

Fall 2013 FLEX AT A GLANCE

- Monday, August 12th has been **added** as a day for Variable Flex activities. This new Variable Flex day has been added for voluntary scheduling of workshops that may fall outside of the optional and mandatory flex schedule.
- Tuesday, August 13th is open to workshops and activities for any LPG-approved professional development.
- Wednesday, August 14th is ***Focused Flex Day: A day of Activities being planned by the Looking In and Looking Out Project Planning Team.***
- Thursday, August 15th is “All College Day” in the morning, with Department Meetings and any LPG-approved professional development in the afternoon.

Table of Contents

Flex Activities for fall, 2013 (2013-2014 Academic Year Sorted by Date/Time)

Flex General Information Page for 2013-2014

Please note that you must pre-register yourself for any workshops you attend for Flex credit. If you are not able to pre-register, it is important that you register yourself after-the-fact so your registered name can be verified from the sign-in sheets available at every workshop.

Instructions for your User Name in InSite: <https://insite.4cd.edu/webapps/insitegetuserid/default.aspx>

Link to register for LMC Flex

Activities: <https://insite.4cd.edu/webapps/staffdevelopment/WorkshopEnrollment/Default.aspx?campus=Imc>

Link to register for District-wide Flex Activities (any

campus): <https://insite.4cd.edu/orgs/dwco/dst/staffdev/default.aspx> (To receive credit for your attendance at another site, please obtain confirmation of your attendance by providing documentation from the local Flex attendance office at the appropriate campus)

FLEX ACTIVITIES FALL 2013

Sorted by Date and Time (Updated as 8-7-13)

| Course Title | Sub Title | Overview | Location | Start Time | End Time | Duration (Hours) |
|--|--|---|---|------------------------|------------------------|------------------|
| FA13-DM20 WELDING TECHNOLOGY DEPT. MEETING. Facilitated by Joe Meyer. This Activity has been approved for Variable Flex. | | Discuss the changes that have occurred in the lab and what is planned. New instructional schedule changes for night instructors and how that will impact the program. Staff will learn about the new processes PAC and AAC and how we can implement them into our instruction. Lastly, discussion of the new curriculum changes and new skills certificate for welding students. Flex Activity Purpose/Goal: 1. Orient staff of new changes in Weld lab operation. 2. Demonstrate operation of new tooling in Weld lab. 3. Discuss new skills certificate and changes to curriculum. Activity Evaluation forms are tied to this Goal. | CC3-517 Welding Lab. | 08/10/2013 08:00 AM | 08/10/2013 11:00 AM | 3 |
| FA13-12 Blogging about Learning Outcomes. (On-line Workshop: Open Hours: 8 a.m. Aug. 12 through 8 p.m. August 15. Presented by Laurie Huffman and TLC Membership. Attendance will be tracked via blog post entries, response to questions, and pre-registrants' names. Blog URL: http://492393779278572648.weebly.com/index.html | Blog URL will be supplied to Registrants by the Presenter. http://492393779278572648.weebly.com/index.html | The TLC Blog will offer a place for faculty to discuss all issues related to the Assessment process at LMC. TLC Committee members will respond to questions, concerns and ideas in an effort to support reports, course level assessment, ACCJC compliance issues and faculty training related to PSLO summaries submitted in Spring 2013. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Share ideas and experiences of PSLO evaluations at the course and departmental level. 2. Archive discussions related to SLO summaries to meet ACCJC compliance. 3. Generate recommendations for faculty training in assessment 4. Discuss and assist in resolution of challenges in the PSLO reporting process | Fully On-line: http://492393779278572648.weebly.com/index.html | 08/12/2013 08:00 AM | 08/15/2013 08:00 PM | |
| FA13-14 Desire 2 Learn Faculty Training- Level 1. Presented by Sandy Jones. | Trainings will be repeated throughout the semester. | 1. Introduction to D2L 2. Navigating in D2L 3. Setting Notifications 4. Groups and Communication (e-mail/news) Additional trainings will be offered during the semester. | L-213 | 08/12/2013 08:30 AM | 08/12/2013 10:15 AM | 1.75 |

