



# SANTA ANA COLLEGE

## Professional Development

### FLEX WORKSHOPS

### Spring 2018

You are welcome and encouraged to attend any of the workshops offered below.  
The [evaluation form](#) will be available on the Professional Development webpage.

#### Monday, January 29, 2018 Workshops

Workshops on Jan. 29	Workshop number	Description	Facilitator	Time	Location
Online Security Training from The Technology Center	1325	The Technology Center, which is sponsored by the Chancellor's Office, offers security training at no cost for all of our employees (with an .EDU email address.) Sign up for access to the 30 online modules at <a href="#">California Community Colleges training link</a> . The videos are very effective and short. It takes approximately 1½ hours to view all of the modules. To receive 3 hours of flex credit for this training, send the certificate you receive upon completing the modules and passing all quizzes to <a href="mailto:professionaldevelopment@sac.edu">professionaldevelopment@sac.edu</a> .	The Technology Center (California Community Colleges)	Jan. 29 to Feb. 2	Online
Canvas Course Copy	1243	Learn how to copy course content from one Canvas course shell to another; use the date management tool; and use the Canvas Commons to update the SAC Canvas Course Template.	Distance Education Office	8:00AM to 9:00AM	A-213
Vocal Health Workshop	1249	Tips and exercises for caring for your voice. Individual consultation available as time permits.	Elliott Jones	9:00AM to 10:00AM	C-207
Introduction to Canvas	1244	Learn how to access, log on, and navigate through Canvas; the available Canvas help, support and training; and configure your Canvas settings and preferences.	Distance Education Office	9:00AM to 10:00AM	A-213
Faculty Institute for 2017-18 New Full Time Faculty	1242	Discussion of Syllabus Design--Guided Pathways and Student Success Initiatives—Instructional Support Services.	Maria Dela Cruz, George Sweeney, Luis Pedroza, Kathy Walczak, Nicole Quinn & Mary Huebsch	9:00AM to 12:00PM	A-130

Workshops on Jan. 29	Workshop number	Description	Facilitator	Time	Location
Math 084 Faculty Training / Refresher	1416	Training Faculty teaching Math 084 for the first time and refreshing the training for faculty who trained years ago but have not taught it.	Lisa McKowan-Bourguignon	9:00AM to 12:00PM	H-105
SAC Template & Add Content (Canvas)	1245	Familiarize yourself with the SAC Canvas Course Template, and how to use it. Learn how to add and edit a page, the Canvas Syllabus, add content to modules and upload files.	Distance Education Office	10:00AM to 11:00AM	A-213
Gradebook Set Up (Canvas)	1246	Learn how to add grade columns by creating assignment, organize assignments using assignment groups, and how to configure and organize the gradebook.	Distance Education Office	11:00AM to 12:00PM	A-213
SAC Research Office - Data access and availability	1250	Participants will learn what data is available for evaluating courses, programs, and services. Faculty and staff will learn how to utilize the Santa Ana College Research Office for research needs and tracking student outcomes. An overview of the availability of data related to program evaluation, Guided Pathways, student success, equity and campus initiatives gleaned from recent analyses, surveys, and focus groups will be provided.	Santa Ana College Research Office	11:30AM to 12:30PM	A-209
Canvas Open Lab		Get your questions answered while you work on your own course in a friendly lab environment. One hour workshops between 12:00 pm to 5:00 pm	Distance Education Office	12:00PM to 5:00PM	A-211
Communication in Canvas	1247	Learn how to communicate with students using the Announcement, Discussion, and Message tools in Canvas, including how to create, edit and participate using these tools in a course.	Distance Education Office	1:00PM to 2:00PM	A-213
Grading in Canvas	1248	Learn how to manually enter grades into the Gradebook, add student feedback or grading comments, download the gradebook and more!	Distance Education Office	2:00PM to 3:00PM	A-213
XYZ Online Homework Training (MATH N48)	1414	Learn how to use XYZ online homework for your MATH N48 course.	Kyle Bradley	2:00PM to 4:00PM	H-104
Flex Requirements & Flex Software	1251	Learn how to meet your flex obligation with SAC's new Faculty Development Tracking System.	Mary Huebsch	3:00PM to 4:00PM	A-209
Online Pathway Student Roundup	1263	Online Degree Pathway students are introduced to their online pathway faculty and tips for how to be successful online.	Cherylee Kushida	4:00PM to 6:00PM	A-130

