**Butte College Professional Development**  
**Flex Workshops and Staff Activities**  
**January 15 – 24, 2014**

Pre-Flex Activities Begin: January 13  
Spring Flex Days: January 15, 16, 17, 21, 23, and 24  
Spring Semester Institute Day: Wednesday, January 22.  
Spring Semester Begins: January 27, 2014

Revised: 1-14-14

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**Workshops Begin in Early January**  
Professional Development welcomes you back for the Spring 2014 semester. This Flex booklet provides information regarding the January workshops, upcoming semester events and information about various professional development programs. We encourage you to explore the numerous offerings and take advantage of this opportunity.

- The official calendar start of Faculty Flex Week is **Wednesday, January 15**. The activities shown in this booklet are opportunities for Flex credit, with the exception of Institute Day Activities which is required for full-time faculty.

- Activities presented during the six Flex days, January 15-24, provide opportunities for full-time and associate faculty to gather Flex credit hours to fulfill their Flex obligation. All college employees are invited to attend and participate.

**The Professional Development Program** is located in the Center for Excellence (Library 210). The Program’s assistant, Magian Smith, can be reached at (530) 895-2854. Shirleigh Brannon is the Faculty Professional Development Coordinator. Bambi Mayfield is the Classified Professional Development Coordinator and Jack Lemley the Management/Supervisory/Confidential (MSC) Coordinator.

**Year-round Activities**  
Year-round activities provide professional development and personal growth opportunities for Butte College employees. Although some workshops are designed for specific audiences, most workshops are open to all college employees.

**Appreciating Expertise, Creativity & Effort**  
Many members of the Butte College community will make presentations this January. Their expertise, creativity, and effort are rewarded by your participation in their workshops. Please plan to attend and to earn your Flex hours. By participating in the January Flex Days, you say “thank you” to our volunteers. Their continued willingness to share with us is vital for the continuation of Professional Development.

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Professional Development Forms & Applications available at our website:

- Butte College Home page  
  Departments/Programs/Services  
  Professional Development

- Also accessible from MyBC  
  Groups and Committees  
  Professional Development – Faculty

The goal of the website is to be sustainable in our effort to provide information and share opportunities.

Updates and revisions to the January workshops will be reflected in **RED** in the January 2014 Flex Booklet posted on the sites above.

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**Butte College Core Values**  
Students First  
Excellence  
Respect  
Diversity in Community  
Communication  
Accountability  
Sustainability
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Campus Location Key

| AHPS | Allied Health Public Services |
| ARTS | Arts Building |
| CAS | Center for Academic Success |
| CFE | Center for Excellence (LB 210) |
| CHC | Chico Center |
| GYM | Gymnasium |
| LB | Library |
| LB 216 | Located inside the CFE |
| LRC | Learning Resource Center |
| MC | Media Center |
| SSF | Swing Space F |

Butte-Glenn Community College District Mission Statement
Butte College provides quality education, services, and workforce training to students who aspire to become productive members of a diverse, sustainable, and global society. We prepare our students for life-long learning through the mastery of basic skills, the achievement of degrees and certificates, and the pursuit of career and transfer pathways.
Wednesday, January 15

170  Bitcoin Revolution!
     1 hrs Flex credit  8am — 9am
Sean Worthington  MC 243
How digital currencies may change mankind. The benefits and pitfalls of this new money.
Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness

386  “Shots Fired on Campus”, Training for Critical Incident Response
     1 hrs Flex credit  9am — 10am
Casey Carlson  Center for Excellence
A multimedia training designed to empower staff and faculty to respond quickly and safely in a critical incident.
Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success

169.10  Help Your Students Find a Job! Applying for Federal Employment.
        1 hrs Flex credit  10am — 11am
Marshall Haslem  MC 244
Does a summer job at a national park sound exciting? Ever wonder how a wildland firefighter found their job? Would your students like a summer internship at the National Institute of Health, the Smithsonian, the Library of Congress, or even the White House? The Federal Government uses a web based program for filling these and many more seasonal, internship and permanent jobs. Come find out about the application process and the many opportunities available to our students.
Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

162  Geogebra-A Mathematical Modeling Tool
     1 hrs Flex credit  11am — 12pm
Randy Fukumoto  TE 122
In this workshop, you will create dynamic mathematical models. Instead of drawing numerous pictures or trying to verbally explain abstract ideas to students, you can create a mathematical model. We will explore ideas ranging from algebra to calculus, and even include some concepts in geometry and statistics. We will start by plotting points and end with approximations of the area under a curve. This software is free, and it is a great teaching tool!
Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness
387.10 Do You Really Know what MDL and Media Production Services Can Do for You?

1 hrs Flex credit 11am — 12pm

Peter Dahl, Todd Bradford  LB 216

Some know that Media for Distance Learning can convert media to digital format or DVD, prepare it for streaming and upload it to a server for use in BlackBoard ... or some may not know. But do you know the full extent of those services, and that there is a vast array of other services you could make use of? These include a full-range professional video/media production service that can produce entire video programs and material using the latest technology, including HD. There are also new services coming online and changes to processes so come experience examples of our services and learn what we can provide to you.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
4. Maximizing Resources to Support Student Learning

454.2 Using The New Online Flex System

1 hrs Flex credit 12pm — 1pm

Matt Cervantes, Shirleigh Brannon, Magian Smith  LB 216

Come and learn about the newly created flex system for faculty. This presentation will demonstrate how faculty can access their flex summary through WebAdvisor at any time, how to interpret their summary (which now includes overload accounting), how to submit corrections to the professional development office if needed, and how to verify that their summary is correct.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for Continuous Improvement
5. Modeling Sustainability

458 E-mail / Web Security

1 hrs Flex credit 12pm — 1pm

Andrea Mox  LB 206

Andrea Mox, Manager for Information Technology, will provide important updates regarding email and web security.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for Continuous Improvement
5. Modeling Sustainability

156 Irish Dance: More Than Wigs & Sparkle

1 hrs Flex credit 1pm — 2pm

Shirleigh Brannon  Center for Excellence

Maybe you’ve seen RiverDance and Feet of Flames. Maybe you’ve seen the bouncing wigs, vivid dresses, and remarkable young athletes. Now come learn about and be part of some of the other faces of Irish dance – and discover that it may not be like you imagined. Bonus: you’ll know the difference between an Irish jig, reel, and hornpipe in time for St. Patrick’s Day, and even how to do an easy dance or two in the pub with friends and family.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness
How the beauty of Electricity and Magnetism lead us to understanding the strangeness of time and space.

