presentation outlines methods of engaging students in multicultural issues with online data sets published by the United Nations Development Program. You will learn how Susan designed her math class to help students link their full sense of social awareness to mathematics through discussions of social issues associated with algebra applications. Specific applications from introductory and intermediate algebra—rates of change, quadratic equations, exponential growth, and logarithms—will be discussed.

Workshop II Rescheduled for Fall

Utilizing Multicultural Active Learning Techniques in US History

This workshop will be conducted on employing active learning teaching techniques in the college history classroom. The workshop begins with a brief discussion of a practical model for social science teachers to integrate the best practices of basic skills instruction within a course and the need for multiple teaching strategies to reach a more diverse student body. Then, participants will engage in a classroom simulation exercise concerning sectional political issues in the US during the 1830s. This will be followed by a discussion of the simulation experience and how to integrate this in the classroom. Participants will leave with some practical group work assignments and copies of four simulations that they can incorporate in their introductory courses in US history. Although the content area is history, these techniques can be used in a variety of social science courses. Faculty from any discipline are encouraged to attend.

Workshop III

A Social Issues Perspective in Lesson Planning (interdisciplinary)

This presentation outlines methods of engaging students in multicultural issues with online data sets published by the United Nations Development Program. You do not need to be a mathematician to use this data in your classroom. Faculty in literature, reading, or the social sciences will be able to use this data to incorporate international perspectives into their classes. Specific applications from introductory and intermediate algebra—rates of change, quadratic equations, exponential growth, and logarithms—will be discussed as well.

Flex Symposium on
Multicultural Active Learning &
Skill Development in Core Courses

Detailed Description of workshops (cont)

Workshop IV Rescheduled for Fall
Utilizing Multicultural Active Learning Techniques in World History

This workshop will be conducted on employing active learning teaching techniques in the college history classroom. The workshop begins with a brief discussion of a practical model for social science teachers to integrate the best practices of basic skills instruction within a course and the need for multiple teaching strategies to reach a more diverse student body. Then, participants will engage in a classroom simulation exercise concerning the Treaty of Versailles. This will be followed by a discussion of the simulation experience and how to integrate this in the classroom. Participants will leave with some practical group work assignments and copies of four simulations that they can incorporate in their introductory courses in World History. Please note that these simulations are different from the simulations that participants will receive in the prior United States History workshop. Although the content area is history, these techniques can be used in a variety of social science courses. Faculty from any discipline are encouraged to attend.

**Integrating Intellectual Growth, Multicultural Perspectives, and Student
Development – the General College Vision Panel with**
Dr. Susan Staats

Dr. Staats is part of the faculty of the nationally recognized General College (now the Department of Post-Secondary Teaching and Learning in the College of Education and Human Development) where she works with English Language Learners, students in developmental educational courses and TRIO students. The student body is 46% students of color. She focuses on interdisciplinary freshmen learning communities with a multicultural emphasis. She will discuss the college and its vision and answer any questions from the morning workshops.

Flex Symposium on
Multicultural Active Learning &
Skill Development in Core Courses

Speaker Biography

Dr. Susan K. Staats: is a mathematics educator and cultural anthropologist with field experience in Guyana, South America. She earned her B.S. and M.S. degrees in mathematics from Ohio State University and a Ph.D. in cultural anthropology from Indiana University. She is an assistant professor in the department of Post-secondary Teaching and Learning with research interests in socially-based mathematics curricula and sociolinguistic methods for assessing math classroom interactions. She teaches introductory and intermediate algebra where she applies international applications within these classes. She currently teaches developmental classes that are prerequisites for other math classes, such as Charting Pathways to Global Development, to prepare students for College Algebra.

Teaching and Learning Initiative
Presents
A Special Flex Workshop Series

Thursday, January 17, 2008

Student Perspectives

Student perspectives are a way for SCC students to discuss their experiences and offer suggestions for building a learning environment. They will share knowledge on ways that SCC staff can continue to create an empowering and welcoming learning environment, both in and out of the classroom. This is an interactive series and the students will answer your specific questions.

