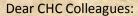# Professional Development Guide Fall 2013

CHC Professional Development Committee

www.craftonhills.edu/Faculty_and_Staff/Professional_Development

Fall 2013

Dear CHC Colleagues:

The Professional Development Committee (PDC) is very pleased to present you with our Fall 2013 Professional Development Guide.

We hope this guide, which lists workshops chronologically, will allow greater ease of use as you search for development opportunities that fit your needs.

As you walk the path to professional and personal development, we strongly encourage you to take advantage of what the PDC has to offer, and we look forward to seeing you at our PDC-sponsored workshops and events!

Here's to a great semester,

Robert Brown, Karen Peterson, & Rick Hogrefe
Co-Chairs, Professional Development Committee
www.craftonhills.edu/Faculty_and_Staff/Professional_Development

"We now accept the fact that learning is a lifelong process of keeping abreast of change. And the most pressing task is to teach people how to learn."

—Peter Drucker

Table of Contents

PDC Mission Statement & Members

The mission of the Crafton Hills College Professional Development Committee (PDC) is to provide and support professional development activities and opportunities for all staff to acquire the knowledge and skills to better serve students and the community.

The CHC Professional Development Committee is dedicated to creating a culture of continuous learning for all faculty, staff and administrators at Crafton Hills College.

Committee Members

Breanna Andrews
(American Sign Language)

Daniel Bahner
(Title V Transfer Grant)

Robert Brown
(STEM Pathways)

Karen Childers
(Resource Development)

Bob Crise
(Mathematics)

Tina Gimple
(Office of Administrative Services)

Rick Hogrefe
(Division of Arts & Sciences)

Marina Kozanova
(Foreign Language)

Liz Langenfeld
(English)

Lynn Lowe
(Reading)

Luis Mondragon
(Tutoring Center—Mathematics)

Kristen Overturf
(Admissions & Records)

Karen Peterson
(Tutoring Center)

Sam Truong
(Anatomy & Physiology)

Jim Urbanovich
(Communication Studies)

Welcome Back!

Mark your calendars for our back-to-school celebration!

Ring in the fall semester with us at this year's

PROFESSIONAL DEVELOPMENT
10TH ANNUAL Welcome Back BBQ

DATE: Friday September 6, 2013
TIME: 11:30—1:00pm
PLACE: Cafeteria Quad

August Workshops

Getting Ready for the Semester

Learn how to get your Blackboard course shell ready for the semester, including copying course content from previous semesters, making your course available, and adding content to your course.

> *Date:* Tuesday August 20, 2013
> *Time:* 11:00am—12:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Trelisa Glazatov

Extending the Classroom with Technology: Teaching with the iPad

Overview of mobile applications instructors can use as part of their teaching strategy. We will take a look at Blackboard Mobile Learn, Prezi, Poll Everywhere, Evernote, and Doceri.

> *Date:* Tuesday August 27, 2013
> *Time:* 3:00pm—4:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Trelisa Glazatov

Come visit the TLC!

September Workshops

WEBINAR: Blackboard Reporting Tools

This workshop will review the features of Blackboard's reporting tools, including Review Status, Statistic Tracking, Early Warning System, Performance Dashboard, Individual Reports and Course Statistics.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

> *Date:* Wednesday September 4, 2013
> *Time:* 11:00am—12:00pm
> *Presenter:* Trelisa Glazatov
> *Location:* CCC Confer (www.cccconfer.org)
> *Telephone Conference Line:* (888) 886-3951
> *Participant Passcode:* 887369

To access the webinar on the day of the event, go to www.cccconfer.org and click on the **Student Log-in** button under the *Teach & Confer* link . Search for the 09/04/13 session at 11:00am titled *Trelisa Glazatov—SBCCD DE Webinars Snapshot: Blackboard Reporting Tools*. Click the **GO** link on the right hand side. If you need technical assistance, please call Trelisa at (909) 384-4303 or Robert at (909) 389-3566.

