



**Instructional Excellence Day  
Flex Day Agenda  
Thursday, August 16, 2012**

<b>TIME</b>		<b>ROOM</b>
<b>8:00 a.m.-8:30 a.m.</b>	<b>COFFEE, TEA &amp; LIGHT EATS</b>  <i>-Please enjoy your food &amp; drinks in the PAC Lobby. Remember, there's no food &amp; drinks allowed in the PAC theater.</i>  <i>-Refreshments will be moved to the LLRC Lobby during morning session</i>	<b>PAC Lobby</b>
<b>8:30 a.m.-9:30 a.m.</b>	<b>WELCOME AND BRIEF ANNOUNCEMENTS</b> <ul style="list-style-type: none"><li>❖ Michael Baldini, Napa Valley College Board of Trustees President</li><li>❖ Dr. Ronald Kraft, Interim Superintendent/President</li><li>❖ Sue Nelson, Vice President, Instruction</li><li>❖ Oscar de Haro, Vice President, Student Services</li><li>❖ Ann Gross, Academic Senate President</li></ul>	<b>PAC Theater</b>
<b>9:30 a.m.-10:00 a.m.</b>	<b>Hidden Gold: Supporting Veterans at Napa Valley College</b> <ul style="list-style-type: none"><li>❖ <b>Dr. David Joseph, Ph.D., Oakland Vet Center</b></li><li>❖ <b>Allahno Hughes, NVC student and Marine</b></li></ul> <p>Dr. David Joseph, from the Oakland Veterans Center and Allahno Hughes, a Marine returning to college, will share their advice for creating a campus to support our vets.</p>	<b>PAC Theater</b>
<b>10:00 a.m. – 10:15 a.m.</b>	<b>BREAK</b>	

10:15 a.m.-11:45 a.m.	WORKSHOPS	ROOM
	<p>❖ <b><u>Using Critical Reflection Exercises to Enhance Student Learning</u></b>  <b>Presenter: Julie Hall</b>  <b>Description:</b> Critical reflection adds depth and breadth to student learning. In this workshop, you will learn practical strategies to engage your students in higher levels of reflective thinking. For instance, you will be provided with examples of guided reflective prompt activities, sample question stems to create assessments according to Bloom’s Taxonomy, mind maps, and more. All of the activities presented can be used to stimulate critical thinking and reflection in both your face-to-face and online courses.</p>	2010
	<p>❖ <b><u>Hidden Gold: Supporting Veterans at Napa Valley College</u></b>  <b>Presenter: Dr. David Joseph, Oakland Veterans Center</b>  <b>Description:</b> Discussion will focus primarily on common readjustment challenges that many veterans face. Dr. Joseph will address how some of the cultural differences between the military and civilian world can be confusing and stressful for returning veterans. The discussion will then focus on mental health concerns in some returning veterans, in particular PTSD and TBI. Explanation in detail on how these disorders can operate to make student life more difficult for veterans. Concrete suggestions will be made for how faculty and staff can help veterans be successful in class and on campus.</p>	1761
	<p>❖ <b><u>Ensuring the Technology You Use is Accessible to all Students</u></b>  <b>Presenter: Jamie Johnson, High Tech Training Center</b>  <b>Description:</b> The American with Disabilities Act, Section 504 and Section 508 ensures that students with disabilities receive equal opportunity to participate and benefit from goods and services. This includes ensuring that emerging technology used to teach is accessible to all students. This workshop will review the laws as applied to the classroom. Topics include websites, online instructional materials, PDFs, distance education, videos, YouTube and podcasts.</p>	1770

