

SPRING 2009 STAFF DEVELOPMENT FLEX CAL ACTIVITIES

January 13 & 16 (*optional days*)
and
January 14 & 15 (*required days*)



Solano Community College

Human Resources Department
4000 Suisun Valley Road
Fairfield, CA 94534-3197
(707) 864-7128
<http://www.solano.edu>

**Reservations required for workshops indicating RSVP,
otherwise workshops are first come, first served!**

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

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

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

**TUESDAY,
JANUARY 13, 2009
(Optional Day)**

8:00 a.m. – 10:00 a.m. (2 hours optional flex credit)

Building 1700-A Gymnasium

Get in Shape-Let's Play Badminton

Becky Lum, PE Instructor

Come and join us for some fun and exercise playing badminton. All levels welcome and equipment will be provided. Expect to compete against your colleagues in a "friendly" tournament. Prizes will be awarded to the best men, women, and mixed doubles teams. We will crown the "best badminton players on campus." Play will be in the gym, so please wear non-scutt shoes.

9:00 a.m. – 12:00 noon (3 hours optional flex credit)

Academic Senate Meeting

Building 600, Room 626 (*Limited to 74 participants*)

Jeff Lamb, Academic Senate President

10:00 a.m. – 11:30 a.m. (1-1/2 hour optional flex credit)

Building 600, Room 605 (*Limited to 50 participants*)

Race to Retirement: Hoping to Retire within the next 5 years...

RSVP by 1/9/09!! Call HR at x-7169.

Refreshments will be served.

Christine Ingoldsby, ZUK Financial Group

How much will I need? How much will I get? Where will it come from? How can I make it last?

- Identify and clarify your retirement needs.
- TSA/403(b), IRA, Roth or 401(K): Which option is appropriate?
- CalPERS/CalSTRS advanced planning strategies to help maximize your monthly retirement benefits.
- Manage retirement risks and implement protective strategies.
- Develop an investment and distribution plan to help protect your nest egg, access your money, and help make your income last a lifetime.

1:00 p.m. – 4:00 p.m. (3 hours optional flex credit)

Academic Senate and Ed Administrators Meeting

Building 600, Room 626 (*Limited to 74 participants*)

Jeff Lamb, Academic Senate President and

Robin Steinback, Vice President Academic Affairs

1:00 p.m. - 3:00 p.m. (2 hours optional flex credit)

**The California Maritime Academy Tour
(A CSU campus)**

George Daugavietis, Math Instructor

Come and join us for an informative tour of the California Maritime Academy in Vallejo. We'll carpool in front of Horticulture, Bldg 1000, at 12:15 pm and depart at 12:30 p.m. Please bring a photo ID. If you are unable to carpool we will park in Lot B and meet you in front of Bldg A. The Maritime Academy is the last exit on westbound I-80 before the Carquinez Bridge. Follow Maritime Academy Drive to the campus and look for the first parking lot on your left. Parking passes will be provided so do not buy one. Check their online campus map if you need clarifications on where to meet.

1:00 p.m. – 3:00 p.m. (2 hours optional flex credit)

Building 100, Room 103-A (*Limited to 20 participants*)

My Solano for Faculty

Presenter: A member of the Admissions & Records staff
In this session you will learn how to access the functions now available for faculty. For example, you will be able to print rosters, see class information, and much more. You need to be able to login to OWA (**O**utlook **W**eb **A**ccess) to take advantage of this workshop.

1:30 p.m. – 2:30 p.m. (1 hour optional flex credit)

Building 500, Room 501 (*Limited to 40 participants*)

eTeachers Best Practices/Networking Group

Marylou Fracisco and Mary Gumlia, eTeachers
How do you upgrade discussions? Who does online field trips and how? What are some innovative ways to use chats and journals? How do you handle online student conduct? Come join our collegial group of new and veteran eTeachers and share teaching tips and best practices in online courses!

2:30 p.m. – 4:00 p.m.