| | | | | | | |
|---|--|---|--|--------------------------------|--------------------------------|-------------|
| <p>FA13-07 Intentionally using the classroom and outdoor environment to support early learning. Presented by Janice Townsend and Kathryn Nielsen.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>We will review the domains of development and the CLASS tool. Then we will work in teams to identify learning opportunities in each interest area and modify the materials and environment to promote optimum early learning. We will together develop parameters for use of materials and a common set of shared expectations. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. To identify materials in each area of the classroom and outdoor environment that support specific domains of development and relate to CLASS 2. To determine the parameters of use for each material 3. To set-up interest areas and materials to support maximum learning 4. To develop a common set of shared expectations for material and environment use</p> | <p>CSC-110 and the Child Study Center Classrooms</p> | <p>08/12/2013 09:00 AM</p> | <p>08/12/2013 03:00 PM</p> | <p>6</p> |
| <p>FA13-04 Desire to learn (D2L) and accessibility. Presented by Ginny Richards and James Kolthoff.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>You will get a look at content accessibility guidelines in D2L, and then get experience actually working with the making content accessible. How you ever wondered what software students with disabilities use? Come find out and get a chance to try them. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. overview of web accessibility laws 2. creating accessible content 3. common problems and how to fix them 4. chance to experiment with software disabled students use</p> | <p>L-213</p> | <p>08/12/2013 10:30 AM</p> | <p>08/12/2013 12:15 PM</p> | <p>1.75</p> |
| <p>FA13-DM26 DSP&S Staff Meeting. Facilitated by Virginia Richards.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>DSP&S planning for fall semester and follow up to District-wide DSP&S Staff Retreat. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Continue revising student and faculty material for improved understanding and usability 2. follow up to district-wide DSPS Staff Retreat.</p> | <p>CC2-212</p> | <p>08/12/2013 03:15 PM</p> | <p>08/12/2013 05:00 PM</p> | <p>1.75</p> |

| | | | | | | |
|---|---|--|------------------------------|------------------------|------------------------|------|
| FA13-18A Admissions & Records Nuts & Bolts. Presented by Robin Armour and Susie Hansen. (This workshop will be offered on August 12(A) and Augusts 13(B).) | Trainings will be repeated throughout the semester. | You may think you have been teaching long enough to understand all the ins and outs, nuts and bolts of Admissions & Records. But you may be mistaken. At this training, you will learn about census rosters, late add codes, waitlists, FERPA, Title 5 and much more. You will also learn how A&R is improving services to students. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Train faculty on A&R procedures and policies 2. Help faculty to understand regulations that apply to them and their students 3. Train faculty on regulations that have relevance to their teaching and our students | CC2-214 | 08/12/2013 04:00 PM | 08/12/2013 06:00 PM | 2 |
| FA13-13 New Faculty Orientation. Presenters: Kevin Horan, Vice President khoran@losmedanos.edu. Ext. 3116 Eileen Valenzuela, Office of Instruction Supervisor | Trainings will be repeated throughout the semester. | Orientation to LMC-required for all new (full-time and part-time) faculty. Orientation combines practical "nuts and bolts" information and proven approaches to the delivery of instruction and student services. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. This orientation cover topics such as crucial "nuts-and-bolts" information, college resources, college tour, the faculty evaluation process, student demographics, instructional strategies and classroom management approaches. | CO-420 Office of Instruction | 08/12/2013 06:30 PM | 08/12/2013 09:30 PM | 3 |
| FA13-15 Desire 2 Learn Faculty Training- Level 2 (Part I). Presented by Sandy Jones. | Trainings will be repeated throughout the semester. | Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Transferring migrated content into Course Sites 2. Creating Content 3. ADA Compliance | L-213 | 08/13/2013 08:30 AM | 08/13/2013 10:15 AM | 1.75 |
| FA13-05 PE Department Assessment and Certification. Presented by Colleen Ralston. | Trainings will be repeated throughout the semester. | Complete CSLO's in assessment cycle. To continue with discussion to identify areas of need in regards to Certificate programs offered through the department for Kinesiology majors and the general student population. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1.To identify and complete course level assessments Click here to enter text. 2.To discuss, identify and plan for Certificates that may be offered through PE dept. | PE Stang Room | 08/13/2013 08:30 AM | 08/13/2013 12:15 PM | 3.75 |

| | | | | | | |
|---|---|---|------------------------------------|--------------------------------|--------------------------------|----------|
| <p>FA13-24 Transfer Academy Kick-off & Faculty Meeting. Presented by Rosa Armendariz and Dave Belman.</p> | <p>Blog URL will be supplied to Registrants by the Presenter.</p> | <p>Faculty will participate in the morning kick-off activities with the Fall 2013 Transfer Academy cohort (9am – 10am). Then, faculty will meet to plan for the semester launch (10am – 12pm), before joining the students for lunch at 12 noon. The morning activities will support building connections between the Transfer Academy students, staff and faculty. The meeting time will be dedicated to strengthening connections among Transfer Academy faculty and also to coordinating for the Fall 2013 semester. Please join us for this session, and please bring with you the following to make our time productive: · Dates for big assignments · Draft syllabi · Model assignments · Any ideas you have for integration/collaboration. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Plan for Fall 2013 2. Integrate/align assignments, themes, and skill-building exercises across all Fall 2013 courses 3. Design collaboration across faculty and courses 4. Participate in the Transfer Academy student kick-off activities</p> | <p>Library 106</p> | <p>08/13/2013 09:00 AM</p> | <p>08/13/2013 01:00 PM</p> | <p>4</p> |
| <p>FA13-DM23 Fall 2013 Preparation for RN Program. Facilitated by Kirsten Martin and Joanne Bent.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>Evaluate progress on COORs schedule; Including completing any outstanding COORs. Review all 4 semesters of RN curriculum. Review Board of Registered Nursing Accreditation Preparations. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Complete an evaluation of status of COOR according to the COOR Schedule outlined in the Program Review 2. Complete a curriculum review of all 4 semesters of the RN Program 3. Complete a review of Board of Registered Nursing Accreditation Preparation</p> | <p>Nursing Conference Room 350</p> | <p>08/13/2013 09:00 AM</p> | <p>08/13/2013 03:00 PM</p> | <p>6</p> |