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- ❖ **Embedding YouTube Videos into Your PowerPoint** **1760**  
**Presenter: Cathy Gillis**  
**Description:** Tired of boring PowerPoint presentations, but still find the platform useful for yourself and students? Blown away by someone else's presentation and felt just a little bit jealous? Make your presentation pop by adding video, audio, links and other features. Learn why some YouTube videos cannot be embedded. No more need to read through every slide! Come try our different techniques yourself.
- ❖ **Road to Inclusive Excellence: NVC's Hiring Committee Training - Part 1** **1738**  
**Must attend both Part I and Part II, as well as a separate online component, to meet the training requirement.**  
**Presenters: Laura Ecklin, Ann Gross, Edward Beanes**  
**Description:** This workshop is required for all faculty and staff before they can serve on a hiring committee. The workshop is interactive and addresses the value of a diverse workforce, hiring committee dynamics, bias awareness, and elements of cultural competence. If you are not certain whether or not you have completed this training in the past, you can contact the Office of Human Resources. (A separate on-line training is also required within 2 years of serving on a hiring committee.
- ❖ **Working in Teams** **1763**  
**Presenter: Peter Sandhill, EAP Representative**  
**Description:** The quality of the work team may be the single most important factor in determining whether success and productivity in the workplace can be achieved. This program examines components of a successful team and discusses team dynamics such as building trust, clarifying goals, self-assessment, problem solving, appropriate roles and effective communication. Learning objectives: How effective teams develop – Key elements of successful teams – Advantages of team problem-solving – Key skills for team members and leaders.
- ❖ **Using Blackboard Course Sites to Support Face-to-Face Classes** **1772**  
**Presenter: Greg Miraglia**  
**Description:** Would you like to use Blackboard to support your face to face class like you do for an online or hybrid class? Are you looking for a new way to engage your students with a website to support all class
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activities? If so, Blackboard Course Sites may be the answer for you. All faculty can now use Blackboard Course Sites to support face to face classes. You can have up to five different sessions or courses at the same time. You can move course content back and forth between online classes and face to face classes. This workshop will show you how to get started with Blackboard Course Sites including how to set up an account and how to create a section to support one or more of your classes.

❖ **New Contract Evaluation Process - MANDATORY**

**Presenter: Dianna Chiabotti**

**Description:** This workshop is for contract faculty going through evaluation. Contract faculty will review the components and requirements of the evaluation process.

**Community Room**

**12:00 p.m.-1:00 p.m. Lunch on Your Own**

**1:00 p.m.-2:30 p.m.**

**WORKSHOPS**

**ROOM**

❖ **Physical Exercise Workshop**

**Presenters: Jessica Amato and Kelly McCann**

**Description:** Come burn calories, reduce stress, and have FUN through Zumba dance fitness, the world-famous “exercise in disguise!” Participants will learn basic salsa, merengue, reggaeton, and other Latin-based dances set to awesome music! No dance experience necessary! Bring water, gym wear, and a smile!

**601A**

❖ **Road to Inclusive Excellence: NVC’s Hiring Committee Training - Part 2**

**Must attend both Part I and Part II, as well as a separate online component, to meet the training requirement.**

**Presenters: Laura Ecklin, Ann Gross, Edward Beanes**

**Description:** This workshop is required for all faculty and staff before they can serve on a hiring committee. The workshop is interactive and addresses the value of a diverse workforce, hiring committee dynamics, bias awareness, and elements of cultural competence. If you are not certain whether or not you have completed this training in the past, you can contact the Office of Human Resources. (A separate on-line training is also required within 2 years of serving on a hiring committee.

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- ❖ **Using Critical Reflection Exercises to Enhance Student Learning** **2010**  
**Presenter: Julie Hall**  
**Description:** Critical reflection adds depth and breadth to student learning. In this workshop, you will learn practical strategies to engage your students in higher levels of reflective thinking. For instance, you will be provided with examples of guided reflective prompt activities, sample question stems to create assessments according to Bloom's Taxonomy, mind maps, and more. All of the activities presented can be used to stimulate critical thinking and reflection in both your face-to-face and online courses.
- ❖ **Change Management** **1763**  
**Presenter: Peter Sandhill, EAP Representative**  
**Description:** Since change is the only one constant that can be counted on in today's world, the ability to handle change effectively can greatly impact success at work and other areas of life. This workshop teaches participants about the change process and provides a positive framework for thinking about change. Participants are also encouraged to explore their own perception about change. Learning outcomes: Finding opportunity in change – Elements of the change process – Taking responsibility for choices – Identifying losses associated with change.
- ❖ **Coaches Training For New Contract Faculty - MANDATORY** **Community Room**  
**Presenter: Dianna Chiabotti**  
**Description:** Faculty designated as contract evaluation coaches will review the components and requirements of the process.
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❖ **Ensuring the Technology You Use is Accessible to all Students** 1770

**Presenter: Jamie Johnson, High Tech Training Center**

**Description:** The American with Disabilities Act, Section 504 and Section 508 ensures that students with disabilities receive equal opportunity to participate and benefit from goods and services. This includes ensuring that emerging technology used to teach is accessible to all students. This workshop will review the laws as applied to the classroom. Topics include websites, online instructional materials, PDFs, distance education, videos, YouTube and podcasts.

❖ **Cultural Differences Between the Military and the Civilian World** 1761

**Presenter: Dr. David Joseph**

This workshop is designed for those who work in Student Support Services but is open to all

**Description:** This workshop is to discuss the differences between the military and civilian world and how this can be confusing and stressful for our students who are returning from serving our country.