- | | |
|------------------|---|
| 10:30am -12:00pm | If You Want to Know Who We Are: Student Perspectives in Performance by !X Ethnic Theatre Workshop |
| 2:00pm - 3:30pm | Students with Disabilities, Gay and Lesbian Students, Students of Color |
| 3:15pm - 4:30pm | Point of No Return |

Category: Cultural Understanding
Title: Beyond Diversity
Presenters: Pacific Educational Group
Time: 8:30am – 4:00pm
Location: RN258
Wednesday and Thursday, January 16, 2008, January 17, 2008

BEYOND DIVERSITY is a powerful and personally transforming two-day workshop designed to help education professionals consider the implications of racism, exclusion and prejudice on student learning. During the seminar, participants will engage in a thoughtful, compassionate exploration of racism and how it manifests today in our culture and in our schools. A critical workshop outcome is an awareness of the degree to which racism and other diversity issues are part of educational failure.

Category: Diversity and Technology
Title: Manila 101
Presenter: Melissa Green
Location: LR141
Time: 9:00am – 11:00am
Location: LR141
Wednesday, January 16, 2008

Manila is the software used at SCC to support our web site development/maintenance process. If you can surf the web, you can maintain your campus website using Manila. Your time is valuable and you have important information that should be on the web. With a Manila web site, you won't have to take the time to learn HTML or FrontPage or Dreamweaver. At this introductory Manila session, you will learn the features of Manila, how to create or modify your website, and how Manila supports team editors for division and service unit staff. Please bring content information to start or add to your website. Please pre-register with greenmj@scc.losrios.edu by Monday, January 14, 2008, at noon. Walk-ins will be accepted.

Category: Teaching and Learning
Title: Math Textbook Publisher Software Demonstration
Presenter: Jonathan Segal
Time: 10:00am - 11:30am
Location: RS172
Wednesday, January 16, 2008

This activity is a software demonstration of textbook support software provided by Merritt Crawford from Hawke's publishing.

Category: Diversity and Technology
Title: Podcasting in the Classroom
Presenter: Melissa Green
Jory Hadsell
Time: 11:00am – 12:00pm
Location: LR141
Wednesday, January 16, 2008

This workshop will address the use of Podcasting in the classroom, including the use of the new iKey equipment that can be checked out from Instructional Media.

Category: Diversity and Technology
Title: Gradebook to Excel
Presenter: Melissa Green
Location: LR141
Time: 1:00pm – 3:00pm
Wednesday, January 16, 2008

At this hands-on workshop you will learn how to turn your roster into an EXCEL Gradebook. After downloading your class roster, you will learn to use the SCC EXCEL Gradebook Template to prepare class rosters for tracking attendance, tracking assignments, and calculating grades.

Category: Cultural Understanding
Title: Beyond Diversity
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Category: Online Instruction
Title: Make Your Study Guides And Handouts Interactive!
Presenter: Melissa Green
Time: 9:00am – 11:00am
Location: LR141
Thursday, January 17, 2008

In this two hour hands-on workshop the first step is to convert your Word documents to Adobe Acrobat documents. The second step is to use our form library to add interactive buttons and fields to each page. Your handout can give immediate feedback to students or send you the results as email. If your study guides have true/false, multiple choice or fill-in-the-blank, this workshop is for you. If you want to make Likert-Scale type surveys, this workshop is for you.

Category: Teaching and Learning Initiative
Title: Workshop I of Symposium on Promoting Multiculturalism and Embedding Skill Development in Core Courses
Multicultural Mathematics: Contextualizing Mathematics Applications with Discussions of Social Issues
Presenter: Dr. Susan Staats
Time: 9:00am - 10:30am
Location: LR119
Thursday, January 17, 2008

Learning about contextualizing mathematics applications with discussions of social issues is an equity pedagogy that can transform students' experience of mathematics. This presentation outlines methods of engaging students in multicultural issues with online data sets published by the United Nations Development Program. You will learn how Susan designed her math class to help students link their full sense of social awareness to mathematics through discussions of social issues associated with algebra applications. Specific applications from introductory and intermediate algebra --- rates of change, quadratic equations, exponential growth, and logarithms --- will be discussed.