Extending the Classroom with Technology: Resources to Flip the Classroom

Overview of using on-campus and external resources to develop original content that you can share with your students and use in a flipped classroom environment. We will take a look at: Camtasia Relay, Edustream.org, Itunes U, CCC Confer

> *Date:* Tuesday September 10, 2013
> *Time:* 11:00am—12:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Trelisa Glazatov

September Workshops

WEBINAR: Using Blackboard Rubrics

Learn how to use Blackboard's interactive rubrics feature that will help you to evaluate student work consistently and objectively.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

Date: Wednesday September 11, 2013
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WEBINAR: Open Education

As technology improves, we are increasingly seeing different educational delivery models emerge. Open Education offers access to materials and instruction that can be integrated into the learning environment. Join us as we discuss the characteristics of this delivery model, and its advantages and challenges.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

Date: Wednesday September 18, 2013
Time: 3:00pm—4:00pm
Presenter: Trelisa Glazatov
Location: CCC Confer (www.cccconfer.org)
Telephone Conference Line: (888) 886-3951
Participant Passcode: 887369

To access the webinar on the day of the event, go to www.cccconfer.org and click on the **Student Log-in** button under the *Teach & Confer* link. Search for the 09/18/13 session at 3:00pm titled *Trelisa Glazatov—SBCCD DE Webinars Snapshot: Open Education*. Click the **GO** link on the right hand side. If you need technical assistance, please call Trelisa at (909) 384-4303 or Robert at (909) 389-3566.

September Workshops

Extending the Classroom with Technology: Teaching with the iPad

Overview of mobile applications instructors can use as part of their teaching strategy. We will take a look at Blackboard Mobile Learn, Prezi, Poll Everywhere, Evernote, and Doceri.

> *Date:* Tuesday September 24, 2013
> *Time:* 3:00pm—4:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Trelisa Glazatov

WEBINAR: Blackboard Tests, Surveys, and Pools

Learn how to create and deploy tests/surveys in Blackboard as well as review the test settings such as availability, setting a timed tests and the automatic submission feature.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

> *Date:* Wednesday September 25, 2013
> *Time:* 1:00pm—2:00pm
> *Presenter:* Trelisa Glazatov
> *Location:* CCC Confer (www.cccconfer.org)
> *Telephone Conference Line:* (888) 886-3951
> *Participant Passcode:* 887369

To access the webinar on the day of the event, go to www.cccconfer.org and click on the **Student Log-in** button under the *Teach & Confer* link . Search for the 09/25/13 session at 1:00pm titled *Trelisa Glazatov—SBCCD DE Webinars Snapshot: Blackboard Tests, Surveys, and Pools*. Click the **GO** link on the right hand side. If you need technical assistance, please call Trelisa at (909) 384-4303 or Robert at (909) 389-3566.

October Workshops

WEBINAR: Blackboard Grade Center Basics

Learn how to manage your Blackboard Grade Center, including creating and managing items, weighing graded items, and downloading/uploading grades.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

> *Date:* Wednesday October 2, 2013
> *Time:* 3:00pm—4:00pm
> *Presenter:* Trelisa Glazatov
> *Location:* CCC Confer (www.cccconfer.org)
> *Telephone Conference Line:* (888) 886-3951
> *Participant Passcode:* 887369

To access the webinar on the day of the event, go to www.cccconfer.org and click on the **Student Log-in** button under the *Teach & Confer* link. Search for the 10/02/13 session at 3:00pm titled *Trelisa Glazatov—SBCCD DE Webinars Snapshot: Blackboard Grade Center Basics*. Click the **GO** link on the right hand side. If you need technical assistance, please call Trelisa at (909) 384-4303 or Robert at (909) 389-3566.

Extending the Classroom with Technology: Creating Wordpress Websites

Learn how to create and manage a Wordpress site for professional or personal use.

> *Date:* Tuesday October 8, 2013
> *Time:* 11:00am—12:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Trelisa Glazatov

October Workshops

Teacher 2.0: Resources & Strategies for Teaching STEM Courses

Instructors of courses in STEM disciplines (Science, Technology, Engineering, & Mathematics) have very different challenges than instructors of non-STEM courses. In this workshop, faculty will learn some of the strategies that promote student success in STEM courses, and each participant will receive access to dozens of FREE web tools, lesson plans, and course projects designed specifically for college students.

