## SCHOOL & DEPARTMENT MEETINGS

### SCHOOL OF ARTS, HUMANITIES, COMMUNICATIONS, AND TELECOMMUNICATIONS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Details</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 17</td>
<td>2:30 pm – 4:00 pm</td>
<td>English Department Meeting (Flex# 74915)</td>
<td>L-113</td>
</tr>
<tr>
<td>October 11</td>
<td>11:30 am – 2:30 pm</td>
<td>ESOL Midterm Grading Session (Flex# 74781)</td>
<td>L-106</td>
</tr>
<tr>
<td>October 4</td>
<td>11:00 am – 1:00 pm</td>
<td>Languages Department Meeting (Flex# 74754)</td>
<td>R-116</td>
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### SCHOOL OF BEHAVIORAL & SOCIAL SCIENCES AND CONSUMER & FAMILY STUDIES

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Details</th>
<th>Room</th>
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<tbody>
<tr>
<td>October 18</td>
<td>12:00 pm – 2:00 pm</td>
<td>Chicana/o Studies Department Meeting (Flex# 75066)</td>
<td>MS-440</td>
</tr>
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### SCHOOL OF BUSINESS, INFORMATION TECHNOLOGY, AND COSMETOLOGY

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event Details</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>October 16</td>
<td>2:30 pm – 4:00 pm</td>
<td>Math Adjunct Department Meeting (Flex# 74462)</td>
<td>MS-340</td>
</tr>
<tr>
<td>October 11</td>
<td>9:00 am – 11:00 am</td>
<td>Physical Sciences Department Meeting (Flex# 74806)</td>
<td>M-205</td>
</tr>
<tr>
<td>October 25</td>
<td>9:00 am – 11:00 am</td>
<td>Physical Sciences Department Meeting (Flex# 74807)</td>
<td>M-205</td>
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### SCHOOL OF HEALTH, EXERCISE SCIENCE, AND ATHLETICS

<table>
<thead>
<tr>
<th>Date</th>
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<th>Event Details</th>
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<tbody>
<tr>
<td>October 7</td>
<td>5:00 pm – 6:30 pm</td>
<td>Athletic Department Meeting (Flex# 74271)</td>
<td>HW-206</td>
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<tr>
<td>October 4</td>
<td>8:00 am – 9:30 am</td>
<td>Health and Exercise Science Meeting (Flex# 74480)</td>
<td>HW-206</td>
</tr>
</tbody>
</table>

### SCHOOL OF STUDENT DEVELOPMENT

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For a more updated version of this flyer, please refer to [http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar](http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar).

Last updated: 10/22/2013
Ongoing Flex Workshops: 07/01/2013 – 05/01/2014

Online Faculty Training & Certification: Part 1 - Essential Fundamentals (Modules 1 & 2) (Flex# 74009)

Six Parts Required in Sequence - Part 1 of 6

Provides the foundation for online courses that meet State and Federal Distance Education regulations and WASC Accreditation quality requirements. Prepares instructors to implement the requirements into their online instruction.

Objectives: After completing Part 1, faculty will be able to:

1. Identify the resources available at SDCCD to support online course design and development
2. Identify multiple ways to obtain technical support
3. Describe WASC accreditation standards for online instruction
4. Identify strategies to promote online academic integrity and student authentication.
5. Identify communication strategies that fulfill the requirement of "regular effective contact" in an online class
6. Describe the accessibility guidelines of Section 508 of the Rehabilitation Act
7. Describe the SDCCD Copyright Guidelines
8. Explain how to implement requirements of U.S. Department of Education for reporting First and Last Date of Attendance
9. Ensure all publisher material used in their courses meets the California Education Code regulations regarding instructional materials fees

To get started, please contact ainthisa@sdccd.edu. For full details about the Online Faculty Training and Certification Program, please visit:
http://www.sdccdonline.net/faculty/training

Online Faculty Training & Certification: Part 2 - Online Teaching and Learning Environment (Modules 3 & 4) (Flex# 74010)

Six Parts Required in Sequence - Part 2 of 6

Examines the information that students need on the first day of instruction for online learning success. Covers the various ways of displaying the syllabus in Blackboard and other tools that can be used to keep students informed throughout the semester.