## Tuesday, January 30, 2018 Workshops

Workshops on Jan. 30	Workshop Number	Description	Facilitator	Time	Location
Online Security Training from The Technology Center	1325	The Technology Center, which is sponsored by the Chancellor's Office, offers security training at no cost for all of our employees (with an .EDU email address.) Sign up for access to the 30 online modules at <a href="#">California Community Colleges training link</a> . The videos are very effective and short. It takes approximately 1½ hours to view all of the modules. To receive 3 hours of flex credit for this training, send the certificate you receive upon completing the modules and passing all quizzes to <a href="mailto:professionaldevelopment@sac.edu">professionaldevelopment@sac.edu</a> .	The Technology Center (California Community Colleges)	Jan. 29 to Feb. 2	Online
Attendance in Canvas	1252	Learn how to set up and use Canvas Roll Call to take attendance in a class and generate student attendance reports.	Distance Education Office	8:00AM to 9:00PM	A-213
Canvas Open Lab		Get your questions answered while you work on your own course in a friendly lab environment. One hour workshops between 8:00 am to 1:00 pm	Distance Education Office	8:00AM to 1:00PM	A-211
AB 540 Ally Training	1258	For those who are interested in becoming Allies of undocumented students, we invite you to attend an Ally Training. This training will feature topics such as immigration history, federal and state laws and policies, financial aid, a student panel, and what it means to be an undocumented ally. <a href="#">RSVP for the AB540 Ally Training</a> . Please note that space is limited.	Maribel Pineda, Reyna Cummings, Basti Lopez De La Luz, Javier Garcia, and Gerardo Contreras	8:30AM to 12:30PM	C-207
Club Advising & Club Forms	1259	This workshop is intended to provide an overview of campus policies and procedures relating to and/or governing student organizations. Participants will explore the explicit and implied responsibilities of being a student organization advisor, develop strategies for fostering effective student leadership, and learn how to fill out forms for facilities reservation, check requests, and campus forms.	John Nguyen	9:00AM to 10:30AM	D-307 The Learning Center
Communication in Canvas	1253	Learn how to communicate with students using the Announcement, Discussion, and Message tools in Canvas, including how to create, edit and participate using these tools in a course.	Distance Education Office	9:00AM to 10:00AM	A-213

Workshops on Jan. 30	Workshop Number	Description	Facilitator	Time	Location
Hi-Touch Healthcare: The Critical Six Soft Skills Training Modules	1262	Soft skills are central to patient-centered care regardless of an employee's position within healthcare. In response to this need, the Statewide Sector Navigator wrote and was awarded an Industry-Driven Regional Collaborative (IDRC) – Acute Need for Embedded Soft Skills grant from the California Community Chancellor's Office, in part to develop soft skills training for incumbent healthcare workers Hi-Touch Healthcare: The Critical Six Soft Skills Training Modules	Teresa Simbro	9:00 AM to 1:30PM	R-307
SLOs 101: Course for Beginners	1260	Everything you always wanted to know about SLO assessment but were afraid to ask. What's the difference between outcomes and objectives? How many SLOs are we supposed to develop and how many do we assess? What is the relationship between SLOs and PLOs? How can the measurement of student learning impact what I do in the classroom tomorrow? The workshop is designed for new as well as seasoned SLO practitioners.	Jarek Janio	9:30 AM to 11:00AM	A-207
Team Up! You create Video Welcome message/SAC TV Faculty Produce it	1367/ 1366	SAC TV faculty will tape you in the TV Studio with proper lighting and cameras as you create an inviting welcome message for your online courses. RSVP by January 25 to taylor_michael2@sac.edu to reserve a ten-minute time slot and receive a template for designing your message. Limited spaces available.	Michael R. Taylor and Michael Dermody	10:00AM to 11:00AM or 1:00PM to 2:00PM	Digital Media Center (DMC) 1300 S. Bristol
Project-Based Learning	1359	Come to this interactive workshop to explore project-based learning (PBL) and discuss how to adapt PBL in any classroom. This evidence-based experience will enhance your instruction in the semesters to come!	Merari Weber	10:00AM to 12:00PM	A-206
Calculus Summit	1356	A discussion of the impact that reducing instructional hours has had on Math 180 and Math 185, and mitigating that impact. Also, to revisit the Math Department's philosophy and goals regarding the Calculus sequence and departmental final exams.	Ken Sill	10:30AM to 12:00PM	H-107

