### **FLEX WEEK FALL 2022**

# Creating Connections and Cultivating Excellence

August 15 - 19, 2022

Flex sessions will include in-person, online, and hyflex (in-person and online) options.

Flex activities are open to all faculty and staff. Please register for all Flex sessions at ProLearning, your personalized professional learning site. Simply <u>log into MyCOM (http://mycom.marin.edu)</u> and choose ProLearning from the list of applications. From the Workshop Calendar, you can view and register (REQUEST) workshops, and find Zoom links. After each session, please complete the short evaluation.

#### PROFESSIONAL LEARNING THEMES

Employee Excellence (EE), Equity (EQ), Institutional Effectiveness (IE), Online Instruction (OI) Student Success (SS), Teaching and Learning (TL), Technology Training (TT)



## Pre-FLEX Week Benefits and Wellness Sessions - August 8–12, 2022

Date/Time	Program Descriptions	Presenter/Facilitato
MON, AUG 8 10 am – 11 am <b>EE</b>	OMNI 403(b)/457(b) Administration – What You Need to Know  General overview of OMNI's administrative services. During this session, we will walk through the OMNI website and review the most used features of Marin Community College District's 403(B) AND 457(B) Page (https://hr.marin.edu/benefits/403b-and-457b). This will also be a great time for employees to ask any questions that they may have.  Session Outcomes  • Learn where to go in order to start, stop, or change 403(b) contribution amounts, as well as which providers are approved vendors for Marin Community College District  • Learn where to go in order to ask questions or get assistance with their 403(b) account  • Learn where to go in order to submit transaction requests such as loans, hardships, withdrawals, and more  • Learn some basic financial literacy information	Ryan Phillips OMNI Business Development Manager
TUE, AUG 9 10 am – 11 am <b>EE</b>	Your Retirement Plan at Work  In this workshop, you will learn how your CalSTRS or CalPERS pension, Social Security Benefits, and individual retirement savings complement employer pensions and help you maintain your lifestyle well into retirement. In addition, the presenters will discuss the reasons people delay saving for retirement, how much you should save for retirement, the benefits of participating in your employer-sponsored retirement plan, and planning for your retirement early or mid-career.  Session Outcomes  • Gain a better grasp on how much to start saving for retirement based on multiple factors, including age, tenure, and cost of living  • Learn the different investment risks and know how these risks will affect long-term goals  • Have a better understanding of how each retirement benefit works together with the others to provide a comprehensive path to retirement	Dave Creech District Vice President VALIC Financial Advisors, Inc.

Date/Time	Program Descriptions	Presenter/Facilitator
TUE, AUG 9 12 pm - 12:45 pm <b>EE</b>	Mindful Moment Break  Join us and throughout the fall semester as the COM Wellness Program offers Mindful Moment Breaks where we focus on a different aspect of emotions, stress management, or resiliency. In addition, we will talk about how to take better care of ourselves at work, school, and/or at home. Taking a few minutes to recharge and refresh during your busy day can also help you reframe your thoughts and feelings and prepare for the busy semester ahead.  Session Outcomes  Use the time and opportunity to slow down, breathe, meditate, and reflect  Discuss and share how the meditation exercise resonated and the lessons learned from the exercise  Better understand the role wellbeing can play in our happiness and the importance of meditation and reflection as a consistent habit	Dayna Gowan Keenan, Health and Wellness Manager
TUE, AUG 9 2 pm - 5 pm EE AC 255 AC Courtyard	CPR and AED Training  This CPR training will give you the lifesaving skills you need to help others during breathing and cardiac emergencies. The instructor will teach current CPR methods, and participants will learn how to use an automated external defibrillator (AED) device. Participants will practice on a training mannequin. This session is limited to 20 people.  Session Outcomes  Learn how to respond to cardiac emergencies  Practice CPR  Use an AED device	Paul Stewart

Date/Time	Program Descriptions	Presenter/Facilitator
WED, AUG 10 12 pm - 1 pm <b>EE</b>	Improv for Self-Care  We know the importance of self-care and have the best of intentions to take better care of ourselves, but life and our endless to-do lists often get in the way. Sometimes, we get so caught up in trying to find the perfect self-care routine and plan that we forget to actually do the self-care activities. Let's stop over-thinking self-care and start practicing it now! In this interactive workshop, we will use the tools of improvisation to help us shift our mindset, let go of perfection, and embrace creativity. Try something new and different and learn easy ways to practice self-care during busy and tough times.  Please note: This is a highly interactive workshop, meaning no multitasking allowed. Participants will be asked to join breakout sessions and participate in the activities. Everyone will have a chance and be asked to contribute. However, participants always have the option to just watch and listen if requested.  Session Outcomes  • Use the concept of "Yes, and" to develop better positive self-talk and self-acceptance skills  • Use the concept of "Yes, and" to brainstorm ways to incorporate small bouts of play and creativity into daily lives  • Understand the importance of movement and how even small body movements can help with focus and being more present  • Learn how to embrace mistakes and let go of perfection by practicing low-stakes situations where it is acceptable to make mistakes and then move on quickly	Dayna Gowan Keenan Health and Wellness Manager, Improviser, and Facilitator of Fun
THU, AUG 11 10 am - 11 am <b>EE</b>	Benefits 101: Medical Benefits  During this educational workshop, Self-Insured Schools of California (SISC) will present an overview of the medical benefits available to College of Marin employees. Attendees will learn more about the added value services available through SISC JPA. This is the perfect time to ask all of your benefit-related questions!  Session Outcomes  Leave with a basic understanding of plan terms and benefits  Identify the importance of staying in-network  Describe SISC added value services	Cassady Clifton SISC Account Manager