Category: Teaching and Learning Initiative
Title: Workshop II of Symposium on Promoting Multiculturalism and Embedding Skill Development in Core Courses
Utilizing Multicultural Active Learning Techniques in US History **Rescheduled for Fall**
Presenter: Dr. David Ghere
Time: 9:00am – 10:30am
Location: LR120
Thursday, January 17, 2008

This workshop will be conducted on employing active learning and teaching techniques in the college history classroom. This workshop begins with a brief discussion of a practical model for social science teachers to integrate the best practices of basic skills instruction within a course and the need for multiple teaching strategies to reach a more diverse student body. Then, participants will engage in a classroom simulation exercise concerning sectional political issues in the US during the 1830s. This will be followed by a discussion of the simulation experience and how to integrate this into the classroom. Participants will leave with some practical group work assignments and copies of four simulations that they can incorporate in their introductory courses in US history. Although the content area is history, these techniques can be used in a variety of social sciences courses. Faculty from any discipline are encouraged to attend.

Category: Culture of Evidence
Title: SLO Down! We Need Institutional Student Learning Outcomes
Presenters: Alan Keys
Elaine Ader
Time: 9:00am – 10:00am
Location: B222

Our discussion will address whether our current SLOs reflect the expectations we have for a City College experience for all our students. Can we ignore Institutional SLOs?

Topics to be addressed include:

- What are Institutional Student Learning Outcomes?
- What are possible Institutional Student Learning Outcomes for SCC?
- How can they be integrated with planning?

This is your chance to be heard on this issue and to shape the College's outcomes. Category: Stimulating Topic

Title: Google is not the enemy!
Presenter: Sandy Warmington
Time: 9:00am – 10:30am
Location: LR220
Thursday, January 17, 2007

We, as faculty, spend a lot of time trying to explain the breadth and strength of research tools beyond Google. All true and important but Google itself does offer some very powerful and amazing tools, even for research. Come and see what that creative group of technology wizards has dreamed up to help you and your students.

Category: Teaching and Learning Initiative
Title: Student Perspectives – Students With Disabilities
Facilitator: TBD
Time: ~~9:00am – 10:15am~~ **Time Change: 2:00pm – 3:30pm**
Location: RN228 RS261
Thursday, January 17, 2007

Student perspectives are a way for SCC students to discuss their experiences and offer suggestions for building a learning environment. They will share knowledge on ways that SCC staff can continue to create an empowering learning environment, both in and out of the classroom. This is an interactive series and the students will answer your specific questions

Category: Fact and Fiction
Title: The SCC Strategic Planning Process
Presenters: SCC Vice Presidents
Time: 9:00am - 10:00am
Location: RS171

Thursday, January 17, 2007

Sacramento City College has been engaging in an integrated strategic planning process that involves the college community in setting goals and developing objectives through the unit planning process so that college goals can be achieved. This flex activity will outline the different components of the strategic planning process and how they interact as well as describe the forms and plan documents that have been developed to support the planning effort. The relationship between the planning and resource allocation processes will also be discussed. The new planning website will be introduced.

Category: Fact or Fiction
Title: Veterans in the Classroom and Faculty as the First Point of Contact: Post Traumatic Syndrome, Traumatic Brain Injury - Possible Symptoms
Presenters: Gwyneth Tracy
Nisha Beckhorn
Time: 9:00am - 10:00am
Location: RS261

Thursday, January 17, 2007

This workshop will look at the varied symptoms the returning vets from Iraq might exhibit in the classroom due to Post Traumatic Syndrome (PTSD) or Traumatic Brain Injury (TBI). These "wounded warriors" are the least likely to admit their disabilities, use accommodations or acknowledge they have challenges in the classroom. Faculty will be the first to notice students who will benefit from support. Resources to which they can refer these students and strategies of support will be discussed. This workshop will provide context for a planned workshop during College Hour later in the semester that will be conducted by the Sacramento Vet Center.

Category: Fact or Fiction
Title: Training for Equity Representatives: Get Ready for Spring Hiring
Presenter: Julia Jolly
Time: 10:00am - 12:00pm
Location: RN264

Thursday, January 17, 2007

This two-hour workshop is intended for classified staff, faculty, and administrators who wish to serve as Equity Representatives on hiring committees or who would like an opportunity to review and discuss campus protocols for fair hiring practices. This interactive session is facilitated by a Power Point presentation.

Category: Stimulating Topics
Title: Reduce Your Grading Time! Using Rubrics to Assess Student Writing
Presenters: Camille Waggoner
Time: 10:00am - 11:00am
Location: B225

Thursday, January 17, 2007

Rubrics are not only an excellent method for assessing student writing, but also for conveying course expectations, providing helpful feedback, and reducing grading time. Department developed rubrics are also a highly effective way to communicate and uphold department standards. We will examine strategies for developing effective rubrics and using them during the grading process.

