

Saddleback College In-Service Program Spring 2003

Faculty Flex/In-Service and Professional Development Program of Scheduled Activities

| Time Flex Number | Event Day | Location Of Event |
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| <u>Tuesday, January 7, 2003</u> | | |
| 8:30 – 9 a #920 S | Continental Breakfast and Networking | McKinney Theatre |
| 9 - 11:30 a #921 S | <p>Chancellor’s Opening Session <i>Dr. Raghu P. Mathur, Chancellor</i> <i>South Orange County Community College District</i></p> <p>Keynote Address: Meeting Educational Needs of Students Through Distance Education <i>Dr. Steven W. Gilbert</i> <i>Founder, Teaching, Learning and Technology Group (TLT)</i></p> <p>Dr. Gilbert will speak on recent trends in distance education programs in the United States and discuss strategies to develop, offer, and evaluate delivery of curriculum, instruction, and educational services to students through distributed learning modes. Colleges and Universities, such as Carnegie Mellon, University of Notre Dame, Oakland Community College in Michigan, Trident College in Illinois and Northeastern University have contracted with Dr. Gilbert to assist them with the delivery of curriculum and instruction through distributed learning modes.</p> <p>Keynote Address: The Role of Performing Arts in a Comprehensive Education <i>Alison England</i> <i>President, The Principle Voice Studio</i></p> <p>Ms. England, a soprano, will provide a thought provoking and entertaining presentation on the role of performing arts in comprehensive education. You just don’t want to miss this wonderful opportunity to hear her soar!</p> <p><i>Faculty, administrators, managers and classified staff are invited to attend the Chancellor’s Opening Session.</i></p> | McKinney Theatre |
| 11:30 a - 1:30 p #922 S | <p>SOCCCD Faculty Association Luncheon <i>President: Mike Merrifield</i> <i>Facilitator: Lee Haggerty, Professor</i></p> <p><i>Meet the Faculty Association Negotiation Team</i></p> | Saddleback College Cafeteria Area SSC |

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| <p>1:30 – 4:30 p #200 S</p> | <p>Nuts and Bolts of Distance Education</p> <ul style="list-style-type: none"> • <i>Dr. Steven W. Gilbert, Founder of the Teaching, Learning and Technology (TLT) Group</i> • <i>Dr. Hans Kuss, Vice President for Instruction, Saddleback College</i> • <i>Dr. Dennis White, Vice President for Instruction, Irvine Valley College</i> <p>Dr. Gilbert will discuss important issues in distance education, such as overcoming internal and external barriers; making optimum use of all internal resources; connecting with other institutions that are offering educational programs through distance delivery modes; and developing an environment in which it is safe to take risks needed to improve teaching and learning for students in times of continuous and accelerating change. Come and learn about how to become an innovator in educational technology and prepare for the future!</p> | <p>IMC LAB Saddleback College</p> |
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| Time Flex Number | Event Day | Location Of Event |
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| <u>Wednesday, January 8, 2003</u> | | |
| 8:00 –10:00 a | <p>Classified Staff Breakfast</p> <p>College Progress and Plans <i>Dixie Bullock, President, Saddleback College</i></p> <p>Classified Senate Issues and Goals <i>Mark Sierakowski, President of Classified Senate</i></p> | Saddleback College Cafeteria SSC |
| <p>8:00 a – 12:30 p #201S</p> <p>8:00 – 9:00 a Full Buffet Breakfast</p> <p>9:00 a – noon Workshop</p> | <p>Assessing Learning Outcomes: Accreditation and Program Review for all Department Chairs and Instructional Deans <i>Dr. Stephen Spangehl, Director, Academic Quality Improvement Project (AQIP)</i></p> <p>A hands-on session in assessing learning outcomes. Department chairs should bring one syllabus to be used in an exercise to establish, collect, and transmit outcomes into a larger holding file that can be used for program review.</p> | Holiday Inn Laguna Hills Justine Room 25205 La Paz Rd. Laguna Hills, CA (949) 586-5000 |
| 9 – 10:15 a #202 S | <p>Critical Thinking: Students as Trained Sheep or Skilled Learners? <i>Bob Kopfstein, English Faculty</i></p> <p>Research has indicated that critical thinking skills are essential for effective learning and lifelong success; yet our system of lecture and rote regurgitation on tests at best discourages and at worst prevents students from developing their critical thinking and reading skills. Plan to attend this interesting workshop!</p> | BGS 207 |
| 9 – 10:15 a #203 S | <p>Think Transfer! <i>Transfer Center Counselors</i></p> <p>Join the Transfer Center Counselors for an introduction to new online resources they can use in working with students who are interested in continuing studies at 4-year schools. Guided tours of sites related to choosing a major, choosing a transfer school, and planning coursework here at Saddleback College will be provided.</p> | Career Center SSC 139 & 140 |
| 10:30 – 11:45 a #204 S | <p>Alternate Media <i>Mike Sauter, Alternate Media Specialist</i> <i>Mary Mettler, DSPS, Faculty</i></p> | Special Services SSC 113 |