Robert White    MC 244

1pm — 2pm

Within the development of our understanding of electrical and magnetic phenomena lies an example of how beautiful and elegant nature appears to be. Within this astonishingly simple structure we find clues that lead ultimately to a deeper understanding of countless minor curiosities like: space, time and the profound ability to harvest energy bound in matter itself. In this presentation you will get a guided tour of the technical and phenomenological underpinnings of our classical model of electromagnetism and a brief introduction regarding the connection between electromagnetism and special relativity. (Those of you that are not physicists… This adventure is intended for YOU. Don’t be afraid, the tour guide will not assume anything other than the courage of an explorer willing to brave some minor discomforts to see things relatively few people have seen.)

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness

Life Sciences Stockroom Tour

Erik Hohenstein    LS 123

1pm — 2pm

This is a tour of the Life Sciences stockroom that will explain how a prepsheet is turned into lab materials on a cart. It will also highlight where some of the most asked for materials are stored and answer some of the most frequently asked questions. Hope to see you there!

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
4. Maximizing Resources to Support Student Learning
6. Enhancing a Culture of Inclusiveness

Women in American Labor History

Shirleigh Brannon    Center for Excellence

2pm — 3pm

Isn’t it great that women no longer have to work from dawn until past dusk at menial/repetitive/boring jobs? (Or do we?) And that we no longer have to send our young children to do backbreaking labor that deforms their bodies? Join Shirleigh for an overview of some of the brave women - and some of the major events - of the 19th and early 20th century that helped to create at least some humanity in the workplace for women. Give us bread, but give us roses too.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness
389.10  Your Voice Counts: Accreditation Faculty/Staff Survey
1 hrs Flex credit  2pm — 3pm
Ruth Ann Hansen, Miya Squires  LB 206

Start by taking the Accreditation survey in the lab; afterwards, you will be given opportunities to discuss the survey, questions asked, and areas of improvement for Butte College. This is a great opportunity to provide specific input in a way that it will be recorded and can be addressed. This is your chance to provide input on any topic. If you think a process, policy or procedure works well, tell us! If you think they don’t work well, tell us that too. The self-study is a time for an honest look at the way we do things with the desire to identify where we can improve. The easiest way to be heard is to tell us!

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
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4. Maximizing Resources to Support Student Learning
5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness

Thursday, January 16

385  Understanding Computer Workstation Ergonomics
1 hrs Flex credit  8 — 9
Human Resources Staff, Phil Clark, Keenan & Assoc.  MC 243

The relationship between people and their computers, chairs, and office equipment -- Fitting the workstation to the worker to reduce Repetitive Motion Injuries (RMI).

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success

450.10  The New Era of “Classroom Clickers”: Introducing Bb Polls
1 hrs Flex credit  8am — 9am
Dave Stephens  LB 216

Please join staff from Technology Mediated Instruction (TMI) as they demonstrate the new Bb Polls service and offer guidelines for using mobile devices in your classroom.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

152  The Cold War: Just Plain Nuts!
1.5 hrs Flex credit  9 — 10:30
Michael Panunto  MC 244

Did you know that the U.S. Army seriously planned to build a huge nuclear ballistic missile base underneath the Greenland ice sheet? Did you know that the British army built a nuclear land mine that would be kept warm using live chickens? Did you know that the Soviet Union actually built a nuclear doomsday machine? What about nuclear bazookas? Some of the most idiotic and harebrained schemes ever spawned by paranoid minds germinated during the Cold War. This workshop provides faculty and staff with a satiric romp through the Cold War viewed through the lens of scientific research and military planning. No experience needed save a sense of humor.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness
Habits of Mind

1.5 hrs Flex credit 9am — 10:30am

Carrie Roberson  MC 243

What will our classrooms look like for upcoming Generations? How will we adapt our focus, and what skills must we impart to and learn from this group? Come and discuss the lessons we have learned from previous generations and how will they help us manage our relationships with students and beyond! Come benefit from strategies and materials for drawing out what seems to be conformity to generational stereotypes, which may be a symptom of a wider cultural ambivalence to learning.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

Do You Really Know What MDL and Media Production Services Can Do for You?

1 hrs Flex credit 10am — 11am

Peter Dahl, Todd Braddford  LB 216

Some know that Media for Distance Learning can convert media to digital format or DVD, prepare it for streaming and upload it to a server for use in BlackBoard ... or some may not know. But do you know the full extent of those services, and that there is a vast array of other services you could make use of? These include a full-range professional video/media production service that can produce entire video programs and material using the latest technology, including HD. There are also new services coming online and changes to processes so come experience examples of our services and learn what we can provide to you.

Strategic Initiatives:
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2. Supporting Student, Faculty and Staff Success
3. Enhancing a Culture of Inclusiveness
4. Maximizing Resources to Support Student Learning

Art Coolness

4 hrs Flex credit 10 — 2pm

Alex O'Neil  ARTS 145

Work with Dada and Surrealist techniques to build a 3D college. Your first assignment: come to ARTS 145 with a collection of both natural and man-made objects, and bring some kind of container. Contact Alex with questions.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness

Film (Ishi: The Last Yahi) and Discussion Following.

1.5 hrs Flex credit 10 — 11:30

Michael Williams  Center for Excellence

“Ishi, the Last ‘Yahi’”, was an award winning film, which documents the demise of the Yahi people by the early white settlers in this region. It specifically focuses on Ishi, a native found in Oroville in 1911 and soon transferred to the University of California and Hearst Museum of Anthropology. From Ishi, we learned so much of native culture and most importantly a deep respect for life, by this seemingly “primitive” human. I will follow the film with a description of traditional ecology knowledge (TEK) that has become a basis for ecological restoration in complex ecosystems in Mediterranean ecosystems.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness
Disability Boot Camp

Disability Boot camp is working about how to proactively plan and create courses and services with students who have disabilities in mind. So using the Universal Design for learning model and also a hands on workshop to see how the Assistive Technology works within our campus community.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
4. Maximizing Resources to Support Student Learning
6. Enhancing a Culture of Inclusiveness

Dreamers, Who are They?