Category: Teaching and Learning Initiative
Title: Workshop III of Symposium on Promoting Multiculturalism and Embedding Skill Development in Core Courses
Multicultural Mathematics: Contextualizing Mathematics Applications with Discussions of Social Issues
Presenter: Dr. Susan Staats
Time: 10:30am – 12:00pm
Location: LR119
Thursday, January 17, 2007

This presentation outlines methods of engaging students in multicultural issues with online data sets published by the United Nations Development Program. You do not need to be a mathematician to use this data in your classroom. Faculty in literature, reading, or the social sciences will be able to use this data to incorporate International perspectives into their classes. Specific applications from introductory and intermediate algebra --- rates of change, quadratic equations, exponential growth, and logarithms --- will be discussed as well.

Category: Teaching and Learning Initiative
Title: Workshop IV of Symposium on Promoting Multiculturalism and Embedding Skill Development in Core Courses
Utilizing Multicultural Active Learning Techniques in World History **Rescheduled for Fall**
Presenter: Dr. David Ghere
Time: 10:30am – 12:00pm
Location: LR120
Thursday, January 17, 2007

This workshop will be conducted on employing active learning teaching techniques in the college history classroom. This workshop begins with a brief discussion of a practical model for social science teachers to integrate the best practices of basic skills instruction within a course and the need for multiple teaching strategies to reach a more diverse student body. Participants will then engage in a classroom simulation exercise concerning the Treaty of Versailles. This will be followed by a discussion of the simulation experience and how to integrate this into the classroom. Participants will leave with some practical group work assignments and copies of four simulations that they can incorporate in their introductory courses in World History. Please note that these simulations are different from the simulations that participants will receive in the prior United States History workshop. Although the content area is history, these techniques can be used in a variety of social sciences courses. Faculty from any discipline are encouraged to attend.

Category: Technology and Diversity
Title: ARTStor: A Visual Tool to Enrich the Classroom Experience
Facilitator: Lorilie Roundtree
Time: 10:30am - 12:00pm
Location: LR220
Thursday, January 17, 2007

The Library recently began subscribing to ARTStor, an immense archive of nearly 500,000 images of architecture, painting, sculpture, photography, decorative arts, and other forms of visual and material culture. These images can be used by instructors and students for educational purposes across the range of course and subjects offered at SCC. Come and explore this database and imagine how you might use these images to enrich your classroom experience!

Category: Basic Skills
Title: SCC Writing Center: What can we do for you and your students?
Presenters: Ginnie Gessford
Ginny McReynolds
JoAnna Prado
Time: 10:30am – 12:00pm
Location: LR144
Thursday, January 17, 2007

In this presentation we will give an overview of the newly created Sacramento City College Writing Center. We will talk about what is currently being offered and what could be developed to help students with writing assignments across the curriculum. Ginny, JoAnna and Ginnie received sabbatical leaves to research various writing center programs and survey our campus to determine specific needs and interest in developing writing assistance for our students. Please come and give us your input!

Category: Diversity and Technology
Title: MAC Based Computer Self-Help Workshop
Presenter: Robert Kelly
Time: 10:30am – 12:00pm
Location: T100
Thursday, January 17, 2007

This workshop is designed to help you use your computer in the SCC environment. Solutions to problems encountered during computer startup, using email, both Outlook and Outlook Web access and information about finding support will be a provided by an SCC Information Technology Assistant.

Topics Include:

- Logging On and Off
- Changing Passwords
- Checking Email with Outlook & Outlook Web Access
- Deleting Email Messages
- Using Personal Folders
- Setting up POP3 at home
- Backing Up Your Data
- Troubleshooting Reasons Computer won't Boot
- Customizing Your Desktop
- Customizing Your Outlook Inbox
- File Management
- Calling the SCC Help line 2222 or Calling the DO Help line 3012

Category: Fact or Fiction
Title: Updating Fact and Fiction in the Library Collection
Presenters: Mary Ann Robinson
Time: 10:30am – 12:00pm
Location: LRC 3rd Floor
Thursday, January 17, 2007

Join library staff for an active 90 minutes weeding and updating the library collection. Look over the books in your subject area, weed outdated titles, and note gaps. Then use online resources and catalogs to select new titles. A light lunch concludes the workshop.