Date/Time	Program Descriptions	Presenter/Facilitator
THU, AUG 11 11 am - 12 pm <b>EE</b>	Benefits 101: Health Savings Accounts  Attendees will obtain a deeper understanding of Health Savings Accounts, HSA-Compatible High Deductible Health Plans (HDHP's) and their benefits. Learn the rules and eligibility guidelines for opening an HSA, and receive answers to your personal questions!  Session Outcomes  Identify basic facts about the HDHP Terms and Benefits Identify the differences between an HAS and an /HSA-Compliant HDHP  Identify HSA Eligibility and Rules	Cassady Clifton SISC Account Manager Beto Borja Sterling Administration Account Manager
THU, AUG 11 1 pm - 2:30 pm <b>EE</b>	CalSTRS - My Retirement System and CalSTRS Pension2  This CalSTRS webinar, designed specifically for Marin Community College District[CK1] [BP2] [BP3] employees, combines two of our most essential webinars into one:  My Retirement System, designed specifically for new or mid-career employees, will provide you with the foundation you need to know as a CalSTRS member. You will learn important topics that include understanding the CalSTRS hybrid retirement system, contributions, creditable services, and other resources CalSTRS offers based on your career stage.  Start Saving Now with Pension2 provides information regarding the one voluntary component of the CalSTRS hybrid retirement system that may seem optional, but for almost all employees, is crucial for ensuring a comfortable retirement. CalSTRS Pension2 is CalSTRS' voluntary defined contribution plan. Pension2 offers the opportunity to invest through tax-advantaged payroll deductions in low cost, flexible 403(b), Roth 403(b), and 457(b) plans for additional retirement savings. In this portion of the webinar, you'll understand how valuable saving even a little money today will benefit you hugely by the time you're ready to retire.  Session Outcomes  • Understand CalSTRS contributions, creditable service, and retirement formula  • Learn about other CalSTRS resources available  • Learn how saving through CalSTRS Pension2 complements your CalSTRS retirement benefits  • Discover how CalSTRS Pension 2 features low fees and tax-advantaged contributions and a variety of investment plans	Marcus Hoey CalSTRS Defined Contribution Specialist

Date/Time	Program Descriptions	Presenter/Facilitator
	Equity in Mental Health Symposium: Creating a Culture of Community	
THU, AUG 11 FRI, AUG 12 9 am - 3:30 pm <b>EE, EQ, TL</b>	Join us at the first annual College of Marin Equity in Mental Health Symposium as we tap into ancestral wisdom, the power of nature, culturally responsive pedagogy, healing, and mental health to create a culture of community rooted in equity.  Featuring a diverse group of leaders in mental health, participants will engage in hands-on activities in preparation for the upcoming academic year. The conference is open to the public and specifically designed for those working in education, community colleges, mental health, mentoring, and social and youth services.  Questions? Email <a href="mailto:umoja@marin.edu">umoja@marin.edu</a> )	Umoja Equity Institute Psychological Services

# Monday, August 15, 2022

Time	Program Descriptions	Presenter/Facilitator
9 am - 10:30 am SS, EQ, TL AC 247 & Zoom	What Admissions Offices are REALLY Looking For: Helping Students with Their Transfer Admissions Essays  Many students turn to their professors and mentors for support on their transfer applications; this application season be even more prepared to give them the best and most up-to-date advice! Sofie Totapudi, COM's Transfer and Career Center Coordinator, will provide training on supporting students with both the Common App essay and the UC personal insight questions. She will illuminate how the UC PIQ writing style, prompts, and expectations are vastly different from the Common Application personal statement, research papers, creative writing samples, and other types of essays. The UCs are not looking for poetic language, thesis statements, or many over-used topics. To find out what they are looking for, how they differentiate from a typical "personal statement," and how you can best guide your students, join us at this workshop.  Session Outcomes  Give impactful advice to students writing their admissions essays  Understand what makes a great Common App and UC PIQ topic  Identify style differences between different types of admissions essays  Guide students to effectively discuss challenges and obstacles in their transfer applications	Sofia Totapudi
10 am - 3 pm IE, EE, TL, EQ, SS AC 255	Department Chairs' and Coordinators' Meeting  All chairs/coordinators, deans, and directors should attend. This meeting will offer a concentrated, dedicated time for chairs and coordinators to discuss important topics for the semester. The information and discussion will be applicable to share at department meetings.	Jonathan Eldridge

Time	Program Descriptions	Presenter/Facilitato
	UndocuAlly Training: Supporting Undocumented Students	
10:45 am - 11:45 am SS, EQ, TL AC 246 & Zoom	This presentation will provide participants with knowledge, tools, and resources to support undocumented students at COM. We will cover common terms, state and federal laws affecting undocumented students, resources available on and off-campus, and share best practices.  Session Outcomes  Learn state and federal laws that impact undocumented students  Connect undocumented students to resources and support services	Hugo Guillen
1 pm - 2 pm	Canvas Updates and New Releases  Stay current with upcoming changes to Canvas. In this session, we will	
OI, TT, TL, SS	introduce and demonstrate Canvas new releases and updates pertaining to assignments, accessible pages, gradebook, Speedgrader, Canvas Support, and more!	Stacey Lince
AC 114 & Zoom	<ul> <li>Session Outcomes</li> <li>Apply new Canvas features to course Pages, Assignments, and Speedgrader</li> </ul>	
	New Faculty Orientation	
2 pm - 5 pm EE, TL, SS AC 116	Are you new to teaching at COM? If so, welcome! We're glad to have you as part of our faculty. We want to give you the support and information you need to be successful, so please join us for this orientation session. You will meet other new faculty and learn important information about COM policies and procedures to help ensure that you are ready for the first day of classes and beyond.  Session Outcomes  Gain key information about College policies and procedures  Learn about resources and support services  Meet new colleagues	Cara Kreit Cari Torres

Time	Program Descriptions	Presenter/Facilitator
3:30 pm - 5 pm EQ, TL, SS AC 247	Faculty Diversity Internship Program: Information and Training Session  In May, COM successfully completed its first cohort of interns finishing the Faculty Diversity Internship Program, a program designed to give faculty interns professional practice and help the college build a faculty that reflects our diverse student population. This session is a training session for the next group of mentors and mentees. In addition, this workshop is an opportunity for interested faculty to learn about the program and possibly participate in the next cohort and program.  Session Outcomes  Learn about the Faculty Diversity Internship Program  Connect mentees to the College of Marin community  Discuss the purpose of the program and how it supports equity  Recruit possible mentors for next year's cohort	Patty France FDIP Mentors
3:30 pm - 4:30 pm SS, OI, TT, TL FH 110	OER: A Voyage Beyond Textbook Adoption  Would you like to improve access and student engagement with your course textbook and improve student success in your course? Join COM's OER Librarians for a discussion about the value of Open Educational Resources, Open Pedagogy, and Zero Textbook Cost degrees in today's academic environment. The conversation will touch on the basics of OER, but the emphasis will be focused on faculty OER support at COM, open pedagogy, and creation of OER through a diversity, equity, and inclusion lens. We will discuss current OER efforts at COM and ways to get involved to serve COMs diverse student population. We'll also have a few OER textbooks at the session for you to view. Although the format will be informative in nature, interactivity and comments from the attendees will be highly encouraged.  Session Outcomes  Identify training and support available at COM for OER adoption and development  Use OER and open pedagogy to improve student engagement and success in the classroom  Describe ways that diverse voices and perspectives are represented in OER	Michele Alaniz Ron Oxford