Objectives: After completing Part 2, faculty will be able to:

1. Describe how and when students access courses on Blackboard
2. Identify the basic navigational areas of Blackboard
3. Describe multiple factors that are critical to student success in online courses
4. Describe how to inform students using the following tools: Syllabus, Announcements, Calendar, Contacts, Retention Center, and Module Page
5. Create and/or add a syllabus to a Blackboard shell
6. Create an entry in the Calendar tool
7. Create an announcement
8. Change the course entry point
9. Create a Module Page

To get started, please contact ainthisa@sdccd.edu. For full details about the Online Faculty Training and Certification Program, please visit:
http://www.sdccdonline.net/faculty/training

For a more updated version of this flyer, please refer to
http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar.

Last updated: 10/22/2013
Online Faculty Training & Certification: Part 3 - Communication and Collaboration (Module 5) (Flex# 74011)

Six Parts Required in Sequence - Part 3 of 6
Explores ways to implement the Title 5 requirement of regular, effective communication by using asynchronous and synchronous tools that will engage and motivate their students and demonstrate students' achievement of learning outcomes

Objectives: After completing Part 3, faculty will be able to:
1. Identify strategies for deciding when to use asynchronous versus synchronous tools
2. Describe their regular, effective communication plan
3. Send a message using the Messages tool on Blackboard
4. Describe how to interact with students using the following tools: Messages, Mail, Discussion Forums, Blogs, Journals, Wikis, Groups
5. Identify the synchronous collaboration tools available in Blackboard
6. Set up groups in their Blackboard course
7. Summarize and locate the Netiquette Guidelines to share with online students

To get started, please contact ainthisa@sdccd.edu. For full details about the Online Faculty Training and Certification Program, please visit:
http://www.sdccdonline.net/faculty/training

Online Faculty Training & Certification: Part 4 - Developing and Presenting Content (Module 6) (Flex# 74012)

Six Parts Required in Sequence - Part 4 of 6
Explores a variety of instructional content types and methods to structure and organize the materials and availability of the content

Objectives: After completing Part 4, faculty will be able to:
1. Give examples of how course content can be structured to support student learning
2. Design course content around learning outcomes and an audience analysis of learners
3. Name online support resources for students
4. Identify the kinds of content that can be added to their course
5. Describe techniques for making sure files are accessible to students
6. Add content to a content area in Blackboard
7. Locate and describe the purpose of the Content Collection tool
8. Explain what learning modules are and how they can be used to organize content
9. Explain how adaptive release can be used to control the availability of content
10. Summarize the options for adding video to their course
11. Search for and share Open Educational Resources (OER) relevant to their subject areas

To get started, please contact ainthisa@sdccd.edu. For full details about the Online Faculty Training and Certification Program, please visit:
http://www.sdccdonline.net/faculty/training

For a more updated version of this flyer, please refer to http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar.

Last updated: 10/22/2013
Online Faculty Training & Certification: Part 5 - Monitoring Student Progress
(Module 7) (Flex# 74013)

Six Parts Required in Sequence - Part 5 of 6
Covers the design of assignments for the online environment and the evaluation tools available
Objectives: After completing Part 5, faculty will be able to:
1. Identify various learner-centered activities for assessing online learners
2. Give examples of how course assignments can be structured to support student learning
3. Create a Blackboard assignment
4. Explain the importance of sending feedback to online students
5. Identify multiple ways that student feedback can be sent to students
6. Create an audio or video sample to establish social presence with online students
7. Locate and describe the purpose of Turnitin inside of Blackboard
8. Explain what portfolios are and how they can be used in their online course
9. Understand how to use the Retention Center to monitor student progress
10. Locate and explain the importance of the Course Reports tool and the Performance Dashboard

To get started, please contact ainthisa@sdccd.edu. For full details about the Online Faculty Training and Certification Program, please visit:
http://www.sdccdonline.net/faculty/training

Online Faculty Training & Certification: Part 6: Assessing Learning and Managing the Grade Center (Modules 8, 9, & 10) (Flex# 74014)