Category: Diversity and Technology
Title: Updating SCC's Web Presence
Presenters: Elaine Ader
Melissa Green
Quinn Nakano
Amanda Hamilton
Time: 10:30am – 12:00pm
Location: LR121
Thursday, January 17, 2007

SCC has been redesigning its web site using the content management system "Ingeniux." The institutional pages have been converted to the new software. Come review the changes and learn more about the capabilities of the new software. Plans for additional development and how you can use it to enhance the web presence of your department, program or personal page will be discussed.

Category: Fact or Fiction
Title: Emergency Preparedness: A Campus Safety Overview
Presenter: Captain Valerie Cox
Time: 10:30am – 12:00pm
Location: RS173
Thursday, January 17, 2007

Would you know what to do in an emergency? This workshop will provide campus safety information including specific actions you can take if an emergency occurs on our campus. Don't miss this informative flex presentation!

Category: Student Perspectives/ Teaching and Learning Initiatives
Title: If You Want to Know Who We Are: Student Perspectives in Performance
Presenters: Angela-Dee Alforque
!X-Ethnic Theatre Workshop
Time: 10:30am – 12:00pm
Location: Little Theatre – A6
Thursday, January 17, 2007

Experience intimate portraits of our students through an interactive performance workshop. Participants will explore and share their perspectives on their roles as students and faculty, through poetry and spoken word.

!X Ethnic Theatre Workshop represents the Race & Ethnicity in Performance classes in SCC Theatre Arts Department. The goals of !X are to: develop artistic expressions of diverse experiences; encourage community development through participation in the arts; and promote educational equity at Sacramento City College. !X has appeared at the Crocker Art Museum, Sacramento City Hall, California Department of Social Services, California Department of Education, Luna's Café, Sacramento Poetry Center, Ha-RISE-enz, and Mahogany Poetry Series.

Category: Diversity and Technology
Title: The Use of Advanced Computer Technology in Managing an Instructional Program
Presenter: Joe Armstrong
Time: 11:00am – 12:00pm
Location: LR141
Thursday, January 17, 2007

This workshop will provide an introduction to computer technology that could be used to improve management of instructional programs.

Category: Accreditation
Title: Brown Bag Accreditation Discussion
Facilitators: Accreditation Steering Committee
Time: 12:00pm – 1:00pm
Location: City Café 1

This discussion will address the new accreditation process and what SCC needs to do in order to prepare for our next self-study.

Category: Student Perspective / Teaching and Learning Initiative
Title: Student Perspectives – Gay and Lesbian Students
Facilitator: TBD
Time: ~~12:45pm – 2:00pm~~ Time Change: 2:00pm – 3:30pm
Location: RS261
Thursday, January 17, 2007

Student perspectives are a way for SCC students to discuss their experiences and offer suggestions for building a learning environment. They will share knowledge on ways that SCC staff can continue to create an empowering learning environment, both in and out of the classroom. This is an interactive series and the students will answer your specific questions.

Category: Accreditation
Title: Evaluating the SCC Core Values
Presenters: Virginia Gessford
Amanda Hamilton
Aniss Bahreinian
Anne Licciardi
Kelly Irwin
Time: 1:00pm – 3:00pm
Location: RS171
Thursday, January 17, 2007

"Working Together, Pursuing Excellence, and Inspiring Achievement" has been SCC's Statement of Core Values since 1999. It's time to review and consider updating our values. This flex workshop is one step in that process. Participants will engage in brainstorming, dialog, and consensus.

Category: Diversity and Technology
Title: Instructional Showcase – How We Use Adobe Acrobat Documents
Presenter: Melissa Green
Time: 1:00pm – 3:00pm
Location: LR141
Thursday, January 17, 2007

This demonstration session features presentations on how faculty are using Adobe Acrobat documents in online, hybrid and web enhanced classes. Join Mick Dunne (Dental Health), Andrew Jones (Physical Education), Laurie Sheppard (Nursing), David Fabionar (Academic Senate Secretary & Communication) and Lorilie Roundtree (Library) to see these exciting instructional approaches. For a preview of the many facets of PDF, visit PDF, visit <http://scc.losrios.edu/~instrdev/blog/lab/labels/Acrobat.html>. The New Media Lab, LR 110, has the full Adobe Creative Suite installed and ready for your challenges.