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| | <p>Come learn more about how assisted technologies and special materials are being used in the classroom environment as teaching and learning tools for students with disabilities. Presenters will demonstrate how technologies such as Zoomtext, Kurzweil, Dragon Naturally Speaking and others are currently being used for studying, research and testing at Saddleback College. Find out how you can make your courses more accessible!</p> | |
| <p>10:30 – 11:45 a #205 S</p> | <p>Blackboard Open House <i>Robin Rogers Cloud, Emeritus Faculty</i></p> <p>Drop in for an Open House in Blackboard for conversation, tech talk, demos and see some award winning classes!</p> | <p>ITC Lab</p> |
| <p>10:30 – 11:45 a #206 S</p> | <p>Is it a Grievance or Just a Gripe? <i>Paula Jacobs, Kathy Schmeidler, Grievance Chairs, SOCCCD Faculty Association</i> <i>Lisa Adams, CCA Staff Consultant</i></p> <p>This workshop will provide information about the grievance procedure as it is specified in Article VII of the Academic Employee Master Agreement. Information about what legitimately constitutes a grievance and the arbitration process will be presented.</p> | <p>BGS 207</p> |
| <p>Noon – 2:00 p #207 S</p> | <p>Academic Senate Executive Committee Meeting <i>Randy Anderson, President</i></p> | <p>AGB 104</p> |
| <p>1 – 2:15 p #208 S</p> | <p>Blackboard Basics <i>Valerie Senior & Kathy Constance, User Services</i></p> <p>Join our own Blackboard gurus for an overview of Blackboard, powerful, easy to use browser-based courseware that allows faculty to build and manage course content for both classroom enhancement and full distance education classes. Valerie and Kathy will answer questions on how to use Blackboard to publish course materials, communicate with students, and develop online grade books. Find out what enhancements are coming with the latest version of Blackboard. (this is not a <i>hands-on</i> session)</p> | <p>BGS 210</p> |
| <p>1:00 – 2:15 p #209 S</p> | <p>Basic Elements of STRS/PERS and Retirement Planning for Educators <i>Mike Duncan, Financial Planner</i></p> <p>Learn about STRS/PERS vesting and estimate retirement calculations, TSA/403(b) retirement planning, debt elimination, reducing your taxes, how to save without changing your spendable income and more.</p> | <p>SSC 212 Student Lounge</p> |

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| <p>1 – 2:15 p #210 S</p> | <p>Substance Abuse and Student Behavior <i>Rich Goodman, Human Services Faculty</i></p> <p>Rich will update us on student drug use and current drugs of choice, including...”Ecstasy”, GHB, Ketamine, methamphetamine and what is hip in the alcohol scene.</p> | <p>BGS 208</p> |
| <p>2 – 4:00 p #211 S</p> | <p>Assessing Learning Outcomes: Accreditation and Program Review for Student Services <i>Dr. Stephen Spangehl, Director, Academic Quality Improvement Project (AQIP)</i></p> <p>A hands-on session in assessing outcomes in non-instructional areas.</p> | <p>Holiday Inn Laguna Hills Justine Room 25205 La Paz Rd. Laguna Hills, CA (949) 586-5000</p> |
| <p>2:30 – 3:45 p #213 S</p> | <p>Gradebook in Blackboard <i>Kathy Constance & Valerie Senior, User Services</i></p> <p>Find out how you can use Blackboard to view and post statistics and assessment results, modify and update scores for a user, view information about a specific grade book item and import & export the grade book as a comma-delimited text file. Students can access their grades as soon as they have been added to the grade book.</p> <p>This is a hands-on class. Enrollment is limited.</p> | <p>ITC Lab</p> |
| <p>2:30 – 3:45 p #214 S</p> | <p>Safety in the Classroom, Laboratory, Field Studies and Field Trips <i>Brian Wong, Keenan & Associates</i> <i>Jim Wright, Dean, Mathematics, Science & Engineering</i></p> <p>Safety is not just for science instructors!! Are you aware of your responsibilities for safety in the classroom, laboratory and on Field Studies and Field Trips. Safety is an issue that crosses all disciplines and should be of concern to all faculty. Join a representative of Keenan & Associates and an academic dean for a frank discussion of faculty responsibilities for student safety.</p> | <p>BGS 210</p> |