| | | | | | | |
|--|--|--|--------------------|--------------------------------|--------------------------------|----------|
| <p>FA13-DM18 LMC Business Department: A New Beginning. Facilitated by Brad Nash and Betty Pearman.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>The Business Department has added two new full-time faculty members. They are the first additions to the Department in more than 15 years. The flex activity is designed to allow the new enlarged faculty to review the department's programs and curriculum and determine what changes are appropriate given the new make-up of the faculty. Preliminary decisions will be made regarding who will be responsible for what. Work will begin on a plan of action for the department for the upcoming academic year.</p> <p>Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these)</p> <ol style="list-style-type: none"> 1. Review Business department programs (including Management and Real Estate). 2. Brainstorm ideas for program improvements and for new programs. 3. Review the department's curriculum: Classes to add; classes to deactivate 4. Begin work on plan of action for the department for the upcoming academic year. | <p>SC1-102</p> | <p>08/13/2013 10:00 AM</p> | <p>08/13/2013 03:00 PM</p> | <p>5</p> |
| <p>FA13-23 Getting ready for GE's fall 2013 assessment. Lunch will be provided. Presented by Alex Sterling and the GE Committee.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>During the spring semester of 2013 the GE committee, with help from TLC, the district's senior dean of research, and many faculty who gave their input, came up with a new plan for assessing GE student learning outcomes. During the semester of fall 2013, faculty volunteers will give students the assessment instrument we agreed on. Today we need to make sure we're ready. We will share possible assessment prompts (student instructions) and readings to go with them. We will also make a rubric for scoring student work, and brainstorm ideas for the paper-scoring event we will hold in January 2014.</p> <p>Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these)</p> <ol style="list-style-type: none"> 1. Prepare for GE SLOs assessment we will do during FA 13. | <p>Library 105</p> | <p>08/13/2013 10:30 AM</p> | <p>08/13/2013 01:30 PM</p> | <p>3</p> |

| | | | | | | |
|--|---|---|--|------------------------|------------------------|------|
| FA13-21. English 70 Assessment: Wrap-Up Discussion, Presented by Katalina Wethington and Nancy Ybarra. | Trainings will be repeated throughout the semester. | English Department Faculty involved with the Spring 2013 Assessment of English 70 will meet to discuss results of the student survey and to read the summaries which were collected. We will read, discuss, eat, share, and hopefully develop some nice insights into our students' learning which we can use to help us improve English 70. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Review English 70 student survey results and discuss what they show us about CSLO 1. 2. Complete Holistic Scoring of English 70 student summaries and discuss what they show us about CSLOs 2-4. 3. Develop an improvement plan. | Center for Academic Success Conference Room - CC3 - Core | 08/13/2013 10:30 AM | 08/13/2013 03:00 PM | 4.5 |
| FA13-08 Hands on computer maintenance workshop. Presented by James Kolthoff and Rod Raumer. | Trainings will be repeated throughout the semester. | You will get to hands-on experience working on basic computer maintenance. How you ever wondered what to do to maintain your computer and keep it running? Come find out. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. overview of common problems 2. hands-on computer maintenance and solutions to common problems 3. backing up hard drives | PTEC Lab-CC3-319 | 08/13/2013 10:30 AM | 08/13/2013 12:15 PM | 1.75 |
| FA13-01 A Gentle Introduction to R. (A computing platform (open sourceware) for statisticians. Presented by Nicholas Knueppel. | Trainings will be repeated throughout the semester. | R and its predecessor S are the de facto standard computing platforms among professional statisticians. R is also suitable for use in an introductory statistics course. This workshop will give an overview of R and how it can be integrated into a beginning statistics course. The session will also give a quick history of R, show how to obtain and install R, and give pointers to additional R resources. Participants will get hands-on experience with R. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. To introduce the open source software R and how it can successfully fulfill the technology component of an introductory statistics course. | MA-203 | 08/13/2013 10:30 AM | 08/13/2013 12:15 PM | 1.75 |
| FA13-10 Smart Podiums. Presented by Rashaad McAlpin. | Trainings will be repeated throughout the semester. | A quick lecture on the different types of equipment and how to operate the podiums. Also give instruction on how to utilize technology for classroom use. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Basic operation of smart podiums 2. Introducing the different types of podiums on campus 3. Utilize technology for classroom use | Library-213 | 08/13/2013 12:15 PM | 08/13/2013 01:15 PM | 1 |