With the passing of AB 130 and AB 131 in January 2013 California Community Colleges are now able to offer services to undocumented students unlike before. This is a group of students who will continue to grow in the future. Who are the Dreamers? The intent of this workshop is to make faculty aware of the services that help Dreamers in the Student Services area and who the key people are to refer these students to.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
4. Maximizing Resources to Support Student Learning
6. Enhancing a Culture of Inclusiveness

Your Voice Counts: Accreditation Faculty/Staff Survey

Start by taking the Accreditation survey in the lab; afterwards, you will be given opportunities to discuss the survey, questions asked, and areas of improvement for Butte College. This is a great opportunity to provide specific input in a way that it will be recorded and can be addressed. This is your chance to provide input on any topic. If you think a process, policy or procedure works well, tell us! If you think they don’t work well, tell us that too. The self-study is a time for an honest look at the way we do things with the desire to identify where we can improve. The easiest way to be heard is to tell us!

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for Continuous Improvement
4. Maximizing Resources to Support Student Learning
5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness

Creating Flex Forms for Chairs & Workshop Leaders

Join Matt Cervantes, IT developer, as he demonstrates how to create Flex Forms using online fillable forms from the Pro Dev website.

Strategic Initiatives:
5. Modeling Sustainability
Socratic Seminar

Michael Nevens will present on the topic of Socratic Seminar.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness

How Do Our Students Do After They Leave Us?

This workshop review the results of the Completers and Leavers surveys conducted in Spring 2013 as well as the recently released state Salary Surfer. After reviewing the surveys and Salary Surfer data, participants will discuss ways that this data can be used for college and program improvement.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for Continuous Improvement
4. Maximizing Resources to Support Student Learning

Flex on Flex

Confused about flex requirements? Do you know how to do a flex plan--or even why you have to? Come find out with "Flex on Flex" and leave with your completed Flex Plan!

Strategic Initiatives:
4. Maximizing Resources to Support Student Learning
6. Enhancing a Culture of Inclusiveness
Friday, January 17

275  5th Annual Blackboard Community Exchange

5.5 hrs Flex credit  8:30am — 2pm
TMI Staff  ARTS Theater / Lobby

Please join us for what has become a campus signature event; the 5th Annual Blackboard Community Exchange, a half day mini-conference for all faculty from CSU Chico and Butte College. Please join your faculty colleagues and TMI staff as we present innovative ideas to help you improve your use of Blackboard for teaching and learning with your students!

A catered lunch will be served. Attendees will earn up to 5.5 hours of flex time!
Registration is required to attend; www.butte.edu/tmi/events

Tuesday, January 21

390  Assessment Dialog

1 hrs Flex credit  8 — 9
Eric Hoiland  LB 216

Come learn more about Assessment Dialog.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for continuous improvement
4. Maximizing Resources to Support Student Learning
5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness

751  Coffee’s On Us

1 hrs Flex credit  8am — 9am
Shirleigh Brannon, Bambi Mayfield, Jack Lemley, Magian Smith  Center for Excellence

Join the Professional Development Leadership Team in the Center for Excellence for a cup of coffee before you start the day!

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement

365  What’s New in the Bookstore?

1 hrs Flex credit  8:30am — 9:30am
Jack Lemley  Center for Excellence

Find out about the new competitive pricing structure, the rental program, and the electronics products we now carry! Come talk with the Textbook Manager and discuss textbook ordering philosophy and get a brief overview of the faculty adoptions website ordering module used to submit textbook requisitions.

Strategic Initiatives
4. Maximizing Resources to Support Student Learning
950  **Academic Senate Forum**

2.5 hrs Flex credit  9 — 11:30

Stacey Bartlett  AHPS 118 A & B

The Senate will keep you informed about critical academic and professional issues. Emeritus Faculty will be honored. Plan to attend!

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for continuous improvement
4. Maximizing Resources to Support Student Learning
6. Enhancing a Culture of Inclusiveness

951  **BCEA Union Luncheon & Update**

2 hrs Flex credit  11:30 — 1:30pm

Mario Vela - BCEA President  AHPS 118 A & B

This is your time to hear the update on negotiations the latest statewide issues and other matters related to the full-time faculty contract.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for continuous improvement

389.3  **Your Voice Counts: Accreditation Faculty Staff Survey**

1 hrs Flex credit  1pm — 2pm

Ruth Ann Hansen  LB 206

Start by taking the Accreditation survey in the lab; afterwards, you will be given opportunities to discuss the survey, questions asked, and areas of improvement for Butte College. This is a great opportunity to provide specific input in a way that it will be recorded and can be addressed. This is your chance to provide input on any topic. If you think a process, policy or procedure works well, tell us! If you think they don’t work well, tell us that too. The self-study is a time for an honest look at the way we do things with the desire to identify where we can improve. The easiest way to be heard is to tell us!

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
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6. Enhancing a Culture of Inclusiveness

952  **Department Meetings**

3 hrs Flex credit  2pm — 5pm

TBA  TBA

Chairs and coordinators will announce locations.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for continuous improvement
6. Enhancing a Culture of Inclusiveness
**308 Chemical Hygiene Basics**

*3 hrs Flex credit*  
6pm — 9pm

**Tony Wren  PS 131**

This introductory course is required for all who use chemicals in instructional laboratory settings (science instructors and support personnel). If you have not attended a Butte College Chemical Hygiene Basics course before, and work in an instructional laboratory, this class is for you.

Strategic Initiatives:  
2. Supporting Student Faculty and Staff Success

**Wednesday, January 22**

**18 PFA Meeting**

*1.5 hrs Flex credit*  
2:15 — 3:45

**Stacey Burks  Center for Excellence**

Join Associate Faculty Association President and get an update an all the PFA issues as well as the work being done through the Senate, the Participatory Governance Committee and Professional Development.

Strategic Initiatives:  
2. Supporting Student, Faculty and Staff Success  
6. Enhancing a Culture of Inclusiveness

**380 Take A Tour & Identify Campus Resources**

*1.75 hrs Flex credit*  
9 — 10:45

**TBA  Meet in the Center for Excellence**

Butte College has amazing resources to help both you and your students. Learn what and who is where. You’ll learn where a student can get a tutor; how to put books on reserve; and where to acquire book loans, résumé training and transfer information. Join us for a campus tour to address your questions—and those your students are likely to have!