## Tuesday, August 16, 2022

Time	Program Descriptions	Presenter/Facilitato
9 am - 10 am SS, TL, EQ, TT, OI FH 110 & Zoom	Library Services and Resources: Textbooks, Ebooks, Controversial Books, Just Plain Books, and More!  Join us to learn about how the library can support you and your students with textbooks, online resources, instruction, laptops, and more. We will discuss the library's three textbook initiatives, our most popular online resources (Yes, The New York Times online is available for free!), vaccinating our students against the pandemic of disinformation with information literacy instruction (in person, online, synchronous or asynchronous!), and what we are cooking up for Banned Books Week in September.  Session Outcomes  Identify three ways the library can help you with free or cheap textbooks  Use library instruction to inoculate your students against disinformation  Describe library services that support your teaching and your students' learning  Celebrate the struggle to keep the conversation around controversial or complicated topics going	Sarah Frye David Patterson
11:15 am - 12:45 pm <b>EQ, SS, TL</b> <b>AC 240</b>	Understanding White Supremacy and Racial Justice 101  White supremacy is often discussed as a "thing of the past" or a "taboo topic." With the pandemic came the stark understanding of how deeply rooted systemic racism, classism, and oppression is for marginalized communities, which stems from practices and policies steeped in White supremacy. Join us in a conversation about how institutions of higher education are rooted in White supremacy and how we can individually and collectively work to counter and dismantle racist systems to create equitable access and support for students who historically and currently experience the most impact.  Session Outcomes  • Learn about the historical and current context of White supremacy and racial justice in the U.S. higher education system  • Reflect on current practices in teaching and/or positions at the college  • Take away tips and tools to actively dismantle oppressive practices in their teaching and/or professional positions	Sadika Sulaiman Hara Patty France Teresa Reiko Perales

Time	Program Descriptions	Presenter/Facilitato
	Shattering the Ceiling of STEM Undergraduate research at COM: New Visions and Opportunities	
1 pm – 2 pm	In this session, faculty from biology, mathematics, engineering, and physics will share information about working with outside agencies to promote the development of STEM skills among our students. The panel will include Antonino Cuchiara, a former COM faculty member who now	Fernando Agudelo- Silva Eric Dunmire
SS, EQ, TL Zoom	works for NASA.  Session Outcomes	David Everitt
	Promote student learning	George Rothbart
	Encourage cooperation among faculty	
	Provide resources to students to incorporate equity in learning	
	Expanding Learning through Drawing	
	Ready to roll up your sleeves and get your hands dirty?	
2 pm - 4 pm EE FA 214	In this hands-on activity, participants will gain a new way of experiencing seeing by drawing and focusing on the connections of shape and light. This process reveals the universal relationship between visual skills and the application to other subjects and demonstrates how it can be a transformative experience. No prior experience with drawing or charcoal is necessary.	Carol Lefkowitz
	Session Outcomes	
	Participate in a transformative learning experience	
	Move out of your comfort level	
	Meeting Basic Needs and Supporting Student Wellness	
2 pm - 3:30	What are Basic Needs? Come and learn about the various services and resources available to support students' food, housing, mental health, and financial wellness and how this impacts student success in the classroom.	
pm	Session Outcomes	Sadika Sulaiman Hara
SS, EQ, TL	Learn the landscape of Basic Needs	
Zoom	Learn about resources at COM and in Marin County to address basic needs	Community Partners
	Learn ways to support students in the classroom as needs are disclosed	

Time	Program Descriptions	Presenter/Facilitator
	Student Services Open House	
3:30 pm - 4:30 pm	The Student Services open house provides an opportunity for faculty and staff to get acquainted with the locations, services, and staff behind many of the student services offered at College of Marin. This is a chance to navigate the campus in-person and put names and faces to a multitude of services provided by the college so you can feel more confident in connecting students with the services they need and the people who provide those services.	
Welcome Center 830 College Ave.	<ul> <li>Session Outcomes</li> <li>Understand the locations, hours, and services provided for a variety of student services.</li> <li>Feel more confident about how to best refer students to student services.</li> <li>Develop stronger relationships with the people who</li> </ul>	Student Services Staff and Faculty
	<ul> <li>provide various students services.</li> <li>Understand remote options for accessing various student services.</li> </ul>	

## Wednesday, August 17, 2022

Time	Program Descriptions	Presenter/Facilitator
8:30 am - 9 am Bill and Adele Jonas Center	Pre-Convocation Breakfast	
9 am - 11 am Bill and Adele Jonas Center	Convocation  Join us at the Jonas Center at IVC as we kick-off the new academic year. Catch up on College updates, meet with colleagues, and learn about our The 1619 Project, our new COMmon Read. After convocation, we'll have a health and wellness fair, campus tours, a welcome back lunch and more.	David Wain Coon Superintendent/President
11 am - 12:30 pm Various Locations	Self-Guided Campus Tours	

Time	Program Descriptions	Presenter/Facilitator
11 am - 1 pm Jonas Center Parking Lot	Health and Wellness Fair  Come enjoy live music, art, and activities as you learn about the health and wellness programs available to COM employees. Participate in tours of the IVC Organic Farm and Garden and Miwok Aquatic Center.	
12 pm – 1 pm Bill and Adele Jonas Center	Employee Lunch  All employees are invited for lunch at the Jonas Center.	
1 pm – 3 pm Various Location IVC	Department Meetings  Join your department meeting for updates and planning information. Check ProLearning for room locations.	
3:15 pm - 4:15 pm Bill and Adele Jonas Center	UPM Meeting  Faculty are encouraged to attend this meeting to hear the latest on the UPM activities.	Patrick Kelly
4:15 pm – 5 pm	President's Welcome Back Reception  After a full day of activities, all employees are invited to take some time to relax and mingle with colleagues in this social hour hosted by Dr. Coon and UPM.	