Workshops on Jan. 30	Workshop Number	Description	Facilitator	Time	Location
Zero Textbook Cost Courses at SAC: Get on Board!	1317	SAC was recently awarded a grant to support the development of ZTC degree pathways. Currently, several ZTC courses are being offered across the disciplines, and students are already enrolling in them! This workshop provides background information on SAC's ZTC pathway, how students are currently enrolling in ZTC courses via WebAdvisor, and how you can update your course to become ZTC using quality, free instructional materials. ZTC campus leaders will be providing a brief overview of SAC's ZTC pathway and research assistance to faculty looking for free texts and instructional materials relevant to specific course learning outcomes.	Annie Knight, Crystal Jenkins, Cherylee Kushida	11:00AM to 12:00PM	A-203
Using Art to Teach Almost Anything	1301	Throughout history (and even before!) to today, visual art has reflected every aspect of the human condition. This fun and insightful workshop will present ideas of how you can use examples of paintings, sculptures, and architecture in your classroom to create lively, engaging discussions in almost any subject.	Ed Fosmire	11:00AM to 12:00AM	A-130
Supporting and Accommodating Students with Disabilities	1266	Would you like to know more about how to support the success of students with a disability? Learn about the various types of disabilities and best practices in working with students who require accommodations. Get answers to any questions you have about everything from the laws that govern DSPS services, how a student gets involved with DSPS and what a difference you can make in their lives by understanding more.	Louise Janus & Mark Turner	11:00AM to 12:00PM	D-102
LinkedIn	1318	Do you need to track your students' success and progress after they leave SAC? Find out how to use LinkedIn to track student performance and outcomes.	Kristen Robinson	12:00PM to 1:00PM	A-205
Teaching Math Online	1423	Explore the new research ideas on mathematics learning and student mindsets that can transform students' experiences with math. This workshop is interactive and include various thinking tasks to promote active engagement - such as reflecting on videos, designing lessons, and discussing ideas with peers.	Michael Everett	12:30PM to 2:00PM	H-108
Twitter	1319	Learn how Twitter can benefit you and your students.	Kristen Robinson	1:00PM to 1:30PM	A-205
Canvas Course Copy	1254	Learn how to copy course content from one Canvas course shell to another; use the date management tool; and use the Canvas Commons to update the SAC Canvas Course Template.	Distance Education Office	1:00PM to 2:00PM	A-213

