

MERRITT COLLEGE

Fall 2015 Flex Day Program

Thursday, August 20 and Friday, August 21, 2015

*STUDENT SUPPORT (RE) DEFINED: CONNECTED, DIRECTED,
ENGAGED, FOCUSED, NURTURED, AND VALUED*

Merritt College Faculty, Administrators, and Staff!

The Merritt College Professional Development Committee (PDC) met throughout the summer and collaborated with the College's Leadership Team and two members of the Student Learning Outcomes Assessment Committee (SLOAC), Dr. Jennifer Shanoski and Ann Elliott, to plan the August 2015 Flex Day Program. The schedule of activities is designed to meet campus community professional development goals and to jumpstart significant college-wide projects with benchmarks for completion by December 2015 and throughout the Spring 2016 semester, as well. Our goal is to motivate every individual full-time/adjunct instructional faculty/counselor, administrator, and full-time/hourly classified staff to participate in several or all of the Flex Day Program activities.

The theme of the August 2015 Flex Day Program centers on the RP Groups six student success factors: ***Student Support (Re) Defined: Connected, Directed, Engaged, Focused, Nurtured, and Valued.*** We ask that you consider linking one or more of these success factors to your departmental/unit/action plans, learning outcomes, goals and priorities, and, in evaluating your roles in supporting student success.

Dr. David Marshall, Associate Professor of English, California State University San Bernardino & Assessment Coordinator, College of Arts and Letters, will serve as our keynote speaker on Thursday, August 20, 2015. Dr. Marshall will bring new perspectives and strategies on becoming "intentional" in learning outcomes assessment and ways in which to integrate it into the fabric of the college.

Dr. Marshall, faculty, administrators, and classified staff will also facilitate **concurrent workshops on Thursday afternoon.** The day's activities will close with an **Assessment Fair and Ice Cream Social** at 4:00 p.m. followed by the Faculty Orientation at 4:30 p.m. for all new and returning adjunct faculty.

Friday, August 21, 2015 has been designated as "College Day". The morning program will be facilitated by the College Leadership Team. Topics may include accreditation, program review, strategic planning, student success and equity. A more detailed agenda is forthcoming. Division and departmental meetings will be held in the afternoon.

The Merritt College Professional Development Committee is also sponsoring a **K-12 Back to School Back Pack and School Supplies Drive, in conjunction with the Family Giving Tree** organization. You will have the opportunity of participating in the project by donating a back pack and/or school supplies. All back packs and school supplies donated by Merritt College faculty, administrators, and staff will be donated and delivered the week of August 24th to one of our OUSD K-12 feeder schools. Approximately, \$30 of school supplies will help school children to be prepared to learn and succeed! We are working to find sponsors to donate back packs. **If you can, purchase a back pack and bring it to flex day.** All donations are tax deductible. We hope that many of you will join in this Merritt College give-back-to-the community project.

Lastly, we look forward to **networking with one another!** Arrive early for breakfast; be prepared to enjoy the luncheons, especially the Bar-B-Q on Friday, and the random raffle prize drawings both days.

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David Marshall began his work on assessable learning outcomes during Ph.D. work (English literature) in a redesign of the Indiana University writing program. Since joining the faculty at California State University, San Bernardino (CSUSB), he has continued this work with multiple organizations on learning outcomes, first with CalPASS's English PLC in Coachella Valley and for the last five years as the Associate Director of Tuning USA, a learning outcomes initiative funded by Lumina Foundation and operated by the Institute for Evidence-Based Change.

In that role, he has facilitated efforts to define disciplines in terms of assessable student learning outcomes, working with states (Kentucky, Texas, Montana), compacts (The Midwest Higher Education Compact), and national associations (The American Historical Association and The National Communication Association). At CSUSB he holds the post of Associate Professor of English and serves as the Assessment Coordinator for the College of Arts and Letters, for which he also served as Assistant Dean. While his academic training is in medieval literature and popular culture, he has published and given presentations nationally on learning outcomes and their use in intentional education. In work with The National Institute for Learning Outcomes Assessment, Dr. Marshall has recently published "Roadmap to Enhanced Student Learning: Implementing the DQP and Tuning."

Merritt College Professional Development Committee (PDC)

Dr. Audrey Trotter, Chair

Dr. Elmer Bugg

Maril Bull

Dr. Arnulfo Cedillo

Melinda Downing

Dr. Tae-Soon Park

Margie Rubio, Accountant/Bookkeeper

Nghiem Thai, Minutes/Website

Vacancy, Administrator

Stefanie Harding, Ex-Officio

Merritt College Administration

Dr. Norma Ambriz-Galaviz, President

Dr. Elmer Bugg, Vice President of Instruction

Dr. Arnulfo Cedillo, Vice President of Student Services

Dr. Dativa "Dettie" Del Rosario, Director of Business and Administrative Services

