RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**FACULTY INSTITUTE**

Fall 2016 – Spring 2017

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| **FLEX WEEK AUGUST 15 – 19, 2016** |

**Monday, August 15, 2016 DISTRICT OFFICES**

8:00 a.m. – 12 Noon District Office/Board Room 107

**District Orientation**

Judyanne Chitlik, Vice Chancellor, Human Resources

* **Welcome by Chancellor –** Dr. Raúl Rodríguez
* **HR Orientation**
* **Payroll Process,** Diane Kincheloe, Payroll Manager
* **Benefits,** Diane Loya, Benefits Analyst
* **District Safety and Security/Title IX,** Alistair Winter, Assistant Vice Chancellor, Human Resources
* **SchoolsFirst Federal Credit Union**
* **Tour of the District Offices**

12 Noon – 1:00 p.m. **Luncheon with the Chancellor**

1:00 p.m. – 3:00 p.m. **Afternoon Session**

* **Welcome by College Presidents – College Mission and Goals**

Dr. Linda Rose, Santa Ana College

Dr. John Hernandez, Santiago Canyon College

* **Welcome by Academic Senate Presidents- Introduction to the Academic Senate/Participatory Governance**

Dr. Elliott Jones, Santa Ana College

Michael DeCarbo, Santiago Canyon College

* **Welcome by the Faculty Association of the Rancho Santiago Community College District (FARSCCD)**

Narges Rabii-Rakin, President

* **Admissions and Records**

Tuyen Nguyen, Assistant Dean of Admissions and Records/SCC

Mark Liang, Dean of Enrollment and Support Services/SAC

* + How to Access Rosters/Grades
  + How to Add and Drop Students
  + Wait Lists

4:00 p.m. – 4:30 p.m. **Welcome Reception with the Board of Trustees** District Office/Board Room 107

**PLEASE REMAIN AFTER THE RECEPTION TO BE FORMALLY PRESENTED TO THE BOARD OF TRUSTEES AT THE BOARD MEETING**

**Tuesday, August 16, 2016**

**Santiago Canyon College**

9:00 a.m. – 2:00 p.m. **Joint SCC/SAC Equity Institute “The Neuroscience and Psychology of Decision Making in Higher Education” with Kimberly Papillon, Esq.** Room E-204

Joseph Alonzo, Director of Student Equity and Success/SCC

Dr. George Sweeney, Student Equity Coordinator/SAC

Dr. Melinda Womack, Professor of Communication/SCC

Dr. Christine Umali-Kopp, Professor of Psychology/SCC

**Wednesday, August 17, 2016** **ACADEMIC SENATE RETREATS**

**Santiago Canyon College** Room E – 203

9:00 a.m. – 12 Noon Senate Meeting

12:30 p.m. – 1:15 p.m. Faculty Potluck

**Santa Ana College** Location TBA

9:00 a.m. – 11:00 p.m. Research Office Open House

Janice Love, Director of Research

11:30 a.m. – 12:30 p.m. Lunch with Academic Senate and Department Chairs

1:00 p.m. – 3:00 p.m. Student Success: It’s Personal: Classroom Support and Management

Carlos Lopez, Vice President of Academic Affairs

Dr. Sara Lundquist, Vice President of Student Services

Faculty Partners

* Student Success: It’s Personal and the 6 Student Success Factors
* Setting Expectations in the Course Syllabus and Course Orientation
* Keeping Students Focused/Maintaining Classroom Decorum
* Student Code of Conduct, key resources and protocols
* DSPS and VAWA Supports

**Thursday, August 18, 2016**

**Department/Division Meetings** (TBD by specific Departments)

Please contact your Department Chair or Division Deans for meeting time and location

**Friday, August 19, 2016 COLLEGE CONVOCATIONS**

**Santa Ana College**

8:00 a.m. – 10:00 a.m. Phillips Hall Theatre/Building P

12 Noon – 1:00 p.m. Catered Lunch Room TBA

1:00 p.m. – 2:00 p.m. **Tour of Campus and Facilities** Cesar Chavez Building/Room A-130

