

- Click on the title "FA24-##" of the workshop to register.
- Login to GROW@4CD using your InSite credentials.
- View Details and click "Request".
 - Check your inbox for a confirmation email from <u>GROW@4cd.edu</u>.

For questions, please email **PD@losmedanos.edu**

FOCUSED-FLEX WORKSHOP Wednesday, August 21st, 2024

Date	Facilitator/s	Description
Date Wednesday, August 21st, 2024 9:00 am-1:00 pm	Catt Wood Lindsay Litowitz Melissa Pon Adrianna Simone Michael Simpson Star Louis Steers	Description FA24-41: LGBTQ+ Safe Zone Training @LMC Let's come together to create safe and brave spaces where our LGBTQ+ students feel included and celebrated. As of April 30, 2024, there are 489 anti-LGBTQ+ bills in the United States. These laws include attacks on health affirming care for our trans community and youth, forced educational reporting/outing of community members, and more. At the LGBTQ+ Safe Zone focused flex, participants will gain knowledge and
		practical tools to be effective allies to students in the classroom and across campus. This includes education about the history and diversity of the LGBTQ+ community, providing educational and campus resources such as counseling services, student clubs, community organizations, and ways to report incidents of discrimination or harassment.

OPENING DAY WORKSHOP Friday, August 23rd, 2024

Date	Facilitator/s	Description
Friday, August 23, 2024		FA24-74: Fall 2024 Opening Day @LMC
8:00 am – 12:00 pm		
		Friday, August 23, 2024 8:00 AM - 12:00 PM
		Morning Meet & Greet/Light Refreshments 8:00 - 8:30 AM (optional)
		All-College Meeting 8:30 - 10:00 AM*
		All-Faculty Meeting 10:00 AM - 12:00 PM
		The "All-College Meeting" for classified professionals, faculty, and managers is
		designed to:
		 Kick off the new semester/academic year!
		 Introduce the newest members of the LMC family.
		 Update/preview key institutional initiatives.
		Location: Student Union Conference Center
		*In an effort to provide an opportunity for broader participation and engagement, particularly
		for classified professionals, departments/offices will remain closed until 10:00 AM.

FLEX WEEK WORKSHOPS Monday, August 19th, 2024

Date	Facilitator/s	Description
Monday, August 19th, 2024 9:00 am-1:00 pm	Briana McCarthy Jill Buettner	FA24-09: PIP Orientation (Cohort 6) @LMC
		PIP Cohort 6 will meet for the first time to learn about the program, set intentions for the semester, and dig into our identities as instructors/support staff. This workshop is for PIP Cohort 6 only.
		Location: L215
Monday, August 19th, 2024 10:00 am-12:30 pm	Rachel Anicetti Sandra Parsons	FA24-04: Transfer Academy Team Flex @LMC
10.00 am-12.30 pm	David Reyes	Transfer Academy Team Flex to discuss planning and coordination for Transfer Academy program for Fall 2024 semester. We will discuss program updates and logistics, student support and success strategies, student communication and interventions, course curriculum, and program events and activities.
		Location: Pittsburg Campus, Room SS4-412
Monday, August 19th, 2024	Eric Sanchez	FA24-49: Art/Graphic Design Faculty workshop @LMC
10:30 am-12:15 pm	Lucy Snow John Schall	Face to Face workshop on envisioning LMC Art/Graphic Design department future: goals, scheduling, events, priorities, facilities needs, and how do we best serve our students promoting equity and access while using college policies and procedures.
		Location: CC3-307

Monday, August 19th, 2024 10:30 am-12:15 pm	Nidia Gonzalinajec Randi Osburn	 FA24-53: eLumen Assessment Training for LMC full and part time faculty @LMC In this workshop you will learn how to transition your completed paper course assessment to eLumen. Please come equipped with all Cohort 2 course assessments you completed during the 2023-2024 Academic year (or Cohort 1 course assessments from the 2022 – 2023 academic year). Location: Zoom Meeting ID:
Monday, August 19th, 2024 10:30 am-12:15 pm	Adrianna Simone Lindsay Litowitz	 FA24-55 Mustang Pride: Inspiring Student Engagement in the Community & Classroom @LMC Build community during flex week in this interactive session for faculty, managers, and classified professionals! College is so much more than class! Learn about opportunities for students to build relationships with their peers and engage in leadership opportunities outside of classroom. Studies consistently show that students who have support systems in college are more likely to persist and achieve their academic goals. We'll explore ways LMC employees can create opportunities for students to build those relationships and explore new academic disciplines by integrating campus events into syllabi and opportunities into everyday interactions. Location: SU231 Zoom Meeting ID:
		<u>https://4cd.zoom.us/j/7536530144?omn=89106066537&from=addon</u> Meeting ID: 753 653 0144

Monday, August 19th, 2024 <i>1:15 pm-3:00 pm</i>	Randi Osburn Nidia Gonzalinajec	FA24-47: TLC- Assessment Process @LMC
		A conversation about the assessment process at LMC, how to use eLumen and the connection to pedagogy.
		 Location: LIBL105 Zoom Meeting ID: 538 226 6962
Monday, August 19th, 2024 5:00 pm-5:45 pm DINNER	Mindy Capes Briana McCarthy	FA24-42: MESA Advisory Board @LMC
		Join the MESA Advisory Board, a community of MESA stakeholders to hear about recent program changes and improvements, current students, needs and provide advice and input on the program.
		Location: MESA Center