Building 700, Room 703 (*Limited to 59 participants*)

Reclassification Workshop

Debb Jachens and Cynthia Simon, CSEA

This workshop will review the contract language, what to consider if you are thinking about reclassification, and what to expect from the panel.

3:00 p.m. – 4:30 p.m. (1-1/2 hours flex credit)

Building 700, Room 705 (*Limited to 55 participants*)

Union 101

Diane White, History Instructor

This session will introduce faculty to the basics of collective bargaining including the legal parameters for the union's roles and obligations, processes for negotiations and grievance, our organizational structures, and ways that you can become involved in your union.

6:00 p.m. - 9:00 p.m. (3 hours optional flex credit)
Building 1600, Rooms 1645 (*Limited to 68 participants*)

Adjunct/Part-time Faculty Forum

Kristie Iwamoto and Dan Winters, SCFA Adjunct
Executive Board Representatives

All adjunct faculty are invited to this forum to learn how the Solano College Faculty Association works for them, and to voice their needs and concerns regarding instruction and employment issues.

**WEDNESDAY,
JANUARY 14, 2009
(Required Day)**

Janene Whitesell, Master of Ceremonies

8:30 a.m. – 9:00 a.m., Building 1200, Lobby (optional)

Coffee hosted by Superintendent/President

(3 hours required flex credit for morning activities)

9:00 a.m. – 9:10 a.m., Building 1200, Theater

Welcome

Janene Whitesell, Master of Ceremonies

9:10 a.m. – 10:00 a.m.

Welcome and College Update

Lisa Waits, Interim Superintendent/President

10:00 a.m. – 10:15 a.m.

Faculty Senate Report

10:15 a.m. – 10:30 a.m.

Short Program Break

10:30 a.m. – 11:00 a.m.

Snapshots (10 minutes each)

Three stories of DSP students sharing their college experience.

11:00 a.m. – 12:00 noon

From Two Sides of the House: A Student and Faculty Perspective

Rod McLean, ABLEforce (a national disabilities consulting service)

12:00 noon – 1:30 p.m. **Community Lunch** (Cafeteria)



Vallejo Center

Four afternoon rotating workshops (1-1/2 hours each)
offered twice

(3 hours required flex credit for afternoon activities)

1:30 p.m. – 2:50 p.m. (Choose one of these)

1. **Disability 101 and DSP referrals**
Building 400, Room 443 (*Limited to 35 participants*)
Candace Roe, Counselor/Coordinator; Ron Nelson, DSP Counselor; and Rod McLean, DSP Counselor
"Hey, what exactly do you guys do over there?" What are those accommodations (extra-time on tests, copies of notes, assistive technology) based on?" "Do I have any input/control over these accommodations?" "Is there a way to minimize the extra work students with disabilities cause instructors, especially if there are several in a class?" In this session these questions and more will be answered. We are also interested in your evaluative input.
2. **Solano College Assistive Technology, Alternate Media, and Web Accessibility**
Building 400, Room 444 (*Limited to 36 participants*)
Max Hartman, Alternate Media Specialist and Aaron French, Student Worker
In this session, instructors will learn about what services, hardware, and software are available to help students with disabilities better access instructional materials. Instructors will also learn about their responsibilities to ensure that all of their in class media is accessible to the disabled population.
3. **Classroom Behaviors Among Students With or Without Disabilities**
Building 400, Room 445 (*Limited to 42 participants*)
Angela Apostal, DSP Counselor and Steven Springer, DSP Counselor/ACT Instructor
Explore myths around students with disabilities and examine potential classroom scenarios. Learn to devise effective strategies for interventions to classroom behavior problems.
4. **Crisis intervention workshop**
Building 400, Room 446 (*Limited to 35 participants*)
Lisa Waits, Interim Superintendent/President and Others
Results from the recent survey will be discussed.