Carlos Lopez, Vice President of Academic Affairs

Dr. Sara Lundquist, Vice President of Student Services

**Santiago Canyon College**

10:30 a.m. – 12 Noon Lunch Humanities Building/H-114

Catered Lunch to immediately follow Convocation

1:00 p.m. – 2:00 p.m. **Setting Expectations for Classroom Decorum** Room H-114

Dr. Marilyn Flores, Vice President of Academic Affairs

Ruth Babeshoff, Vice President of Student Services

* Classroom and Student Management
* Student Code of Conduct
* Disruptive Student Behavior
* Academic Dishonesty

2:00 p.m. – 4:00 p.m. **Tour of Campus and Facilities**

Ruth Babeshoff, Vice President of Student Services

**SEPTEMBER 2016 MEETING**

**Friday, September 9, 2016 DISTRICT OFFICES**

9:00 a.m. – 12 Noon District Offices/Board Room 107

**Tenure Review Process and Faculty Portfolios**

Judyanne Chitlik, Vice Chancellor of Human Resources

Narges Rabii-Rakin, FARSCCD President

Shelly Jaffray, Dean of Humanities and Social Sciences

Carolyn Breeden, Dean of Arts, Humanities, and Social Sciences

* **Tenure Review Process**
* **Self-Evaluation**
* **Creation of Faculty Portfolios**
* **Faculty Panel/ Q&A/ Myths and Misconceptions in the Tenure Review Process**

**OCTOBER 2016 MEETING**

**Friday, October 14, 2016**

**Santa Ana College**

9:00 a.m. – 12 Noon Cesar Chavez Building/ Room A-210

Cherylee Kushida, Coordinator of Distance Education/SAC

* **On-Line/Educational Technology/Distance Education**
* **Learning Management Systems**
* **Using Technology (Review of On-Line Resources at SAC)**
* **Blackboard**

**Santiago Canyon College**

9:00 a.m. – 12 Noon Room H-114

* **Discussion: Best Practices in Teaching and Learning Techniques with 2015-2016 Faculty Cohorts**

Dr. Marilyn Flores, Vice-President of Academic Affairs/SCC

Michael DeCarbo, Academic Senate President, SCC

**NOVEMBER 2016 MEETING**

**Friday, November 18, 2016**

**Santa Ana College**

9:00 a.m. – 12 Noon Cesar Chavez Building/Room A-210

* **Discussion: Best Practices in Teaching and Learning Techniques with 2015-2016 Faculty Cohorts**

Carlos Lopez, Vice President of Academic Affairs/SAC

Dr. Elliott Jones, Academic Senate President/SAC

**Santiago Canyon College**

9:00 a.m. – 12 Noon Building B/Room 208

Scott James, Coordinator of Distance Education/SCC

* **On-Line/Educational Technology/Distance Education**
* **Learning Management Systems**
* **Using Technology**
* **Blackboard**

**DECEMBER 2016 MEETING**

**Friday, December 2, 2016 DISTRICT OFFICES**

9:00 a.m. – 12 Noon District Offices/Board Room 107

* **End of Semester Debrief Discussion**

Dr. Marilyn Flores, Vice President of Academic Affairs/SCC

Carlos Lopez, Vice President of Academic Affairs/SAC

Ruth Babeshoff, Vice President of Student Services/SCC

Dr. Sara Lundquist, Vice President of Student Services/SAC

Michael DeCarbo, President of the Academic Senate/SCC

Dr. Elliott Jones, President of the Academic Senate/SAC

* **Turning in Grades**

Tuyen Nguyen, Assistant Dean of Admissions and Records/SCC

Mark Liang, Dean of Enrollment and Support Services/SAC

12 Noon – 1:00 p.m. **Lunch with the Chancellor**

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| **FLEX WEEK FEBRUARY 6 – 10, 2017** |

**Monday, February 6, 2017**

9:00 a.m. – 12:00 p.m. **Santiago Canyon College** Room H-114

* **Innovative Teaching Strategies That Promote Student Success**

Discussion of On-Course and other strategies to assist student of all levels of preparation

Dr. Marilyn Flores, Vice President of Academic Affairs/SCC

Michael DeCarbo, President of the Academic Senate/SCC

* **Instructional and Student Support Services Site Visit**

Tour and learn about the following areas: MASH Center, STAR Center, Tutoring Center, Academic Success Center, Counseling, Transfer Center, Library, Writing Center and BSI.

