



Fall 2011 Part-Time Faculty Plenary Session Thursday, August 18, 2011 PD Code #01

3:00 – 5:00 P.M.	<p><u>Pre-Plenary Session Workshops</u></p> <p><u>3:00-5:00</u> “Blackboard Essentials,” PD Code #300 MD-103 Mr. Chris Norcross, Academic Technology</p> <p><u>4:00-5:00</u> (Please choose one workshop.)</p> <ul style="list-style-type: none"> • “Teaching with Blackboard: Getting Ready for Day One,” PD Code #330 LL-109 (1 hour today plus 5 hours self-arranged online. This workshop is limited to 30 participants, so you must register in advance by emailing pdoffice@palomar.edu) Mr. David Gray, Academic Technology • “Google Search Tips & Tricks,” PD Code #301 LL-104 Mr. Terry Gray, Academic Technology • “Using Classroom Technology,” PD Code #400 MD-105 Mr. Jose Vargas, Information Services, and Mr. Lee Hoffmann, Audio-Visual
5:00 – 6:00 P.M.	<p>If you have time, please feel free to visit the Part-Time Faculty Workroom in NS-153. Pick up parking permits outside the Dome. Enjoy refreshments provided by the President’s Office outside the Dome.</p>
6:00 – 6:30 P.M.	<p><u>Welcome</u> Dome</p> <p>Dr. Leanne Maunu, Professional Development Coordinator Mr. Robert Deegan, Superintendent/President Ms. Berta Cuaron, Assistant Superintendent/Vice President for Instruction Ms. Monika Brannick, Faculty Senate President Dr. Perry Snyder, PFF Co-President</p>
6:30 – 6:45 P.M.	<p><u>Presentation of Part-Time Distinguished Faculty Award Recipient & Nominees</u></p> <p>Ms. Judy Eckhart, Chair of the Distinguished Faculty Award Committee</p>
6:45 - 7:00 P.M.	<p><u>Learning Outcomes Council – General Information</u></p> <p>Ms. Marty Furch, Learning Outcomes Coordinator</p>
7:00 – 7:15 P.M.	<p><u>Break</u></p>
7:15 – 9:00 P.M.	<p><u>Track 1 – For New Part-Time Faculty</u></p> <p>“What New Part-Time Faculty Need to Know About Palomar College – Panel Discussion” Governing Board Room (SSC-1) Ms. Wilma Owens, Career, Technical, & Extended Education Dean and Panel Members</p> <p><u>Track 2 – For Returning Part-Time Faculty (Please choose one session to attend.)</u></p> <p>“Welcome to Your PFF” MD-103 Dr. Perry Snyder, Palomar Faculty Federation Co-President</p> <p>“Academic Technology at Palomar College” LL-109 Mr. David Gray, Mr. Terry Gray, and Dr. Lillian Payn, Academic Technology</p> <p>“My Favorite Successful Teaching Strategies Roundtable” MD-305 Mr. Bill Jahnel, History Department</p> <p>“Helping Students with Their Textbook Reading Skills and Note-Taking” MD-104 Ms. Shawna Schenk, Reading Department</p> <p>“What Are SLOs and How Do They Impact My Classes?” MD-105 Mr. Richard Albistegui-Dubois, Learning Outcomes Co-Coordinator</p> <p><u>Track 3 – For Part-Time Faculty in Occupational and Noncredit Programs</u></p> <p>“Using the Palomar Outcomes Database” LL-104 Ms. Mollie Smith, Director, Occupational and Noncredit Programs This session is for instructors in Occupational & Noncredit Programs. At this point all instructors have created and assessed at least one course SLO. Discussion will focus on creating and assessing program and GE/Institutional SLO’s.</p>

Pre-Plenary Sessions 3:00 – 5:00 P.M.