3:00 p.m. – 4:20 p.m. (Choose one of these)

1. **Disability 101 and DSP referrals**
Building 400, Room 443 (*Limited to 35 participants*)
Candace Roe, Counselor/Coordinator and Ron Nelson, DSP Counselor
"Hey, what exactly do you guys do over there?" What are those accommodations (extra-time on tests, copies of notes, assistive technology) based on?" "Do I have any input/control over these accommodations?" "Is

there a way to minimize the extra work students with disabilities cause instructors, especially if there are several in a class?" In this session these questions and more will be answered. We are also interested in your evaluative input.

2. **Solano College Assistive Technology, Alternate Media, and Web Accessibility**

Building 400, Room 444 (*Limited to 36 participants*)

Max Hartman, Alternate Media Specialist and Aaron French, Student Worker

In this session, instructors will learn about what services, hardware, and software are available to help students with disabilities better access instructional materials. Instructors will also learn about their responsibilities to ensure that all of their in class media is accessible to the disabled population.

3. **Classroom Behaviors Among Students With or Without Disabilities**

Building 400, Room 445 (*Limited to 42 participants*)

Angela Apostal, DSP Counselor; Steven Springer, DSP Counselor/ACT Instructor; and Rod McLean, DSP Counselor

Explore myths around students with disabilities and examine potential classroom scenarios. Learn to devise effective strategies for interventions to classroom behavior problems.

5. **Crisis intervention workshop**

Building 400, Room 446 (*Limited to 35 participants*)

Lisa Waits, Interim Superintendent/President and Others

Results from the recent survey will be discussed.

4:30 p.m. – 6:00 p.m.

SCFA, CSEA, and Local 39 Meeting

Building 1400, Room 1425

Join your colleagues for a little conversation, some dessert and coffee.

**THURSDAY,
JANUARY 15, 2009
(Required Day)**

9:00 a.m. – 12:00 a.m. (3 hours optional flex credit)

Building 300, Room 308 (*Limited to 40 participants*)

Book Review, The Last Lecture

Jim Dekloe, Biotechnology Instructor

In this book, Randy Pausch has combined the humor, inspiration and intelligence that made his lecture such a phenomenon and given it an indelible form. It is a book that will be shared for generations to come.

9:00 a.m. – 12:00 noon (3 hours optional flex credit)

Supplemental Instruction (SI) – Going the Extra Kilometer

Building 700, Room 704 (*Limited to 50 participants*)

Diane White, History Instructor

This is a training session is for faculty that are going to use SI in their classroom. This session will introduce participants to “best practices” in SI, and help faculty strategize about how to implement a successful SI program for their students.

10:00 – 12:00 (2 hr optional flex credit)

Building 500, Room 505 (*Limited to 40 participants*)

eCollege, eCourse, eCompanion and Hybrid: Using the Online Environment for Teaching

RSVP by 12/12/08!! Call Sandra Rotenberg at x-7243

Jeff Borden, e-College

This session will be dedicated to faculty who want to learn more about online education and how you can incorporate it into your face-to-face classes. Beginners are welcome!

10:00 a.m. – 12:00 p.m. (2 hours optional flex credit)

Building 100, Room 103-A (*Limited to 20 participants*)

My Solano for Faculty

Presenter: A member of the Admissions & Records staff

In this session you will learn how to access the functions now available for faculty. For example, you will be able to print rosters, see class information, and much more. You need to be able to login to OWA (**Outlook Web Access**) to take advantage of this workshop.

10:00 a.m. – 12:00 p.m. (2 hours optional flex credit)

Building 700, Room 703 (*Limited to 49 participants*)

Accreditation Workshop

Jeff Lamb, Senate President

This session will include the most recent information concerning our accreditation.

10:00 a.m. – 12:00 noon (2 hours optional flex credit)

Building 400, Room 445 (*Limited to 42 participants*)

Transfer and Articulation Issues for Faculty

Barbara Pavão, Transfer Counselor and

Robin Arie-Donch, Counselor/Articulation Officer

In this session, we'll present an overview of transfer and articulation policies, timelines and requirements. We'll talk about what makes a course transferable, and will cover issues concerning major preparation, general education and overall units. We'll answer questions about articulating new or revised courses and will show you helpful transfer and articulation websites.