Strategic Initiatives:  
2. Supporting Student, Faculty and Staff Success  
5. Modeling Sustainability  
6. Enhancing a Culture of Inclusiveness

**653 Using the New Library**

*1 hrs Flex credit*  
10 — 11

**Morgan Brynnan  LB 206**

Your library has moved to a new online catalog that indexes all our resources as well as many found on the Web. We have also launched a new web page for easier access to our resources and services. Join us for a tour of your new Butte College library online.

Strategic Initiatives:  
1. Enhancing a Culture of Completion and Academic Achievement  
2. Supporting Student, Faculty and Staff Success  
6. Enhancing a Culture of Inclusiveness
Film (Ishi: The Last Yahi) and Discussion Following.

1.5 hrs Flex credit

Michael Williams  MC 243

10 — 11:30

“Ishi, the Last ‘Yahi’”, was an award winning film, which documents the demise of the Yahi people by the early white settlers in this region. It specifically focuses on Ishi, a native found in Oroville in 1911 and soon transferred to the University of California and Hearst Museum of Anthropology. From Ishi, we learned so much of native culture and most importantly a deep respect for life, by this seemingly “primitive” human. I will follow the film with a description of traditional ecology knowledge (TEK) that has become a basis for ecological restoration in complex ecosystems in Mediterranean ecosystems.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness

8 Associate Faculty Orientation

3 hrs Flex credit

Gail Terhorst, Penny Lillie  MC 244

11 — 2pm

This session is developed primarily for new associate faculty. All associate faculty are welcome and can benefit from the workshop. Don’t miss a wonderful opportunity to gain critical information that can decrease new instructor stress! Your faculty colleagues will answer questions about your first semester at Butte College and provide information about record keeping, rosters, grades, and so on.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness

226 Club Advisor’s Luncheon

1.5 hrs Flex credit

Yvette Zuniga  Swing Space F, Rm. 102 (SSF-102)

11 — 12:30pm

Join advisors from all the clubs to network and get important club updates. This meeting is strongly recommended for all club advisors.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

650.10 ISW Meeting

1 hrs Flex credit

Jan McKissick  CFE

11am — 12pm

Join the ISW meeting for a discussion of plans for the Instructional Skills Workshops.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
4. Maximizing Resources to Support Student Learning
Book in Common: The Yellow Birds

1.5 hrs Flex credit 12pm — 1:30pm
Suzanne Gripenstraw MC 243

The Book in Common for Academic Year 2013-2014 will be “The Yellow Birds,” by Kevin Powers. The Yellow Birds is a highly acclaimed novel about a soldier’s experiences in the Iraq war, his torn loyalties between a promise made to a friend, his duty as a soldier and the difficulties readjusting to civilian life. The Book in Common is a shared community read designed to promote discussion and understanding of important issues facing the broader community.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness

12.10 Institute Day Large Group Session

1.75 hrs Flex credit 2pm — 3:45pm
Christie Trolinger ARTS 160 (Theater)
SLOs: Updates, Dialogue and Planning for Faculty & Staff.

12 Institute Day Guest Speaker

1.5 hrs Flex credit 4pm — 5:30pm
Terry O’Banion Campus Center

Dr. Terry O’Banion was President of the League for Innovation in the Community College for 23 years until his retirement. Under his leadership the League became an international organization serving over 700 colleges recognized by Change magazine as “the most dynamic organization in the community college world.” Since retirement O’Banion has worked on special projects for the League for Innovation, MetLife Foundation, The Bill and Melinda Gates Foundation, The Chauncey Group International, Walden University, and National American University.

Dinner

0 hrs Flex credit 5:40pm — 6:30pm
TBA

Department Meetings

1.5 hrs Flex credit 6:30pm — 8pm
TBA TBA

Locations for department meetings will be provided during Institute Day.
Six Essential Tools from Google

1 hrs Flex credit 8am — 9am

Dave Stephens  LB 216

Think Google is just a search engine or an e-mail service? Join Dave Stephens from Technology Mediated Instruction (TMI) and faculty colleagues for a demonstration of six free services from Google that are guaranteed to help you stay organized and efficient.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

Pilates

1 hrs Flex credit 8am — 9am

Chiraporn Tatum  GYM 113

Join “Dtim” Tatum for Pilates this morning.

Strategic Initiatives:
5. Modeling Sustainability

Chairs & Coordinators Meeting

2 hrs Flex credit 9am — 11am

Tracy Johnson  MC 248

Department Chairs & Coordinators will meet to prepare for the academic year.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-informed Processes for Continuous Improvement
6. Enhancing a Culture of Inclusiveness

Explaining Special Relativity on the Back of a Napkin.

1 hrs Flex credit 9am — 10am

Jason Trento  PS 105

Understanding Einstein’s Special Relativity will be the focus on the session. You will learn how to derive the equations and understand their meaning from Pythagorean Theorem and distance equals rate times time. Impress your friends at a cocktail party as you learn to do the same on the back of a napkin.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
6. Enhancing a Culture of Inclusiveness
Students, Financial Aid and Success

1  hrs Flex credit  9am — 10am
Carolyn Stephen  MC 243

Students know how to get financial aid, but they don’t always know how to keep it — and faculty can at times feel caught in the middle. Join Financial Aid Director Carolyn Stephen for an overview of the financial aid process, how it integrates into educational processes, and factors that affect students’ continuing eligibility. There will be time for Q&A.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for continuous improvement

Guidelines for Using Social Media with Students

1  hrs Flex credit  9am — 10am
Dave Stephens  LB 216

Please join Dave Stephens from Technology Mediated Instruction (TMI) and your faculty colleagues in a review of best practices in the use of social media platforms such as YouTube, Facebook, Google+, and Twitter in academia. You will learn valuable tips for ensuring privacy and develop criteria for selecting the right platform for your objective.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

Wellness to the Core!

