

Napa Valley College Spring Flex Day



January 20, 2015



SPRING INTO ACTION!

FLEX DAY AGENDA

Spring 2015

January 20, 2015

TIME

LOCATION

Coffee, tea and treats “to go” provided in the Community Room beginning at 7:45 a.m.

8:30 - 10:00

DIVISION/DEPARTMENT MEETINGS

| | |
|---|---------------------|
| Arts and Humanities | 3706 (Art Building) |
| Business, Computer Studies and Technical Division | 1430 |
| Counseling | Transfer Center |
| Health Occupations | 814 |
| Language and Developmental Studies | 1738 |
| Physical Education and Athletics | 603 |
| Social Science | 1770 (TLC) |
| Science, Mathematics and Engineering | 2041 Anatomy Lab |

10:00-10:15

Passing time

10:15-11:30

WORKSHOPS/ ROUNDTABLE

SharePoint – Beginning

1760

Presented by Jose Sanchez

This workshop is intended for users who have not developed their NVC people pages or department sites. This will be a hands-on session where we will learn the basic skills of editing a people or department site. This workshop will include managing content, linking online videos and resources from external websites. Bring a flash drive containing images of documents you would like to post online.

Picturing an Idea: the Use of Images in Classroom Instruction

1738

Presented by Amanda Badgett & Stephanie Grohs

Yet another PowerPoint slide of text? Why not use visual material--photographs, works of art, infographics--to expand your students' understanding of an event, a concept, an historic context? Join Amanda Badgett and Stephanie Grohs in looking at ways of incorporating visual material in effective pedagogy. Discover great online resources for images, including ArtSTOR (it's not just art!) and explore different techniques in communicating ideas through visual means.

Great Minds Think Alike-Not! Looking at Workplace Diversity and Working Styles 1770
Presented by Rebecca Scott

It's no secret people have different approaches to working. Participants in this hands-on workshop will take a quick survey to determine their working style. The benefits and "challenges" of different working styles will be discussed. We'll learn that one size doesn't fit all! Understanding how to use our strengths and the strengths of others is an effective way of building a supportive workplace.

Welding for Wingnuts, Part 1 3100
Presented by Eric Wade

Attendees will learn about current needs of the welding industry, basic welding safety, and receive instruction on welding procedures to produce a welded project to take home with them. Participants must attend both sessions.

Effective Teaching Practices – Roundtable 1741
Presented by Kate Benscoter and Julie Hall

Master NVC faculty will lead a roundtable discussion on using best practices to teach adult learners.

Faculty Evaluation Guidelines Workshop 1763
Presented by Kelly McCann

Parties interested in giving the Faculty Evaluation process a tune-up are encouraged to participate including Academic Senate Officers and representatives from the Office of Instruction, Human Resources, and the Faculty Association.

Exploring Ceramics, Part 1 3503
Presented by Rhue Bruggeman

Join us for a day of hands-on creative problem solving in the studio. We will explore ideas, concepts, materials, and techniques inherent to Studio Art. While having fun in the open studio forum we will utilize the cross curricular nature of these practices to communicate and interact. This collaboration will naturally move participants through Bloom's cognitive domain and inspire teaching and learning. Limited to 25 participants. Participants must attend both sessions.

| | | |
|---------------|---|-----------------------------|
| 11:30 – 12:30 | Lunch sponsored by the Classified Senate or Crock-pot potluck sponsored by the Faculty Senate | Community Room Cafeteria |
| 12:30-12:45 | <i>Passing time</i> | |

Movement Snacks**1763****Presented by Kelly McCann**

Back by popular demand from past Flex Days, this workshop is a continuation of “Happy Feet.” This workshop is based on the Work of the Restorative Exercise Institute and Katy Bowman’s book *Move Your DNA*. Come learn small management sets to keep your whole body happy throughout the day.

SharePoint – Intermediate**1760****Presented by Jose Sanchez**

This workshop is intended for users who already have and are developing their NVC people pages or department sites. This will be a hands-on session where we will expand the basic skills of editing a people or department site. This workshop will include managing content, linking online videos and resources from external websites. Bring a flash drive containing images of documents you would like to post online.

What is Lecture Capture?**1772****Presented by Cathy Gillis**

Wish your students could watch what you demonstrate on your computer screen? Want to show slides, video or other media and at the same time explain the concepts? Lecture capture software allows instructors to not only record their own voice, but also show everything you’re doing/demonstrating on your computer desktop – even switching from open windows and programs! For basic recording, all you need is a Lecture Capture App, a simple USB microphone and your computer’s included voice recorder! Come learn about the possibilities during the workshop and, download a free trial of Snagit.

Using Social Media and Your NVC Webpages to Promote Your Department/Division**1738****Presented by Lissa Gibbs**

Your NVC webpages provide an outstanding communication platform to promote the educational programs offered at NVC. In this participatory workshop you will be shown how to create engaging and informative department and faculty webpages using NVC’s Style Guide and templates. Participants will learn how to then leverage this content via the college’s social media outlets for maximum effect.

Welding for Wingnuts, Part 2**3100****Presented by Eric Wade**

Continuation from Welding for Wingnuts, Part 1 attendees will learn about current needs of the welding industry, basic welding safety, and receive instruction on welding procedures to produce a welded project to take home with them. Participants must attend both sessions.

Exploring Ceramics Part 2 **3503**
Presented by Rhue Bruggeman

This is part 2 of Exploring Ceramics from the morning session. Join us for the second part of hands-on creative problem solving in the studio. We will explore ideas, concepts, materials, and techniques inherent to Studio Art. While having fun in the open studio forum we will utilize the cross curricular nature of these practices to communicate and interact. This collaboration will naturally move participants through Bloom's cognitive domain and inspire teaching and learning. Limited to 25 participants. Participants must attend both sessions.