| | | | | | | |
|---|---|---|---------------|------------------------|------------------------|------|
| FA13-20 Brentwood Math Assessment Meeting. Facilitated by Jill DeStefano and Matt Stricker. | Trainings will be repeated throughout the semester. | Follow up on the Spring 2013 Assessment process, specifically assessment quizzes for Math 4. Plan for Fall 2013 assessment of Math 12 and Math 40. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Evaluate and Summarize results from Spring 2013 assessment quizzes 2. Review Student Outcomes 3. Make recommendations based on assessment results 4. Discuss current assessment process and make any necessary changes 5. Plan for Math 12 and Math 40 Assessment | Brentwood 15 | 08/13/2013 01:00 PM | 08/13/2013 05:00 PM | 4 |
| FA13-03 Orientation to the new foundational math course. Presented by Mara Landers and Jim Cohen. | Trainings will be repeated throughout the semester. | In this session we will present the work of the DE committee from the spring/summer related to the restructuring of our foundational developmental math course. This will include course level student learning outcomes, content, and pedagogical approaches. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Participants will learn the learning outcomes, content, and teaching approaches for this course 2. Participants will gain an understanding of the professional development opportunities for the fall semester related to this course | MA-203 | 08/13/2013 01:15 PM | 08/13/2013 03:00 PM | 1.75 |
| FA13-26 DSP&S Nuts and Bolts. Presented by Virginia Richards. | Trainings will be repeated throughout the semester. | Do you have questions about how to work more effectively with students with disabilities in your classroom or lab? Do you have questions about DSP&S accommodations? What services does DSP&S offer to students? By attending this session you will learn DSP&SR issues as they apply to faculty and lab coordinators as well as students. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. increase faculty and staff knowledge of DSPS accommodations | CC2-223 | 08/13/2013 01:15 PM | 08/13/2013 03:00 PM | 1.75 |
| FA13-DM12 PE Adjunct Faculty Department Meeting. Presented by Colleen Ralston | Trainings will be repeated throughout the semester. | The activities planned will include discussion with adjunct faculty around changes in the PE department including scheduling, facility/equipment use and repeatability/requirement changes for students. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1.To discuss scheduling and course offerings Click here to enter text. 2. To discuss department protocol, absences, facility use, equipment and communication 3. To discuss repeatability/families/ requirement changes. | PE Stang Room | 08/13/2013 01:15 PM | 08/13/2013 03:00 PM | 1.75 |

| | | | | | | |
|--|---|---|--------------------------------------|------------------------|------------------------|------|
| FA13-09 Human Physiology Group Meeting. Presented by Durwynne Hsieh. | Trainings will be repeated throughout the semester. | In this activity we will discuss our recent experiences in our Bio 45 classes, including teaching strategies, what has and has not been working in the lab, and thoughts about ways we might improve the course. We will also have Gina Gimelli from Pearson come and give us a demo of an interactive system that could replace our printed textbook, and will include a hands-on opportunity for us to try out the system. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Improve teaching and learning in Bio 45 | SC1-104 and Biology Learning Center. | 08/13/2013 01:15 PM | 08/13/2013 03:00 PM | 1.75 |
| FA13-06 Librarian Retreat. Presented by Christine Park (Kim Wentworth, Christina Goff) | Trainings will be repeated throughout the semester. | Collaborate on library goals and special projects for the coming fall 2013 semester. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Technical Services Projects 2. Electronic Resources Projects 3. Library Instruction Projects | Library 208 | 08/13/2013 01:15 PM | 08/13/2013 03:00 PM | 1.75 |
| FA13-02 Using Mathematica Software in the classroom. Presenter: Erich Holtmann. | Trainings will be repeated throughout the semester. | This is a hands-on workshop using Mathematica software. We will give examples for how to use Mathematica in your courses, and answer questions. We will be meeting in the computer lab on the second floor of the Math building. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Develop proficiency in using the Mathematica software 2. Incorporate Mathematica software into course design and lesson plans | MA2-203 | 08/13/2013 03:15 PM | 08/13/2013 05:00 PM | 1.75 |
| FA13-17 How to bring interactivity and instant assessment into classroom by using "Clickers"! Presented by Earl Ortiz and Jason Dearman. | Trainings will be repeated throughout the semester. | Using a remote control and infrared receiver system which registers live feedback, you can create presentations, quizzes, games and surveys all using Qwizdom connect software. The software, integrates with MS PowerPoint to deliver high quality content and user interaction. Flex Activity Goals: (The Activity Evaluation forms are tied to these) 1. Involve every student by posing objective and subjective questions during lecture, review, and testing. 2. Receive instant feedback during the learning process, so you'll know where to focus your instruction. 3. Motivate your class with learning games that can make curriculum lively. 4. Track performance over time, and tally all scores, allowing you to effectively document, and manage | CC3-512 (Voc Tech Classroom) | 08/13/2013 03:15 PM | 08/13/2013 05:00 PM | 1.75 |