FLEX WEEK WORKSHOPS Tuesday, August 20th, 2024

Date	Facilitator/s	Description
Tuesday, August 20th, 2024 8:30 am-10:15 am	Estelle Davi	FA24-18: Part I: Pedagogy In the Behavioral Sciences @LMC
0.30 am-10.13 am		Discuss pedagogical practices used for students to achieve student learning outcomes in each of the behavioral science disciplines.
		Zoom Meeting ID: 7849899801
Tuesday, August 20th, 2024 8:30 am-4:00 pm	Angela Fantuzzi Randi Osburn	FA24-07: Intern Orientation Part A @LMC
0.50 am-4.00 pm		Introduction to interns of our Child Development Program.
		CACFP regulations and training
		ECE strategies and environments
		P Location: CSC 110

Tuesday, August 20th, 2024 9:30 am-2:00 pm	Adrianna Simone Louie Giambattista Paula Gunder	FA24-39: Academic Senate Fall 2024 Retreat @LMC Join us for our LMC Academic Senate Fall 2024 retreat. This Flex session is open to all faculty members, especially those who are currently serving on our academic senate. We will provide a continental breakfast and lunch for all attendees. Our goals for this senate retreat is to create team building opportunities and develop a space in which service and empowerment of the faculty voice is centered at our institution. We will cover a variety of topics including how we relate to each other, the role of our local senate body, and develop faculty input for future senate topics for the fall 2024 semester. We are also requesting a visit from our ASCCC senate body to talk about the important work that we engage with institutional. We look forward to collaborations during our senate retreat. P Location: LIB-109 Mathematical Senate
Tuesday, August 20th, 2024 10:30 am-12:15 pm	Sharlice Wright Rudolf Rose	FA24-05: Counseling Department Curriculum FLEX @LMC This Flex will cover the sharing of teaching ideas, strategies, and practices, review current Counseling courses, course planning for the year, and discuss ideas for future courses and course content. Image: The state of
Tuesday, August 20th, 2024 10:30 am-12:15 pm	Estelle Davi	FA24-20: Part II Behavioral Science: Equitable Grading @LMC This workshop is designed for the Los Medanos College Behavioral Science Department and the professors teaching in the disciplines of anthropology, psychology and sociology. It will address equity grading. Equitable grading is a grading system that aims to provide fair, meaningful grades to students, regardless of their diverse backgrounds. Image: Color Meeting ID: 784 989 8901

Tuesday, August 20th, 2024 10:30 am-12:15 pm	Girlie Sison Mindy Capes Dennis Gravert	FA24-31: Course Orientation for All Chem Faculty @LMC This workshop will provide information on CSLOs, course prerequisites, and updates on OER textbooks, laboratory manuals, and protocols. Location: SC2-229
Tuesday, August 20th, 2024 10:30 am-12:15 pm	Justin Nogarr Rosa Armendariz Robert Delgado	FA24-52: Professional Development Opportunities @LMC This informational session will highlight professional development opportunities on and off campus and what conference funding options are available. Attendees will learn the basics of using Grow to help find trainings, schedule, and earn credit for trainings. This workshop will also explain the innerworkings of initiatives such as PIP (Pedagogy Innovation Project) and Faculty and Classified Nexus programs. Time will be allotted for questions and answers. P Location: (PITT) L-215 Zoom: https://4cd.zoom.us/j/86726726024

Tuesday, August 20th, 2024 12:00 pm-1:00 pm	Lyssa Shabusheva Michele Laruta	FA24-28: Office of Instruction: Basics for Faculty @LMC
	Tanita Richardson	Get ready to embark on a journey of professional growth and empowerment at our upcoming FLEX session! We've meticulously curated an agenda filled with invaluable insights, practical guidance, and collaborative learning opportunities to ensure that you're equipped to excel in your roles and positively impact our academic community.
		LUNCH Included!
		Agenda Highlights: 🚖 Welcome Address by Michele
		Join us as we kick off this enriching event with a warm welcome from Michele, setting the tone for an afternoon of collaboration and growth.
		🚖 First Day Handout - Syllabi Submission
		Michele will guide us through the seamless submission process for syllabi, ensuring a smooth start to the academic term.
		✤ Office Hour Reporting, Load Sheet UF Contractual Obligation
		Dive into essential administrative processes with Lyssa, as she navigates the intricacies of office hour reporting and load sheet obligations.
		┿ Absences: Same Day, with Substitute, with Transfer & Career Team
		Learn best practices for managing absences effectively, including procedures for same-day absences and coordination with our Transfer & Career Team for a substitution ahead of time.

☆Leave Requests & Type of Leave
Gain insights into leave request protocols and explore different types of leave options, ensuring clarity and compliance.
☆Schedule Revisions, 25Live
Irene will navigate us through the intricacies of schedule revisions using the powerful tool, 25Live, empowering us to optimize our course schedules efficiently.
☆Timecard Process Overview & Introduction to Var. 2 FLEX
Tanita will demystify the timecard process and introduce us to the second available FLEX session & its topics
🔶 Questions, Feedback, Hands-on Experience
Engage in lively discussions, share feedback, and immerse yourself in hands-on experiences as we conclude this enlightening session. This event isn't just about checking off boxes; it's about empowering you to thrive
in your academic journey. Join us, as together, we chart a course toward excellence!
Location: Library 214
Zoom Meeting ID: 849 2499 4449 Passcode: 149037
Zoom Address:
https://4cd.zoom.us/j/84924994449?pwd=nHYLcw2alOJwvRVA0jn8kng1
<u>A33W5R.1</u>