> *Date:* Wednesday October 9, 2013
> *Time:* 12:00pm—1:30pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Robert Brown

WEBINAR: Copyright, Fair Use, Privacy, and Accessibility in a Digital World

Let's discuss the legal, social, and ethical issues to consider when delivering content online including recent changes to the copyright law and fair use of digital content; student privacy; accessibility; and alternate resources for media content.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

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> *Date:* Friday October 11, 2013
> *Time:* 1:00pm—2:30pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Robert Brown

Fall 2013 Book Club: _The Undefeated Mind_ by Alex Lickerman
NOTE: This is the PRE-MEETING to pick up your copy of the book. The club meets again to discuss the book on November 13.
From the Book Description: *The Undefeated Mind* provides the tools we need to develop a mind that faces all circumstances—good and bad alike—with a sense of calm and that remains joyful no matter what happens. Alex Lickerman, MD, a respected physician and practicing Buddhist for more than twenty years, distills the wisdom necessary for anyone to create genuine resilience into nine core principles, including:

- a way to leverage our relationships with others that brings out our strongest selves;
- a method for setting expectations that enhances our ability to endure disappointment and minimizes the likelihood of quitting;
- an approach to managing pain—both physical and emotional—that enables us to push through obstacles that might otherwise prevent us from attaining goals.

> *Date:* Wednesday October 16, 2013 (Meeting #1)
> *Time:* 12:00pm—1:00pm
> *Location:* LRC 107 (Teaching & Learning Center)
> *Presenter:* Gary Williams

October Workshops

WEBINAR: Using Blackboard Rubrics

Learn how to use Blackboard's interactive rubrics feature that will help you to evaluate student work consistently and objectively.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

> *Date:* Wednesday October 23, 2013
> *Time:* 11:00am—12:00pm
> *Presenter:* Trelisa Glazatov
> *Location:* CCC Confer (www.cccconfer.org)
> *Telephone Conference Line:* (888) 886-3951
> *Participant Passcode:* 887369

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Fall 2013 Book Club: *The Shallows* **by Nicholas Carr**
NOTE: This is the PRE-MEETING to pick up your copy of the book. The club meets again to discuss the book on December 4.
From the Book Description: "Is Google making us stupid?" When Nicholas Carr posed that question, in a celebrated *Atlantic Monthly* cover story, he tapped into a well of anxiety about how the Internet is changing us. He also crystallized one of the most important debates of our time: As we enjoy the Net's bounties, are we sacrificing our ability to read and think deeply?

Now, Carr expands his argument into the most compelling exploration of the Internet's intellectual and cultural consequences yet published. Our brains, the historical and scientific evidence reveals, change in response to our experiences. The technologies we use to find, store, and share information can literally reroute our neural pathways.

> *Date:* Wednesday October 23, 2013 (Meeting #1)
> *Time:* 12:00pm—1:00pm
> *Location:* LRC 107 (Teaching & Learning Center)
> *Presenter:* Jim Urbanovich

November Workshops

The 9th Annual EdTech Classroom Conference, Cal State University San Bernardino

The EdTech Classroom Conference is the place for educators (and those who are interested in education) to learn how technology is impacting teaching and learning in Inland Empire schools. Attendees will have the opportunity to network with colleagues, attend sessions, and share and discuss ways to effectively integrate technology into their curriculum.   For more information, visit http://coe.csusb.edu/edTech/

>*Date:* Saturday November 2, 2013
>*Time:* 8:00am—3:30pm
>*Location:* Cal State University, San Bernardino
>*Cost:* Absolutely FREE

Applying and Interviewing for Full-Time Faculty Positions

This workshop is designed specifically for part-time faculty who are interested in earning a full-time teaching position, especially at a California community college. During this interactive session, you will learn strategies on how to construct your application packet to present yourself most effectively and increase your chances of securing an interview. Then learn the "inside scoop" on first and second-level interviews, including the kinds of questions you are most likely to be asked and strategies for answering questions effectively. Participants are invited to bring copies of application packets from the past for feedback and suggestions.