<p>“Blackboard Essentials” Code #300 Facilitator: Mr. Chris Norcross, Academic Technology Location: Room MD-103 Time: 3:00-5:00 (2 PD hours) Blackboard is the essential tool for conducting technology-enhanced teaching at Palomar College. It is used to organize and present teaching and learning materials, conduct class communications, interact with students, carry out assessments, deliver assignments and perform grade book and other record-keeping functions. This is a demonstration (hands-off) workshop to introduce participants to the Blackboard Learning System, including how to login to Blackboard and review self-help videos. The range of teaching tools available within Blackboard will be discussed.</p> <p>“Google Search Tips & Tricks” Code #301 Facilitator: Mr. Terry Gray, Academic Technology Location: LL-104 Time: 4:00-5:00 (1 PD hour) Do you use Google to search the internet every day? Of course, but do you know how to focus your searches and find exactly what you are looking for? Perhaps not. Come to this workshop to learn how to find specific document types only, find documents filtered by domain, search for text in online books, search blogs and news sources for up-to-the-minute results, find images and videos relevant to your search, geo-focus your search, define words and calculate/convert data on the fly, and much more. Become a pro at Google Search in 60 short minutes.</p>	<p>“Teaching with Blackboard: Getting Ready for Day One” Code #330 Facilitator: Mr. David Gray, Academic Technology Location: LL-109 Time: 4:00-5:00 (1 PD hour), plus 5 hours self-arranged online NOTE: <i>This workshop is limited to 30 participants, so you must register in advance by emailing pdoffice@palomar.edu.</i> Whether needing to get a course site ready at the last minute, or planning ahead for the next semester, there are several things that should be in a Blackboard course before it is ready for Day One with the students. In this workshop we will discuss and create samples of these core elements of a Blackboard course. This workshop will begin with a one-hour orientation (August 18), and participants will complete the additional five hours of work online. Participants will be expected to complete the online materials within a two-week period, completing the workshop by September 2nd. This workshop is suitable for faculty of both online classes and on-campus classes using Blackboard. This workshop series does not assume a prior experience with using Blackboard. It is highly recommended that you complete this workshop before any of the other workshops in the Teaching with Blackboard Series. Those who complete all four workshops in the Teaching with Blackboard series will receive a certificate of completion signed by the VP of Instruction.</p> <p>“Using Classroom Technology” Code #400 Facilitators: Mr. Jose Vargas, Information Services, and Mr. Lee Hoffmann, Audio Visual Department Location: MD-105 Time: 4:00-5:00 (1 PD hour) Did you know that you can set up a document folder that allows you easy access to your files, regardless of what classroom you’re teaching in? Are you teaching in one of the new buildings on campus, but aren’t sure how to use all the technology in that classroom? If so, this session will help you discover all the ways in which you can use the technology that Palomar’s IS and AV Departments have placed at your fingertips!</p>
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Workshop Sessions – 7:15 – 9:00 P.M.

“What New Part-Time Faculty Need to Know About Palomar—Panel Discussion” Governing Board Room
Ms. Judy Cater, Interim Dean, Social and Behavioral Sciences; Ms. Lynda Halttunen, Dean, Counseling Services; Mr. Herman Lee, Director of Enrollment Services; Mr. Stephen McDonald, Dean, Languages & Literature; Ms. Norma Miyamoto, Dean, Arts, Media, Business & Computer Science; Ms. Wilma Owens, Dean, Career, Technical, & Extended Education; Mr. Daniel Sourbeer, Interim Dean, Mathematics & the Natural & Health Sciences

Join Dean Owens and the rest of this panel to hear an overview of the basic mechanics of instructor responsibilities, including information about your class syllabus, class rosters, important dates, grading, Instructional and Counseling support services, and more. If you need a refresher or are new to Palomar College, this session will address any questions you have.

“Welcome to Your PFF”

Dr. Perry Snyder, PFF Co-President

Learn all about your union, the benefits of membership, and the faculty contract. Become informed on state budget and legislative resolutions, and learn the latest about the contract, CFT state news, and membership matters.

MD-103

“Academic Technology at Palomar”

Mr. David Gray, Mr. Terry Gray, and Dr. Lillian Payn, Academic Technology

Participants will discover the new features and tools available for technology-enhanced teaching and learning at Palomar College, including a review of Blackboard 9. A valuable prize will be raffled off at the end of the presentation.

LL-109

“Roundtable on Your Favorite Successful Teaching Strategies”

Mr. Bill Jahnel, History Department

Do you have an activity that you do in your classes that is especially effective? Do you need some fresh, new ideas to invigorate your teaching? Come swap teaching ideas and tips for what has worked well for you in the past, and gain some new ideas to get you motivated for next week!

MD-305

“Helping Students with Their Textbook Reading Skills and Note-Taking”

Ms. Shawna Schenk, Reading Department

Have you noticed that your students struggle with the readings you assign? Do you wish you could help them take better notes so that they would have a better grasp of the class material? This session will cover textbook management skills and note-taking strategies to help students succeed in class.

MD-104

“What Are SLOs and How Do They Impact My Classes?”

Mr. Richard Albistegui-Dubois, Learning Outcomes Co-Coordinator

Have you heard about SLO’s, but aren’t sure what exactly they are and how they impact your students? Have you wondered if the POD Squad is something from *Invasion of the Body Snatchers*? As Palomar College adopts the Student Learning Outcome framework of learning assessment, all faculty are being asked to integrate new models into their course planning and review. This workshop will provide current and accurate information on the SLOAC (Student Learning Outcome and Assessment Cycle) process at Palomar College, with special attention to how part-time faculty can be involved.

MD-105