Workshops on Jan. 30	Workshop Number	Description	Facilitator	Time	Location
EEO/Diversity Workshop: Hiring the Best while Developing Diversity in the Workforce	1265	The hiring process in community colleges is controlled largely by statutory and constitutional law, as well as a set of highly detailed regulatory procedures. In particular, screening and selection committees must be familiar with numerous legal requirements and District Policies and Procedures. These constitutional, statutory, and regulatory mandates create two competing legal obligations: the mandated commitment to diversity on the one hand and the prohibition against discrimination on the other. The challenge for community colleges now is navigating the balancing act that satisfies both these mandates. This training will provide a comprehensive guide to diversity in community colleges. The training discusses: (1) the legal backdrop to diversity; (2) the value of diversity in community colleges; (3) hiring procedures and strategies; and (4) best practices for screening committees. Limited enrollment. RSVP: <a href="mailto:dorin_mirela@rscdd.edu">dorin_mirela@rscdd.edu</a>	Laura Schulkind, Liebert Cassidy Whitmore, LCW	1:30PM to 4:30PM	D-101
SAC Template & Add Content (Canvas)	1255	Familiarize yourself with the SAC Canvas Course Template, and how to use it. Learn how to add and edit a page, the Canvas Syllabus, add content to modules and upload files.	Distance Education Office	2:00PM to 3:00PM	A-213
SLOs 101: Course for Beginners	1268	Everything you always wanted to know about SLO assessment but were afraid to ask. What's the difference between outcomes and objectives? How many SLOs are we supposed to develop and how many do we assess? What is the relationship between SLOs and PLOs? How can the measurement of student learning impact what I do in the classroom tomorrow? The workshop is designed for new as well as seasoned SLO practitioners.	Jarek Janio	2:00PM to 3:30PM	A-207
Datatel Training for Prerequisite Waivers	1381	Receive hands on training for completing prerequisite waivers using the new screen in Datatel	Chris Truong & Tina Pov	2:00PM to 2:30PM	A-112
Datatel Training for Prerequisite Waivers	1382	Receive hands on training for completing prerequisite waivers using the new screen in Datatel.	Chris Truong & Tina Pov	2:30PM to 3:00PM	A-112
Gradebook Set Up	1257	Learn how to add grade columns by creating assignment, organize assignments using assignment groups, and how to configure and organize the gradebook.	Distance Education Office	3:00PM to 4:00PM	A-213
Datatel Training for Prerequisite Waivers	1383	Receive hands on training for completing prerequisite waivers using the new screen in Datatel.	Chris Truong & Tina Pov	3:00PM to 3:30PM	A-112

Workshops on Jan. 30	Workshop Number	Description	Facilitator	Time	Location
Datatel Training for Prerequisite Waivers	1384	Receive hands on training for completing prerequisite waivers using the new screen in Datatel.	Chris Truong & Tina Pov	3:30PM to 4:00PM	A-112
Math 83 – New Instructor Training	1374	This workshop is for new instructors of Math 83 and those who want a refresher of the course. If you are looking for a refresher, stop by anytime between 3-8PM.	Martin Romero	3:00PM to 8:00PM	H-107
Flex Requirements & Flex Software	1315	Learn how to meet your flex obligation with SAC's new Faculty Development Tracking System.	Mary Huebsch	4:00PM to 5:00PM	A-207
Canvas Open Lab		Get your questions answered while you work on your own course in a friendly lab environment. One hour workshops between 5:00 pm to 7:00 pm	Distance Education Office	5:00PM to 7:00PM	A-211
Orientation for New Adjunct Faculty	1269	Welcome to SAC! Learn tips for a smooth and successful 1st week & 1st semester. Includes campus forms, add/drop procedures, syllabus design and activities to engage and motivate students.	Mary Huebsch & Jennifer Giddings-Aggleton	5:30PM to 7:00PM	A-207

### Wednesday, January 31, 2018 Workshops

Workshops on Jan. 31	Workshop Number	Description	Facilitator	Time	Location
Online Security Training from The Technology Center	1325	The Technology Center, which is sponsored by the Chancellor's Office, offers security training at no cost for all of our employees (with an .EDU email address.) Sign up for access to the 30 online modules at <a href="#">California Community Colleges training link</a> . The videos are very effective and short. It takes approximately 1½ hours to view all of the modules. To receive 3 hours of flex credit for this training, send the certificate you receive upon completing the modules and passing all quizzes to <a href="mailto:professionaldevelopment@sac.edu">professionaldevelopment@sac.edu</a> .	The Technology Center (California Community Colleges)	Jan. 29 to Feb. 2	Online
SAC Template & Adding Content (Canvas)	1275	Familiarize yourself with the SAC Canvas Course Template, and how to use it. Learn how to add and edit a page, the Canvas Syllabus, add content to modules and upload files.	Distance Education Team	9:00AM to 10:00AM	A-213
Academic Senate Retreat	1274	Academic Senate Business Meeting (includes lunch).	SAC Academic Senate Leadership Team	9:00AM to 3:00PM	A-210