## Thursday, August 18, 2022

Time	Program Descriptions	Presenter/Facilitate
	COMmon Read Call to Action: The 1619 Project	
9 am – 10 am	Join us to discuss how <i>The 1619 Project</i> can be incorporated into your curriculum this academic year. We'll discuss events that we are planning for fall and for spring (and events you might want to lead!), brainstorm ways you and your students can participate, and empower one another to take diversity, inclusion, and equity to the next level - into our curriculum and into our hearts.	Sarah Frye
TL, EQ	Session Outcomes	David Patterson
FH 110 &	• Identify major themes in <i>The 1619 Project</i>	
Zoom	Consider ways to easily include the themes of the book in your curriculum	
	Learn how you and your students can get a free book and attend events	
	Protecting Your Voice: Tips for Teachers	
9 am - 10 am		
EE, TL	Session Outcomes	Magda Levin
-	Identify basic vocal structures and their function	
AC 247	Discuss the causes of vocal problems	
	Adopt healthy vocal teaching practices	
	Identify vocally harmful behaviors	
	Effective Strategies for Addressing Student Disengagement	
10:10 am - 12 pm	This interactive session is based on experts' work to understand what is fueling student disengagement and what faculty and colleges can do about it. Practical, implementable strategies will be provided, and participants will have an opportunity to share issues and their own strategies about how to re-engage students post-pandemic.	Jonathan Eldridge
TL, SS	Session Outcomes	Stormy Miller
AC 255	Identify reasons for student disengagement in the classroom	
	Learn concrete strategies to combat disconnection	
	Understand issuesand solutionsshared by colleagues	

Time	Program Descriptions	Presenter/Facilitato
12:30 pm - 2 pm <b>SS, TL</b>	Giving Students a Voice and Getting Them Invested  In this panel discussion, Drama Program faculty and students will share strategies and techniques that give students a voice in their educational experience and get them personally invested in the journey.  Session Outcomes	Erin McBride Africa Drama Program
AC 255	<ul> <li>Identify student-centered strategies for classroom activities</li> <li>Implement techniques in your classes that create student buy-in</li> <li>Increase student engagement</li> </ul>	Students
2:10 pm - 3:30 pm IE, TL, TT AC 114	Accessing the Data at Your Fingertips with PRIE's Interactive Dashboards  Learn how to query PRIE's new Fact Book dashboards in this hands-on session. Our new interactive Tableau dashboards allow easy, immediate access to customized, disaggregated data on student enrollment, retention, success, completion outcomes, and course-taking patterns which can be used for program planning, evaluation, equity, and continuous improvement.  Session Outcomes  Navigate interactive dashboards on PRIE's website  Produce simple queries to answer data questions  Understand where to find specific types of data in the new Fact Book format	Holley Shafer Katie Mills
2:10 pm - 3:30 pm <b>SS, EQ</b> <b>Zoom</b>	Brave Spaces: A Proactive Approach to Supporting LGBTQ+ Students  This presentation covers foundational information about sex, gender identity, gender expression, and sexual orientation. Participants will examine their knowledge and beliefs, critique paradigms that are harmful to LGBTQIA people, and gain practices that can help cultivate affirming spaces at College of Marin and our larger communities.  Session Outcomes  • Learn foundational terminologies of the expansive LGBTQ+ community  • Practice using inclusive and affirming language  • Take away tips and tools about how to cultivate brave spaces in their classrooms and communities	Teresa Reiko Perales

Time	Program Descriptions	Presenter/Facilitator
	Discover the Healing Power of Breathwork	
3:40 pm - 5 pm <b>EE</b>	This session will introduce you to the Reset breathing technique. Our bodies take 20,000 breaths per day. You will learn how to create a daily breathwork practice as a tool for relieving anxiety, depression, chronic fatigue and managing hypertension. This session is limited to 16 participants.	Kathleen Smyth Carolyn Smyth
PE 60	<ul> <li>Session Outcomes</li> <li>Apply breathing techniques to manage stress</li> <li>Connect their breath to relieve pain and fatigue</li> </ul>	

# Friday, August 19, 2022

Time	Program Descriptions	Presenter/Facilitator
9 am - 10 am IE, TL Zoom	Making Assessment Meaningful  How do we make SLO assessment more meaningful? How can SLO assessment better inform our equity-minded practices? Come join us to learn about what's working with SLO assessment across the College, what's next, and contribute your ideas and questions. We will highlight examples from English, Math, Fine Arts, Business, and CTE about how SLO assessment, along with other student success data, can be used to explore thorny questions about student learning, and measure impacts of curriculum change. Interested in looking at our new assessment dashboard? We'll be demonstrating that too!  Session Outcomes  Use assessment data to identify equity gaps  Use assessment data to understand impacts of curriculum change  Use assessment data to learn about our new assessment dashboard	Logan Wood SLOAC Paul Cheney Alex Jones Nancy Willet Farhad Zabihi
10 am - 11 am IE, TT Zoom	Mandatory Revision in eLumen  This workshop will provide step-by-step instructions about how to complete mandatory revision in eLumen for faculty who need a refresher or are new to eLumen. We will also review criteria for revisions that require a presentation to the Curriculum Committee when there are substantive changes to a course outline of record.  Session Outcomes  Refresh your knowledge of or learn to use eLumen  Understand when changes require presentations to the Curriculum Committee	Gina Cullen Cari Torres Grace Mengqi Yuan