Tuesday, August 20th, 2024 12:30 pm-4:00 pm	Marie Arcidiacono Kaufman Jennifer Saito	FA24-43: Nexus Orientation @LMC
		Nexus Orientation: New FT Faculty
		P Location: SU-231
Tuesday, August 20th, 2024 <i>1:15 pm-3:00 pm</i>	Sharlice Wright Rudolf Rose	FA24-06: Counseling Department Retreat @LMC
		The Counseling Department will meet to discuss department goals, practices, and strategies, and planning for projects and initiatives for the upcoming semester and academic year.
		Zoom Meeting ID: 867 102 9614
Tuesday, August 20th, 2024 1:15 pm-3:00 pm	Ozlem Guclu	FA24-03: Teach Me Videos @LMC
		I have discovered an intriguing method to engage students, both in person and online, which I would like to share with all of you. I assign weekly "Teach Me Videos" in my Calculus and Statistics classes, where students tackle one challenging problem per week and create a video to teach me how to solve it. These videos have revolutionized my teaching approach, transitioning from a traditional lecture style to a flipped model.
		Initially, these Teach Me Videos were a selfish endeavor, but I soon realized they were more than just a means to reconnect with my students—they transformed my classes into something amazing!
		I invite you to join me in exploring the remarkable benefits of these Teach Me Videos for our students. Through this approach, I've observed increased retention rates, higher success rates, a reduction in equity gaps, elevated rigor beyond my expectations, and an overall sense of enjoyment from both myself and my students. We will also discuss how to make learning contextualized by incorporating active learning strategies.
		Zoom: <u>https://4cd.zoom.us/my/ozlemg</u>

Tuesday, August 20th, 2024 <i>1:15 pm-3:00 pm</i>	Mara Landers	FA24-08: What is Quantitative Reasoning? @LMC What is Math 125, Quantitative Reasoning? Come attend this workshop to learn all about this new course we are offering to Arts/Humanities/Communications students. We will discuss the learning outcomes and content, the curriculum that is being developed for the course, and lessons learned from the first run of the class in 2023. The workshop will include some problem solving to get a taste of the class, which may include mortgages, voting and apportionment systems, and other applications.
		Zoom: <u>https://4cd.zoom.us/j/2515177550</u>
Tuesday, August 20th, 2024 <i>1:15 pm-3:00 pm</i>	Rikki Hall Tammy Oranje	 FA24-16: Fraud Prevention in the Classroom @LMC The LMC A&R and Financial Aid directors have teamed up to give you tips, tools, and information to help prevent fraud in the classroom. In this workshop we will help you identify bad actors and/or ghost students. We will cover the importance of dropping no shows in a timely manner. You will learn the impact this has on financial aid students and the institution. P Location: LCCC3 361
		Coom: TBD

Tuesday, August 20th, 2024 1:15 pm-3:00 pm	Liana Padilla-Wilson	FA24-17: Behavioral Science Anthropology, Psychology, and Sociology Reviewing Strategies for Student Engagement and retention in the Behavioral Science Courses @LMC Community college students face several challenges and obstacles on the path to graduation and completion of their associate degree and certificates. A difficulty that some students have is the motivation to study and stay engaged in their courses. This workshop is designed for the Behavioral Science faculty (anthropology, psychology, and sociology) to review, identify, share, and develop strategies faculty members use for student engagement and retention in asynchronous, synchronous, and face-to-face classes.
Tuesday, August 20th, 2024 1:15 pm-3:00 pm	Mindy Capes Girlie Sison Dennis Gravert	FA24-32: Implementing iPads into the Physical Science classroom @LMC With our experience teaching remotely, many faculty utilized tablets such as iPads in asynchronous videos and Zoom lectures. These were the best alternative to traditional whiteboards, but offered so many more advantages that helped students succeed and interact with the course and material. With RAP funding a small number of devices have been purchased to improve the flexibility and delivery of Physical Science course content. If you are a seasoned pro at using your own devices in face-to-face instruction, please come to share what you have learned and your best practices. If you are new to or interested in learning how to enhance the classroom experience with iPads, please come to learn the many ways they can be incorporated. PLOCENTE SC2-229

Tuesday, August 20th, 2024 1:15 pm-3:00 pm	Scott Warfe	 FA24-37: What We Know About ADHD And How It Might Be Impacting Your Students @LMC Students with ADHD are likely to enter preschool with skill deficits. These deficits are expected to continue throughout their educational careers, leading to higher failure rates than neurotypical students. Given that ADHD could impact as much as 10% of our students, how are we facilitating their success? This workshop will review more research on ADHD, specifically considering its impact on learning. We'll also explore how we might tailor expert-suggested remediations to our classes. Disclaimer: The facilitator is not an expert on ADHD. Zoom: https://4cd.zoom.us/my/zoomwithscott
Tuesday, August 20th, 2024 3:00 pm-6:00 pm	Adrianna Simone Louie Giambattista Paula Gunder	FA24-40: Academic Senate Council Retreat @LMC The Academic Senate Council will meet immediately after the Academic Senate Fall 2024 Retreat. We will debrief/discuss the Academic Senate Fall 2024 retreat, and we will consider best practices for the spring 2025 retreat. We will situate our academic senate council weekly meetings for fall 2024 and determine when materials will need to be received by the senate council to be added to a senate agenda. The meeting will give us a chance to collaborate and team build as a senate council prior to the start of the semester. We are meeting at a senate council member's home. No LMC room needed. Image: Zoom: N/A

Tuesday, August 20th, 2024 3:15 pm-5:00 pm	Sepideh Daroogheha Diwa Ramos Julio Guerrero-Gonzalez	FA24-22: Math 110/110S Math 140/140S Math 155/1155S Teaching Community Flex @LMC In this Flex, we will discuss best practices to support our students in Math 110/110S, Math 140/140S, and Math 155/155S, as well as design activities to engage and support students in these challenging courses. We will also plan our teaching community activities throughout the semester and provide new instructors with materials to teach this class. Image: https://4cd.zoom.us/j/7510658706
Tuesday, August 20th, 2024 5:00 pm-7:00 pm	Dennis Franco Aprill Nogarr Nicole Trager	FA24-13: New Faculty Orientation - In Person @LMC The orientation combines practical information and approaches to the delivery of instruction and student services. Registered attendees will be sent information to review and complete prior to attending the workshop. Come prepared with questions and information sharing. Attendees will come away with practical information and proven approaches to the delivery of instruction and student services. Light meal will be served. Please RSVP by August 17 with your meal selection. Location: SS4-412
Tuesday, August 20th, 2024 6:00 pm-8:00 pm	Marci Lapriore George Olgin Candice Crenshaw-Mayo Scott Warfe	FA24-46: College Writing Instruction & Critical Thinking @LMC Examining teaching practices for composition courses within English courses and writing across disciplines. Toom: https://4cd.zoom.us/my/mlapriore?pwd=dDdlR25TdW5vRjY5dXd6SjJycnlyZ z09&omn=82651770652