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| <u>Thursday, January 9, 2003</u> | | |
| 8:45 – 11 a #923 S | President's Breakfast Funded by the Associated Student Government and Saddleback College Cafeteria College Progress and Plans <i>Dixie Bullock, President Saddleback College</i> Academic Issues <i>Randy Anderson, President Academic Senate</i> | SSC Cafeteria |
| DIVISION & DEPARTMENT MEETINGS | | |
| 11:00 a – 1:00 p | Counseling Department Activity Program Review Committee Meeting | CPS - SSC |
| 11:15 a – 1:15 p #925 HS | HS/HS/EI Division Meeting | HS 20 |
| 12 noon – 1:30 p #926 FS | Combined Fine Arts, Physical Education & Athletics Pot Luck Lunch/Division Meeting | Green Room McKinney Theatre |
| 12 noon – 2 p #927 BS | Business Sciences Division Meeting | BGS 202-1 |
| 12 noon – 2 p #928 LS | Liberal Arts/Learning Resources Division Meeting | Library Main Floor Adjacent to the Reference Desk |
| 12 noon – 2:00 p #929 SS | Social and Behavioral Sciences Division Meeting <i>Enhancing Student Learning Through Web Activities</i> <i>Dr. Joyce Bishop, Golden West College</i> All faculty are welcome to attend | ITC Lab |
| 12 noon – 2 p #930 MS | Math, Science and Engineering Division Meeting | SM 129 |
| 1 – 3:00 p #931 TS | ATAS Division Meeting | TAS 225 |
| 1 – 3:00 pm #931 ES | Emeritus Faculty Meeting <i>Sandy Marzilli, Director Emeritus</i> | Student Lounge SSC 212 |

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| 1:30 – 3:00 p #932 PS | Phys. Ed., Dance and Health Ed. Planning Meeting | PE 424 |
| 1:30 – 2:30 p #933 FS | Fine Arts Meeting | FA 101 |
| 2 - 4:00 p #934 NS | Nursing Department Meeting | HS 20 |
| 2 - 4:00 p #934 LS | Liberal Arts/Learning Resources Departmental Meetings | HS 20 |
| 2:30 – 3:30 p #934 MS | Math, Science and Engineering Departmental Meetings | TBA |
| 2:30 – 3:30 p #935 FS | Fine Arts/Visual Arts Departmental Breakout Meetings | TBA |
| 3 – 4:00 p #936 PS | Physical Education Meeting | PE 501 |
| 4 – 5:30 p #937 AS | Athletics/Coaches Meeting | PE 501 |
| 3 – 4:30 p #215 S | Distance Education Committee Orientation | AG 107 |
| | ASSOCIATE FACULTY Division & Department Activities | ROOM # |
| 5:30 to 8:00 p #940 LS | Divisions of Liberal Arts/Learning Resources and Social and Behavioral Science A light dinner and "A Faculty Discussion about Teaching" with Carolyn Kuykendall and Alannah Orrison. | SSC 212 |
| 7 – 9 p #938 TS | Advanced Technology & Applied Science Division | TAS 225 |
| 7 – 9 p #939 HS | Health Sciences, Human Services Division | HS 20 |
| 7 – 9 p #941 MS | Math, Science and Engineering Division | SM 309A |

| Time Flex Number | Event Day | Location Of Event |
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| <u>Friday, January 10, 2003</u> | | |
| <p>8:30 a to 5 p #216 S</p> <p><i>For pre-registered attendees only</i></p> | <p style="text-align: center;">Great Teachers Movement with David Gottshall, Founder of the National Great Teachers Seminar</p> <p style="text-align: center;">Enrollment is limited. Please contact your Dean if you wish to participate.</p> <p>An important opportunity to share your expertise, learn from others and reflect on your approach to the profession. <i>Lunch will be served</i></p> | <p>Holiday Inn Laguna Hills Justine Room 25205 La Paz Rd. Laguna Hills, CA (949) 586-5000</p> |
| <p>9 – 10:15 a #217 S</p> | <p>Making the Most of MySite: MySite Services for Faculty and Staff <i>Jim Gaston, Applications Project Manager, District IT Joyce Semanik, Registrar Jane Rosenkrans, Director of Admissions, Records & Enrollment Services</i></p> <p>Are you making the most of MySite? Learn about submitting grades online, downloading rosters, emailing your classes, checking your leave balance, and more. Don't miss this opportunity to find out about future MySite enhancements and features.</p> | <p>ITC LAB</p> |
| <p>10:30 – 11:45 a #218 S</p> | <p>Using MS Publisher for Quick and Easy Web Pages <i>Valerie Senior and Kathy Constance, User Services</i></p> <p>Need to create some web pages ASAP? Microsoft Publisher 2002 has a great wizard available to create quick and easy web pages. Find out how you can choose from a variety of design templates, color choices and font styles to create great looking web pages!</p> | <p>ITC LAB</p> |