Time	Program Descriptions	Presenter/Facilitator
10 am - 11 am SS, EQ Zoom	COM Care: Balancing Classroom Management and Student Support  In this session, participants will learn about and discuss the best practices for supporting students in crisis, identify red flags and warning signs, and work on student intervention skills. We will also discuss resources at the College and in the community so that you can more effectively provide support for your students.  Session Outcomes  Identify resources, both on-campus and off-campus, that can support students facing a crisis  Recognize concerning behaviors of students that may require additional support or intervention  Model intervention strategies to use with students in crisis	Sadika Sulaiman Hara
11 am - 12:30 pm IE Zoom	Become a Program Review Data Wizard  Understanding the data in your Program Review data report can be daunting, but it doesn't have to be! In this lecture/interactive session, PRIE will walk you through the metrics included in the standard Program Review data report, how to interpret the data, and identify key questions and takeaways for programmatic improvement, specifically focusing on equity.  Session Outcomes  Understand the metrics in the Program Review data template  Use data findings to set goals for program improvement	Holley Shafer Katie Mills
1 pm - 2:30 pm TL, TT, OI Zoom	Promoting Accessibility in Canvas  Accessible course design is essential to student learning - not to mention it is the law! In this session, we will introduce participants to a newly integrated Canvas tool called Pope Tech. We will explore how to verify and correct accessibility errors within Canvas pages; discuss the benefits of using Canvas pages over PDF and Word documents; and demonstrate how to use built-in Adobe and Microsoft accessibility features.  Session Outcomes  Review the accessibility checklist  Identify Canvas pages and document accessibility issues  Correct accessibility issues using various accessibility tools including Pope Tech, the Canvas accessibility checker, and built-in Adobe and Microsoft accessibility features	Stacey Lince Kathleen Smyth Elle Dimopoulos

### **FLEX WEEK SPRING 2023**

## Strengthening Connections and Integrating Equitable Practices

January 17-20, 2023

Flex sessions will include in-person, online, and dual delivery (in-person and online) options.

Flex activities are open to all faculty and staff. Please register for all Flex sessions on the <u>ProLearning Workshop Calendar</u>. (https://cccpln.csod.com/samldefault.aspx?

ouid=5&returnurl=%252fDeepLink%252fProcessRedirect.aspx%253fmodule%253dcalendar%2526dt1%253d2023%25252F1%25252F1%2526drpdwn%253d2); From the Workshop Calendar, you can view and register (REQUEST) workshops, and find Zoom links. After each session, please complete the short evaluation

### Pre-Flex Week Benefits and Wellness Sessions - January 9-13, 2023

Date/Time	Program Descriptions	Presenter/Facilitate
	Mindful Moment Break: Emotional Intelligence at Work	
MON, JAN 9 12 pm - 12:45 pm	This is a special Mindful Moment Session that we are offering during Pre-Flex Week: Emotional Intelligence at Work. Take a few minutes to recharge and refresh during your busy day, which can also help you reframe your thoughts and feelings for the busy semester ahead. Throughout the spring semester, the COM Wellness Program will be offering Mindful Moment Breaks where we focus on a different aspect of emotions, stress management, or resiliency, and we will talk about how to take better care of ourselves at work, school, and/or at home. There will be a 10 to 15-minute meditation and deep breathing practice followed by a discussion period. Sessions will last about 30-45 minutes.  Session Outcomes	Dayna Gowan Keenan Health and Wellness Manager
Zoom	Slow down, breathe, meditate, and reflect	
	Share how the meditation exercise resonated and the lessons learned from the exercise	
	Describe the role wellbeing can play in our happiness and the importance of meditation and reflection as a consistent habit	
	My Retirement Decisions	
	This hands-on online workshop is designed for CalSTRS members who are close to retirement and looking for information to make informed decisions. You'll learn how to calculate your retirement benefit and how to choose your retirement date. You'll also find out about beneficiary options, service retirement forms, your Defined Benefit Supplement account and working after retirement parameters. Prepare for the retirement you want by getting the information you need.	
TUE, JAN 10	Note: This will be an "open" webinar for all CalSTRS members around the state to attend, not personalized for COM.	
11 am - 12:30 pm	Session Outcomes	CalSTRS
Zoom	Describe how your CalSTRS monthly retirement benefit is calculated	
	Identify your option choices if you want to provide a lifetime monthly benefit to your survivors and how each option would affect your monthly benefit	
	Describe your choices for receiving the funds in your Defined Benefit Supplement account	
	Describe the ways to submit your Service Retirement Application	
	Learn what you need to know if you return to work in the California public school system in retirement	
	Your Retirement Plan at Work	
	Learn the differences between 403(b)s and 457(b)s, 2023 contribution limits, different investment options and how they work, rules and restrictions of the plans and process for enrolling.	
WED, JAN 11	Session Outcomes	David Creech Jeff Isley
10 am - 11 am	Gain a better grasp on how much they need to start saving for retirement based on multiple factors including	Retirement Services
Zoom	age, tenure and cost of living	VALIC Financial Advisors, Inc.
	Identify the different investment risks and know how these risks will affect their long-time goals	,
	Gain a better understanding of how each retirement benefit works together with the others to provide a	

Date/Time	Program Descriptions	Presenter/Facilitator
THUR, JAN 12 10 am - 11:30 am Zoom	The Three C's for Team building: Communication, Collaboration, and Creativity  Applied Improvisation uses the tools and techniques of improvisation that you see in comedy and theater and applies these skills to the workplace and our personal lives. During this interactive session, attendees will participate in engaging improvisation exercises to learn how to improve and enhance their communication and collaboration skills. Participants will work together as a group and challenge themselves to communicate quickly and effortlessly. Take a break from the mundane and try out this new, unique training!  Please note:  This is a highly interactive workshop, meaning no multi-tasking allowed. Participants will be asked to turn their audio and video on in order to participate in the activities. Everyone will have a chance and be asked to contribute. However, participants always have the option to just watch and listen if requested.	Dayna Gowan Keenan Health and
	Session Outcomes  Participate in exercises that will challenge them to find the best ways to communicate with each other  Improve collaboration skills by working together as a team to build new realities and scenarios  Think quickly and respond effectively  Develop feeling of contributing, creating something together, getting to interact, and most importantly, having fun while doing it	Wellness Manager