Six Parts Required in Sequence - Part 6 of 6
Covers options for creating test questions and deploying online tests. Provides an overview of the Grade Center features for storing and displaying grade information
Objectives: After completing Part 6, faculty will be able to:
1. Describe strategies for designing and setting up assessments to measure student learning outcomes
2. Identify best practices for online testing in Blackboard
3. Identify resources to share with students that assist with the technical aspects of online test-taking
4. Create and organize tests and questions
5. Set test availability options
6. Organize questions into pools
7. Import and export questions to and from tests, surveys, and pools
8. Grade tests on Blackboard
9. Describe how to access results from class surveys
10. Recognize the features and functions of the Grade Center
11. Create new columns and change the display of columns
12. Grade tests and assignments in the Grade Center
13. Create categories for Grade Center columns
14. Initiate contact with students through the Grade Center tool
15. Locate more tutorials and resources available for learning about the Grade Center
16. Describe how online instructors can identify areas for improving their courses from semester to semester
17. Explain how Blackboard shells are obtained and prepared with content
18. Archive a Blackboard course

To get started, please contact ainthisa@sdccd.edu. For full details about the Online Faculty Training and Certification Program, please visit:
http://www.sdccdonline.net/faculty/training

For a more updated version of this flyer, please refer to
http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar.
Last updated: 10/22/2013
City College
FLEX Calendar, October 2013

Ongoing Flex Workshops: 08/28/2013 – 05/30/2014

Gate Keeper Training and Suicide Prevention: At Risk (Flex# 74717)
This workshop can be accessed at the log-in page: http://ccc.kognito.com/

There is no longer an enrollment key needed to access the training.

For more information, please contact Abigail Burd at (619) 388-3556 or at aburd@sdccd.edu.

Gate Keeper Training and Suicide Prevention: Veterans on Campus (Flex# 74718)
This workshop can be accessed at the log-in page: http://ccc.kognito.com/

There is no longer an enrollment key needed to access the training.

For more information, please contact Abigail Burd at (619) 388-3556 or at aburd@sdccd.edu.

Gate Keeper Training and Suicide Prevention: LGBTQ on Campus (Flex# 74719)
This workshop can be accessed at the log-in page: http://ccc.kognito.com/

There is no longer an enrollment key needed to access the training.

For more information, please contact Abigail Burd at (619) 388-3556 or at aburd@sdccd.edu.

Ongoing Flex Workshops: 09/06/2013 – 10/25/2013

9:30 am  SDSU College of Extended Studies: Minds In Transition: The Road To Becoming Fearless Educators (Flex# 75162)  L-113
11:30 am

Total hours: 20 hours (Elva Salinas will take roll every day to determine allotted total)
Important: FLEX credit is NOT available for faculty earning units.
For more information, please contact Elva Salinas at esalinas@sdccd.edu.

Presented by Elva Salinas

For a more updated version of this flyer, please refer to http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar.

Last updated: 10/22/2013
Ongoing Flex Workshops: 10/10/2013 – 11/03/2013

The Tallest Tree in the Forest (Flex# 75154)

Written and Performed by Daniel Beaty

As an internationally-renowned vocalist and star of stage and screen, Paul Robeson was one of the best-known African American men in the world in the early 20th century. Through his talent, he became enormously popular and wealthy; but as a champion for human rights, he became despised by his people and his country. Featuring excerpts from some of Robeson's signature songs, including "Ol' Man River" and "Steal Away," The Tallest Tree in the Forest showcases powerhouse performer Daniel Beaty in a stunning piece that explores the bold choices that defined Robeson's remarkable life.

For more information, please contact Elva Salinas at esalinas@sdccd.edu.

Presented by Elva Salinas

Ongoing Flex Workshops: 10/22/2013 – 11/30/2013

Safety Data Sheets (Flex# 75176)

This activity is strictly online.

This is Part 1 of mandatory training for selected subject areas regarding Safety Data Sheets (CCR T8, Section 5194).

You can access Safe Colleges by clicking http://sdccd.keenan.safecolleges.com/login, your User ID is the same as your District email address.

The two courses are listed under the Environmental section and are titled:
• Hazardous Communication and Right to Understand (GHS) 26 minutes
• Safety Data Sheets (GHS) 19 minutes

Presented by Keenan and Associates

Hazardous Communication and Right to Understand (Flex# 75177)

This activity is strictly online.

