NAPA VALLEY COLLEGE

Fall Instructional Excellence Day
Thursday, August 14, 2014

7:45 a.m. - 8:30 a.m.	**Coffee, Tea & Light Eats (Optional)**	**Paul Ash Lobby**

8:30 a.m. – 10:30 a.m.	**Welcome**	**PAC Theater**

- Bruce Ketron, Board of Trustees
- Dr. Ron Kraft, President
- Dr. Terry Giugni, Vice President of Instruction
- Oscar De Haro, Vice President of Student Services
- Maria Biddenback, Academic Senate President
- Valerie Exum, Classified Senate President

- **Intruder Locks Making Classrooms Safer**, *Ken Arnold* NVC Chief of Police
  As part of creating a safer campus, the College is in the process of installing intruder locks in the classrooms. The intruder locks allow instructors to use any college key to lock the classroom from the inside. Ken Arnold will explain how the locks work and which classrooms already have the locks installed.

10:30 a.m. – 10:45 a.m.	**Break**

10:45 a.m. – 12:00 p.m.	**WORKSHOPS – Choose 1**

- **Tenured Evaluation Team Meeting**-   **Community**
  MANDATORY for all tenured faculty being   **Room**
  evaluated and their coaches.

- **Hiring Committee Training, Part 1**   **1738**
  Presented by Laura Ecklin, Ann Gross and Jose Hurtado
   This in-person training is required in order
   for faculty and staff to serve on a hiring
   committee. It includes the value of a diverse
   force, bias awareness, and committee dynamics.
   Those individuals who attended this training within
   the past five years still qualify to serve on
   committees without additional training.

- **BlackBoard**   1761
  Presented by Greg Miraglia
  This workshop is ideal for anyone interested in
  learning Blackboard and Blackboard Course Sites
  to teach online or to support a face-to-face class.
  Participants will learn how to set up their own account in
  Blackboard Course Sites, as well as how to build the basic
  elements of an online course.

- **SharePoint**   1770
  Presented by Jose Sanchez
  This workshop will showcase the new SharePoint
  interface that the campus is migrating to early this
  semester. The campus website, department sites,
  and people pages will be shown to allow you to
  view the new look. Information will be provided on
  when the new interface will be up and running.

- **Making Use of Library Resources**   1772
  Presented by Nancy McEnery
  The McCarthy Library contains fabulous resources to support
  instruction. Learn about specific resources including new online
  databases, online periodicals and Student Success Center
  workshops, directed learning activities and learning groups to
  address the information literacy needs of your students.

- **Successfully Serving Veterans at Napa Valley College** 1760
  Presented by Maurice Delmer, OEF/OIF/OND Outreach
  Coordinator Readjustment Counseling Services Concord
  Vet Center
  This workshop will provide an introduction to veterans
  in higher education and the issues that many combat
  veterans and veterans dealing with trauma related stress
  may deal with in a classroom environment. The workshop
  will help faculty and staff understand issues to be
  aware of as well as debunk common myths about
  combat veterans and PTSD, and ways to work with
  veterans who might be having a difficult time. This
  workshop will also provide an overview of services
  available to combat veterans and military sexual trauma
  victims in the community.

Noon – 1:00 p.m.   **Lunch – on your own**
   The Classified Senate will have lunches for sale and will be located on the Library Plaza

1:00 p.m. – 2:15 p.m.	**WORKSHOPS – Choose 1**	

- **Hiring Committee Training, Part 2**   **1738**
  Presented by Laura Ecklin, Ann Gross and Jose Hurtado
  This is the second part of a 2 part workshop

- **TracDat**   **1772**
  Presented by John Dotta
  In this workshop you will learn how to store and retrieve assessment information using TracDat.

- **New Contract Faculty Meeting with**   **1763**
  Academic Senate 2nd Vice President
  This workshop is for the new faculty recently hired.

- **SmartPens**   **1761**
  Presented by Rose Desmond
  The SmartPen is a fantastic new technology that records audio and written text that can be uploaded to a computer. The pens will be demonstrated, and the benefits to students and instructors will be discussed The new program loaning the pens to instructors for classroom use will be outlined.

2:15 p.m. – 2:30 p.m.	**Break**	

2:30 p.m. – 3:30 p.m.	**Napa Valley College Update**	**PAC**
	Presented by Dr. Ron Kraft, President	**Theater**

3:30 p.m. – 4:30 p.m.	**Social Hosted by the President's Office**	**Paul Ash Lobby**
	and Academic Senate (Optional)	

Napa Valley College

Fall Instructional Excellence Day
Friday, August 15, 2014

| 8:30 a.m. - 9:00 a.m. | Coffee, Tea & Light Eats (Optional) | Community Room |

(**Meeting agenda under development**)

9:00 a.m. – 12:00 p.m.	**Division/Department Meetings**	
	Arts & Humanities	3706 Art Building
	Business & Computer Studies and Technical Divisions	1430
	Counseling	Transfer Center
	Health Occupations	HEOC Conference Room
	Language & Developmental Studies	836
	Physical Education & Athletics	PE Conference Room
	Social Sciences	1763 Conference Room A
	Science, Mathematics & Engineering	2041 Anatomy Lab

| 12:00 p.m. – 1:00 p.m. | **Faculty Association Meeting and Lunch** | **Community Room** |

| 1:15 p.m. – 2:30 p.m. | **WORKSHOPS – Choose 1** | |

- **Contract Team Meetings** – MANDATORY*
  If you are on a contract evaluation team or a contract evaluatee, you must attend this meeting. **Community Room**

- **Blackboard: Course Back-Ups, Copying Sections, Audio and Video Integration and Other Features**
  Presented by Greg Miraglia
  This workshop will include how to back-up an existing Blackboard or Course Sites sections and how to copy an existing section into a new Black-board section. It will also include how to embed audio and video into parts of a course.

  1770

- **SharePoint**
  Presented by Jose Sanchez
  This workshop will showcase the new SharePoint interface that the campus is migrating to early this semester. The campus website, department sites, and people pages will be shown to allow you to view the new look. Information will be provided on when the new interface will be up and running.

  1772

- **ADA Compliance for Websites, Webpages and Online Instruction**
  Presented by Gaeir Dietrich, *High Tech Training Center*
  In this workshop you will learn the basic requirements for being ADA compliant when using online applications such as websites, Blackboard, etc.

  1760

2:30 p.m. – 2:45 p.m.	**Break**	

2:45 p.m. – 4:00 p.m.	**Academic Senate Committee Meetings**	
	Faculty Coach Committee	Community Room
	Academic Standards and Practices	1741
	Basic Skills Initiative	1772
	Curriculum	1738
	Faculty Standards and Practices	836
	Learning Outcomes and Assessments	1767
	Professional Development	1770

Scholarship   1760

Social   1430

Budget and Planning   1763