>*Date:* Monday November 4, 2013
>*Time:* 5:00pm—6:00pm
>*Location:* LRC 110 (Teaching & Learning Center)
>*Presenter:* Rick Hogrefe

Extending the Classroom with Technology: Synchronous Communication Tools

Overview of some chat, audio/video-conferencing, and web-conferencing tools that can be used to facilitate synchronous communication. We will take a look at: Skype, CCC Confer, and AIM.

>*Date:* Tuesday November 5, 2013
>*Time:* 3:00pm—4:00pm
>*Location:* LRC 110 (Teaching & Learning Center)
>*Presenter:* Trelisa Glazatov

November Workshops

WEBINAR: Blackboard Reporting Tools

This workshop will review the features of Blackboard's reporting tools, including Review Status, Statistic Tracking, Early Warning System, Performance Dashboard, Individual Reports and Course Statistics.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

>*Date:* Wednesday November 6, 2013
>*Time:* 3:00pm—4:00pm
>*Presenter:* Trelisa Glazatov
>*Location:* CCC Confer (www.cccconfer.org)
>*Telephone Conference Line:* (888) 886-3951
>*Participant Passcode:* 887369

To access the webinar on the day of the event, go to www.cccconfer.org and click on the **Student Log-in** button under the *Teach & Confer* link. Search for the 11/06/13 session at 3:00pm titled *Trelisa Glazatov—SBCCD DE Webinars Snapshot: Blackboard Reporting Tools*. Click the **GO** link on the right hand side. If you need technical assistance, please call Trelisa at (909) 384-4303 or Robert at (909) 389-3566.

WEBINAR: Blackboard Grade Center Basics

Learn how to manage your Blackboard Grade Center, including creating and managing items, weighing graded items, and downloading/uploading grades.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

>*Date:* Wednesday November 13, 2013
>*Time:* 11:00am—12:00pm
>*Presenter:* Trelisa Glazatov
>*Location:* CCC Confer (www.cccconfer.org)
>*Telephone Conference Line:* (888) 886-3951
>*Participant Passcode:* 887369

To access the webinar on the day of the event, go to www.cccconfer.org and click on the **Student Log-in** button under the *Teach & Confer* link. Search for the 11/13/13 session at 11:00am titled *Trelisa Glazatov—SBCCD DE Webinars Snapshot: Blackboard Grade Center Basics*. Click the **GO** link on the right hand side. If you need technical assistance, please call Trelisa at (909) 384-4303 or Robert at (909) 389-3566.

November Workshops

Fall 2013 Book Club: *The Undefeated Mind* by Alex Lickerman
NOTE: This is the POST-MEETING to discuss your thoughts on the book. See October 16 for meeting #1.

From the Book Description: *The Undefeated Mind* provides the tools we need to develop a mind that faces all circumstances—good and bad alike—with a sense of calm and that remains joyful no matter what happens. Alex Lickerman, MD, a respected physician and practicing Buddhist for more than twenty years, distills the wisdom necessary for anyone to create genuine resilience into nine core principles, including:

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- a method for setting expectations that enhances our ability to endure disappointment and minimizes the likelihood of quitting;
- an approach to managing pain—both physical and emotional—that enables us to push through obstacles that might otherwise prevent us from attaining goals.

> *Date:* Wednesday November 13, 2013 (Meeting #2)
> *Time:* 12:00pm—1:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Gary Williams

Extending the Classroom with Technology: DOCERI—Compose and Present with iPad
Doceri is an app that turns your iPad 2 or later into an interactive whiteboard, remote computer controller, and screen recorder. In this workshop, you will learn how to use the iPad to create hand-drawn graphics with customized backgrounds, record drawings, narrate drawings, and export videos. You will also learn how to connect the iPad to a computer for wireless control, presentation, and recording.

> *Date:* Tuesday November 19, 2013
> *Time:* 11:00am—12:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Trelisa Glazatov

November Workshops

WEBINAR: Open Education

As technology improves, we are increasingly seeing different educational delivery models emerge. Open Education offers access to materials and instruction that can be integrated into the learning environment. Join us as we discuss the characteristics of this delivery model, and its advantages and challenges.