### Tuesday, January 17, 2023

Time	Program Descriptions	Presenter/Facilitator
9 am - 10 am <b>FH 110 &amp; Zoom</b>	COM Care: Balancing Classroom Management and Student Support  During this presentation, you will have the opportunity to meet COM's new Student Conduct and Community Standards Coordinator and learn about the resources and tools COM offers to help you with classroom management. You will learn how to effectively use the COM Care intervention system, explore how to manage challenging classroom situations through case studies, and understand expectations and resources to support students with various experiences.  Session Outcomes  • Effectively use the COM Care intervention system  • Utilize tools to manage challenging classroom situations through case studies  • Identify expectations and resources to support students with various experiences.	Sadika Sulaiman Hara
10:15 am - 11:15 am <b>FH 110 &amp; Zoom</b>	COMmon Read Call to Action: The 1619 Project  As book banning efforts continue across the country, join us to discuss how the 1619 Project can be incorporated into your curriculum this spring. We'll share experiences from fall semester and discuss events that we are planning for spring (and events you might want to lead!), brainstorm ways you and your students can participate, and empower one another to take diversity, inclusion, and equity to the next level - into our curriculum and into our hearts. Join us whether you've read or taught the book - or whether you're just diving in!  Session Outcomes  Identify major themes in the 1619 Project  Consider ways to easily include the themes of the book in your curriculum  Learn how you and your students can access the book and attend events	Sarah Frye David Patterson
10 am - 1 pm <b>AC 103</b>	New Faculty Orientation  Are you new to teaching at COM? If so, welcome! We're glad to have you as part of our faculty. We want to give you the support and information you need to be successful, so please join us for this orientation session. You will meet other new faculty and learn important information about COM policies and procedures to help ensure that you are ready for the first day of classes and beyond. We will be in AC 103 from 10-12 and move to AC 114 computer lab from 12-1:00.  Session Outcomes  Gain key information about College policies and procedures  Learn about resources and support services  Meet new colleagues	Cara Kreit Cari Torres-Benavides
11:30 am - 1 pm AC 240	Compassion Fatigue: Supporting our Students and Ourselves  Learn about the effects of working with traumatized students and in traumatized systems and discuss how to foster supportive, caring spaces for our campus community.  Session Outcomes  Identify and describe trauma and vicarious trauma and its individual, systemic and community impacts  Learn how to counteract the impact of trauma and foster a culture of care	Danila Musante Aneissa Rosas-Sanchez

Time	Program Descriptions	Presenter/Facilitator
1 pm - 2:30 pm <b>Zoom</b>	UndocuAlly Training: Supporting Undocumented Students  This presentation will provide participants with knowledge, tools, and resources to support undocumented students at COM. We will cover common terms, state and federal laws affecting undocumented students, resources available on and off-campus, and share best practices.  Session Outcomes  Identify state and federal laws that impact undocumented students  Learn mindful ways of connecting with undocumented students  Connect undocumented students to resources on and off campus	Hugo Guillen
1:15 pm - 2:15 pm FH 110 & Zoom	Canvas Updates and New Releases In this session, we will introduce and demonstrate new and upcoming Canvas features including releases and updates pertaining to: New Quizzes, Assignments, Gradebook, the Rich Content Editor, and more! To learn more about these features and future updates, visit the Canvas Release Notes.  Session Outcomes  Apply new Canvas features to course Quizzes, Assignments, and Gradebook Review  Modify existing content for improved course accessibility	Stacey Lince
2:30 pm - 4 pm <b>AC 240</b>	Understanding White Supremacy and Racial Justice  White supremacy is often discussed as a "thing of the past" or a "taboo topic." With the pandemic came an increase of awareness around the stark understanding of how deeply rooted systemic racism, classism, and oppression is for marginalized communities, which stems from practices and policies steeped in White supremacy. Join us in a conversation about how institutions, including higher education, are rooted in white supremacy and how we can individually and collectively work to counter and dismantle racist systems to create equitable access and support for students who historically and currently experience the most impact.  Session Outcomes  Learn about the historical and current context of White supremacy and racial justice in the U.S. higher education system  Reflect on current practices in teaching and/or positions at the college  Take away tips and tools to actively dismantle oppressive practices in their teaching and/or professional positions	Sadika Sulaiman Hara Patricia France Teresa Perales
2:30 pm - 4 pm <b>FH 110</b>	Learning Outcomes Basics and Curriculum Mapping: A Two-Part Workshop  Come for either session or stay for both!  SESSION I, 2:30 pm – 3:15 pm: Learning Outcomes Basics  Part I of this workshop will cover the basics of Student Learning Outcomes; what they are, how they are measured and assessed, why we assess SLOs and how data from outcomes can lead to innovative teaching.  SESSION II, 3:15 pm – 4 pm: Curriculum Mapping  Part II of this workshop will take a deeper dive into how the assessment of our learning outcomes can provide us with information on disproportionate impact on student subpopulations. We will begin by taking a look at how SLOs are mapped to PLOs and ILOs and discuss how mapping can provide faculty with disaggregated data at the program and institutional level.  Session Outcomes  • Describe what makes a good student learning outcome  • Identify how CLSOs, PSLOs and ISLOs are mapped  • Identify what is required to meet this year's accreditation requirements	Logan Wood SLOAC
2:30 pm - 5 pm <b>FA 214</b>	Learning to See, Drawing Exercise  This workshop is a hands-on activity encouraging participants to trust the relationship between looking and drawing. This process reveals the universal relationship between learning visual skills and the application to other subjects. No prior experience with drawing or charcoal is necessary. (Some mess will be created. Don't wear clothes that shouldn't get dirty)  Session Outcomes  • Encourage alternative modes of experiencing learning  • Support employees to continually improve to perform at a higher level  • Build awareness of the experiences of COM students in Fine Arts classes	Carol Lefkowitz

### Wednesday, January 18, 2023 (All activities are in-person)

Time	Program Descriptions	Presenter/Facilitator
8:30 am - 9 am  James Dunn  Theatre  Kentfield Campus	Meet and Greet - Coffee, tea, and light refreshments	