Category: Teaching and Learning
Title: Collaborative Learning in the Sciences
Facilitator: Jim Collins
Time: 1:00pm - 2:30pm
Location: RS263
Thursday, January 17, 2007

This workshop will discuss and demonstrate the use of guided inquiry and collaborative learning for science courses. An overview of the inquiry process, group management strategies, writing guided inquiry activities and in-class assessment strategies will be discussed. Participants will conduct a sample inquiry lesson. While focused on science content, this approach is applicable to other disciplines as well.

Category: Teaching and Learning Initiative
Title: Panel Discussion --- Symposium on Promoting Multiculturalism and Embedding Skill Development in Core Courses
Integrating Intellectual Growth, Multicultural Perspectives, and Student Development
--- The General College Vision Panel
Facilitators: Dr. Susan Staats
Time: 1:00pm - 2:00pm
Location: RN208
Thursday, January 17, 2007

Dr. Staats is a part of the faculty of the nationally recognized General College (now the Department of Post-Secondary Teaching and Learning in the College of Education and Human Development, University of Minnesota) where she works with English Language Learners, students in developmental education courses and TRIO students. The student body is 46% students of color. She focuses on interdisciplinary freshman learning communities with a multicultural emphasis. She will discuss the college and its vision and answer any questions from the morning workshops.

Category: Fact or Fiction
Title: Challenging Behaviors in the Classroom — What, Why and How to Address Them
Presenters: Gwyneth Tracy
Nisha Beckhorn
Time: 1:00pm – 2:00pm
Location: RN220
Thursday, January 17, 2007

This workshop will identify various disruptive behaviors that students may in the classroom. An analysis of the behavior and a discussion as to how to address the behavior will follow each description. This is an interactive workshop. Participants are encouraged to consider and propose some of the most challenging experiences they have had in the classroom and be prepared to discuss how they handled it, or brainstorm alternative solutions with the group.

Category: Fact and Fiction
Title: The SCC Strategic Planning Process
Presenter: SCC Vice Presidents
Time: 1:00pm - 2:00pm
Location: B222
Thursday, January 17, 2007

Sacramento City College has been engaging in an integrated strategic planning process that involves the college community in setting goals and developing objectives through the unit planning process so that college goals can be achieved. This flex activity will outline the different components of the strategic planning process and how they interact as well as describe the forms and plan documents that have been developed to support the planning effort. The relationship between the planning and resource allocation processes will also be discussed. The new college planning website will be introduced.

Category: Wise Sage
Title: Finding and Using Real-World Data
Facilitators: Mark Harbison
Gene Sellers
Time: 1:00pm - 2:00pm
Location: RS172
Thursday, January 17, 2007

Statistics classes are greatly enhanced when real-world data are used. We will discuss good sources of data from the Internet, newspapers and journals.

Category: Diversity and Technology
Title: The Use of Advanced Computer Technology in Managing an Instructional Program
Presenter: Joe Armstrong
Time: 1:00pm - 2:00pm
Location: LR141
Thursday, January 17, 2007

This workshop will provide an introduction to computer technology that could be used to improve management of instructional programs.

Category: Culture of Evidence
Title: SLO Assessment Drop-in Planning
Presenters: Alan Keys
SLO advisory group liaisons
Time: 1:30pm - 3:30pm
Location: RS173
Thursday, January 17, 2007

This drop-in workshop is open to departments that are just beginning the SLO assessment process as well as those that have already begun. Members of the SLO advisory group and the faculty research coordinator will be available to consult with departments on any aspect of the assessment process. This workshop will allow faculty to shape SLO assessment efforts in a way that keeps student learning and success as the focus.

Specifically departments will be able to:

- Discuss their course SLOs,
- Determine priorities for assessment
- Develop a plan for SLO assessment that can be implemented in the coming term

BYOS: Bring your own SLOs... from core courses or courses of particular interest to your department.

Category: Fact or Fiction / Student Perspectives
Title: Who Are Our Students?
Presenters: Michael Poindexter
Time: 2:00pm – 3:30pm
Location: RS221
Thursday, January 17, 2007

This workshop will take a look at the demographics or make-up of the students who attend Sacramento City College. Participants will have an opportunity to become aware of the following data:

- Age, gender, ethnicity
- Student load
- Characteristics of first-time students
- High school graduates
- Public high school participation rates
- Basic skills
- Retention
- Persistence

Be part of a discussion to help identify strategies and next steps in helping students be successful.