| | | | | | | |
|---|--|---|-------------------------|--------------------------------|--------------------------------|-------------|
| <p>FA13-11 Help is Here! Program Level Outcomes Reporting; Teaching and Learning Committee. Presented by Laurie Huffman (Teaching and Learning Committee)</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>Workshop to assist in the completion of Program Level Learning Outcome authoring. Assistance needed for completion of any reporting out, summary or program outcome writing will be offered during this Tuesday afternoon block. Please bring all references, materials, grades etc. to this flex session. We will guide and assist in input/submissions of required reporting. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these)</p> <ol style="list-style-type: none"> 1. Completion of required assessment outcome reporting for ACCJC accreditation evidence- reaching 100% compliance 2. Assistance and guidance in the format and submission of summaries of PSLOs at the Departmental Level 3. Assistance in writing and submission of outcomes at the Program Level | <p>Library 214</p> | <p>08/13/2013 03:15 PM</p> | <p>08/13/2013 05:00 PM</p> | <p>1.75</p> |
| <p>FA13-22 New approaches to teaching biology majors. Presented by Danielle Liubicich.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>This FLEX will provide a forum for discussing potential curricular modifications in a biology majors course (Bio21). The updates introduce more real-world applications and engaging approaches into the lecture and lab portions of the course. By introducing theme-based units in lecture, the material will be presented in a more student-friendly manner to help facilitate student completion and success. The new course laboratory exercises will increase student exposure to modern bioscience techniques and prepare them for future studies and careers. All updates will be discussed during this FLEX session, and feedback will be sought on all new approaches. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) This FLEX activity will:</p> <ol style="list-style-type: none"> 1. Introduce and discuss new approaches to teaching college biology majors 2. Provide an overview to new laboratory exercises introduced in Fall 2013 to Bio21 3. Facilitate a collaborative discussion about the proposed updates to Bio21 to determine the best curricular experience for students. | <p>SC-130 (Bio Lab)</p> | <p>08/13/2013 03:15 PM</p> | <p>08/13/2013 05:00 PM</p> | <p>1.75</p> |

| | | | | | | |
|--|--|--|--|--------------------------------|--------------------------------|----------|
| <p>FA13-18(B) Admissions & Records Nuts & Bolts. Presented by Robin Armour and Susie Hansen.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>You may think you have been teaching long enough to understand all the ins and outs, nuts and bolts of Admissions & Records. But you may be mistaken. At this training, you will learn about census rosters, late add codes, waitlists, FERPA, Title 5 and much more. You will also learn how A&R is improving services to students. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Train faculty on A&R procedures and policies 2. Help faculty to understand regulations that apply to them and their students 3. Train faculty on regulations that have relevance to their teaching and our students</p> | <p>CC2-214</p> | <p>08/13/2013 04:00 PM</p> | <p>08/13/2013 06:00 PM</p> | <p>2</p> |
| <p>FA13-DM14 Computer Science Dept. Meeting. Presented by Clayton Smith and Louie Giambattista.</p> | <p>Trainings will be repeated throughout the semester.</p> | <p>This faculty and staff department meeting will plan for the upcoming semester. This will include assessment and revision of course outlines, development of PSLOs; continue the process of revising the Microcomputer Specialist certificate, and the discussion and development of next steps of department goals – primarily the recruitment, retention, and success of women in Computer Science. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Develop PSLOs 2. Continue revision of the Microcomputer Specialist certificate 3. Continue course and program assessment review 4. Discuss and develop next steps for the recruitment, retention, and success of women in Computer Science.</p> | <p>CO-211</p> | <p>08/13/2013 05:00 PM</p> | <p>08/13/2013 07:00 PM</p> | <p>2</p> |
| <p>FA13-27 Focused Flex: Looking In- Looking Out: Moving Forward. A respectful and inclusive exploration of unconscious bias, cultural humility and competence at LMC.</p> | <p>Light Breakfast (8:30) and a luncheon will be provided. Please be sure to sign in and out for full Flex credit.</p> | <p>This highly interactive workshop will feature Greg Tanaka, author of the book, "The Intercultural Campus". Through a shared and mutually supportive story-telling exercise, Dr. Tanaka will demonstrate how LMC can initiate a "bottom-up" model of diversity education and social change on campus. A hosted lunch and interactive discussions will follow Dr. Tanaka's presentation. Flex Activity Goals and Objectives: 1. Understand the need and begin to cultivate a common understanding of unconscious bias, cultural humility, and intercultural competence, and other relevant language, concepts, and experiences. 2. Provide time for self and group reflection regarding personal and institutional cultural humility and competence. 3. Begin to initiate dialogue, share practices and learn new strategies for advancing our institutional cultural competencies and accountability at LMC.</p> | <p>L-109 (Break-out sessions will occur in other locations within the Library)</p> | <p>08/14/2013 08:30 AM</p> | <p>08/14/2013 02:30 PM</p> | <p>6</p> |