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2:30 p.m. – 3:30 p.m. ❖ Department Meetings

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**Instructional Excellence Day  
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Friday, August 17, 2012**

TIME		ROOM
8:00 a.m. – 8:30 a.m.	<b>NETWORK AND COFFEE</b> <b>Sponsored by the Assessment Budget</b> <i>-Please enjoy your food &amp; drinks in the PAC Lobby. Remember, there's no food &amp; drinks allowed in the PAC theater.</i>	PAC
8:30 a.m. – 9:45 a.m.	<b>Panel Discussion: Assessment of the Communication Institutional Learning Outcome</b> <b>Presented by: The Spring 2012 Inquiry Group</b> <b>Participants</b> <b>Mandatory training</b> The panel will provide a summary of the ILO assessment activities completed in Spring 2012 and will share their experiences as participants in Assessment Fridays. Following a brief report on the approaches the Inquiry Groups used to assess the communication ILO, the panel will field questions from the campus community.	PAC
9:45 a.m. –10:00 a.m.	<b>Break</b>	
10:00 a.m.–11:00 a.m.	❖ <b><u>Contract Evaluation Teams</u> - MANDATORY</b> Presenter: Dianna Chiabotti Meet with contract faculty	Community Room
10:00 a.m. – Noon	❖ <b>Emergency Area Coordinator Update</b> <ul style="list-style-type: none"> <li>• Ken Arnold</li> </ul> Update will also include basic fire safety training	1738
11:00 a.m.- Noon	❖ <b><u>Tenure Evaluation Faculty and Coaches</u> – MANDATORY</b> <b>Presenter: Dianna Chiabotti</b> Evaluatee and coaches will review the components of the evaluation process.	Community Room

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10:00 a.m. – Noon

**OPEN LABS – DROP IN / Pick and choose**

**Using Classroom Technology**

**1631**

- Tereasa Snowder  
A review of the standard equipment in a typical classroom.

**Inverted Classroom – Podcasting**

**3950**

Mac Lab

- John Dotta  
Interested in learning how to create a podcast then this is the workshop for you.

**Clickers**

**1761**

- Edward Beanes  
Need input from your students as you discuss your lesson? Clickers are the way to go. You will learn how to use the software, embed it in your PowerPoint and apply it.

**SharePoint/Webpage**

**1772**

- Jose Sanchez  
A review on updating your Webpage and SharePoint site. Bring your flash drive with content you need help with loading on your site.

**Microsoft Office**

**1432**

- Valerie Exum  
A review of the basic functions offered in the Microsoft Office Suite.

**CurricUNET**

**1760**

- **Amanda Badgett**  
Web-based software designed to streamline the development and approval of curriculum. This hands-on workshop showcases CurricUNET and assists faculty in learning the applications.

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Noon – 1:00 p.m.

**Lunch on your own**  
**Faculty Association Lunch**

**Cafeteria**

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<b>1:00 p.m. – 2:20 p.m.</b>	<b>Academic Senate Committee Meetings</b>	
	• Academic Standards and Practices	<b>1761</b>
	• Basic Skills Initiative	<b>1741</b>
	• Curriculum	<b>1738</b>
	• Faculty Coach Committee	<b>Community Rm</b>
	• Faculty Standards and Practices	<b>1770 TLC</b>
	• Learning Outcomes and Assessment	<b>Conf Rm A</b>
	• Professional Development	<b>Conf Rm B</b>
	• Scholarship	<b>1760</b>
• Student Standards and Practices	<b>1772</b>	

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<b>2:30 p.m. – 3:30 p.m.</b>	<b>DIVISION MEETINGS</b>	
	<b>Arts &amp; Humanities</b>	<b>3706</b>
	• Erik Shearer, Division Chair	Art Building
	<b>Business &amp; Computer Skills</b>	<b>CJTC Conf Rm</b>
	Career Technical Education & Economic Workforce	
	• Greg Miraglia, Division Dean	
	<b>Counseling</b>	<b>Transfer Center</b>
	• Jose Hurtado, Division Chair	
	<b>Health Occupations</b>	<b>HEOC Conf Rm</b>
	• Kate Bencoter, Division Dean	
	<b>Language &amp; Developmental Studies</b>	<b>1738</b>
	• Denise Rosselli, Division Chair	
	<b>Physical Education &amp; Athletics</b>	<b>PE Conf Rm</b>
	• Kevin Luckey, Division Dean	
<b>Social Sciences</b>	<b>Community Room</b>	
• John Liscano, Division Chair		
<b>Sciences, Mathematics &amp; Engineering</b>	<b>2041</b>	
• Bonnie Moore, Division Chair	Anatomy Lab	

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