Dr. Marilyn Flores, Vice President of Academic Affairs/SCC

Michael DeCarbo, President of the Academic Senate/SCC

9:00 a.m. – 12 Noon **Santa Ana College** Cesar Chavez Building/Room A-130

* **Student Equity**

Dr. George Sweeney, Student Equity Coordinator

* **SSSP**

Dr. Micki Bryant, Dean of Counseling

* **Instructional Support Service**

Luis Pedroza, Librarian

Kathy Walczak, Learning Center Coordinator

* **Basic Skills Initiative and Professional Development**

Mary Huebsch, BSI and Professional Development Coordinator

**Wednesday, February 8, 2017 ACADEMIC SENATE RETREATS**

**Santiago Canyon College** Building E/Room 204

9:30 a.m. – 2:30 p.m.

Michael DeCarbo, President of the Academic Senate/SCC

**Santa Ana College** Room/TBD

9:30 a.m. – 12:30 p.m.

Dr. Elliott Jones, President of the Academic Senate/SAC

**Thursday, February 9, 2017**

**Department/Division Meetings** (TBD by specific Departments)

Please contact your Department Chair or Division Dean for time and location.

**Friday, February 10, 2017 COLLEGE CONVOCATIONS**

**Santa Ana College**

8:00 a.m. – 10:00 a.m. Phillips Hall Theatre/Building P

**Santiago Canyon College**

10:30 a.m. – 12 Noon Santiago Canyon College/Room H-106

**Department/Division Faculty Meeting** (TBD by specific Division)

Please contact your Division Dean for time and location.

**FEBRUARY 2017 Meeting**

**Friday, February 24, 2017**

**Santa Ana College**

9:00 a.m. – 12 NoonCesar Chavez Building/Room A-130

**Accreditation and Institutional Effectiveness**

Dr. Bonita Jaros, Coordinator of Institutional Effectiveness/Accreditation Liaison Officer/SAC

Dr. Jarek Janio, SLO Coordinator

Carlos Lopez, Vice President of Academic Affairs

Dr. Sara Lundquist, Vice President of Student Services

* **Faculty Role and Responsibilities**

**Santiago Canyon College**

9:00 a.m. – 12 Noon Room H-114

**Accreditation and Institutional Effectiveness**

Aaron Voelcker, Dean of Institutional Effectiveness/Library/Academic Support/SCC

* **Faculty Role and Responsibilities**

**MARCH 2017 MEETING**

**Friday, March 17, 2017 DISTRICT OFFICES**

9:00 a.m. – 12 Noon District Offices/Boardroom 107

**Interdisciplinary Discussion on Integrated Learning**

Carlos Lopez, Vice President of Academic Affairs/SAC

Dr. Marilyn Flores, Vice President of Academic Affairs/SCC

Michael DeCarbo, President of the Academic Senate/SCC

Dr. Elliott Jones, President of the Academic Senate/SAC

**APRIL 2017 MEETING**

**Friday, April 21, 2017**

9:00 a.m. – 12 Noon **Santa Ana College** Cesar Chavez Building/Room A 128

**Continuation: Discussion of Best Practices in Teaching and Learning Technologies**

Carlos Lopez, Vice President of Academic Affairs/SAC

Dr. Elliott Jones, President of Academic Senate/SAC

9:00 a.m. – 12 Noon **Santiago Canyon College** Room H-114

**Continuation: Discussion of Best Practices in Teaching and Learning Technologies**

Dr. Marilyn Flores, Vice President of Academic Affairs/SCC

Michael DeCarbo, President of Academic Senate/SCC

**MAY 2017 MEETING**

**Friday, May 12, 2017 DISTRICT OFFICES**

9:00 a.m. – 1:00 p.m. District Offices/Boardroom 107

**End of the Academic Year Debrief**

9:00 a.m. – 12 Noon **End of the Academic Year Debrief/Evaluation**

Dr. Marilyn Flores, Vice President of Academic Affairs/SCC

Carlos Lopez, Vice President of Academic Affairs/SAC

Dr. Sara Lundquist, Vice President of Student Services/SAC

Ruth Babeshoff, Vice President of Student Services/SCC

Michael DeCarbo, President of Academic Senate President/SCC

Dr. Elliott Jones, President of Academic Senate President/SAC

12 Noon – 1:00 p.m. **Lunch with the Chancellor**