



PROFESSIONAL DEVELOPMENT FOR FLEX WEEK 2014

Dear Colleague:

We trust that you had an enjoyable summer and are returning refreshed and rejuvenated. Professional Development Day (fka Flex Day) presents the opportunity to celebrate the start of a new academic year. This year's Professional Development Day (mandatory) for full-time faculty will take place on Thursday, August 28, 2014 in GC 160, General Classroom Plaza and in the General Classroom Building from 8:30a.m. to 12:30 p.m. Adjunct faculty are also encouraged to participate, although not required to attend the opening day meeting, and will receive credit toward their flex obligation. You will be receiving an email by August 18, 2014, with a link to a video, which is going to contain the opening session presentations by President Abu-Ghazaleh, Vice Presidents Braxton, Sprague and Takeda, and several others. We are asking that you view these videos so that at Professional Development Day, you will be able to follow-up with questions for the presenters during the sign-in time. Six (6) hours of FLEX credit will be awarded for this day.

There will be a light breakfast, sign-in, and meet and greet. Then Academic Senate President Dr. Adrienne Foster will welcome you and introduce new faculty members. We are honored to have Mr. William Allen Young as our Keynote Speaker this year. After this inspiring talk, breakout sessions will be held on accreditation, SSSP/Student Equity and Educational Masterplan. Lunch will be served on the 4th floor of HLRC at which time we will be able to meet our WLAC Foundation President. Divisions will meet after lunch. The day has been planned by the Academic Senate Executive Committee in consultation with the AFT Faculty Guild. After your division meetings, please join us on the 4th floor of the HLRC for the 1st Annual Wine and Beer Reception sponsored by the WLAC Foundation.

The Academic Senate theme for 2014-2015 will be "Social Justice in Action: Moving Towards Equity." During the week of August 25-28, 2014, there will be several professional development workshops offered on Etudes, Effective Mentoring, Educational Masterplan, Course Syllabi Development, Accreditation, SSSP/Student Equity, Program Review and other relevant topics. On Wednesday, August 27th, we will host the Semester Kickoff Day for West's students from 10:00am to 1:00 p.m. Faculty are invited to help and participate from 9:00am to 2:00pm. Details are on the information sheet that is included in this mailing.

On Wednesday, August 27, 2014, the AFT Faculty Guild will be hosting its annual Adjunct Faculty Orientation meeting in collaboration with the College Administration and the Academic Senate. This meeting is from 5:00 p.m. to 7:00 p.m. in GC 160. During the Orientation, you will be able to "meet and greet" your deans and chairs, and partake in a general session from 5pm to 6 pm presented by The Guild, the Senate and the Administration. Following the general session, there will be three workshops from 6 pm to 7 pm. You may choose one of them. This year's workshops will be on faculty evaluations, grades, recordkeeping, and the process of student grievances against faculty. Dinner will be served promptly before 5 pm.

This year will be an exciting year filled with many opportunities for your participation and input. We look forward to working with you again this year.

Sincerely,

Adrienne Foster, Ph.D.
Academic Senate President

Olga Shewfelt
AFT Faculty Guild Chapter President



Faculty Professional Development Day

Theme: Social Justice in Action: Moving towards Equity

Thursday, August 28, 2014

Location: General Classrooms Building Courtyard, Lobby and Classrooms

- 8:30-9:15 AM** **Breakfast, Sign In, & Networking**
- 9:15-9:30 AM** **Ice Breaker & Welcome:** Clare Norris and Adrienne Foster
- 9:30 - 9:35 AM** **Words from President:** Nabil Abu-Ghazaleh
- 9:35 - 10:35 AM** **Keynote Presentation:** Mr. William Allen Young
- 10:40- 12:30 PM** **Breakout Sessions (Repeated – Attend 2 sessions, 10:40 – 11:30 and 11:35 to 12:25)**
- Breakout Session 1: Educational Master Plan –Holly Bailey-Hofmann
- Breakout Session 2: Accreditation – Alice Taylor and Nancy Sander
- Breakout Session 3: Student Equity and SSSP – Phyllis Braxton and Patricia Banday
- 12:30 PM** **Lunch and WLAC Foundation Presentation**
- Division Meetings to Follow**
- 3:00 PM** **WLAC Foundation Wine & Beer Reception**
HLRC 4TH Floor