1  hrs Flex credit  9am — 10am
Brenda Stagner  GYM 113

Core strength is essential for proper functional movement and for reducing the potential for injury from participating in sports. This session will include a short overview of the benefits of core strength training, a warm-up, and then a core strength routine. Be prepared for a workout by wearing appropriate clothing and athletic shoes. Also bring a workout mat if you have one and water to ensure proper hydration.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-informed Processes for Continuous Improvement
4. Maximizing Resources to Support Student Learning
5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness

History of Butte College and a Tour of the Archives

1  hrs Flex credit  10am — 11am
Mark Hall, Shirleigh Brannon  MC 244

Join Mark Hall to learn more about the history of Butte College and at the end of the workshop take a tour of the Butte College archives with Shirleigh Brannon.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness
Stressed Students

2 hrs Flex credit
10am — 12pm
Mc243

Maureen Hernandez

Faculty and Staff members deal with stressed and stressful students daily. We will explore issues and discuss strategies for difficult situations.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

Recessions, Depressions and the Economic Outlook

2 hrs Flex credit
11am — 1pm

Steve Price
Mc244

This presentation will review the causes and consequences of the Great Recession and look at alternative perspectives on our economic future.

Strategic Initiatives:
5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness

Reading Apprenticeship-Strategies for Supporting Reading in Content Area Courses

3 hrs Flex credit
11am — 2pm

Miya Squires
Mc259

Reading Apprenticeship is an effective way to support successful reading skills in content-area courses. Faculty in various disciplines across the state are seeing increased student participation and success as a result of simple strategies that model for students how to read discipline-specific texts. Visiting presenters include Ann Foster, of Santa Rosa Junior College, and Chris Padgett, History instructor from American River College who uses RA in the classroom. Strategies specific to STEM disciplines will also be highlighted. Faculty from all areas are encouraged to attend to learn more about RA, professional development opportunities related to the program, and direct classroom strategies to increase student success. Pre-registration recommended. Please contact Miya Squires or register online at http://www.eventbrite.com/e/reading-apprenticeship-strategies-for-supporting-reading-in-content-area-courses-registration-10062777037

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
Your Voice Counts: Accreditation Faculty/Staff Survey

1 hrs Flex credit  11am — 12pm

Ruth Ann Hansen  LB 206

Start by taking the Accreditation survey in the lab; afterwards, you will be given opportunities to discuss the survey, questions asked, and areas of improvement for Butte College. This is a great opportunity to provide specific input in a way that it will be recorded and can be addressed. This is your chance to provide input on any topic. If you think a process, policy or procedure works well, tell us! If you think they don’t work well, tell us that too. The self-study is a time for an honest look at the way we do things with the desire to identify where we can improve. The easiest way to be heard is to tell us!

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for Continuous Improvement
4. Maximizing Resources to Support Student Learning
5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness

Google Docs

1 hrs Flex credit  12pm — 1pm

David Welton  LB 216

Google Docs offers powerful free tools for word processing, spreadsheets and presentations (similar to Word, Excel and PowerPoint). Documents are stored on Google servers and accessible by any online computer. Google Docs fosters collaboration by allowing files to be simultaneously edited by multiple users.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness

The Sound of the 60's.

2 hrs Flex credit  1pm — 3pm

Mark Latham  ARTS 113

From the Beatles to the Byrds, acid rock to Zappa, join Mark Latham for a survey of the great music that came from this turbulent decade. We start with the teen idols and girl groups of the early decade and progress through surf rock, the Black music, folk music, the British invasion, and finish on the West Coast, with a quick peek at Monterey Pop, Woodstock, and Altamont thrown in. Wear your tie-dye.

Strategic Initiatives:
6. Enhancing a Culture of Inclusiveness

Discussion of a Poet-Teacher’s Minifesto: How we stay focussed on what matters in the classroom and beyond.

1.5 hrs Flex credit  2pm — 3:30pm

Amy Antongiovanni  MC 244

Because of the wonderful, positive feedback I received, I thought it might be interesting to hear what other teachers think about some of the points I made in my poem, and why it moves us. What brings you to this helping/serving profession and how can we stay in touch with why we chose to teach? What values must we hold and how do we preserve them in this institutional environment? Amy will provide copies of the Poet Teacher’s Minifesto and we can then discuss which points seem most interesting to us.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness
Thursday, January 23

457 The New Faces of I.T.

1.5 hrs Flex credit

2pm — 3:30pm

Tom Onwiler, Andrea Mox  LB 206

Come meet Tom Onwiler and Andrea Mox, our new heads of IT / IS.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness

654 Diversity Committee Mtg

1.5 hrs Flex credit

2pm — 3:30 pm

Shahroukh Mistry  MC 243

Individuals interested in fostering diversity on campus are invited to join the Diversity Committee meeting and hear an overview of their work on campus and plan for the upcoming Diversity Days. The Diversity Committee works to promote an inclusive community that embraces all aspects of diversity among students, faculty, and staff. To raise awareness toward this goal, the committee organizes events and participates in campus events; provides diversity workshops and trainings on campus; funds faculty, staff, and students to diversity workshops off campus; and makes recommendations to faculty, staff, and administration on diversity-related topics.

Strategic Initiatives;
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness

Friday, January 24

353 BEEP (Butte Employee Education Program) #1 of 4

6.5 hrs Flex credit

8am — 2:30pm

Bambi Mayfield  CC Lounge

Not just for new hires. This event will provide an opportunity to get valuable, useful information about Butte College that all employees need to know. No matter where you work on campus, from the classroom to the boardroom, you need to attend this workshop. Ever wonder where our recycling goes? What to know how to get your purchase request through Business Services in a timely manner or the difference between a facilities work request and a facilities use request? How about how to book the Center for Excellence for your event or how to secure various leaves of absence and more! This is the event for you. Join us and find out what you didn’t know!!!!! This is Part 1 of the 4 part series. *(Formerly known as Butte FYI)*

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
3. Using Data-Informed Processes for continuous improvement
6. Enhancing a Culture of Inclusiveness

450.2 The New Era of “Classroom Clickers”: Introducing Bb Polls

1 hrs Flex credit

8am — 9am

Dave Stephens  LB 216

Please join staff from *Technology Mediated Instruction (TMI)* as they demonstrate the new Bb Polls service and offer guidelines for using mobile devices in your classroom.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
169.2  **Help Your Students Find a Job! Applying for Federal Employment.**

1  hrs Flex credit  9am — 10am

Marshall Haslem  MC 244

Does a summer job at a national park sound exciting? Ever wonder how a wildland firefighter found their job? Would your students like a summer internship at the National Institute of Health, the Smithsonian, the Library of Congress, or even the White House? The Federal Government uses a web based program for filling these and many more seasonal, internship and permanent jobs. Come find out about the application process and the many opportunities available to our students.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

388  **Equal Employment Opportunity Representative Training**

3  hrs Flex credit  9am — 12PM

David Danielson  Center for Excellence

Are you going to participate on a Hiring Committee this spring but haven’t gone through EEO Training in the last year? If so, please mark your calendars for this flex credit activity! The EEO/Hiring Committee workshop will provide you with the required training to participate as a District approved EEO representative or hiring committee member. The training is highly interactive and dynamic. You will not just be sitting there reading PowerPoint slides! See you there.