This is Part 1 of mandatory training for selected subject areas regarding California Hazardous Communication Standard (CCR T8, Section 5194).

You can access Safe Colleges by clicking http://sdccd.keenan.safecolleges.com/login, your User ID is the same as your District email address.

The two courses are listed under the Environmental section and are titled:
• Hazardous Communication and Right to Understand (GHS) 26 minutes
• Safety Data Sheets (GHS) 19 minutes

Presented by Keenan and Associates

For a more updated version of this flyer, please refer to http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar.
Tuesday, October 1

8:00 am  EIGHTH ANNUAL SDCC INTERNATIONAL BOOK FAIR: SESSION 2, SO SAY WE ALL (FLEX# 74198)
9:20 am  Session 2: So Say We All contributors to The Far East: Everything Just as it Is, an anthology of stories from East County San Diego

Presented by So Say We All contributors

Tuesday, October 1

9:45 am  EIGHTH ANNUAL SDCC INTERNATIONAL BOOK FAIR: GERALDINE BROOKS (FLEX# 74199)
11:00 am  Pulitzer Prize recipient and former Wall Street Journal reporter Geraldine Brooks, author of Caleb’s Crossing, the One Book, One San Diego selection for 2013

Presented by Geraldine Brooks

Tuesday, October 1

12:45 pm  EIGHTH ANNUAL SDCC INTERNATIONAL BOOK FAIR: SCREENING, THE HOUSE I LIVE IN (FLEX# 74200)
2:10 pm  Screening, The House I Live In, Grand Jury Prize Documentary, 2012 Sundance Film Festival, which examines the correlation between the war on drugs and mass incarceration

Tuesday, October 1

6:00 pm  EIGHTH ANNUAL SDCC INTERNATIONAL BOOK FAIR: PEN CENTER: FREEDOM TO WRITE (FLEX# 74201)
7:30 pm  PEN Center USA Presents “Freedom to Write: A Reading and Panel Discussion,” Thomas Jefferson School of Law, 1155 Island Ave. San Diego. The PEN Center defends writers who have been persecuted and tortured throughout the world.

Presented by the PEN Center USA

Wednesday, October 2

11:00 am  EIGHTH ANNUAL SDCC INTERNATIONAL BOOK FAIR: REYNA GRANDE (FLEX# 74202)
12:35 pm  Reyna Grande, author of The Distance Between Us and Across A Hundred Mountains and finalist for the National Book Critics Circle Award

Presented by Reyna Grande

For a more updated version of this flyer, please refer to http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar.

Last updated: 10/22/2013
**City College**
**FLEX Calendar, October 2013**

**Wednesday, October 2**

**Information & Discussion on Travel (AB1725) (Flex# 74886)**
Training is facilitated by Don Long, Cecilia Thibeault and Tiffany Smith.

It will focus on:
- A travel presentation and discussion of AB1725
- How to find the travel site and forms
- How to complete a travel voucher

This will include a "hands on" portion to allow users to do an actual training module.

Two sessions are available for those interested in attending:
1. 10/02/2013, 1:00 pm - 3:00 pm, R-301
2. 10/03/2013, 10:00 am - 12:00 pm, R-301

Each session will only allow for 16 participants.

For more information, please contact Tiffany Smith at tsmith@sdccd.edu.

*Presented by Don Long, Cecilia Thibeault and Tiffany Smith*

**Wednesday, October 2**

**Eighth Annual SDCC International Book Fair: Farrell Foreman (Flex# 74203)**
Reading and performance by Lorraine Hansberry Award recipient and City College professor Farrell Forman, author of *On Top the Carpetman's Head*

*Presented by Farrell Foreman*

**Wednesday, October 2**

**Eighth Annual SDCC International Book Fair: Mel Freilicher (Flex# 74204)**
Mel Freilicher, City Works Press author of *Encyclopedia of Rebels*

D.G. Wills Books, 7461 Girard Ave. La Jolla

*Presented by Mel Freilicher*

For a more updated version of this flyer, please refer to [http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar](http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar).

Last updated: 10/22/2013
Thursday, October 3

Information & Discussion on Travel (AB1725) (Flex# 74886)

Training is facilitated by Don Long, Cecilia Thibeault and Tiffany Smith.