| | | | | | | |
|---|---|--|--------------------------|------------------------|------------------------|------|
| FA13-25 Umoja Scholars Planning Session. Presented by Tess Caldwell and A'kilah Moore. | Trainings will be repeated throughout the semester. | Review the math and English curriculum, paying particular attention to acceleration courses. Discuss building community with LMC Athletic Dept, DSPS and feeder high schools. Plan possible weekend retreat for leaders within the Umoja community. The Umoja staff will review existing goals as well as create new goals for the 2013-14 academic year. In our annual review of the program goals we will examine both the math and English curriculum, with an emphasis on reviewing the acceleration class in math (i.e Mathpath) and possibly designing an accelerated English class. We will also continue to discuss building community within the LMC community with the athletic department and the DSPS program as well as reaching out to the Pittsburg community at large, by specifically making connections with our feeder high schools. Finally, we will work on possibly planning a weekend retreat for the student leaders within the Umoja Program. | Umoja Village - Math 109 | 08/14/2013 03:00 PM | 08/14/2013 05:00 PM | 2 |
| FA13-19 WebAssign Training (supplement to Cengage Math Texts) Presented by Matt Stricker. | Trainings will be repeated throughout the semester. | This workshop is intended to train instructors new to the use of WebAssign as a supplement to Cengage Math Texts. Activities will include tips on creating a course, course settings creating assignments, using the gradebook, communication with students, sharing course documents, using student view, registering students, features of ebook. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Learn main features of WebAssign 2. Set up participants own courses | Brentwood Center 9 | 08/14/2013 03:15 PM | 08/14/2013 05:15 PM | 2 |
| FA13-16 Desire 2 Learn Faculty Training- Level 2 (Part II). Presented by Sandy Jones. | Additional trainings will be offered during the semester. | Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Embedding Links & Videos 2. Homepages & Widgets 3. Links to library materials that are ADA compliant | L-213 | 08/14/2013 03:15 PM | 08/14/2013 05:00 PM | 1.75 |
| FA13-DM04 All Math Faculty Department Meeting. Facilitated by Julie Von Bergen. | Additional trainings will be offered during the semester. | For all Math department faculty. In this workshop we will fill you in about changes to curriculum, plans for teaching community participation, present about what we learned in our most recent teaching community, information about the Math Lab, and department logistics. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Learn about changes to curriculum, including mastery quizzes, activity packets and mastery modules 2. Math Lab training information from coordinators 3. Improve implementation of classroom strategies, including Think-Pair-Share and modeling the problem solving process | MA2-204 | 08/14/2013 04:00 PM | 08/14/2013 07:00 PM | 3 |

| | | | | | | |
|--|---|--|--------------------|------------------------|------------------------|------|
| FA13-DM21 Brentwood Math Meeting. Facilitated by Jill DeStefano and Matt Stricker. | Additional trainings will be offered during the semester. | Part time and full time Brentwood Math faculty, math lab tutors, and our lab coordinator will meet to discuss changes in the curriculum, STEM grant updates, technology in the classroom, textbook changes, use of MyMathLab and WebAssign, Brentwood Math policies, scheduling, and other department updates. Dinner will be provided. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Inform adjunct faculty of new policies and review current policies 2. Discuss changes for Fall 2013 3. Improve teaching and understanding of common technology 4. Build community 5. Introduce new instructors and/or tutors | Brentwood 15 | 08/14/2013 06:00 PM | 08/14/2013 09:00 PM | 3 |
| FA13-DM06 Child Development Department Meeting. | Additional trainings will be offered during the semester. | Faculty and lab staff will meet together to review our program goals and plan for the year. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Plan activities and schedule for 2013-14 academic year 2. Review Program goals for the year | CS1-110 | 08/15/2013 12:00 | 08/15/2013 04:00 PM | 1.75 |
| FA13 - All College Day (Opening Day) | | More information to come. | Music Recital Hall | 08/15/2013 08:30 AM | 08/15/2013 12:00 PM | 3.5 |
| FA13-DM07. LMC Music Department Meeting – Full Time Faculty. Presented by Silvester Henderson. | | LMC Music Department Meeting FA13 – Full Time Faculty. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Event Calendar 2. Budget Update 3. Course Changes 4. Department Changes | Music Dept. TBD | 08/15/2013 12:00 PM | 08/15/2013 03:00 PM | 3 |

