

SPRING 2015 FLEX DAY

Thursday, January 29th

8:00 AM – 8:30 AM	Coffee & Pastries- Donated by <i>the MPC Foundation</i> Hosted by <i>the MPC Hospitality Department and Hospitality Club</i> Sam Karas Room			
8:30 AM – 9:45 AM	Vice-Presidents' Highlights: <ul style="list-style-type: none"> • Earl Davis, VP Financial Services • Michael Gilmartin, interim VP Academic Services • Larry Walker, interim VP Student Services LF103			
10:00 AM – 11:00 AM BREAKOUT SESSION II	"Tips and Tricks" <i>Kim Panis and Linda Sasaki</i> BMC 206 Have you been getting those annoying notices that your email box is reaching capacity or is already at its limit? Come and get hands-on training on how to archive and organize your email.	"Lions and Tigers and Data! Oh My!" <i>Rosaleen Ryan</i> BMC 201 Program Review...Instructor Reflections... Accreditation... These are just a few areas where data are required. Increasing demands for accountability require us to report more data than ever before, and the demands for accountability ask us to focus on student outcomes. "Where do I find data on student outcomes?" "How do I make sense of the numbers?" Come and learn the answers to these questions. In this hands-on session, you will learn where the data are and how to access them. You will have an opportunity to access the data that are relevant for your program.	"Managing Emotional Meltdowns—Including Your Own" <i>Diane Boynton</i> LF 103 Are there moments when you are surprised, angered, frustrated, shocked, and/or overwhelmed by a situation or person's behavior to such an extent that you cannot manage the involved emotions? What might you do? If you would like to learn a few ways to manage emotions AND enhance your communication skills as you seek to turn difficult interactions into meaningful and positive ones, please attend!	"Preventing Plagiarism Before It Occurs" <i>Anita Johnson , Anthony Villareal, and Merry Dennehy</i> LF 101 Is plagiarism a problem in your classes? What strategies can minimize the motivation of students to plagiarize, and what techniques can terminate its occurrence? We will discuss raising student awareness of plagiarism and the seriousness of academic dishonesty, share ideas and models of "plagiarism-proof" assignments, and look at a variety of online sources and classroom methods for teaching students to practice proper citation. Let's prevent plagiarism before it even occurs.
11:15 AM – 12:15 PM BREAKOUT SESSION III	"Effectively Use MPC Online To Support Your Face-to-Face Classes" <i>Steve Bruemmer and Jay Luke</i> LTC 203/204 Get the most out of MPC Online for your face-to-face classes. Learn effective strategies for posting documents, receiving homework, and increasing student engagement. Details at mpconline.mpc.edu	"Instructor Reflections" <i>SLO/Accreditation Committee</i> BMC 201 Building on last semester's successful session on *how* to use the instructor reflections website, this semester's session will focus on *what* to write. Please bring your grade book and an idea of which SLO you'd like to focus on. (If you have an instructor reflections form from a previous semester, bring that as well.) We will help you accurately describe the student learning in your class and communicate your findings in an informative manner.	"Articulation 101" <i>He Seon Ihn</i> LF 101 Overview of the basics of transfer and articulation. We will cover definitions, types of articulation agreements, submission processes and timelines, and using the ASSIST website.	"Title IX: Be trained and learn how to report incidents" <i>Susan Kitagawa, Nicole Dunne, David Brown, Art St Laurent</i> LF 102 Receive training on Title IX guidelines and definitions for gender discrimination, sexual assault, sexual harassment, domestic and dating violence, stalking and bullying and reporting requirements.
12:15 PM – 1:15 PM	LUNCH: Bring your own sack lunch and enjoy the company of your colleagues. Caroline Page Garden (weather permitting)			
1:30 PM – 2:30 PM BREAKOUT SESSION IV	"Taming your MPC Online Grade Book" <i>Steve Bruemmer and Jay Luke</i> LTC 203/204 Spend a productive hour in a hands-on workshop to improve and tame your MPC Online grade book. Start the semester off right by making sure your MPC Online grade book is setup correctly and ready to go! Details at mpconline.mpc.edu	"Accreditation Update: Self-Study Progress and Review" <i>SLO/Accreditation Committee</i> PS 106 The first drafts of the MPC Accreditation Self-evaluation document are nearly complete and ready for institutional review. We want the report to be accurate and paint a candid picture of MPC in terms of the accreditation standards. This session will report some of the preliminary findings and provide information about how you can participate in the upcoming institutional review of the self-study document.	"Art Department Showcase" <i>Diane Eisenbach, Robynn Smith, Gamble Madsen, and others.</i> Art Studio (AS) and Art Ceramics (AC) Buildings Come join the Creative Arts Division for a look at the new art studios and some hands-on creative activity. Students, staff and faculty will provide instruction and entertainment in such areas as ceramics, art history and printmaking. Spend some time getting your hands dirty and looking at things just a little differently.	"Working with Adult Education Students:" <i>Morgan Matthews</i> Sam Karas What is Adult Education? What is AB 86? How can MPC faculty and staff members welcome these students to our campus? Our region is participating in a collaborative planning effort around Adult Education, and we urge both those who are already participating and anyone who is curious about these efforts to join us. This will be an interactive session with concrete takeaways for your work.
2:45 PM – 4:15 PM	"Department/Division Meetings"			