Institute Days
“Education offers an opportunity to break the cycle of poverty. I guide students in cultivating persistence and perseverance.”

VIENGKHAM CHAMPA
First-generation college graduate
Admissions and Records Specialist
Adjunct Counselor

http://www.mjc.edu/instruction/vahc/institutedays.php
Schedule for Thursday, January 7 and Friday, January 8, 2016

Thursday Workshops

Emergency Preparedness Training (Mandated) (FLEX #6003)
Thursday, January 7, 2016
8:30am – 12:30pm
Forum 110

All YCCD full time employees are required to take state, federal and emergency operations plan disaster training within one year of employment. If you have not taken this four-hour training, this is a great time to get it done. Take all four modules at once if you can. But, if you cannot stay for the full 4 hours, take what you can and we will work with you to make up the other modules.

This 4-hour training is one-time training. Training is offered once a year.

1st Module: SEMS Introduction (35 minutes): We will introduce all of the training at the beginning of this module and then provide the training on the California Standardized Emergency Management System. Learn how proactive California has been in preparing for and responding to disasters.

2nd Module: NIMS Introduction (40 minutes): This is the National Incident Management System, established after the tragic attacks on September 11, 2001. Learn how the nation has established a management tool for disasters planning, response and recovery.

3rd Module: ICS Introduction (90 minutes): The Incident Command System was established to manage an incident from planning to recovery. This is the language that police and fire departments use across the nation when responding to an incident. When we learn this language we will be able to interact better with first responders coming to assist us

4th Module: CEOP Orientation (75 minutes): Learn how you can now apply what you learned in the first three modules to our experience at the college and how you can better prepare yourself and your family from an “all hazards” approach.

No need to RSVP -- Just show up for training. Open to all YCCD full-time employees.

NoodleTools for Teachers – Part 1 (FLEX #6004)
Thursday, January 7, 2016
1:30pm – 2:15pm
FH 114

Hands-on session introducing you to NoodleTools, the MJC Library’s research management tool. See how you can use NoodleTools to teach your students the higher learning skills of note taking, synthesis, and evaluating, in addition to citing sources in MLA, APA, and Chicago styles. To allow time for hands-on learning, this is a 1.5-hour continuous session. Part 2 will be offered at 2:30 pm.

Facilitators: Iris Carroll and Ellen Dambrosio

A Quick Look at Canvas (FLEX #6006)
Thursday, January 7, 2016
1:30 p.m. – 2:15 p.m.
Library Basement 10

By summer of 2017, all online and hybrid courses will be taught in Canvas. What is Canvas all about and how does it compare to Blackboard? In this presentation, Instructional Design Coordinator Mike Smedshammer will give an overview of Canvas and review best practices for transferring content from Blackboard to Canvas. He will also introduce faculty to the new “Blackboard to Canvas” mini-course that he will be offering several times in the spring.

Facilitator:  Mike Smedshammer

**NoodleTools for Teachers – Part 2 (FLEX #6005)**
Thursday, January 7, 2016
2:30pm – 3:15pm
FH 114

Continuation of Part 1, which began at 1:30.

Facilitator:  Iris Carroll and Ellen Dambrosio

**A Quick Look at Canvas (FLEX #6007)**
Thursday, January 7, 2016
2:30pm – 3:15pm
Library Basement 10

By summer of 2017, all online and hybrid courses will be taught in Canvas. What is Canvas all about and how does it compare to Blackboard? In this presentation, Instructional Design Coordinator Mike Smedshammer will give an overview of Canvas and review best practices for transferring content from Blackboard to Canvas. He will also introduce faculty to the new “Blackboard to Canvas” mini-course that he will be offering several times in the spring.

Facilitator:  Mike Smedshammer

**A Quick Look at Canvas (FLEX #6008)**
Thursday, January 7, 2016
6:30pm – 7:15pm
Library Basement 10

By summer of 2017, all online and hybrid courses will be taught in Canvas. What is Canvas all about and how does it compare to Blackboard? In this presentation, Instructional Design Coordinator Mike Smedshammer will give an overview of Canvas and review best practices for transferring content from Blackboard to Canvas. He will also introduce faculty to the new “Blackboard to Canvas” mini-course that he will be offering several times in the spring.