Time	Program Descriptions	Presenter/Facilitator
	Convocation  FOR ALL EMPLOYEES:  Join us at the James Dunn Theater as we kick off the spring semester. After College updates led by Dr. Coon, keynote speaker Dr. Pedro Noguera will take the stage to discuss equity in education, the "missing chapter" in the 1619 Project.	
9 am - 11 am James Dunn Theatre	FOR FACULTY ONLY: Convocation Preparation - Earn one hour of Flex Credit To prepare for Dr. Noguera's presentation, we are offering one hour of Flex credit for reading one of his articles or watching one of his videos and submitting one question for him. These questions will help guide his presentation and Q&A time.  To receive Flex credit:	David Wain Coon Superintendent/President Dr. Pedro Noguera Keynote Speaker
	<ol> <li>Visit <u>COM Library Guides (https://libguides.marin.edu/pn)</u> on Dr. Noguera and read/watch/listen to 1-2 items.</li> <li>Email a question for Dr. Noguera via <u>askalibrarian@marin.edu (mailto:askalibrarian@marin.edu)</u></li> <li>Claim one hour of Flex credit by following the directions to add external training to your ProLearning transcript.</li> </ol>	
11 am - 12 pm	Breakout Session with UEI and Dr. Pedro Noguera	Umoja Equity Institute
James Dunn Theatre	Join with Dr. Noguera to continue the discussion on equity in education, facilitated by the Umoja Equity Institute (UEI).	Dr. Pedro Noguera
12 pm – 1:30 pm		
Student Services Center Cafeteria	UPM Meeting and Lunch Faculty are encouraged to attend this meeting to hear the latest on the UPM activities.	Patrick Kelly
1:30 pm – 3:30 pm Various Locations	Department Meetings  Join your department meeting for updates and planning information. Check Your ProLearning Workshop Calendar (	

## Thursday, January 19, 2023

Time	Program Descriptions	Presenter/Facilitator
9 am – 11 am	Department Chairs' and Coordinators' Meeting  All chairs/coordinators, deans, and directors should attend. This meeting will offer a concentrated, dedicated time for	Jonathan Eldridge
AC 255	chairs and coordinators to discuss important topics for the semester. The information and discussion will be applicable to share at department meetings.	Johnson Elanage
9 am - 10 am <b>AC 240</b>	Pump Up Your Writing Prompts in any Discipline  Want to receive better student writing in your classes? Looking for some tips and feedback on your assignments?	
	Interested in seeing what innovative writing prompts others are using? Curious about how you can incorporate equity-based teaching practices into your writing assignments? Then connect with faculty from across the curriculum in sharing and workshopping our writing assignmentsfrom research papers to in-class essays and anything in between.  Bring your prompt(s) and roll up your sleeves for this hands-on activity facilitated by your friendly local English	Dave King
	Department! 10 minutes of talk. 50 minutes of action.	Meg Pasquel
	Session Outcomes	Blaze Woodlief
	Revise their writing assignments for the spring semester	
	Apply composition- and equity-based principles to writing prompts and assessments	
	Share writing assignments and strategies across the curriculum	
10 am - 11 am <b>Zoom</b>	Canvas Quizzes and Question Banks: Tips and Tricks to Avoiding Headaches	
	Join us for an in-depth look at some of the trouble spots, workarounds, and solutions to using Canvas quizzes and quiz question banks, including html issues, quiz and question imports, and archiving questions. This session is intended for advanced Canvas users who are currently using New Quizzes and/or Classic Quizzes. If you would like to join the panel to demonstrate how you use Canvas question banks or present solutions you have found to navigating known quiz issues, please contact Stacey Lince at <a href="SLince@marin.edu">SLince@marin.edu</a> (mailto:SLince@marin.edu)	Stacey Lince
	Session Outcomes	Jeff Yates
	Discuss problematic aspects of Canvas guizzes and guestion banks	
	Explore solutions for working with question banks	
	Brainstorm solutions for importing quizzes and question banks across courses	

Time	Program Descriptions	Presenter/Facilitator
10:15 am - 11:15 am AC 240	The Faculty Diversity Internship Program: Inspire Others!  This is the second year of the Faculty Diversity Internship Program (FDIP), which provides opportunities for diverse faculty interns and students to receive a broad range of educators and experiences at COM. This workshop is to share different experiences through the program and also recruit mentors who would like to participate in the program.  Session Outcomes  Build on bringing more diversity to College of Marin by learning about COM's Faculty Diversity Internship Program and opportunities to participate  Share equity-minded practices facilitated during the program	Patricia France FDIP Mentors
11:15 pm – 12:45 pm <b>FH 110 &amp; Zoom</b>	Canvas Content Reboot for in-Person Classes  While many of our classes have returned to in-person after remote instruction, this doesn't mean you need to leave the online content you worked so hard on behind! In this session, we will explore how using Canvas for in-person classes supports diversity, equity, inclusion, accessibility, and instructional continuity. We will also discuss how to incorporate and integrate Open Education Resources (OER) and other learning tools and applications into Canvas courses and content.  Session Outcomes  Identify course content and activities to support in-person teaching practices.  Explore communication methods in Canvas.  Discuss Canvas features and integrations that support accessible student materials and Open Educational Resources	Stacey Lince
1:15 pm - 2:45 pm AC 255	Imposter Syndrome: From the Student Perspective  "I don't belong in college. I can't major in that; I'm not smart enough." Many of our students have similar internal dialog floating around their heads as they sit in class. How do you as faculty and staff help our students feel a sense of belonging, both in the classroom and on campus? In this session, you will hear from COM students about how they have experienced Imposter Syndrome. You will have an opportunity to brainstorm ways to help our students find a sense of belonging at COM.  Session Outcomes  Describe the student experience of imposter syndrome  Develop strategies to help students feel a sense of belonging on campus	Kristin Perrone Caitlin Escobar MAPS Mentors/Students Counseling Interns
2 pm - 3 pm FH 110 & ZOOM	Finding and Funding Open Educational Resources (OER) for Your Classroom  Increase equity in your classroom through the use of Open Educational Resources (OER). Need help finding or funding OER? In this session, your OER Librarians will guide you through the recent updates to California centric OER repositories. In the last few years, there has been a growth in OER and the ability to fund, create and locate material for your courses. This will be a hands-on session where you will get an opportunity to search for OER. Please bring your questions.  Session Outcomes  Locate OER materials in Libretext and the Academic Senate for California Community Colleges OERI website  Identify funding sources for OER creation and adoption	Ron Oxford Michele Alaniz
3 pm - 4 pm AC 240	A Dialogue on Universal Design for STEM at College of Marin  In this session we will discuss principles of Universal Design for Learning (UDL) and how faculty in physics and biology are implementing them at College of Marin. Participants will share ideas on principles of UDL currently used in their classes, results, and opportunities for improvement.  Session Outcomes  Identify examples of the principles of Universal Design for Learning applied to the STEM field  Compare the results of applying UDL principles in STEM classes, contrast the use of UDL principles in science and other disciplines,  Determine what support is needed to more widely use UDL in STEM classes	Fernando Agudelo- Silva David Everitt George Rothbart
3 pm - 4:30 pm <b>Zoom</b>	The COM Post-Bacc Student: Creating Learning and Engagement Opportunities  Are you talking with your students about graduate school (already)? Many students are interested in learning about their educational options and what is possible if they continue on their path. At COM, we currently serve a number of students who have bachelor degrees and are completing prerequisite requirements for graduate school. In this session, we will discuss our experiences in introducing students to the graduate school experience, how to leverage our knowledge of graduate programs to support our post-bacc students with their successful transition, and how to cultivate learning opportunities for all of our students. Our session will include COM student Emily Kasai, who is currently applying to graduate school and will share her personal experiences of how COM prepared her for her next educational goal  Session Outcomes  Identify opportunities to engage students in activities that foster a greater understanding of education systems  Gupport students with successful completion of graduate school process  Identify critical practices that address continued focus on equity in the classroom	Yashica Crawford