| | | | | | | |
|---|---|---|---------|------------------------|------------------------|---|
| FA13-DM02 Counseling Meeting. Facilitated by Marco Godinez and Frances Moy. | Additional trainings will be offered during the semester. | -Continue the discussion about how to meet the mandates from SB 1456 and the counseling dept.- Continue with the development of group presentations, orientations, student success scorecard-Discuss future training for all counselors on SB 1456 and how it impacts counseling and the new procedures. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Staff Development: Review and update documents for Group Counseling 2. Staff Development: Next Steps with SB 1456-Student Success 3. Staff Development: Discuss the processes with group counseling, orientations and lead clusters 4. Staff Development: Develop future trainings for counselors with the new processes | CC2-226 | 08/15/2013 12:00 PM | 08/15/2013 04:00 PM | 4 |
| FA13-DM15 English/ESL Department Workshop. Presented by Katalina Wethington and Nancy Ybarra. | Additional trainings will be offered during the semester. | 1. Teaching community participants will report out on projects conducted in Spring 2013 2. Discuss implications of COOR revisions in English 100 and 90 3. Discuss assessment results and assessment plans for English/ESL courses | CC2-296 | 08/15/2013 12:00 PM | 08/15/2013 03:00 PM | 3 |
| FA13-DM16 Behavioral Science Department Meeting (Anthropology, Psychology and Sociology). Facilitated by Estelle Davi and Alex Sample. | Additional trainings will be offered during the semester. | The Behavioral Science Department will prioritize and plan for the goals/activities addressed in our comprehensive program review. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. To discuss long term goals and strategic planning for activities stated in our comprehensive program review. 2. Develop an action plan for improving the Behavioral Science Department's website. 3. Discuss the Department's AA-T's and review new course curriculum included in these courses. Address assessment as it relates to these courses. 4. Discuss the impact that these new courses will have on scheduling. | MA-137 | 08/15/2013 12:15 PM | 08/15/2013 03:15 PM | 3 |
| FA13-DM17 Social Sciences Departmental Meeting. Facilitated by Milton Clarke. | Additional trainings will be offered during the semester. | 1. Review enrollment management trends. 2. Review procedures for part-time faculty. 3. Review assessment process. 4. Discuss overall departmental concerns. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Promote staff, student, and instructional improvement. | CC2-223 | 08/15/2013 01:00 PM | 08/15/2013 04:00 PM | 3 |

| | | | | | | |
|---|---|--|-----------------------------|------------------------|------------------------|------|
| FA13-DM10 Speech Department Meeting. Presented by Kasey Gardner. | Additional trainings will be offered during the semester. | Communication department meeting. We will network about teaching methodology and probably eat tasty snacks! Come check it out! Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Share teaching methodologies and the classroom experience. 2. Updates on news, department happenings, college life. 3. Share and develop new agenda items for future meetings or to determine if future meetings are useful. | C0-101 | 08/15/2013 01:00 PM | 08/15/2013 04:00 PM | 3 |
| FA13-DM24 First Year RN Teaching Team Meeting. Facilitated by Joanne Bent and Mel Herman. | Additional trainings will be offered during the semester. | Reviewing teaching schedules; orienting new clinical instructors; preparing for Fall 2013 semester. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Preparation for Fall 2013 Semester | Nursing Conference Room 350 | 08/15/2013 01:00 PM | 08/15/2013 03:00 PM | 2 |
| FA13-DM25. 2nd Year RN Meeting. Facilitated by Colin McDowell and Beth Schriever. | Additional trainings will be offered during the semester. | Reviewing teaching schedules; orienting new clinical instructors; preparing for Fall 2013 semester. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Preparation for Fall 2013 Semester | Nursing Conference Room 340 | 08/15/2013 01:00 PM | 08/15/2013 03:00 PM | 2 |
| FA13-DM19 Business Department Assessment Planning Meeting. Facilitated by Brad Nash. | Additional trainings will be offered during the semester. | This meeting is primarily concerned with course level assessment to be conducted during the 2013-2014 academic year. We will also review the department's PSLO to make sure all are in place for the new catalog. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Determine which courses that must be assessed this academic year 2. Development plan to assess courses identified in 1 3. Assign responsibility 4. Review PSLOs | SC1-102 | 08/15/2013 01:00 PM | 08/15/2013 03:00 PM | 2 |
| FA13-DM09 World Languages Dept. Meeting. Presented by Nancy Whitman. | Additional trainings will be offered during the semester. | Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Discuss Assessment outcomes for Spring 2013 classes: Italian 60, French 60, Sign 65, Spanish 50, plan changes 2. Review schedule for rewriting COORS 3. Review schedule for fall 2013 assessments: French 61, Sign 66, Spanish 51 4. Review schedule for spring 2014. 5. Review any software updates for current electronic workbooks, take a peek at a D2L classroom | CC2-221 | 08/15/2013 01:15 PM | 08/15/2013 03:00 PM | 1.75 |