FLEX WEEK WORKSHOPS Wednesday, August 21st, 2024

Date	Facilitator/s	Description
Wednesday, August 21st, 2024	Briana McCarthy	FA24-10: Bio 7 - Reading & Assessment Revisions @LMC
1:15 pm-3:00 pm		
		In this FLEX, we will revisit curriculum for the coming semester, look at
		breaking up and assessing content readings, and apply any learnings from last
		cycle's CSLO reflections to curriculum.
		P Location: SCi-126
		Zoom: <u>https://4cd.zoom.us/j/6545972919</u>
Wednesday, August 21st, 2024	Melissa Wheeler	FA24-19: Bio30 Opening Day @LMC
1:15 pm-3:00 pm		
		Welcome to Fall 24 Bio30 Instructors! We will take this time to get to know
		each other, review the course student learning objectives and course calendar,
		and talk about general approaches to make Bio30 fun and engaging.
		Zoom: <u>https://4cd.zoom.us/j/6923895329</u>

Wednesday, August 21st, 2024 1:15 pm-3:00 pm	Caitlin Mitchell Michelle Mack	FA24-34: Student-Athlete Academy Faculty Retreat @LMC
1.15 pm-5.00 pm		Calling all faculty members currently engaged in our inaugural Student-Athlete Academy cohort! This retreat is designed to deepen your understanding and enhance your participation in our program.
		At our retreat, we will:
		1. Highlight student-athlete development: Dive deeper into the programs offered by the Student-Athlete Academy,
		2. Build collaborative partnerships: faculty members will connect with stakeholders within the Student-Athlete Academy, including coaches, and support staff
		3. Engage Academic Support Strategies: we will introduce academic monitoring programs and tailored interventions to address academic challenges.
		4. Navigate the complexities of student-athletes experience: Exchange strategies and insights on effectively supporting the unique demands of student- athletes
		5. Analyze baseline data: Engage in discussions on how to measure the impact of the Student-Athlete Academy Cohort, including assessing student-athlete academic performance, retention rates, and overall well-being.
		P Location: LKAC*109
		Zoom: <u>https://4cd.zoom.us/my/meetwithmitchell</u>

Wednesday, August 21st, 2024 1:15 pm-3:00 pm	Adrianna Simone Sara Toruno-Conley	FA24-38: America's Got GE: State Changes to Local GE @LMC
		This session will cover all upcoming changes from Title 5 (state changes) for
		our local GE pattern. These changes include Ethnic Studies moving into its own
		category box and a math requirement that will affect the overall unit count for
		local GE (implementation for both is fall 2025). Attendees will have
		opportunities to discuss how the local GE pattern is affected and why. We will
		also explore options related to local GE, such as maintaining our diverse
		perspectives box, which the college adopted in the early 1990's. We will
		review our current local GE pattern and take a deep dive at our diverse
		perspectives' courses, which focus on other areas of scholarship related to
		diversity, such as LGBTQ+ Studies, gender studies, social justice studies,
		multiculturalism, and more. America's got GEand the more participation from
		the college the better! This workshop is an opportunity for you to learn about
		state change, have your voice hard, and explore some of our diverse course
		offerings at LMC. It's a workshop that you don't want to miss!
		Location: CC2-223
		Zoom: <u>https://4cd.zoom.us/j/2850738670</u>

1:15 pm-3:00 pm	Michael Simpson Ivan Urritia	FA24-54: Becoming an UndocuAlly @LMC
	Veronica Guinto	Overview of history, laws and policies affecting undocumented youth. Review of statistics on the undocumented student population. Provide information about resources for undocumented students on campus. Reveal the lived experiences of undocumented youth on campus and in the community at large. Discuss what it means to be an ally and how to become an ally to undocumented students. Experience the opportunity to connect with other LMC staff to share ideas on supporting undocumented youth.
		Zoom: <u>https://4cd.zoom.us/j/82028818835</u>

Wednesday, August 21st, 2024	James Madden	FA24-21: Anatomy Ready! Basics, Clean Out, and Tidy @LMC
1:15 pm-4:00 pm		Full-time and part-time Human Anatomy (BIOSC-040) professors shall meet for three objectives: reviewing the basics of opening/running/closing the lab; a massive clean out of lab resource spaces and any organization required; tidying up as much of the lab as possible. The repeat from last semester of the lab procedures is necessary because many instructors could not attend the last Flex session.
		Review the Basics: Last semester, we created an opening/running/closing checklist for the laboratory sessions. For those who were unable to attend, this document shall be reviewed in detail.
		Massive Clean Out: We have a plethora of resources in the lab, some more organized and functional more than others. Therefore, we shall open all cabinets and drawers and make decisions – what stays, what needs to go, where to store things, and any rediscovered "treasures." This also allows all instructors to gain greater familiarity with all resources we have and make requests for new materials.
		Tidying Up: There are nooks and crannies in the lab that require some attention. For example, there are cobwebs high in the ceiling's corners, dust on the benches, loose pieces of models, and more. We will take pride in our lab and make it as clean and comfortable as possible, while also documenting tasks that are beyond our abilities so that Facilities can handle them.
		Location: PITT + SCI-133 Anatomy Lab