Workshops on Jan. 31	Workshop Number	Description	Facilitator	Time	Location
Gradebook Set Up	1276	Learn how to add grade columns by creating assignment, organize assignments using assignment groups, and how to configure and organize the gradebook.	Distance Education Team	10:00AM to 11:00AM	A-213
Math 083/084 Student Assistant Training	1421	Training student assistants who will work in Math 083 and 084 classes in Fall 2017	Lisa McKowan-Bourguignon	10:00AM to 12:00PM	H-107
The Learning Center & Student Success	1280	Learn about how the Learning Center can support your efforts in the classroom and help students be more successful	Kathy Walczak & Faculty Partners	10:30AM to 11:30AM	D-307 The Learning Center
Make Banners for Canvas	1281	Learn how to make banners that can be used for Canvas courses using <a href="http://www.canva.com">www.canva.com</a> . Make nice looking graphic banners to add a little excitement to class shells. Includes how to upload the banners.	Kyla Benson	11:00AM to 12:00PM	T-213
Canvas Course Copy	1277	Learn how to copy course content from one Canvas course shell to another; use the date management tool; and use the Canvas Commons to update the SAC Canvas Course Template.	Distance Education Office	11:00AM to 12:00PM	A-213
OHM and Canvas for Math 83	1402	Get help with setting up an OER course using Lumen OHM and integrating with Canvas. This session will emphasize Math 83 but will include what's needed for other courses.	Roy Shahbazian	11:30AM to 1:30PM	A-112
Experimenting with Reading Apprenticeship Strategies in the Classroom	1380	Do your students struggle with assigned readings? Do you find yourself summarizing and lecturing on texts for students? Reading Apprenticeship (RA) is an instructional framework that helps students become aware of how and why they engage with texts across all disciplines, making them more motivated and critical thinkers. Join us in a lunchtime brown bag session as faculty share how they have transformed their classrooms through instructional experimentation with metacognition and support from a faculty RA community of practice.	Jennie Beltran, Minhan Dinh, Jennifer Giddings-Aggleton	12:00PM to 1:00PM	A-203
Resources for Teaching SAC's Book of the Year	1282	Roundtable discussion about how to incorporate the 2017-18 Book of the Year, One World: A Global Anthology of Short Stories, into your courses.	Melanie Mowrer & Kathy Walczak	12:30PM to 1:30PM	D-307 The Learning Center
Math for Elementary School Teachers – Math 204	1373	This workshop will introduce you to the content of Math 204 and the interactive strategies we implement to help our students develop a mathematical mindset. With our increased offerings of Math 204, we need more instructors ready and willing to teach this important class.	Martin Romero	1:00PM to 2:00PM	H-107