(over, please)

DIVISION MEETINGS

- **Allied Health, 1:00 PM, MSA 103**
- **Aviation, Hospitality, and Travel, 1:00 PM, ATB 203**
- **Behavioral and Social Sciences, 1:30 PM, GCB 410**
- **Business, 1:00 PM, CE 106 Courtyard**
- **Computer Science, 1:00 PM, CE 101**
- **Counseling, Wednesdays, 1:00 AM Counseling conference room**
- **Humanities and Fine Arts, 1:00 PM, FA 106**
- **Language Arts, 1:15 PM, GC 210K**
- **Learning Skills, TBA**
- **Library, 1:00 PM, HLRC 112**
- **Math, 1:00 PM, MSB 214**
- **PE/Dance and Health, 1:00 PM, PECS 125**
- **Science, 1:00 PM, MSB 211**

Professional Development Week Workshop Descriptions

Monday, August 25

Effective Mentoring

10:00 – 11:30

Winlock Lounge

The mentor/mentee relationship is perhaps one of the best ways to help new faculty navigate the culture and expectations at West. Come learn strategies for nurturing this relationship to ensure the success of new faculty and to develop leadership potential in your mentee. The workshop is intended for faculty already serving as mentors, as well as for faculty who are interested in mentoring.

(Dr. Walter Jones and Dr. Adrienne Foster, Facilitators)

**Program Review:
A Piece of the Pie**

11:30 – 1:00

Winlock Lounge

Come to this session and find out how you can use program review to make your program even greater than it already is!

(Rebecca Tillberg and Carmen Dones, Facilitators)

**Up Close and Personal
with the New
Educational Master Plan,
Goals 1, 2 & 4**

1:00 – 2:30

Winlock Lounge

Co-chairs Holly Bailey-Hofmann and Rebecca Tillberg, along with some additional EMP workgroup members, will explain the work group's process in arriving at Strategic Directions 1, Dedication to Learning; 2, Culture of Continuous Improvement; and 4, Collaboration, Engagement, and Respect. Participants can ask questions, interact with the EMP draft, and will complete a Johari window diagram together to envision use of these three strategic directions in the work that we do here at West.

(Holly Bailey-Hofmann and Rebecca Tillberg, Facilitators)

Syllabus Redesign

2:30 – 3:30

HLRC 4E

Set the tone for Student Success with a new syllabus that welcomes and visually engages your students, while creating excitement about your class. Learn tools to enhance your syllabus with color, photos, links, your teaching philosophy and more.

(Dr. Arnita Porter, Facilitator)

Professional Development Week Workshop Descriptions

Tuesday, August 26

**Say WHAT? Making
Meaning with Difficult
Texts**

10:00 – 11:00
Winlock Lounge

This workshop tackles two crucial issues:

- we need to help our students read our disciplines' texts.
- we need to come to an understanding of the accreditation standards.

Alice Taylor (our Faculty Chair for Accreditation) and Nancy Sander (our new Reading Apprenticeship Coordinator) will facilitate faculty in engaging with a sample text drawn from the Accreditation Standards we'll be using for our 2016 Self-Evaluation.

It's floor wax! It's a dessert topping!

<http://chronicle.com/blogs/worldwise/saturday-night-live-floor-wax-and-the-life-of-the-mind/27745>

(Dr. Alice Taylor and Nancy Sander, Facilitators)

SLO Experiences

11:00 – 12:00
Winlock Lounge

This workshop will provide faculty current Student Learning Outcome insights in multiple disciplines. Faculty will discuss their experiences and observations when assessing and implementing changes in their classes.

(Luis Cordova and Mary-Jo Apigo, Facilitators)

**How to Update Course
Outlines Using ECD**

12:00 – 1:00
CE 105

(Jane Witucki, Facilitator)

**Transition from
Matriculation to Student
Success and Support
Program**

1:00 – 2:00
SSB 414

Student Success & Support Program (SSSP) (formerly Matriculation) is a process that enhances student access to the California Community Colleges and promotes and sustains the efforts of credit students to be successful in their educational endeavors. The goals of SSSP are to ensure that all students complete their college courses, persist to the next academic term, and achieve their educational objectives through the assistance of the student-direct components of the SSSP process: admissions, orientation, assessment and testing, counseling, and student follow-up.