Wednesday, August 21st, 2024 1:15 pm-5:00 pm	Jancy Rickman	FA24-11: Updates and Review for Teaching Bio 10 - General Biology for non-majors @LMC
		We will discuss the new CSLOS along with the modified schedule and updates to the lab manual. During this discussion, we will share effective strategies for teaching non-majors biology students to help ensure a positive experience for these students.
		Location: SC1-126
Wednesday, August 21st, 2024	Sepideh Daroogheha	FA24-23: Math 210/210S Planning and Curriculum Writing @LMC
3:15 pm-5:00 pm	Diwa Ramos	
	Julio Guerrero-Gonzalez	This session will provide insights into developing a comprehensive curriculum that integrates support for students in calculus one. We will discuss strategies for effective planning, including aligning with course outlines, developing various learning activities, and ensuring materials are formatted, edited, and tested.
		Zoom: <u>https://4cd.zoom.us/j/7510658706</u>

FLEX WEEK WORKSHOPS Thursday, August 22nd, 2024

Date	Facilitator/s	Description
Thursday, August 22nd, 2024	Lyssa Shabusheva	FA24-26: OOI: Document Processing for Faculty @LMC
9:00 am-10:00 am	Michele Laruta	Get ready to enhance your understanding of the administrative process and optimize
	Tanita Richardson	your workflow at LMC at our upcoming FLEX session! We've tailored an agenda
		packed with valuable insights, practical tools, and collaborative learning opportunities
		to empower you in your academic responsibilities.
		Time: Thursday, August 22nd, 9:00 AM - 10:00 AM >>>BREAKFAST will be served
		Agenda Highlights:
		🚖 Welcome Address by Tanita
		Join us for a warm welcome as Tanita sets the stage for a morning of learning and
		collaboration.
		🚖 LMC Website - Office of Instruction, InSite Faculty Forms Tile
	Explore the resources available on the LMC website, focusing on the Office of	
		Instruction and the InSite Faculty Forms Tile, to streamline administrative processes
	and access essential information.	
		🚖 Key Requests, Guest Parking
		Michele will guide us through the procedures for key requests and guest parking,
		ensuring smooth facilitation of campus access for visitors and events.
		🔶 OOI Timelines (Yearly and Monthly), OYS, Timecards, Schedule Revisions, Field
		Trips, Expense Claims, and More
		Lyssa will provide an overview of key timelines and processes within the Office of
		Instruction, including OYS, timecards, schedule revisions, field trips, and expense
		claims, to enhance administrative efficiency and compliance.
		🔶 Field Trip Form, Expense Claim Form

Delve into the specifics of completing field trip and expense claim forms with Lyssa,
ensuring accuracy and adherence to institutional guidelines.
☆ Time Cards: Sub, OAS- Time & Effort Log
Lyssa will navigate us through the intricacies of timecard management, including
procedures for substitutes and the OAS Time & Effort Log, optimizing timekeeping
practices for accuracy and compliance.
🔶 RAPs, POs, BPOs, Mini-grants, Department Needs
Explore funding and procurement processes, including RAPs, POs, BPOs, mini-grants,
and departmental needs, with Lyssa, ensuring efficient resource allocation and
budget management.
🔶 Questions, Feedback, Hands-on Experience
Engage in interactive discussions, provide feedback, and participate in hands-on
activities to solidify learning and address individual queries.
Join us for a morning of empowerment and skill-building as we equip ourselves to
excel in our administrative roles!
Location: Student Union 2nd Floor Conference Room (SU231)
Zoom Meeting ID: 845 1052 9062 Passcode: 362457
💾 Zoom Address:
https://4cd.zoom.us/j/84510529062?pwd=AE0tggNBJ0qZOgi8nnBUgQEPLjWAYU.1

Thursday, August 22nd, 2024	Max Trujillo	FA24-12: "A Long Talk": Critical Conversations on how to be an Active
9:00 am-12:00 pm	Katie Berryhill	Anti-Racist @LMC
	Anthony Blakeley	
		Join us for a three-part series in which we will engage with one another on how to
		truly bring about transformative change in our society. This three-part series will
		allow both faculty and staff to engage in critical conversations empowering
		participants with the language and skills to move from bystanders to activated anti-
		racists bringing about transformative change in our communities. The first session
		takes place during flex week, where participants will view a film called "The History of
		Race in America" that will give us a common foundation on which to begin to engage
		in conversation. Lunch will be provided. The second session will take place solely on
		Zoom on Friday, September 6th with the Founders of "A Long Talk" to make us think
		critically about the work we do in our educational spaces. The final session will take
		place on September 20 th in-person with the founders of A Long Talk, when we will
		learn and practice using key tools to address multiple "isms" not only in our
		educational spaces of the classroom and larger college, but also within our own
		communities. For more information about "A Long Talk," see <u>http://alongtalk.com</u> .
		This is a cohort experience. Participants must participate in all three sessions. The
		series is hosted in partnership with the Office of Equity & Inclusion and the IDEA
		Committee.
		To learn more about 4CD's Anti-Racism Pledge and to receive a badge, <u>click here</u> .
		Location: L-109

Thursday, August 22nd, 2024 10:30 am-12:15 pm	Lindsay Litowitz	FA24-01: Club Advisor Workshop @LMC
		Clubs allow students to engage with the LMC community through extracurricular activities, which increases student retention. Clubs are created and run by students, based on their interests and provide leadership opportunities outside of the classroom.
		Student clubs are required to have a faculty/staff advisor, which means they need your support to be an official club advertised by LMC. Attend this session for tips and tricks for successful club advising, or if you're curious what club advising entails.
		P Location: SU-231