Workshops on Jan. 31	Workshop Number	Description	Facilitator	Time	Location
OpenEd Conference Debrief and Sharing	1284	Sharing of conference takeaways from Rick Castillo, Jodi Coffman, Claire Coyne, Annie Knight, Rick Manzano, Sara Mathot, Lisa McKowan, Krystal Meier, Shannon Muir, Trudy Naman, Cara Pierce	Cherylee Kushida & OpenEd 2017 Conference Attendees	1:00PM to 2:00PM	A-207
Introduction to Canvas	1278	Learn how to access, log on, and navigate through Canvas; the available Canvas help, support and training; and configure your Canvas settings and preferences.	Distance Education Office	1:00PM to 2:00PM	A-213
Canvas Open Lab		Get your questions answered while you work on your own course in a friendly lab environment. One hour workshops between 1:00 pm to 7:00 pm	Distance Education Office	12:00PM to 7:00PM	A-211
SLOs, PLOs, and ILOs: How to Make the Connection between Courses, Programs and Institution	1286	Student learning is what ultimately drives everything that we do in educational institutions such as ours and it all starts in the classroom. Student learning takes place at each and every interaction with faculty and the college community. How do we make meaningful connections between student learning, program improvement for the benefit of that learning and the institutional mission and vision? This workshop is designed for faculty leaders at any level. From novice to expert.	Jarek Janio	1:30PM to 3:00PM	A-209
Communication in Canvas	1279	Learn how to communicate with students using the Announcement, Discussion, and Message tools in Canvas, including how to create, edit and participate using these tools in a course	Distance Education Office	2:00PM to 3:00PM	A-213
CWE (Cooperative Work Experience) Title V Workshop (new faculty)	1400	Title V training for new faculty teaching CWE classes in the Spring. In order for students to complete an unpaid/paid internship they need to/should be registered in a CWE class. This orientation is for new CWE faculty and will cover the best practices to prepare interns to successfully complete the documentation required by Title V and for our current grants.	Margaret Manzano	3:00PM to 4:30PM	A-108
Best Practices in SLO Assessment	1287	How to tackle assessment of student learning; how to make it meaningful to faculty and students; how to link SLO assessment to improvement of instruction and finally, how to link SLO assessment to resource allocation requests (RAR). What are the differences and similarities between different types of formative and summative assessments? Rubrics? Surveys? Publishers' tests? Online assessments? Portfolios? The workshop is designed for anyone interested in assessment tools to improve teaching practice.	Jarek Janio	3:30PM to 5:00PM	A-209

Workshops on Jan. 31	Workshop Number	Description	Facilitator	Time	Location
CWE (Cooperative Work Experience) Title V Workshop (returning faculty)	1401	Title V training for returning faculty teaching CWE classes in the Spring. In order for students to complete an unpaid/paid internship they need to/should be registered in a CWE class. This orientation is for returning CWE faculty and will cover updated practices for retention of the documentation required by Title V and for our current grants.	Margaret Manzano	4:00PM to 4:30PM	A-108

### Thursday, February 1, 2018 Workshops

Workshops on Feb. 1	Workshop Number	Description	Facilitator	Time	Location
Department Meetings		Contact your department chair or division office for department meeting times and locations.	Department Faculty	All Day	SAC
Online Security Training from The Technology Center	1325	The Technology Center, which is sponsored by the Chancellor's Office, offers security training at no cost for all of our employees (with an .EDU email address.) Sign up for access to the 30 online modules at <a href="#">California Community Colleges training link</a> . The videos are very effective and short. It takes approximately 1½ hours to view all of the modules. To receive 3 hours of flex credit for this training, send the certificate you receive upon completing the modules and passing all quizzes to <a href="mailto:professionaldevelopment@sac.edu">professionaldevelopment@sac.edu</a> .	The Technology Center (California Community Colleges)	Jan. 29 to Feb. 2	Online
Counseling Division Meeting	1386	Counseling Division meeting		8:30 AM to 1:00PM	A-130 & A-203
Communication in Canvas	1291	Learn how to communicate with students using the Announcement, Discussion, and Message tools in Canvas, including how to create, edit and participate using these tools in a course.	Distance Education Office	9:00AM to 10:00AM	A-213
Humanities & Social Sciences Division Meeting	1357	Humanities & Social Sciences department chair meeting	Matt Beyersdorf	9:00AM to 10:30AM	D-418
SLOs and TracDat	1321	SLOs and TracDat – Get ready to keep track of your student learning data with one of the most user-friendly tools available: Nuventive. Improve, formerly known as TracDat. We will practice logging in to the database, data entry, tracking of the assessments, generating of the reports and informing students and other faculty members about student learning. The workshop is for those who would like to jump on the band wagon of assessment of student learning and institutional improvement. See you all there!	Jarek Janio	9:00AM to 10:30PM	A-207