Category: Diversity and Technology
Title: PC Based Computer Self-Help Workshop
Presenter: Robert Jordan
Time: 2:00pm – 3:30pm
Location: LR141
Thursday, January 17, 2007

This workshop is designed to help you use your computer in the SCC environment. Solutions to problems encountered during computer startup, using email, both Outlook and Outlook Web access and information about finding support will be a provided by an SCC Information Technology Specialist.

Topics Include:

- Logging On and Off
- Changing Passwords
- Checking Email with Outlook & Outlook Web Access
- Deleting Email Messages
- Using Personal Folders
- Setting up POP3 at home
- Backing Up Your Data
- Troubleshooting Reasons Computer won't Boot
- Customizing Your Desktop
- Customizing Your Outlook Inbox
- File Management
- Calling the SCC Help line 2222 or Calling the DO Help line 3012

Thursday, January 17, 2007

Category: Student Perspective / Teaching and Learning Initiative
Title: Student Perspectives – Students With Disabilities,
Gay and Lesbian Students, Students of Color
Facilitator: TBD
Time: 2:00pm - 3:30pm
Location: City Café 2
Thursday, January 17, 2007

Student perspectives are a way for SCC students to discuss their experiences and offer suggestions for building a learning environment. They will share knowledge on ways that SCC staff can continue to create an empowering learning environment, both in and out of the classroom. This is an interactive series and the students will answer your specific questions.

Category: Diversity and Technology
Title: Universal Design for Instruction- for the good of the people
Presenters: Gwyneth Tracy
Nisha Beckhorn
Time: 2:00pm – 3:00pm
Location: RN264
Thursday, January 17, 2007

Remember the time before curb cuts, automatic doors, speaker phones, and chirping traffic signals? These were all innovations developed for people with disabilities that have benefited everyone. The same can be said for universal design of instruction. What benefits students with disabilities can benefit all students AND instructors. Instructors are constantly developing new ways of teaching material, often using technology and current software programs. This workshop will begin with the basic principles of universal design and use of technology and include specific examples such as the use of LaTeX in Math curriculum and Kurzweil in reading classes.

Category: Basic Skills
Title: English Essay Assessment Reader Training
Presenters: Brett Thomas
Ruth Ochoa
Time: 2:00pm – 3:00pm
Location: B225
Thursday, January 17, 2007

This workshop will educate English readers about how to distinguish ESL writing features (especially the 1.5 generation of students) from the grammar and syntax errors of native speakers and writers. Participants will also be reading essays and assessing English placement essays composed in response to the new writing prompts so that they will be prepared to score essays during the spring 2008 semester.

Category: Basic Skills
Title: Information Competency - Basic Skills for Student Success and Life Long Learning
Presenter: Sue Chen
Time: 3:00pm – 4:00pm
Location: LR220
Thursday, January 17, 2007

This workshop will address the following questions: What is information competency? Why is it considered a basic skill? Why is it important for our students? How can our students obtain information competency skills here at SCC? How can you get involved?

Category: Wise Sage
Title: What We Learned at the CMCCC Conference in Monterey
Facilitators: Angelena Lambert
Rick Woodmansee
Anne Licciardi
Jesus Martinez
Time: 3:00pm – 4:00pm
Location: RS172
Thursday, January 17, 2007

This workshop is a round-table discussion about what was learned in the sessions participants attended at the recent mathematics conference in Monterey, California, and how we can apply this information to improve student success in mathematics at Sacramento City College.

Category: Student Perspective
Title: Student Perspectives: Point of No Return
Presenter: Joshua Harris
Time: 3:15pm - 4:30pm
Location: B222
Thursday, January 17, 2007

This workshop will be presented from a Sacramento City College Student's perspective. In the summer of 2007, Joshua seized the opportunity to take a trip to Egypt and Ghana for a Sankofa experience. In the words of the student, "I want to share my journey as an African student for knowledge of self and identity as well as share the many lessons I took back from the trip and analyze my growth from being born in the countryside of South Carolina to traveling across the world at the young age of 21." This workshop will also pay tribute to the many SCC faculty, staff and administrators who have contributed to his success and helped shape and nurture his overall consciousness and perspective on life.