It will focus on:

- A travel presentation and discussion of AB1725
- How to find the travel site and forms
- How to complete a travel voucher

This will include a "hands on" portion to allow users to do an actual training module.

Two sessions are available for those interested in attending:

1. 10/02/2013, 1:00 pm - 3:00 pm, R-301
2. 10/03/2013, 10:00 am - 12:00 pm, R-301

Each session will only allow for 16 participants.

For more information, please contact Tiffany Smith at tsmith@sdccd.edu.

Presented by Don Long, Cecilia Thibeault and Tiffany Smith

Thursday, October 3

Eighth Annual SDCC International Book Fair: Manuel Paul López (Flex# 74205)

Manuel Paul López, *The Yearning Feed*, winner of the 2013 Ernest Sandeen Prize in Poetry, which focuses on the San Diego/Imperial Valley regions, communities located along the U.S.-Mexico border

Presented by Manuel Paul López

Thursday, October 3

Eighth Annual SDCC International Book Fair: Queer in Aztlán Panel (Flex# 74206)

Panel and book signing, *Queer in Aztlán: Chicano Male Recollections of Consciousness and Coming Out*, edited by former City College student Gibrán Güido and San Diego State professor Adelaida del Castillo

For a more updated version of this flyer, please refer to http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar.

Last updated: 10/22/2013
## City College
### FLEX Calendar, October 2013

#### Thursday, October 10

<table>
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<th>Location</th>
</tr>
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<tbody>
<tr>
<td>11:10 am</td>
<td>World Cultures Event; Lecture – LGBT History: The Living Moment (Flex# 74488)</td>
<td>V-101</td>
</tr>
<tr>
<td>12:35 pm</td>
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<td></td>
</tr>
</tbody>
</table>

This activity is presented by San Diego City College's World Cultures Department and Public Relation Director, San Diego LGBT Pride, Fernando Lopez.

**Topic:** LGBT History: The Living Moment

Check out [www.sdpride.org](http://www.sdpride.org)

*Presented by San Diego City College’s World Cultures Department and Fernando Lopez, Public Relations Director, San Diego LGBT Pride*

#### Monday, October 14

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>1:00 pm</td>
<td>Leaving the Nest: Creating a Transfer Climate (Flex# 74959)</td>
<td>B-204</td>
</tr>
<tr>
<td>3:00 pm</td>
<td></td>
<td></td>
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</tbody>
</table>

This activity will provide information regarding transfer success, challenges and goals.

For more information, please contact Marilyn Harvey at 619-388-3307.

*Presented by Marilyn Harvey and Xi Zhang*

#### Wednesday, October 16

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>12:45 pm</td>
<td>World Cultures Event; Lecture – Humberto Gurmilan (Flex# 74489)</td>
<td>V-101</td>
</tr>
<tr>
<td>2:10 pm</td>
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</tbody>
</table>

This activity is present by San Diego City College's World Cultures Department and Humberto Gurmilan, Author of *Desde Mi Silla*.

Check out [http://www.prweb.com/releases/2013/1/prweb10359166.htm](http://www.prweb.com/releases/2013/1/prweb10359166.htm)

*Presented by San Diego City College’s World Cultures Department and Humberto Gurmilan*

#### Tuesday, October 22

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:45 pm</td>
<td>World Cultures Event; Lecture – Stereotypes and Asian Cinema (Flex# 74490)</td>
<td>V-101</td>
</tr>
<tr>
<td>2:10 pm</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This activity is presented by San Diego City College's World Cultures Department and Brian Hu, Artistic Director, Pacific Arts Movement.

*Lecture Topic: Stereotypes and Asian Cinema*

Check out [http://pac-arts.org/sdaff](http://pac-arts.org/sdaff)

*Presented by San Diego City College’s World Cultures Department and Brian Hu, Artistic Director, Pacific Arts Movement*

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For a more updated version of this flyer, please refer to [http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar](http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar).

Last updated: 10/22/2013
For a more updated version of this flyer, please refer to
http://www.sdcity.edu/CollegeServices/FacultyStaffResources/InstructionalImprovementFlex/FallInservicedayFlexCalendar.

Last updated: 10/22/2013