Strategic Initiatives:
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness

453.2  **Guidelines for Using Social Media with Students**

1  hrs Flex credit  9 — 10

Dave Stephens  LB 216

Please join Dave Stephens from *Technology Mediated Instruction (TMI)* and your faculty colleagues in a review of best practices in the use of social media platforms such as YouTube, Facebook, Google+, and Twitter in academia. You will learn valuable tips for ensuring privacy and develop criteria for selecting the right platform for your objective.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success

249  **The Affective Domain: What is it and How Can it Enhance Learning?**

1.5  hrs Flex credit  10am — 11:30am

Monica Brown, Kathleen Turner, Carrie Roberson, Tina Day  LRC 223

Each semester a significant number of capable students fail. Why? Recent research indicates the answer often lies in the affective domain, in the realm of non-cognitive abilities. This flex workshop focuses on elements of the affective domain, including attitudes, motivation, and valuing what is being learned. Participants will develop learning activities and strategies in the affective domain that support student success and completion.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
6. Enhancing a Culture of Inclusiveness
278    Safe Place / Domestic Violence
       2 hrs Flex credit  10am — 12pm
Stephanie Jimenez  MC 244

Come learn more about the services provided by the Butte College Safe Place.

Strategic Initiatives:
2. Supporting Student Faculty and Staff Success
4. Maximizing Resources to Support Student Learning
6. Enhancing a Culture of Inclusiveness

459    Beware of Phishing
       1 hrs Flex credit  10am — 11am
Andrea Mox  LB 216

Come learn more about the dangers of Phishing and steps to take to protect yourself.

Strategic Initiatives:
2. Supporting Student Faculty and Staff Success
3. Using Data-Informed Processes for Continuous Improvement

389.5   Your Voice Counts: Accreditation Faculty/Staff Survey
       1 hrs Flex credit  11 — 12pm
Ruth Ann Hansen  LB 206

Start by taking the Accreditation survey in the lab; afterwards, you will be given opportunities to discuss the survey, questions asked, and areas of improvement for Butte College. This is a great opportunity to provide specific input in a way that it will be recorded and can be addressed. This is your chance to provide input on any topic. If you think a process, policy or procedure works well, tell us! If you think they don’t work well, tell us that too. The self-study is a time for an honest look at the way we do things with the desire to identify where we can improve. The easiest way to be heard is to tell us!

Strategic Initiatives:
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5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness

656    Online Basic Skills Courses -- An Oxymoron?
       1 hrs Flex credit  11am — 12pm
Camilla Bantum  MC 243

Over the last few years, there has been a strong push to promote a significant expansion of online courses for college students. The question is whether or not this approach is best for the majority of students. Join Camilla as she shares her research on course completion and student success for online and campus-based basic skills students at our California community colleges.

Strategic Initiatives:
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student Faculty and Staff Success
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6. Enhancing a Culture of Inclusiveness
STEM Grant Opportunities Luncheon

1.5 hrs Flex credit  12:30 — 2pm

Samia Yaqub, Les Jauron, David Danielson  Center for Excellence

Lunch for faculty interested in STEM grants on Friday, January 24, from 12:30 to 2 p.m. (As you no doubt know, STEM stands for Science, Technology, Engineering, and Mathematics.) Cheri Taylor has a multitude of grant possibilities. Our hope is to connect genuine faculty interest to possible funding sources.

Strategic Initiatives;
1. Enhancing a Culture of Completion and Academic Achievement
2. Supporting Student, Faculty and Staff Success
3. Using Data-informed Processes for Continuous Improvement
4. Maximizing Resources to Support Student Learning
5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness

Look Under the Hood: Auto

2 hrs Flex credit  1pm — 3pm

Rob Holt  Skyway Center

Come learn more about the Butte College Automotive Department.

Strategic Initiatives:
5. Modeling Sustainability
6. Enhancing a Culture of Inclusiveness
Faculty Flex Calendar Basics
Spring 2014

The January 2014 Flex Workshops “Calendar at a Glance” was made available to all employees electronically in December 2013. The Flex Booklet, which includes workshop descriptions and professional development program information, in addition to distributed hardcopies, is available on-line in two locations.

- Butte College Home page
  Departments/Programs/Services
  Professional Development
- MyBC
  Groups and Committees
  Professional Development – Faculty

The purpose of the college’s Flexible Calendar
The Community College Flexible Calendar Program allows a college to use up to 15 classroom days (out of the mandated 175) for faculty participation in developmental activities related to “staff, student and instructional improvement” (Title 5, section 55720). The Flexible Calendar Program is a component of the college’s overall Professional Development overall program for faculty and staff.

Butte’s 12 Flex Days
Butte College has currently agreed to take twelve days (72 hours) of the state-mandated 175 instructional days, as Flexible Calendar Days. Six (6) in fall and six (6) in the spring. The state average for flexible calendar days is six. Butte College:
- 163 instructional days + 12 days flex = 175 Days.
- 6 hours = 1 Flex day - Determined by the Board
- 12 X 6 = 72 hour Flex Obligation

Institute Days (2) and Flex days (12)
Two days, Institute Day Fall & Spring, bring the total to the 177 day Butte College faculty contract. Full-time faculty have a contractual obligation to attend Institute Day.

Flex Calendar Record Keeping
Sign-in on Flex Workshop Attendance Forms:
The college is required to accurately track and account for those flex hours for which we are paid in lieu of instructional time.

Full-time Faculty: Full-time faculty’s hours are tracked and recorded by the Professional Development Office. Seventy-two hours (72) for the academic year. Your name and signature on the workshop attendance sheets verifies your participation.

A summary of individual full-time faculty Flex hours will be viewable via MyBC effective January 2014. Pro Dev will send periodic requests for updates.
At the end of the academic year, a report of all full-time faculty flex hours is submitted to the Vice President for Learning and Economic Development.