Thursday, August 22nd, 2024,	Van T Phan	FA24-33: Create a neurodivergent-friendly environment to empower
10:30 am-12:15 pm		neurodiverse people to fulfill their potential @LMC
		Teachers are pivotal in empowering neurodivergent individuals to reach their full potential by cultivating an inclusive and supportive learning environment. Through raising awareness, implementing effective systems, and harnessing digital tools, educators can create transformative learning experiences that benefit both neurotypical and neurodiverse learners. Neurodiversity acknowledges that people's brains function differently, reframing these differences as unique strengths rather than deficiencies. Common conditions such as autism, dyslexia, and ADHD encompass approximately 20 percent of the population. As educators, it's essential to address the needs of this often-overlooked group, guiding them toward success rather than dismissing them as burdens to society.
		 These questions will be addressed: WHO am I? WHAT is neurodiversity? WHY should we care about neurodiversity? HOW will we empower neurodiverse people? PLocation: LCC2*214

Thursday, August 22nd, 2024 10:30 am-12:15 pm	Haydee Lindgren	FA24-15: DSPS 101 @LMC
		l received an Accommodation Notification email. What do I do now? I think a student may need disability services. What do I say?
		Have you wondered how to approach students who may need accommodations? Have you thought, this student doesn't seem disabled, why do they need accommodations? Who do I talk to if I have concerns about a student with a disability?
		Come to this interactive flex workshop on all things DSPS! Meet with an experienced DSPS Counselor and bring your questions, concerns or ideas.
		Zoom: https://4cd.zoom.us/my/dspshlindgren
Thursday, August 22nd, 2024 10:30 am-12:15 pm	Julie Von Bergen Jordan Clark	FA24-30: Algorithms of Oppression Reading Group @LMC Join us in our kickoff meeting for the reading and discussion of Algorithms of Oppression: How Search Engines Reinforce Racism by Safiya Umoja Noble. We will begin our semester long discussion of biases in statistical algorithms, and the impact of negative bias on student math performance. Through AB 1705 funding we will provide copies of the book for participants to read, with a goal of supporting
		 marginalized students in mathematics. Location: MA1-142 Zoom: <u>https://4cd.zoom.us/j/9254737659</u>

Thursday, August 22nd, 2024	Caitlin Mitchell	FA24-35: Supporting the Student-Parent @LMC
10:30 am-12:15 pm	Tatiana Pak	
		Join us for an interactive brainstorming session aimed at exploring innovative ways to
		support student parents within our academic community. We invites you to
		contribute your insights and ideas towards creating a supportive environment for
		student parents.
		During this session, faculty members will:
		1. Gain Insight into the Student Parent Experience: Explore the diverse experiences
		and challenges faced by student parents,
		2. Learn & Share Best Practices: Discover strategies for creating inclusive classroom
		environments that accommodate the needs of student parents and share strategies that they utilize
		3. Generate Ideas for Support Initiatives: Engage in a collaborative brainstorming
		session to generate creative ideas for supporting student parents,
		4. Identify resources & partnerships: Explore potential resources and partnerships
		within the institution and the community that could enhance support services for
		student parents
		Location: LSS*412
		Zoom: <u>https://4cd.zoom.us/my/meetwithmitchell</u>

Thursday, August 22nd, 2024 10:30 am-12:15 pm	Roseann Erwin Christina Goff Cameron Bluford Kimberly Wentworth	FA24-48: Library Olympic Championships @LMC In this session, we invite faculty from around the world of LMC to undergo training and competition in the demonstration of information literacy feats of strength. Learn how to successfully: DIVE into our deep pool of library resources! RUN information literacy skills through your courses! And RELAY students to our many Library services! Rookies and returning champs are welcome. P Location: PITT L213 200m: https://4cd.zoom.us/j/85366143763
Thursday, August 22nd, 2024, 10:30 AM-12:15 PM	Melina Rodriguez Nicholas Diaz-Galarza Veronica Ortiz	FA24-57 LMC Success Coaches Supporting Students and You @LMC What do Success Coaches do? How do they support LMC students and you? Come to this informative workshops to learn about LMC Success Coaches and the Success Center, and have all your questions answered. Coaction: LCO-200
Thursday, August 22nd, 2024 12:15 pm-1:00 pm	Dr. Laurie Huffman DE Coordinator- TBA	FA24-44: Distance Education General Session @LMC Distance Education general session, bring your lunch to our Zoom! Chat with DE Committee members and all interested LMC online enthusiasts about past, current and future online trends, events and course design! Enjoy some time with your colleagues in a relaxed Zoom setting to share ideas and catch up on all DE at LMC! Image: Coll Coll Coll Coll Coll Coll Coll Col

Thursday, August 22nd, 2024 1:00 pm - 2:00pm	Rachel Anicetti Cynthia Perez-Nicholas	FA24-25 WRKX Fall 2024 Faculty Retreat @LMC Work Experience Faculty, join us to discuss Title 5 updates, including new documents, assignments, processes and practices for your work experience course. Zoom Meeting ID: https://4cd.zoom.us/my/cpereznicholas
Thursday, August 22nd, 2024 1:00 pm-4:00 pm	Justin Nogarr Erlinda Jones	FA24-51: PDAC Meeting & Retreat @LMC
1.00 pm-4.00 pm	Rosa Armendariz	 First Meeting this Fall semester to help with planning for 2024/25 academic year. Also, to aid with catching any early semester training or conference requests. Location: L-215 Zoom: <u>https://4cd.zoom.us/j/86726726024</u>
Thursday, August 22nd, 2024 1:15 pm-3:00 pm	Mara Landers	FA24-29: Comeback students: strategies for success @LMC Come hear from students! In this workshop we will learn about students' experiences in math classes, specifically those who have retaken courses and those who have successfully completed courses after a long time out of school.