10:00 a.m. -12:00 noon (2 hours optional flex credit)
Building 400, Room 446 (*Limited to 36 participants*)
Learning Communities Committee Meeting
Brad Paschal, Learning Communities Coordinator
This is a meeting for members of the Learning Communities Committee to organize for spring semester.

12:00 noon – 1:30 p.m. (1-1/2 hours optional flex credit)
SCFA/Senate Lunch Meeting
Tom Grube, SCFA President
Jeff Lamb, Senate President

1:30 p.m. – 3:30 p.m. (**2 hours required flex credit**)
Learning Outcomes Assessment: Closing the Loop
Location: Determined by Division/Department
Tracy Schneider, LOAC, and division facilitators: Terri Pearson-Bloom, Leslie Hubbard, Mark Berrett, Melissa Reeve, Genele Rhoads, Janene Whitesell, Sandy Rotenberg, and Nick Cittadino
Are you curious how other instructors help their students to achieve expected learning outcomes? Would you like to share your expertise and ideas for the improvement of student learning? During this session, each faculty member will present his/her piloted SLO, assessment, and results analysis to other faculty. Divisions will break into segments in order for each faculty to share and discuss the implications of the individual, department, and division assessment analyses. These discussions will generate ideas for teaching as well as suggestions for department- and division-level planning.

3:30 p.m. – 5:30 p.m. (**2 hours required flex credit**) and
6:30 p.m. – 8:30 p.m. (**2 hour required flex credit**)
Division Meetings
Business/Computer Science (Room 506)
Career Technical Education (Room 1876)
Counseling/DSP&S (Room 135)
Fine & Applied Arts/Behavioral Sci (Room 1301)
Health Occupations (Room 804)
Health & PE (Room 1725)
Technology & Learning Resources (Room 129)
Humanities (Room 812)
Math & Science (Room 308)
Special Services (Room 1102)

5:30 p.m. – 6:30 p.m.
Dinner Break – On your own

**FRIDAY,
JANUARY 16, 2009
(Optional Day)**

9:00 a.m. – 4:00 p.m. (6 hours optional flex credit)
Building 800, Room 807-B (*Limited to 20 participants*)
First Aid, RSVP by 1/12/09! Call HR at x-7169.
Glenn Burgess, Health Occupations Instructor
Sue Clement, Health Occupations Instructor

9:00 a.m. – 12:00 noon (3 hours optional flex credit)
eTeachers and eTips
Building 500, Room 505 (*Limited to 41 participants*)
Sandra Rotenberg, Distance Education Coordinator
Teachers can come in and ask questions, discuss problems, discuss student issues, sign up for new course shells or e-Companions (these are the online companions to traditional classes). There will be computers to work on, if you having problems with any aspect of your course design – this is the place to bring it.

10:00 a.m. – 12:00 noon (2 hours optional flex credit)
Building 100, Room 103-A (*Limited to 30 participants*)
My Solano for Faculty
Presenter: A member of the Admissions & Records staff
In this session you will learn how to access the functions now available for faculty. For example, you will be able to print rosters, see class information, and much more. You need to be able to login to OWA (**Outlook Web Access**) to take advantage of this workshop.

10:00 a.m. – 12:00 (2 hours optional flex credit)
Building 400, Room 446 (*Limited to 36 participants*)
Alternative Means of Commuting to Campus
Kevin Brewer, Math Instructor
Phil Summers, Bio/Human Physio Instructor
This session will provide as much information as possible to enable employees to commute to work in a variety of ways. We will cover: carpooling, taking the train, riding your bike, and bus services.

12:00 noon – 1:30 p.m.
Building 400, Room 402/403 (*Limited to 58 participants*)
CSEA Lunch/Meeting
RSVP by Monday, 1/12/09! Call HR at x-7169.