Category: Student Perspective / Teaching and Learning Initiative
Title: Student Perspectives – Female Students of Color
Facilitator: TBD
Time: ~~3:15pm – 4:30pm~~ Time Change: 2:00pm – 3:30pm
Location: City Café 2
Thursday, January 17, 2007

Student perspectives are a way for SCC students to discuss their experiences and offer suggestions for building a learning environment. They will share knowledge on ways that SCC staff can continue to create an empowering learning environment, both in and out of the classroom. This is an interactive series and the students will answer your specific questions.

Category: Freeway Flyers
Title: New Adjunct Faculty Orientation
Presenters: Melissa Green
Julia Jolly
Location: LR 141/LR105
Time: 5:30pm - 6:00pm – Intranet/Grade Roster (LR 141)
6:00pm - 7:30pm - Orientation (LR 105)
Locations: LR141/LR105
Thursday, January 17, 2007

Welcome to all our new adjunct faculty! This event will provide an overview of the resources available to you at SCC. It includes a tour of the Learning Resource Center, a discussion of how to refer students to appropriate services, and a visit by a union representative. Additionally, from 5:30pm - 6pm, Melissa Green, Instructional Development Coordinator, will provide a mini-workshop called Intranet/Grade Roster that will demonstrate how to access your grade rosters from the intranet.

**Sacramento City College
FLEX ATTENDANCE RECORD - Spring 2008
Due May 1, 2008**

Name _____

Division/Department _____

Phone _____

Spring 2008 Flex Obligation

Full-Time Faculty

Flex Obligation per TCS:

Thursday = 6

Friday = 6

Overload =

Total Obligation =

Adjunct Faculty

Please look at your TCS for your Flex obligation and enter number of hours in space below.

Total Obligation =

Spring, 2008 Flex Program Activities		
DATE	Please list activities you attended. (Friday, January 18, 2008 is a mandatory Flex day for full-time faculty.)	Hours

Staff Resource Center Spring, 2008 Workshops		
DATE	When attended outside your regular work day, SRC Workshops can be used to fulfill a Flex Obligation.	Hours

Individual Professional Development Activities		
DATE	A description of each activity is required. Use the space provided below to list activity. On the back of this form (or page 2 of web version) describe the activity and how it contributes to your professional development.	Hours

By signing below, I certify that I have completed or will complete, all of the professional development activities listed above.

Faculty Member _____ Employee ID _____ Date _____

Please turn this form in to your Division Office not later than May 1, 2008 and make a copy for your files. Your Division keeps records of your Flex attendance. Any questions should be referred to your Dean.

Dean's Signature _____ Date _____

**Sacramento City College
FLEX ATTENDANCE RECORD
Spring, 2008**

Name

Division/Department

Phone

INDIVIDUAL PROFESSIONAL DEVELOPMENT ACTIVITIES

CRITERIA

An appropriate Individual Professional Development Activity (IPDA) is above and beyond normal faculty duties and responsibilities as outlined in Board Policy and collective bargaining agreements.

An appropriate IPDA should address an instructional improvement need. Examples include the following:

- An activity which normally is not done because it is difficult to find the time, or the equipment, or to get people together.
- An activity which addresses some critical assignment-related need such as subject matter updating, new teaching methods, revision of classroom materials, or major curriculum review.
- Other critical assignment-related needs might include development of new matriculation or retention strategies, or articulation with other Departments on campus or with transfer institutions.
- An activity which fosters professional growth through participation in, or attendance at, conferences, workshops, research publishing, or advising students or faculty.

Note to Full-time Faculty

By the end of the academic year, your "Total Flex Hours Completed" should be equal to, or greater than, "Your Flex Obligation."

Note to Adjunct Faculty

You must complete your Flex Obligation within the semester you are obligated.

DESCRIPTIONS

Please provide a description of each IPDA that you listed on the Flex Attendance Record. Attach supporting documentation if you wish.

Individual Professional Development Activity (IPDA) #1

How does this activity contribute to your professional development?

Please have your Department Chair or colleague sign below before submitting this form to your Division Dean. The State requires that there be faculty agreement or approval of all activities performed in-lieu of Flex Program attendance.

Faculty or Department Chair's Signature

Date

Number of IPDA Hours Approved