Associate Faculty: Associate faculty’s flex opportunity/obligation is determined by each semester’s instructional contract. The Mandatory Meeting and Flex Payment Form, accessible on line, http://www.butte.edu/prodev/forms/ is used to report your flex activities. This form is signed off by your department chair/coordinator and routed to payroll for flex payment. Remember, you can only be paid for the number of flex hours indicated on your contract. It is allowable to complete fall 2013 flex hours during the spring semester 2014 if you are contracted for that semester as well.
However, it is not allowable to carry over flex hours between academic years.

Professional Development
Flex Opportunities
To fulfill the flex obligation, faculty may use a combination of activities such as:
- August/January Flex Week Workshops
- Semester Flex Workshop
- Partnerships
- Travel & Conference
- Learning Group Activities
- Department Planned Projects and Activities
- Individual Activity Contracts.
- Academic Course Work
- Other workshops as planned by the Flex Committee.

Forms, applications and additional information for these programs are available on-line at the Professional Development web site. http://www.butte.edu/prodev/ Forms and applications.

August/January Flex Workshops Pre-approved
Flex credit activities described in the January 2014 Flex Booklet all have assigned flex numbers. These workshops have all been reviewed by the Faculty Flex Committee to ensure compliance with the Title 5 Flex Calendar Program Guidelines. The Professional Development Office will keep records of attendance at these flex workshops.
Individual Activity Contracts (IAC)

Pre-approval required:
- Full-time Faculty – Deans & Directors
  Up to 50% of Flex Obligation
- Associate Faculty – Chairs & Coordinators
  Up to 75% of Flex Opportunity

Flexibility and choice in determining what is best for your own professional development and growth is supported and encouraged. Faculty may choose to do individual projects for a portion of the overall flex obligation. However, Title 5 language and Butte College Policy do not allow an IAC’s to fulfill 100% of your flex obligation. For full-time faculty, up to 50% of your obligation may be in the form of IACs. (Deans & Directors may make exceptions up to 75%).

For associate faculty, up to 75% of the flex opportunity is allowable in the form of an IAC. Completed IACs are to be submitted to the Professional Development Office (CFE) within 10 days of completion.

Guidelines are included on the Individual Activity Contract (IAC) form. If you are not sure your project qualifies under the guidelines, full-time faculty - ask your dean/director; associate faculty – ask your chair/coordinator or call the Professional Development coordinator before you begin your IAC.

Learning Group Program

Four to twelve faculty (full and/or associate) may form a learning group. Learning groups offer faculty the opportunity to collaboratively pursue an activity that leads to the improvement of the institution. The activity should lead to one or more of the following: 1) staff improvement 2) student improvement and/or 3) instructional improvement.

- Faculty may participate in two learning groups per academic year.
- Faculty participants determine the number of flex hours required for the group’s activity. (Up to 54 hours per year total whether one or two learning groups). These hours will be earned through reading, group discussion, and other activities the group may determine are worthwhile.
- Pre-approval required by the Faculty Professional Development Coordinator.

Step 1: Form the Learning Group

This step names the group members and establishes the texts or materials needed for the group’s activities. Initially, a Members and Project Plan Form (check Pro Dev web site for forms) must be completed and submitted to the Professional Development Faculty Coordinator for approval. At the completion of the group’s activities, each member must fill out an individual participation form.

Step 2: Track the Learning Group

The second step tracks the learning group throughout its duration. This step provides an accounting to the Chancellor’s Office for flex hours. Those hours will be awarded at the close of the group’s activities.

- The learning groups are expected to meet together at the same time to fulfill the requirements of the program.
- The number and duration of the discussion sessions will be set by the group.
- A record of these meetings must be kept by each group member.
- Each group member will submit the “Tracking the Learning Group Form” to Professional Development at the conclusion of the group.
**Flex FAQs**

**Is Institute Day mandatory?**
Institute Day, beginning at 2:00 p.m. is mandated by the District for full-time teaching faculty. Institute Day participation does not count toward the 72 hour flex obligation for full-time faculty. Associate faculty are invited and encouraged to attend the President’s Address and the Institute Day Presentation held in ARTS 160 (Black Box Theatre). Associate faculty will receive flex credit for their attendance.

**What is my Professional development obligation?**
The full-time faculty obligation is 72 hours for this academic year, July 1 to June 30. If you are teaching an overload class, you will have an additional Flex opportunity. Associate faculty Flex hours are based on load and determined by the Office for Student Learning and Economic Development.

**What if I have reassigned time?**
Flex hour requirements are reduced for full-time teaching faculty who have reassigned time outside of the classroom. For example: a coordinator with 25% reassigned time is responsible for 75% of the Flex hours (54 hours of Flex); a chair with 50% reassigned time would need to complete 36 Flex hours.

**When can I fulfill my Flex Calendar obligation?**
The Flex calendar year runs from July 1 through June 30. You may not participate (count hours for flex) at times you are scheduled to teach or hold office hours. Other than those two restrictions, you may participate in Flex activities, workshops, and individual activity contracts at any time during the day or evening. The deadline for reporting Flex for 2013/14 is July 10, 2014.

**Are Flex Calendar hours required of all employees?**
Classified employees, non-classroom faculty members, and members of the management unit have no Flex Calendar requirements. However, all are welcomed and encouraged to attend workshops.

**How do I learn about activities for Flex?**
The schedule of workshops “Calendar at a Glance” will be provided in hard copy to all employees. In an effort to be sustainable, the Flex Booklet with workshops descriptions and Professional Development program information, will be available on-line at two web sites
- MyBC at the Professional Development - Faculty site under Groups & Committees
- Butte College Home page
  Professional Development - under the drop down menu for Departments/Programs/Services

**What if I plan to do an activity that’s not scheduled? Can I create my own project?**
If you are planning to do an individual activity, details for this contract—which require pre-approval—are clarified in this Flex Calendar Basic document.

**Who can offer workshop?**
Professional Development welcomes new ideas for workshops and encourages faculty and staff to share their expertise.
Contact Shirleigh Brannon, the Faculty Professional Development Coordinator at 895-2543 or email brannonsh@butte.edu.

**Can Flex hours carry over from one academic year to the next?**
No. Neither full or associate faculty may carry over flex hours from one academic year to the next. Associate faculty may carry over flex hours from fall to spring as well as apply spring hours back to the fall if needed.