Workshops on Feb. 1	Workshop Number	Description	Facilitator	Time	Location
Canvas Open Lab		Get your questions answered while you work on your own course in a friendly lab environment. One hour workshops between 10:00 am to 6:00 pm	Distance Education Office	9:00AM to 6:00PM	A-211
Grading in Canvas	1293	Learn how to manually enter grades into the Gradebook, add student feedback or grading comments, download the gradebook and more!	Distance Education Office	10:00AM to 11:00AM	A-213
Fine and Performing Arts Division Meeting		Mandatory Fine & Performing Arts full time and part time faculty combined meeting. Department meetings will follow.	Eve Kikawa	10:00AM to 2:30PM	C-104
Humanities & Social Sciences Division Meeting	1258	Humanities & Social Sciences Full time and part time faculty meeting	Matt Beyersdorf	10:30AM to 1:30PM	A-210
Business Division Meeting	1302	Business full time faculty meeting	Madeline Grant	12:00PM to 2:00PM	A-216
Oral Presentation Basics for All Disciplines	1295	Presentations are often an essential part of the learning experience. Come learn how to better prepare your students for classroom presentations. This workshop will cover outlining, delivery, and visual aids. You will leave with handouts and tools on simple tips to help your students improve their presentation skills.	Christina Nguyen	12:30PM to 1:30PM	C-207
Canvas Course Copy	1294	Learn how to copy course content from one Canvas course shell to another; use the date management tool; and use the Canvas Commons to update the SAC Canvas Course Template.	Distance Education Office	1:00PM to 2:00PM	A-213
Nursing Curriculum Meeting	1377	Spring 2018 start-up Nursing Curriculum meeting	Rowena Valtairo	1:00PM to 3:00PM	R-307
Math Department Innovations Meeting	1415	Learn about innovations in mathematics teaching and learning.	Kyle Bradley	1:00PM to 3:30PM	H-105
Testing, Gaming, Learning in the Classroom	1289	21 <sup>st</sup> century teaching and learning are here to stay! Engage and motivate students with Socrative, Kahoot and Quizlet	Suzanne Freeman	2:00PM to 3:15PM	A-209
Club Advising & Club Forms	1283	This workshop is intended to provide an overview of campus policies and procedures relating to and/or governing student organizations. Participants will explore the explicit and implied responsibilities of being a student organization advisor, develop strategies for fostering effective student leadership, and learn how to fill out forms for facilities reservation, check requests, and campus forms.	John Nguyen	2:00PM to 3:30PM	D-307 The Learning Center

Workshops on Feb. 1	Workshop Number	Description	Facilitator	Time	Location
Introduction to Canvas	1330	Learn how to access, log on, and navigate through Canvas; the available Canvas help, support and training; and configure your Canvas settings and preferences.	Distance Education Office	3:00PM to 4:00PM	A-213
Tech Tips to Effectively Connect with and Engage Students	1296	Tips for when and how to include technology in your classroom. This workshop will address how technology can be used most effectively to support and assess student learning and help create a meaningful learning environment.	Trudy Naman	3:30PM to 4:30PM	A-215
SAC Template & Add Content (Canvas)	1331	Familiarize yourself with the SAC Canvas Course Template, and how to use it. Learn how to add and edit a page, the Canvas Syllabus, add content to modules and upload files	Distance Education Office	4:00PM to 5:00PM	A-213
Chemistry Supplemental Instruction Facilitator Training Session	1411	We will train the chemistry supplemental instruction facilitators for the upcoming fall semester. We will discuss potential scenarios that may arise with students and faculty. We will discuss best practices and have a couple of teaching demonstrations.	Stacey Littlejohn	4:00PM to 5:00PM	R-326
Math 83 – Instructional Strategies for Student Success	1375	ALEKS, Collaborative Groups, and Review are essential for student success in Math 83. This is an opportunity for Math 83 Instructors to learn how to implement these ideas in their Math 83 classroom. Also, be prepared to share your wonderful ideas.	Martin Romero	4:00PM to 5:30PM	H-107
Orientation for New Adjunct Faculty	1290	Welcome to SAC! Learn tips for a smooth and successful 1st week & 1st semester. Includes campus forms, add/drop procedures, syllabus design and activities to engage and motivate students.	Mary Huebsch & Jennifer Giddings-Aggleton	4:00PM to 5:30PM	A-209
OHM and Canvas	1410	Get help with setting up an OER course using Lumen OHM and integrating with Canvas. (Might be canceled if interest is low.)	Roy Shahbazian	4:00PM to 6:00PM	H-108
Campus Safety and Emergency Preparedness	1297	Are you ready for an emergency? Join us for a discussion about the resources available to help you be prepared.	Don Mahany and Lt. Scott Baker	4:30PM to 5:30PM	R-128
Math 219 Training and Discussion	1425	Training and best practices discussion for Math 219 instructors. There will also be MyStatLab training and Q&A.	John Zarske	4:30PM to 6:00PM	H-109
Gradebook Set Up (Canvas)	1332	Learn how to add grade columns by creating assignment, organize assignments using assignment groups, and how to configure and organize the gradebook.	Distance Education Office	5:00PM to 6:00PM	A-213