### Friday, January 20, 2023

Date/Time	Program Descriptions	Presenter/Facilitator
9 am - 12 pm <b>AC 255</b>	Active Assailant Training  The IMReady "Surviving an Active Assailant" (SAA) training can empower employees with knowledge and tactics that increase their odds of surviving an incident. Even if you know what to do during an active killer situation, practicing will reinforce the concepts. The training addresses threats in the work environment; however, the principles of SAA apply to situations occurring outside of work too. SAA is live interactive training presented to your population in their work environment by a subject matter expert.  This training involves: 9 am – 10:30 am: Classroom instruction 10:30 am – 12 pm: Breakout groups  Note: Post-training, an optional light lunch will be available from 12 pm – 12:45 pm for registered participants to destress and/or reflect, hosted by COM's Psychological Services.  Session Outcomes  Rehearse Run-Hide-Fight and Develop a survivor's mindset  Recognize red flag indicators  Learn improvised device recognition, visual weapons screening, and barricade techniques	Jeff Marozick
12:30 pm - 2 pm <b>Zoom</b>	Culturally Responsive Teaching Strategies for Your Classroom  Faculty from the Sciences and from the English Department invite you to attend this workshop where we come together as a community of teachers to share how we have implemented culturally responsive and equity-based teaching practices in our classrooms. Research shows that teachers who use culturally responsive teaching are better able to respond to student needs, and it is an effective way to combat educational inequities that have been exacerbated by the COVID-19 pandemic. Come learn about specific strategies used in the classroom to increase student engagement, cultivate critical thinking, reading, writing, and problem-solving skills, and ultimately, improve students' sense of belonging in the classroom.  Session Outcomes  Identify Universal Design for Learning principles and transformative practices  Implement diverse instructional delivery modalities following the principles of anti-racism and universal design  Apply culturally responsive and anti-racist practices in the classroom	Emily Fox Dayna Quick Susan Rahman Beth Sheofsky Dave King Trine Miller Patty France& Stephanie Wells Jamie Tipton Ingrid Kelly
12:45 pm - 1:45 pm <b>FH 110 &amp; Zoom</b>	Library Services and Resources: Textbooks, eBooks, Controversial Books, Just Plain Books, and More!  Join us to learn ways the library can support you and your students this spring! We will discuss the library's technology lending program, three textbook initiatives (course reserves, Library Textbook Program and Open Educational Resources), our most popular online resources (Yes, The New York Times online is available for free!), vaccinating our students against the pandemic of disinformation with information literacy instruction (in person, online, synchronous or asynchronous!), and ways to participate in the COMmon Read this spring!  Session Outcomes  Identify ways the library can help you with free or cheap textbooks  Use library instruction to inoculate your students against disinformation  Describe library services that support your teaching and your students' learning  Celebrate the struggle to keep the conversation around controversial or complicated topics going	Sarah Frye David Patterson
2 pm - 3 pm <b>Zoom</b>	Mandatory Revision in eLumen  This workshop will provide step-by-step instructions about how to complete mandatory revision in eLumen for faculty who need a refresher or are new to eLumen. We will also review criteria for revisions that require a presentation to the Curriculum Committee when there are substantive changes to a course outline of record.  Session Outcomes  Refresh your knowledge of or learn to use eLumen  Understand when changes require presentations to the Curriculum Committee	Gina Cullen Cari Torres-Benavide Grace Mengqi Yuan
2 pm - 3 pm <b>Zoom</b>	Work-Based Learning Opportunities for COM Students!  Learn about COM's new virtual online Job Board (Handshake), COM's Learning Aligned Employment Program (LAEP), and how the Work Experience Program (WEXP) are creating work-based learning opportunities and providing transferrable credit for students in a variety of disciplines.  Session Outcomes  Identify and/or create work-based learning activities for COM Students  Inform COM students about the benefits of the LAEP program and WEXP program, and how these programs support their educational and career goals.	Alexander Jones Chelsey Perez

Date/Time	Program Descriptions	Presenter/Facilitator
3 pm - 4:30 pm <b>Zoom</b>	Discover Contemporary Latinx, Black, Asian-American and Native American Artists  Exciting art is being made all over the Americas and it's virtually unknown in this country. Join me on Zoom while I share some of my favorite artists from Peru, Brazil, Mexico and the United States. When my students in Art History of the Americas finish the class, they are often so delighted with countries and artists they've never encountered before that they travel to ancestral homelands and develop a deep appreciation of the variety of cultures within which they are really living. A PowerPoint lecture will be followed by group discussion about integrating the arts of the Americas into your disciplines.  Session Outcomes  • Gain knowledge of lesser-known American artists and their experiences of their diverse worlds as expressed in art that can lead to assignments in English, Humanities, Sociology, Anthropology, Philosophy, and Ethnic Studies.	Katrina Wagner
	art that can lead to assignments in English, Humanities, Sociology, Anthropology, Philosophy, and Ethnic Studies.	