**Are department meetings eligible for Flex credit?**
Full-time faculty are required to participate in day-to-day management of their department.
- Regularly scheduled department meetings, usually monthly, are not appropriate for Flex credit.
- Extra meetings involving training for SLO’s; Program Review; Curriculum Review; guest speakers may count for flex. Please work with the department chair for the department flex #.

**Besides Institute Days, which scheduled Flex activities are required for full-time faculty?**
Department meetings, the Academic Senate forum, held on the last Tuesday before the beginning of instruction, are considered required for full-time faculty. Some departments schedule their meetings at other times.

**How are all these decisions made?**
California Code of Regulations Title 5, specifies criteria to participate in the Flexible Calendar Program. Actual number of flex days and the specific days are negotiated by the BCEA and the Board of Trustees. Faculty policies for Professional Development have been recommended by the Faculty Flex Committee and approved by the Academic Senate and supported by the administration.

**Do You Have Ideas?**
Contact Shirleigh Brannon at the Professional Development office with your suggestions and ideas for Fall 2014 workshops. Shirleigh can be reached at the Professional Development office or E-mail her at brannonsh@butte.edu.
Phone is 530-895-2543
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<td>#161 Socratic Seminar (MC 233)</td>
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<tr>
<td>SSF</td>
<td>2 – 3</td>
<td>#151 Women in Amer. Labor History(CFE)</td>
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<td>Swing Space F</td>
<td>2 – 3</td>
<td>#376 How Do Our Students Do After They Leave Us? (CFE)</td>
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<tr>
<td><strong>FLEX – Day 4</strong></td>
<td><strong>FLEX – Day 5</strong></td>
<td><strong>FLEX – Day 6</strong></td>
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<tr>
<td><strong>SUPER TUESDAY</strong></td>
<td><strong>INSTITUTE DAY</strong></td>
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<tr>
<td>8 – 9</td>
<td>#551 Pilates (GYM 113)</td>
<td>#450.2 The New Era of “Classroom Clickers”: Introducing Bb Polls (LB 216)</td>
<td></td>
</tr>
<tr>
<td>8 – 9</td>
<td>#380 Take a Tour &amp; Identify Campus Resources (CFE)</td>
<td>8 – 9</td>
<td>#452 Six Essential Tools from Google (LB 216)</td>
</tr>
<tr>
<td>8 – 9</td>
<td>#390 Assessment Dialog (LB 216)</td>
<td>8 – 9</td>
<td>#453.1 Guidelines for Using Social Media with Students (LB 216)</td>
</tr>
<tr>
<td>8 – 9</td>
<td>#455.1 ISW Meeting (CFE)</td>
<td>8:30-2:30</td>
<td>#353 BEEP (Butte Employee Educ Program) #1 of 4 (CC Lounge)</td>
</tr>
<tr>
<td>8:30 – 9:30</td>
<td>#226 Club Advisor’s Luncheon (SSF-102)</td>
<td>8:30 – 9:30</td>
<td>#453.2 Guidelines for Using Social Media with Students (LB 216)</td>
</tr>
<tr>
<td>8:30 – 9:30</td>
<td>#389.3 Your voice counts: Accreditation Faculty/Staff Survey (LB 206)</td>
<td>8:30 – 9:30</td>
<td>#169.2 Help Your Students Find a Job! Applying for Federal Employment (MC 244)</td>
</tr>
<tr>
<td>9 – 11:30</td>
<td>#950 Academic Senate Forum (AHPS 118 A&amp;B)</td>
<td>9 – 10</td>
<td>#388 Equal Employment Opportunity Representative training (CFE)</td>
</tr>
<tr>
<td>9 – 11:30</td>
<td>#951 BCEA Union Luncheon &amp; Update (AHPS 118 A&amp;B)</td>
<td>9 – 11:30</td>
<td>#459 Beware of Phishing (LB216)</td>
</tr>
<tr>
<td>9 – 11:30 – 1:30</td>
<td>#8 Associate Faculty Orientation (MC 244)</td>
<td>9 – 10</td>
<td>#249 The Affective Domain: What is it and… (LRC 223)</td>
</tr>
<tr>
<td>9 – 11:30 – 1:30</td>
<td>#165 Book in Common: The Yellow Birds (MC 243)</td>
<td>9 – 10</td>
<td>#278 Safe Place/Domestic Violence (MC 244)</td>
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<tr>
<td>2 – 15:30</td>
<td>#18 PFA Meeting (CFE)</td>
<td>9 – 10</td>
<td>#389.5 Your Voice Counts: Accreditation Faculty/Staff Survey (LB 206)</td>
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<td>2 – 15:30</td>
<td>#398.4 Your Voice Counts: Accreditation Faculty/Staff Survey (LB 206)</td>
<td>9 – 12</td>
<td>#656 Online Basic Skills Courses – An Oxymoron? (MC 243)</td>
</tr>
<tr>
<td>2 – 15:30</td>
<td>#398 Trey O’Bannon</td>
<td>9 – 12</td>
<td>#180 Look Under the Hood: Auto (Skyway Center)</td>
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<tr>
<td>2 – 3:45</td>
<td>#158 Recessions, Depressions and the Economic Outlook (MC 244)</td>
<td>9 – 12</td>
<td>#391 STEM Grant Opportunities Luncheon (CFE)</td>
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<td>2 – 3:45</td>
<td>#279 Reading Apprenticeship – Strategies for supporting reading in content area courses (MC 259)</td>
<td>9 – 12</td>
<td>#391 STEM Grant Opportunities Luncheon (CFE)</td>
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<td>1 – 3</td>
<td>#550 Art Coolness (ARTS 145)</td>
<td>1 – 3</td>
<td>#180 Look Under the Hood: Auto (Skyway Center)</td>
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<td>1 – 3</td>
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<td>2 – 3:30</td>
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<td>#654 Diversity Committee Mtg (MC 243)</td>
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</tbody>
</table>

**Institute Day Large Group Session**

**# 12.1 – Institute Day Large Group Session**

**SLOs:** Updates, Dialogue and Planning for Faculty & Staff

2:00pm – 3:45pm, ARTS 160

**Flex # 12 Terry O’Bannon**

4:00pm – 5:30pm, Campus Center

**Dinner** 5:40 – 6:30pm

Locations: TBA

**# 954 – Department Meetings**

6:30 – 8pm

Locations for department meetings will be provided at the President’s Address.