Workshops on Feb. 1	Workshop Number	Description	Facilitator	Time	Location
Chem 209 Supplemental Instruction Training and Meet and Greet	1413	Chem 209 Faculty will meet with their assigned supplemental instruction facilitators. We will discuss the new method of supplemental instruction for the fall semester. We will also discuss best practices on both the part of the SI facilitator and the faculty member.	Stacey Littlejohn	5:00PM to 6:00PM	R-326
CDES - Open Canvas lab	1404	Assist CDES faculty with Canvas shells for spring 2018.	Michelle Hardy	5:00PM to 6:00PM	V-151
Kinesiology Division Meeting		Kinesiology part time faculty meeting	Doug Manning	5:30PM	F-126
Business Division Meeting	1303	Business full time and part time faculty meeting	Madeline Grant	5:30PM to 9:00PM	A-210
Kinesiology Division Meeting		Kinesiology full time and part time faculty meeting	Doug Manning	5:30PM to 9:30PM	F-102
Math, Science & Health Sciences Meeting	1351	Math, Science & Health Sciences part time faculty meeting	Michelle Priest	6:00PM to 7:00PM	R-128
Adjunct Counselor Training/Meeting	1368	Counseling part time faculty meeting and training	Rey Robledo, Mary Castellanos, Martha Vargas	6:00PM to 8:00PM	A-203
Human Services & Technology Division Meeting	1354	Human Services & Technology Division full time and part time faculty meeting	Bart Hoffman	6:00PM to 9:00PM	R-124

### Friday, February 2, 2018 Workshops

Workshops on Feb. 2	Workshop Number	Description	Facilitator	Time	Location
Online Security Training from The Technology Center	1325	The Technology Center, which is sponsored by the Chancellor's Office, offers security training at no cost for all of our employees (with an .EDU email address.) Sign up for access to the 30 online modules at <a href="#">California Community Colleges training link</a> . The videos are very effective and short. It takes approximately 1½ hours to view all of the modules. To receive 3 hours of flex credit for this training, send the certificate you receive upon completing the modules and passing all quizzes to <a href="mailto:professionaldevelopment@sac.edu">professionaldevelopment@sac.edu</a> .	The Technology Center (California Community Colleges)	Jan. 29 to Feb. 2	Online

Workshops on Feb. 2	Workshop Number	Description	Facilitator	Time	Location
Social Science Curriculum Meeting/Workshop	1419	Curriculum meeting open to all members of the Social Science Curriculum Committee.	Philippe Andrade	8:00AM to 10:00AM	D-435
Spring Convocation	1300	Morning refreshments & check-in at 8:00AM. Convocation activities begin at 8:30AM with Welcome from President Linda Rose.	President Linda Rose	8:00AM to 11:30AM	Phillips Hall & assigned breakout rooms
Math, Science & Health Sciences Division Meeting		Math, Science & Health Sciences full-time faculty meeting	Michelle Priest	11:45AM to 12:45PM	R-128