| | | | | | | |
|--|---|--|---------------|------------------------|------------------------|------|
| FA13-DM11 PE Full-time Faculty Department Meeting. Presented by Colleen Ralston. | Additional trainings will be offered during the semester. | Discussion in regards to PE department changes/staffing, equipment/facilities, repeatability/families. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1.To discuss department changes pertinent to new school year Click here to enter text. 2.To discuss PE repeatability and "families". 3. To identify equipment/facility needs 4. To discuss Kinesiology AA-T degree and direction/expansion | PE Stang Room | 08/15/2013 01:15 PM | 08/15/2013 05:00 PM | 3.75 |
| FA13-DM13 Library Dept. Meeting. Presented by Christine Park, Kim Wentworth, and Christina Goff. | Additional trainings will be offered during the semester. | The Library Faculty meeting is intended to give the Librarians time to plan for the semester ahead. This includes discussing long and short term library goals, creating the reference desk schedule and plan. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1.Plan for the Fall 2013 semester in the library. | L208 | 08/15/2013 01:15 PM | 08/15/2013 03:00 PM | 1.75 |
| FA13-DM01 Physical Science Department Meeting. Facilitated by Scott Cabral. | Additional trainings will be offered during the semester. | The physical science faculty will gather to discuss and confirm our progress with our department assessment work; we will discuss our lab tech staffing along with facilities and equipment needs,; and we will share advice with regard to teaching strategies, challenges, and successes. We will also discuss miscellaneous department business that may arise. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Discuss department assessment work to be sure we are on track and on schedule, share assessment experiences and techniques 2. Discuss and reach a decision about Lab Tech staffing, facilities planning, and equipment needs 3. Discuss and share advice about teaching strategies, challenges, and successes 4. Discuss and reach a consensus on miscellaneous department business that may arise between now and August 2013 | SC2-222 | 08/15/2013 01:15 PM | 08/15/2013 03:00 PM | 1.75 |
| FA13-DM05 Math Full-time Faculty Department Meeting. Facilitated by Julie Von Bergen. | Additional trainings will be offered during the semester. | Department meeting for Full Time Math Faculty. Welcome to the Fall semester! We will discuss current department needs, plan the Spring 2013 schedule, and form our subcommittees for the semester. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Update on Math department needs 2. Planning the Spring 2013 schedule 3. Forming subcommittees for relevant work this semester | MA1-142 | 08/15/2013 01:15 PM | 08/15/2013 03:00 PM | 1.75 |

| | | | | | | |
|--|---|---|-----------------------------------|------------------------|------------------------|------|
| FA13-DM03-Biology Dept. Meeting. Facilitated by Durwynne Hsieh and Jancy Rickman. | Additional trainings will be offered during the semester. | In this, our traditional fall semester upbeat meeting, we will discuss new recommendations for undergraduate science education, our assessment plan, our ongoing curricular and facilities changes, general administrative items, and other agenda items that have arisen in the 5 months since this FLEX proposal was submitted. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Improve teaching through collaborative discussion 2. Improve efficiency through departmental coordination | SC1-104 | 08/15/2013 01:30 PM | 08/15/2013 04:30 PM | 3 |
| FA13-DM27 Brentwood NDFG Department Meeting. Facilitated by Jill DeStefano. | Additional trainings will be offered during the semester. | Full Time faculty and Lab coordinator will prioritize and plan for the upcoming academic year. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Plan for Fall 2013 Semester 2. Build and Maintain Department Rapport | Brentwood 15 | 08/15/2013 01:30 PM | 08/15/2013 03:30 PM | 2 |
| FA13-DM22 Vocational Nursing Department Meeting. Facilitated by Beth Shrieve. | Additional trainings will be offered during the semester. | Review the teaching and clinical schedule for VN 13, 14 & 15. Provide support for new and returning faculty on the use of Blackboard computerized testing. Evaluate and update the evaluation tool used for students in the clinical setting. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Improve instructional outcomes by clarifying teaching schedule for the classroom and the clinical setting. 2. Improve Student outcomes by reviewing computerized testing process with new faculty. 3. Improve staff outcomes by reviewing and updating clinical evaluation tools. | Nursing Dept. Conference Room 350 | 08/15/2013 03:15 PM | 08/15/2013 05:00 PM | 1.75 |
| FA13-DM08 LMC Music Department Meeting FA13 – Adjunct. Presented by Silvester Henderson. | Additional trainings will be offered during the semester. | Music Department will meet to discuss the 2013-2014 event calendar, budget, textbook changes, course changes, instructor changes, etc. Flex Activity Purpose/Goals: (The Activity Evaluation forms are tied to these) 1. Event Calendar 2. Budget Update 3. Course Changes 4. Department Changes | Music Dept. TBD | 08/15/2013 03:15 PM | 08/15/2013 05:00 PM | 1.75 |