Addressing Negative or Difficult Relationships **1761**
Presented by Merrinell Phillips from Magellan Health our Employee Assistance Program Provider (EAP)

We all have to deal with that one person or thing that rubs us the wrong way. There is no magic spell for transforming a negative or difficult person or situation. There are, however, some strategies that are explored in this training to help make your relationship with that individual less stressful.

Meeting Students Needs Without Lowering Standards – Roundtable **1741**
Presented by Dianna Chiabotti

This workshop will be a roundtable discussion about how we can meet the differing and individual needs of students, create clear expectations, and foster their success. What strategies are working for you? What questions would you like to pose to the group? How can we support each other? Bring your ideas, thoughts, questions and plan on engaging in a rousing collegial dialogue.

Excel –How to Go Beyond the Basics **1770**
Presented by Chris Farmer

Introduction to pivot tables in Excel and how you can use them to help with SLO assessment.

2:00-2:15 *Passing time*

2:15- 3:30 WORKSHOPS/ ROUNDTABLE

SharePoint – Advanced **1760**
Presented by Jose Sanchez

This workshop will go beyond the intermediate level for users who support departmental web sites. Participants will learn how to work with web parts and use them to create richer content in our department sites.

Introduction to Blackboard and Blackboard CourseSites **1772**
Presented by Greg Miraglia

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 activities? If so, Blackboard CourseSites may be the answer for you. All faculty can now use Blackboard CourseSites 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 CourseSites including how to set up an account and how to create a section to support one or more of your classes.

Bringing Out the Best in Others **1763**
Presented by Merrinell Phillips from Magellan Health our Employee Assistance Program Provider (EAP)

Positive, healthy relationships sometimes seem to develop with little or no effort at all. Most of us probably have several relationships in which we just “click” with the other person; it’s easy to recognize their strengths and to bring out the best in them. Other relationships can be more challenging. Some people may frustrate us, anger us, or annoy us; it can be hard to see the strengths in those people, yet sometimes they are integral parts of our work or personal life. *Bringing Out the Best in Others* focuses on creating win-win situations by emphasizing the need to recognize individual assets rather than individual deficits. The skills used to bring out the best in others will also bring out the best in ourselves and enhance our relationships both at home and work.

Flipping the Classroom **1738**
Presented by John Dotta and Cliff Zyskowski

Can’t cover all your content? Not enough time? What is the best use of class time? Want to implement a student-centered approach to learning? Re-imagine your teaching. Learn techniques to expose students to course content before they come to class, and explore individual and group activities to use inside your classroom. Flip your classroom. By attending this workshop participants will: Explore concrete strategies for “flipping” courses – Build a community of faculty members engaging with “flipping” pedagogy – Explore techniques for exposing students to content before class – Identify in-class activities that facilitate learning – Develop an individual plan for “flipping” an upcoming course.

Implementing Learner-Centered Activities **1761**
Presented by Naomi Chianese

In this workshop, you will participate (as “students”) in several learner-centered classroom activities. These activities can be used in all disciplines and are effective tools to enhance learning and break up the monotony of lectures. You will be provided with tips for implementing and grading these activities and we will work together to design activities specific to your discipline/curriculum (time permitting). “All learning is ultimately created by what the learner does, not what the educator says.” Skip Downing

Program Evaluation and Planning (PEP) Orientation for 2015 Participants **1340**
Presented by Debra Saunders

Instructional programs going through the Program Evaluation and Planning Process (PEP) will need to attend this session. The PEP process and forms have been improved, modified and updated. If your instructional program is going through PEP

in 2015, you will need to attend this important orientation to find out details for the year-long PEP process.

**Utilizing Microsoft Outlook 2010 Toolbars and Managing PDF's
Presented by Karen Smith**

1432

In this workshop you will learn how to utilize Microsoft Outlook 2010 toolbars to share calendars, invite attendees to a meeting, adding the NVC logo to your email signature, archiving mail, setting rules, what to do when you get a suspicious email and other functions. Managing PDF's will cover creating a fillable PDF, turn an existing form into a fillable PDF, changing a Word document to a PDF and printing a PDF.

**Beyond PowerPoint: An Introduction to Prezi
Presented by Nancy McEnergy**

1770

The workshop will introduce participants to Prezi presentation software. Unlike PowerPoint, Prezi is non-linear (e. g. a story is presented to the audience with multiple paths from point A to point B) and it uses a zooming interface which allows users to zoom in and out of the presentation media. While it doesn't use slides (like PowerPoint), it does let you seamlessly integrate images, text, videos, animations and sounds onto a virtual canvas. The hands-on workshop will focus on how to create a Prezi from scratch and will cover: 1) Choosing a background image for your blank canvas; 2) Adding content (including creating content boxes); 3) Setting the path; 4) Changing the order of the path; 5) Adding animation to the contents of the frame; and 6) Saving and playing your Prezi, to name a few topics. Each participant will receive a Prezi account good for two weeks time in order to practice new skills learned in the workshop.

3:30 – 4:30

**Social Hosted by the President's Office (optional)
Come Meet the New Board of Trustee Members**

Community Room

2015 PEP Instructional Programs

Associate Degree Nursing

Bob Harris and Janice Ankenmann

Chemistry

Stephanie Burns, Steve Fawl and Forest Quinlan

Health Occupations

Bob Harris

Humanities

Faye Smyle and Janet Stickmon

Napa Valley Cooking School

Mechele Manno and Barbara Alexander

Office Administration

Greg Miraglia and Debra Saunders

Philosophy

Faye Smyle and Sharon Gocke

Psychology

John Liscano and Jeff Wachsmuth