Dr. Tina Vasconcellos, Dean, Academic Pathways and Student Success

Vacant, Dean, Workforce Development and Applied Sciences

Romeo Garcia, Interim Dean of Special Projects and Grants

Dr. Lilia Chavez, Director of Student Activities and Campus Life

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Thursday, August 20, 2015

Time	Activity 8:00 – 12:45 p.m.	Location
8:00 – 9:00	Hot Breakfast & Networking	Newton Seale Student Lounge Room R110
9:00 – 10:00	<p>Welcome and State of the College Message After sixty years, what is Merritt College striving to strengthen and what are the continuous challenges facing its constituencies? Do we know why? Is anyone making plans? For inquiring minds, this session provides an update on the college's plans with culture climate, institutional effectiveness, partnerships and academic pathways, enrollment and college resources from the presidential perspective.</p> <p>There will be a brief introduction and welcome of Dr. Jowell C. Laguerre, Chancellor of the Peralta Community College District to Merritt College.</p> <p><i>Presenter: Dr. Norma Ambriz-Galaviz, President, Merritt College</i></p>	Newton Seale Student Lounge Room R110
10:00 – 12 noon	<p>Keynote Presentation: Making it Meaningful: Authentic Assessment Assessment is often viewed as a dirty word, associated with accreditation and anxiety around outsiders peering over our shoulders. Assessment, however, is something institutions of higher education are really quite adept at doing and practice all the time. This presentation will suggest that assessment needs to be reconsidered as being about student success rather than external quality control. By examining two distinct cultures of assessment, David will offer an approach to outcomes and their assessment that makes them a useful and productive part of what members of the college do for students, not accreditors.</p> <p><i>Keynote Speaker: Dr. David Marshall, Associate Professor of English, California State University San Bernardino (CSUSB) & Assessment Coordinator, College of Arts and Letters</i></p>	Newton Seale Student Lounge Room R110
12 noon – 12:45	Lunch & Networking	Newton Seale Student Lounge Room R110
<p align="center">Break and Passing Time to Afternoon Concurrent Workshops 12:45 – 1:00 p.m.</p>		

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Time	Activity	Location
Concurrent Workshops 1:00 – 2:45 p.m.		
1:00 – 2:45	<p>Planning for Meaningful Assessment Building on his morning presentation, David will lead participants in building a strategy for their own meaningful assessment activities around one outcome about which they are most interested. This workshop will offer examples and models to help participants develop their own plans for student success through intentional education.</p> <p><i>Workshop Facilitator: Dr. David Marshall, Associate Professor of English, California State University San Bernardino (CSUSB) & Assessment Coordinator, College of Arts and Letters</i></p>	Newton Seale Student Lounge Room R110
1:00 – 2:00	<p>CCC Confer: What Is It? & How Do I Get Access? Learn about a powerful e-conferencing tool available for free to all California Community College faculty and staff.</p> <p><i>Facilitator: Donna Gustafson, CCC Confer & Nghiem Thai, Classified Staff, Library & Library Department Chair</i></p>	Learning Center Room L137
2:00 – 3:00	<p>Student Success and Support Program (SSSP) and Student Equity: Where We Have Been and Where We Need to Go</p> <p>The Student Success and Support Program (SSSP) and Student Equity initiatives were formulated into working plans for Merritt College a year ago. With the main focus on the four core support services of orientation, assessment, student education plans and follow-up services, the plans focused on where we were and where we wanted to be. A year later, we need to check our progress. We need to re-focus and examine how to best provide the core support services.</p> <p>Join us for an interactive discussion on aligning our plans with where we need to go as we grapple with closing the achievement gap, as we focus on our retention and persistence challenges, and as we ultimately join our students in their successes.</p> <p><i>Facilitator: Dr. Arnulfo Cedillo, Vice President, Student Services</i></p>	Teaching and Learning Center (TLC) Room R029
Break and Passing Time to Afternoon Concurrent Workshops 2:45 – 3:00 p.m.		

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Time	Activity	Location
Concurrent Workshops 3:00 – 4:30		
3:00 – 4:00	<p>Smart Classroom Training Participants will learn (or re-learn):</p> <ul style="list-style-type: none"> • The basic operation of the smart classroom equipment (i.e. getting it turned on; using it; and, trouble-shooting) • Various methods of presenting lectures, audio/visual materials and external resources; and, • Advanced use of the equipment capabilities presented, as requested. • Participants will receive handouts with step-by-step explanations of all the equipment. <p><i>Facilitator: Dr. Arja McCray, Faculty, Biology & Merritt College Curriculum Chairperson & Dr. Nancy Rauch, Faculty, Biology</i></p>	Room P203
3:00 – 4:00	<p>Turnitin Webinar...Instructor Tools Webinar designed for new Turnitin users.</p> <ul style="list-style-type: none"> • Effective and innovative tools to evaluate student learning. • Ensure originality. • Provide electronic student feedback. Set up peer review. <p><i>Facilitator: Dr. Tina Vasconcellos, Dean, Academic Pathways and Student Success</i></p>	Learning Center Electronic Classroom Computer Lab Room L132
3:00 – 4:00	<p>Guiding Students Into Successfully Navigating Into a Medical Assistant Career Join in an interactive session as participants role-play the Counselor/Student advising session for students desiring information and guidance about a Certified Medical Assistant (CMA) career. Participants will be able to:</p> <ul style="list-style-type: none"> • Describe the two major differences between Clinical Medical Assisting and Administrative Medical Assisting • Identify the two major eligibility requirements for the CMA Program • Describe the 5-step process in applying for the Clinical Medical Assisting Program. <p><i>Facilitator: Grace Idowu Reena, Faculty, CMA Program</i></p>	Learning Center Science Lab Room L140