Facilitator:  Mike Smedshammer

**Institute Day - Friday, January 8, 2016**

7:45am – 8:15am - Gathering in Performing and Media Arts Center Main Auditorium Lobby – Light Refreshments

8:30am – 9:15am - Auditorium Session (FLEX #6009)

**Breakout Sessions**

http://www.mjc.edu/instruction/iahc/instittedays.php
Take time out to participate in one of our Accreditation Mixers! To show the remarkable community college we are, it’s time to pull together to highlight our successes and explore opportunities for improvement. It takes everyone’s participation to make the self-evaluation document meaningful for our institution. There are four opportunities for you to learn more about the new accreditation standards and share ideas.

9:30am – 10:30am

Accreditation Standard I
Mission, Academic Quality and Institutional Effectiveness, and Integrity (FLEX #6010)
Facilitator: Dr. Jennifer Hamilton
FH 134

Accreditation Standard II
Student Learning Programs and Support Services (FLEX #6011)
Facilitator: Brenda Thames
FH 135

Office 365
Got questions? What is it? Where is it? What can I do with it? (FLEX #6012)
Facilitator: Lue Martin
FH 111

Are you taking advantage of all the tools and options available to you and your students? Learn your way around Office365 and the many features included in our amazing package. Some topics we will explore:

- Office365 “Online All the time”
- Using desktop and web versions
- OneDrive
- OneNote
- Collaboration
- Office for FREE!

You have questions already? Email Lue directly at martinlue@yosemite.edu and she will have answers for you at the workshop.

Student Services 2016! (FLEX #6013)
A Panel Presentation
Forum 110

Come and learn about Student Services from the experts—what we do, what our programs are, how we work and connect with students, and how you can help students engage our services! From Ed Plans to EOP&S, and from Financial Aid to Enrollment Services, be ready to learn all about the landscape of Student Services in an informative, broad session.

10:45am – 11:45am

Accreditation Standard III
Resources (FLEX #6014)
Facilitator: Dr. Al Alt
FH 151

Accreditation Standard IV
Leadership and Governance  (FLEX #6015)
Facilitator: Dr. Jill Stearns
FH 152

Office 365  (FLEX #6016)
Got questions? What is it? Where is it? What can I do with it?
Facilitator: Lue Martin
Please see description above (repeat of 9:30am session)

Peer to Peer, Scholar to Scholar
Eight Minute Presentations  (FLEX #6017)

Auditorium Stage (enter through west-side door)

Mental Health/B.I.T.
Facilitator: Dr. Lonita Cordova

Crisis Counseling
Facilitator: Martha Robles

Tutoring Referrals
Facilitators: Clorinda Otte and Shirley Miranda

Library - What’s New for Research?
Facilitator: Susan Cassidy

Student Conduct 101
Facilitator: Brian Justin Marks

Partnering with Student Success Specialists
Facilitator: Michelle Vidaurri

Student Financial Services
Facilitator: Peggy Fikse

Wordpress: Free and Easy to Learn Blogging Software
Facilitator: Michael Sundquist
WordPress.org
Learn how to establish a WordPress site that can be hosted on the YCCD server. Quickly post text, supporting videos, and photos in order to promote your class, program or special project on the web.

Red Ticket System for Class Participation
Facilitator: Allan McKissick

How to “remind” Young Minds
https://www.remind.com/
Facilitator: Sam Pierstorff

Nita’s Cool Tool-Spool: Padlet, Kahoot, & Google Slides
https://padlet.com/
Facilitator: Nita Gopal

How to Use Online Directories
Facilitator: Joshua Sigman

Canvas in Eight Minutes!
Facilitator: Mike Smedshammer
12:00pm - 1:30pm

Lunch on your own

YFA/Senate/FACCC Brown Bag Lunch Discussion  (FLEX #6023)
Facilitator: Evan Hawkins from FACCC
http://www.faccc.org/
Library Basement 55

1:30pm – 3:30pm

Division/Department Meetings  (FLEX #6018)

3:00pm - 4:30pm

MJC Theatre Stage Party – MJC Foundation
Facilitator: George Boodrookas