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> *Date:* Wednesday November 20, 2013
> *Time:* 12:00pm—1:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Rick Hogrefe

December Workshops

Fall 2013 Book Club: *The Shallows* **by Nicholas Carr**
NOTE: This is the POST-MEETING to discuss your thoughts on the book. See October 23 for meeting #1.
From the Book Description: "Is Google making us stupid?" When Nicholas Carr posed that question, in a celebrated *Atlantic Monthly* cover story, he tapped into a well of anxiety about how the Internet is changing us. He also crystallized one of the most important debates of our time: As we enjoy the Net's bounties, are we sacrificing our ability to read and think deeply?

Now, Carr expands his argument into the most compelling exploration of the Internet's intellectual and cultural consequences yet published. Our brains, the historical and scientific evidence reveals, change in response to our experiences. The technologies we use to find, store, and share information can literally reroute our neural pathways.

> *Date:* Wednesday December 4, 2013 (Meeting #2)
> *Time:* 12:00pm—1:00pm
> *Location:* LRC 110 (Teaching & Learning Center)
> *Presenter:* Jim Urbanovich

WEBINAR: Copyright, Fair Use, Privacy, and Accessibility in a Digital World
Let's discuss the legal, social, and ethical issues to consider when delivering content online including recent changes to the copyright law and fair use of digital content; student privacy; accessibility; and alternate resources for media content.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

> *Date:* Wednesday December 4, 2013
> *Time:* 1:00pm—2:00pm
> *Presenter:* Trelisa Glazatov
> *Location:* CCC Confer (www.cccconfer.org)
> *Telephone Conference Line:* (888) 886-3951
> *Participant Passcode:* 887369

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December Workshops

Snapshot: Blackboard Grade Center Basics (On-campus Workshop)

Learn how to manage your Blackboard Grade Center, including creating and managing items, weighing graded items, and downloading/uploading grades.

> *Date:* Tuesday December 10, 2013
> *Time:* 3:00pm—4:00pm
> *Presenter:* Trelisa Glazatov
> *Location:* LRC 110 (Teaching & Learning Center)

WEBINAR: Blackboard Grade Center Basics

Learn how to manage your Blackboard Grade Center, including creating and managing items, weighing graded items, and downloading/uploading grades.

For more information on the webinars, visit http://teachlearnandtech.wordpress.com or call Trelisa Glazatov, SBCCD Instructional Technology Specialist, at (909) 384-4303.

> *Date:* Wednesday December 11, 2013
> *Time:* 3:00pm—4:00pm
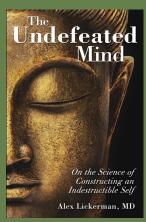> *Presenter:* Trelisa Glazatov
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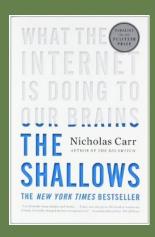
CHC Book Club

(excerpt from the book description)

From the Book Description: *The Undefeated Mind* provides the tools we need to develop a mind that faces all circumstances—good and bad alike—with a sense of calm and that remains joyful no matter what happens. Alex Lickerman, MD, a respected physician and practicing Buddhist for more than twenty years, distills the wisdom necessary for anyone to create genuine resilience into nine core principles, including:

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- an approach to managing pain—both physical and emotional—that enables us to push through obstacles that might otherwise prevent us from attaining goals.

Meeting #1: October 23, 12:00pm-1:00pm
Meeting #2: December 4, 12:00pm-1:00pm

(excerpt from the book description)

From the Book Description: "Is Google making us stupid?" When Nicholas Carr posed that question, in a celebrated *Atlantic Monthly* cover story, he tapped into a well of anxiety about how the Internet is changing us. He also crystallized one of the most important debates of our time: As we enjoy the Net's bounties, are we sacrificing our ability to read and think deeply? Now, Carr expands his argument into the most compelling exploration of the Internet's intellectual and cultural consequences yet published. Our brains, the historical and scientific evidence reveals, change in response to our experiences. The technologies we use to find, store, and share information can literally reroute our neural pathways.

CHC employees who participate in the Book Clubs receive free copies of the book (on a first come, first serve basis). After the end of the book club, the books will be available for check out in the Teaching & Learning Center (Room LRC 107).