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Activity		
Concurrent Workshops 3:00 – 4:30 p.m.		
3:00 – 4:30	<p>Classified Leadership Institute 2015 Report Panel of Merritt Classified Senators will share their experiences and insights from the Classified Leadership Institute Conference. Find out about some of the initiatives and issues that classified staff are engaging in statewide. Be inspired to become a classified leader.</p> <p><i>Facilitators: Stefanie Harding, President, Classified Senate & Nghiem Thai, VP, Classified Senate</i></p>	ASMC Chambers Room R127
3:00 – 4:30	<p>Getting Started in Using Moodle to Help Students Succeed Teachers will learn to add their syllabus and other types of information to their Moodle shell for students to use.</p> <p><i>Facilitator: Alexis Alexander, Faculty, Distance Education Coordinator</i></p>	Teaching and Learning Center (TLC) Room R029

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Time	Assessment Fair, College Ice Cream Social & Faculty Orientation 4:00 – 6:00 p.m.	Location
4:00 – 5:00	<p>Merritt College Ice Cream Social Network! Have Fun! Socialize! Win Raffle Prizes!</p> <p><i>Facilitators: Merritt Professional Development Committee</i></p>	Newton Seale Student Lounge Room R110
4:30 – 6:00	<p>Faculty Orientation—Getting to Know Your Colleagues and Getting Ready for Fall 2015 (All new and returning part-time faculty are highly encouraged to participate).</p> <p>This workshop is designed for <i>all</i> new and returning part-time faculty. Facilitators will review college policies, procedures, and the How, When, and Where to get things done for an effective teaching experience at Merritt. The following information will be covered:</p> <ul style="list-style-type: none"> • Parking Permits • IDs/Keys • Gaining access the PROMT system • Adding and Dropping Students • Peralta E-mail • Production Hours and Guidelines • Classroom Management and the Student Code of Conduct • Deadlines for Census, Attendance Verification, and Grade Rosters • Evening Hours Administrator & Services • Curriculum • How to connect to a Merritt College Academic Senate faculty/counselor mentor • Other issues <p><i>Facilitators: Dr. Mario Rivas, Faculty, Psychology & Academic Senate President, Dr. Tae-Soon Park, Faculty, Mathematics, Academic Senate President Emeritus, Dr. Elmer Bugg, Vice President of Instruction, Dr. Arnulfo Cedillo, Vice President of Student Services, Dr. Dettie Del Rosario, Director of Business and Administrative Services, Dr. Jennifer Shanoski, Faculty, Chemistry & PFT Representative</i></p>	ASMC Chambers Room R127

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Time	Activity 8:00 – 4:15 p.m.	Location
8:00 – 9:00	Continental Breakfast & Networking	Newton Seale Student Lounge Room R110
9:00 – 10:00	<p>Merritt College’s Mission & Opportunities This session will provide you with an introduction to the successful outcomes of our local Upward Bound Program and the importance of partnerships for early intervention and outreach to our Oakland youth. With the completion of the Barbara Lee Center for Science and Allied Health and as Merritt looks to develop future leaders, what preparation is needed to focus on STEM?</p> <p><i>Facilitator: Dr. Chris Harrison, Co-Founder & CEO, LIFTT (Leaders Innovators & Forward Thinkers of Tomorrow)</i></p>	Newton Seale Student Lounge Room R110
10:00 – 12 noon	<p>College Focus On Accreditation, Program Review & Strategic Goals An interactive session focusing on:</p> <ul style="list-style-type: none"> • Merritt’s nine ACCJC recommendations • Preparation for the new Program Review Cycle • Merritt Colleges 2014-17 Strategic Goals <p><i>Facilitators: Merritt College Leadership Team</i></p>	Newton Seale Student Lounge Room R110
12 noon – 12:45	Hot B-B-Q Luncheon & Networking	Newton Seale Student Lounge Room R110
1:00 – 2:30	<p>Division Meetings</p> <p>Division I: Humanities and Social Sciences <i>Facilitator: Dr. Tina Vasconcellos, Dean, Academic Pathways and Student Success</i></p> <p>Division II: Workforce Development and Applied Sciences <i>Facilitator: Dr. Elmer Bugg, Vice President of Instruction</i></p>	Newton Seale Student Lounge Room R110
Break and Passing Time to Department Meetings 2:45 – 3:00 p.m.		
3:00 – 4:15	<p>Department Meetings Department Chairs will coordinate meeting times and rooms.</p>	TBA