This workshop will discuss the transition from the Matriculation program to the new Student Success and Support program on the state and local level and the impact on programs and services offered to students.

(Dr. Patricia Banday, Facilitator)

(Tuesday workshops continue on the next page.)

Professional Development Week Workshop Descriptions

Tuesday, August 26

Overview of the New Student Equity Plan
2:00 – 3:00
SSB 414

The state legislature has granted California Community Colleges \$70 million in categorical funding to develop specific goals and activities in their equity plans that will address disparities in the achievement of five success indicators: 1) access; 2) course completion; 3) ESL and basic skills completion; 4) degree and certificate completion; and 5) transfer. In addition, there are other requirements that include serving specific target populations like foster youth, veterans, and low-income students as well as linking the plans of Student Success and Support Program (former Matriculation) with the Student Equity Plan. Come and learn more about how our students are doing and share your ideas of what could work to help your students succeed.
(Phyllis Braxton, Facilitator)

Up Close and Personal with the New Educational Master Plan, Goals 3 & 5
3:00 – 4:30
Winlock Lounge

Co-chairs Holly Bailey-Hofmann and Rebecca Tillberg, along with some additional EMP workgroup members, will explain the work group's process in arriving at Strategic Directions 3, Programs and Services Responsive to Student Needs, and 5, Connections with Communities. Participants can ask questions, interact with the EMP draft, and will complete a Johari window diagram together to envision use of these two strategic directions in the work that we do here at West.
(Holly Bailey-Hofmann and Rebecca Tillberg, Facilitators)

Professional Development Week Workshop Descriptions

Wednesday, August 27

Fall Semester Kickoff

10:00 – 1:00
GC/SSB Quad

Participate in an opportunity to meet your students face to face before the semester begins. You can hand out syllabi, answer questions, and allay anxieties all before the semester's official start. Here's what will be available for students:

- Campus tours (provided by ASO)
- Program Orientations and Information Sessions
- Etudes Introduction
- Games and Prizes
- Session for Parents and/or Significant Others
- Academic Division Information Stations
- Scavenger Hunt/Passport Activity
- Library and Learning Center Open House
- Financial Aid and Student Success Workshops
- Bookstore Specials

Contact Clare Norris at norrisc@wlac.edu with questions about the Kickoff.

(Hosted by the Academic Senate's Student Success Committee and Achieving the Dream Teams)

Meet Your Mentor

1:00 – 2:30
Winlock Lounge

This session provides an opportunity for new faculty and their mentors to meet one another. There will be an icebreaker activity, information about WestConnect, and an overview of professional learning and community service opportunities for new faculty and their mentors. Division chairs of newly-hired faculty are encouraged to attend.

(Dr. Kimberly Manner and Mary-Jo Apigo, Facilitators)

Etudes Demonstration with Updates Regarding New Tools and Features

3:00 – 4:30
GC 160

Vivie Sinou, the Etudes Executive Director, will be presenting an Etudes demonstration with updates regarding new tools and features, answering questions and getting input from our faculty on Wednesday, August 27, from 3 – 4:30 at West in GC 160. All District faculty are welcome! To RSVP please contact Rita Shemwell at shemwer@wlac.edu.

(Eric Ichon, Facilitator)

(Wednesday workshops continue on the next page.)

Professional Development Week Workshop Descriptions

Wednesday, August 27

**AFT Adjunct Faculty
Orientation**

5:00 – 7:00
GC 160

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(Olga Shewfelt, AFT Faculty Guild President)

Thursday, August 28

**Professional
Development Day**

8:30 – 3:00
GC 160, Courtyard, and GC
Classrooms

Mandatory for regular and permanent faculty (see agenda)

**WLAC Foundation Beer
and Wine Reception**

3:00 – 5:00
HLRC 4CD