Thursday, August 22nd, 2024	Caitlin Mitchell	FA24-36: Teaching with AI @LMC
1:15 pm-3:00 pm	Sara Toruno-Conley	
	Nidia Gonzalinajec	As we continue to witness the rapid advancements in technology, integrating artificial
		intelligence into our educational practices becomes increasingly important. This
		session aims to provide you with valuable insights, tools, and strategies to leverage AI
		effectively in your teaching.
		In this session, we will:
		1. Explore AI and its implications for teaching —especially those relating to academic
		integrity
		2. Critically reflect on your beliefs about generative AI
		3. Evaluate examples (good and bad) of course elements redesigned for AI
		4. Exchange ideas on AI in the college classroom
		Zoom: <u>https://4cd.zoom.us/my/meetwithmitchell</u>
Thursday, August 22nd, 2024	-	FA24-50: Chair Share: LMC Department Chairs Sharing Insights @LMC
3:00 pm-5:00 pm	Marci Lapriore Eric Sanchez	Join LMC Deparment Chairs (CCC and DVC also welcome) as we share insights into handling the many tasks and multiple roles that department chairs have: topics may include scheduling, guided pathways, program review, and others, with the goal of sharing general tools and resources that are helpful.
		Location: CC3-314
		Zoom Meeting ID: 464 607 1135
		Zoom Meeting Passcode: ChairShare

Thursday, August 22nd, 2024 3:15 pm-5:00 pm	Tammy Oranje Bill Bankhead	FA24-02: Hire a Student Intern at No Cost! @LMC
5.15 pm-5.00 pm	Rachel Anicetti	Join us to learn about the Learning Aligned Employment Program (LAEP): a new, state-funded, financial aid program for campus-based or external student internships. During this flex we will review the employer and student requirements for LAEP, guide you through the position development, posting, and hiring process, and answer any additional questions you may have.
		 Location: Workforce Development Conference Room (CC3-371) Zoom: <u>https://4cd.zoom.us/j/82933487376</u>
Thursday, August 22nd, 2024 5:00 pm-8:00 pm	Matthew Stricker Maria Perrone	FA24-14: Brentwood Math Meeting @LMC
		Part time and full time Brentwood Math faculty, math lab tutors, and math lab coordinators will meet to discuss changes in the curriculum, technology in the classroom, textbook changes, Brentwood Math policies, best practices, scheduling, and other department updates. We will have a potluck style dinner.
		Location: BRT-135

FLEX WEEK WORKSHOPS

Friday - August 23rd, 2024

Date	Facilitator/s	Description
Friday, August 23rd, 2024, 12:15 PM-1:00 PM	Office of Instruction	FA24-56 Empowering Department Chairs @LMC This workshop aims to equip department chairs with essential skills and knowledge to effectively navigate their roles. Through interactive sessions, participants will explore strategies for managing scheduling, addressing bylaws, handling difficult conversations, resolving student complaints, managing administrivia, and staying updated with pertinent information. The workshop will blend informative presentations and group discussions.

DEPARTMENT MEETINGS

Department Meetings – Thursday, August 8th, 2024

Date	Facilitator/s	Description
Thursday, August 8th, 2024 9:00am-1:00pm	Virginia Richards	FA24-DM20 DSPS Semester Start up team meeting @LMC Semester start up planning for DSPS including student learning outcomes and events for recruitment and retention of students with disabilities Location: Pittsburg SS4-412

Department Meetings – Tuesday, August 20th, 2024

Date	Facilitator/s	Description
Tuesday, August 20th, 2024	Richard Villegas	FA24-DM03: Kinesiology Department Meeting @LMC
10:30am-12:15pm	Derek Domenichelli Colleen Ralston	- Discuss course offerings for department.
		- Teaching strategies.
		- Enrollment strategies.
		Zoom: TBD
Tuesday, August 20th, 2024	Randi Osburn	FA24-DM07: ECE Faculty Summit @LMC
5:00pm-8:00pm	Erlinda Jones	Faculty Summit meeting with full time and part time faculty to discuss Fall semester, share ideas and present updates.
		Location: CS1 110
		Zoom: <u>https://4cd.zoom.us/j/3656303393</u>

Department Meetings – Wednesday, August 21st, 2024

Date	Facilitator/s	Description
Wednesday, August 21st, 2024 1:15pm-3:00pm	Lucy Snow Eric Sanchez	FA24-DM22: Art/Hum/Phil Department Meeting @LMC
		LMC Art/Hum/Phil Department Meeting to discuss department activities, goals, events and procedures for the semester.
		Location: Pittsburg CC3-307
		Zoom Meeting ID: 464 607 1135
		Zoom Meeting Passcode: ArtHumPhil
Wednesday, August 21st, 2024	Diwa Ramos	FA24-DM24: All Math Department Meeting FLEX @LMC
6:00 pm-8:00 pm		The All Math Department Flex relays relevant information, updates, and semestral plans to the department via an interactive meeting. The department chair also facilitates additional speakers and assist in setting the tone of the upcoming semester. This semester, the meeting will be done via HyFlex. In-person meeting will be held in MA2-204. Food and drinks will be served.
		Location: MA2-204
		Zoom: <u>https://4cd.zoom.us/j/2627010767</u>

Department Meetings – Thursday, August 22nd, 2024

Date	Facilitator/s	Description
Thursday, August 22nd, 2024 <i>8:30am-12:15pm</i>		FA24-DM11: Biology Department Meeting: Full-Time Faculty & Staff @LMC
		The full-time Biology faculty and staff will meet to build community and prepare for the upcoming Fall semester and beyond by reviewing the departmental budget, assigning fall semester evaluations, discussing assessments, and planning the department's direction as we grow and expand.

Department Meetings – Friday - August 23rd, 2024

Date	Facilitator/s	Description
Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Penny Wilkins Tawny Beal Theodora Adkins	FA24-DM01 Business Department Advisory Meeting @LMC This will be a meeting with local organizations to gage department course and program
		direction.
		P Location:
Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Victor Coronado Barraza Laurie Huffman	FA24-DM02 World Languages Department Meeting @LMC
		World Languages Department Meeting
		Location: CC2-222
Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Sharlice Wright Rudolf Rose	FA24-DM04 Counseling Department Meeting @LMC
		The Counseling Department meeting will include planning for the semester and year, and discussion about department goals, initiatives, projects, and guidelines.
		Com Meeting ID: 867 102 9614

Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Francesca Briggs	FA24-DM05 Physical Science Department Meeting ALL MEMBERS @LMC		
		Details		
		1. Introductions, catch up with each other		
		2. Nicole Trager visits to discuss our various issues		
		3. MESA report		
		4. Department policies		
		5. Review and discuss our department's representatives on the G.E. Committee, Curriculum Committee, Academic Senate, and Teaching and Learning Committee (All) 6. TBA		
			Location: PITT SC2-226	
			Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Kim Wentworth
		Christina Goff Roseann Erwin		Librarian Faculty Meeting
	Cameron Bluford	Location: L-215		

Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Matthew Stricker	FA24-DM13 Brentwood NDFG Department Meeting @LMC
		Full time faculty members of the Brentwood NDFG will prioritize and plan for the upcoming academic term.
		Location: BRT-125
Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Liana Padilla-Wilson	FA24-DM14 Behavioral Science Department Meeting @LMC
		Discussion of Department Policies, reviewing department representatives on
		committees, setting goals for Fall 2024 semester, and discussion of hiring new faculty.
		Location: TBD
Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Diwa Ramos	FA24-DM15 Math Department (Full-time) FLEX Meeting @LMC
		This is a mandatory meeting. During the Department FT Faculty Meeting, the chairperson
		relays relevant information to the Full-time Faculty of the Math Department. Such
		information includes scheduling, course/curricular changes, college updates, etc.
		Zoom Meeting ID: https://4cd.zoom.us/j/2627010767
Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Cindy McGrath Star Louis Steers	FA24-DM16 Speech Department Meeting @LMC
	Marie Arcidiacono Kaufman	We will discuss department business and news, engage in team-building & colleague
		connection, share best practices in teaching, and plan for the upcoming semester.
		P Location: PITT CO-101
		Zoom Meeting ID: 685 764 1410

Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Jason Dearman	FA24-DM17 Voc-Tech Department meeting @LMC
		Join us in Vocational Trades Department meeting where we'll cover crucial aspects of our operations. This session includes budget reviews for welding, automotive, and other programs, alongside updates on scheduling evaluations, grant funding timelines, hiring student help, and finalizing class schedules. Your insights and participation are vital as we optimize resources and enhance the learning experience for our students.
		P Location: CC3-505
Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Adrianna Simone John "Max" Trujillo	FA24-DM18 Ethnic Studies and Social Justice Studies Department Meeting @LMC
		Ethnic Studies and Social Justice Studies Department members will meet to discuss department related issues for the fall 2024 semester. All full-time and part-time faculty members are welcome to attend.
		 Location: PITT CC2-223 Zoom Meeting ID: <u>https://4cd.zoom.us/j/2850738670</u>
Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Marci Lapriore	FA24-DM21 English Dept. FLEX @LMC
		English Department FLEX meeting to start the semester.
		P Location: PITT CC2-296
		🖆 Zoom Meeting ID: 883 160 8939
		AEKwpNlSt0

Friday, August 23 rd , 2024 <i>1:15pm-3:00pm</i>	Kyle Chuah	FA24-DM26 Music Department Full-Time Faculty Meeting @LMC
		This meeting will focus on planning, scheduling and discussing matters regarding the Department of Music. The Department will focus on the evaluation of our courses, mission and overall program outcomes. In addition to the above emphasis will be placed on carefully reviewing our upcoming course schedules both Fall 2024 and Spring 2025. Moreover, we will focus on course and program marketing and student recruitment.
Friday, August 23 rd , 2024	Jill Bouchard	FA24-DM10 Biology Department Meeting: All Faculty & Staff @LMC
1:15pm-5:00pm	Kyle Hanks	Welcome to Fall 2024! For this all-department meeting, we will introduce new and returning faculty and staff; discuss department guidelines and procedures; highlight college-wide deadlines, processes and initiatives; and share strategies for success in improving equity in the classroom.
Friday, August 23 rd , 2024 <i>3:15 PM-5:00 PM</i>	Francesca Briggs	FA24-DM06 Physical Science Full-Time Faculty Meeting @LMC
		Details
		1. Review, discuss, plan action on COR cohorts, updates, assessments, online addenda
		2. Review, discuss, plan action on faculty evaluations
		3. TBA
		Location: PITT SC2-226

Friday, August 23 rd , 2024 <i>3:15 PM-5:00 PM</i>	Randi Osburn Erlinda Jones	FA24-DM08 ECE Department Meeting @LMC Department Meeting to discuss department goals for Fall 2024 P Location: CS1 110 Zoom Meeting ID: https://4cd.zoom.us/j/3656303393
Friday, August 23 rd , 2024 <i>3:15 PM-5:00 PM</i>	Paula Gunder	FA24-DM19 ESL Department Meeting @LMC This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting. This is the SP24 ESL Department Flex Week meeting.
Friday, August 23 rd , 2024 <i>3:15 PM-5:00 PM</i>	Kyle Chuah	FA24-DM25 Music Department Part-Time Faculty Meeting @LMC This joint meeting will focus on planning, scheduling and discussing matters regarding the Department of Music and Recording Arts. The Departments will focus on the evaluation of our courses, mission and overall program outcomes. In addition to the above emphasis will be placed on carefully reviewing our upcoming course schedules both Fall 2024 and Spring 2025. Moreover, we will focus on course and program marketing and student recruitment. Image: Colspan="2">Coom Meeting ID: https://4cd.zoom.us/j/9690848732