Foothill-De Anza District/Senate Opening Day
Workshop Sessions

Session I — 10:45A - Noon

Workshop	Presenter(s)	Description
Participatory Governance and the Role of Classified Staff	Maureen Chenoweth	Overview of the history, philosophy and educational code of participatory governance as it relates to participation of classified staff on participatory governance committees. (Part 1 of 3)
You Can't Say That! v. Yes I Can!: Academic Freedom in Today's College Classroom	Faith Milonas Robert Bezemek, attorney	Explores the distinction between, and overlap of, free speech rights and academic freedom, delineating the legal framework of protections and responsibilities for faculty members. (Part 1 of 2)
Tenure Review Committee Orientation for Foothill Faculty	Janice Carr Linda Lane Pat Hyland Paul Starer	Full-time faculty who wish to participate on a tenure review committee must receive training. Orientation session. (Also offered in Session II)
Detecting and Preventing Classroom Cheating: Promoting Integrity in Assessment	Karen Kieffer Gillette	Based on a book published by the University of North Carolina at Chapel Hill offering practical tips for preventing cheating on tests and plagiarism. Bring issues, problems and remedies to share with colleagues. (Also offered in Session II)
From Community Service to Political Engagement	Brian Murphy	Learn how to move from service to empowerment, work with students to enable the development of political skills. Discusses the work of the Carnegie Foundation's Political Engagement Project and other national efforts seeking answers to such questions. (Also offered in Session II)
Walking for Health	Naomi Kitajima	Instructions for starting a fitness walking program. Includes free pedometer.
Human Resources: A Service Center for Employees	Marilyn Booye Kim Chief Elk Debbie Haynes Myisha Washington	This workshop will inform employees about how HR is organized, staff, services and resources. It will also provide an opportunity for employees to give feedback on how HR could improve service delivery.
Pandemic Flu: Get Involved and Be Prepared	Marsha Kelly	Overview of current state of knowledge on pandemic flu. Covers what pandemic flu is, how it differs from seasonal flu, mode of transmission, symptoms, how to prepare and protect yourself, and the District's plan/response. Free public health guide to preparing for the pandemic flu.
The Proof is in the Pudding: Learning Communities Work	Andrew LaManque Edwina Stoll	Learning communities increase student success, retention, persistence, interaction, confidence, and engagement. De Anza College researcher Andrew LaManque will share his results from more than five years of research on the LinC Program.

Workshop	Presenter(s)	Description
Foothill-De Anza's Digital Toolbox	Judy Baker Mary Clark Linda Elvin Marty Kahn Kevin Metcalf	Podcasting. Course management systems. Rich media delivery systems. Webcasting. There are myriad technology-based tools that are available to faculty, but which ones are best suited to your classes? How does one include them in a course? Who do you call when you have a question? In this workshop, Foothill and De Anza Distance Learning departments will help answer these and many other questions. We will explain the tools in our Digital Toolbox and how they can be best put to use in your course.
Environmental Compliance and Safety	Mona Voss	Discusses the key focus for environmental compliance as learned from regulatory inspections. Learn the essential elements and criteria that an inspector will notice and consider to be a violation. Also review new procedures and perspectives.
Keeping California's College Promise	Abdi Soltani, Campaign for College Opportunity	This workshop will address the changes in California's population and its levels of educational attainment and what these mean for the future economic and social well-being of the state. The session will also discuss solutions for what educators and policymakers can do to promote college access and student success.
Connect to Your Online Resources from Anywhere	Drake Lewis Willie Pritchard	The portal is a single Web-based location for your use of District technology resources and will become available to all employees on Opening Day. Learn how to use the portal to access your pay stubs, District email, Meeting Maker, class rosters and selected MAUI reports, and how to customize the portal to your individual needs and interests

Session II — 12:45P - 2:00P

Workshop	Presenter(s)	Description
Classified Participation on Participatory Governance Committees	Larry Bloom Sherri Mines Leslye Noone Olivia Patlan Bret Watson	This workshop will provide participants with an organizational chart of current participatory governance committees at the District, college, and classified senate levels, as well as descriptions, how members are chosen, and possible openings for the upcoming academic year. Subcommittees will also be discussed. (Part 2 of 3)
You Can't Say That! v. Yes I Can!: Academic Freedom in Today's College Classroom	Faith Milonas Robert Bezemek, attorney	Explores the distinction between, and overlap of, free speech rights and academic freedom, delineating the legal framework of protections and responsibilities for faculty members. (Part 2 of 2)
Tenure Review Committee Orientation for Foothill Faculty	Janice Carr Pat Hyland Linda Lane Paul Starer	Full-time faculty who wish to participate on a tenure review committee must receive training. Orientation session. (Also offered in Session I)
Detecting and Preventing Classroom Cheating: Promoting Integrity in Assessment	Karen Kieffer Gillette	Based on a book published by book by the University of North Carolina at Chapel Hill offering practical tips for preventing plagiarism and cheating on tests. Bring issues, problems and remedies to share with colleagues. (Also offered in Session I)
From Community Service to Political Engagement	Brian Murphy	Learn how to move from service to empowerment, work with students to enable the development of political skills. Discusses the work of the Carnegie Foundation's Political Engagement Project and other national efforts seeking answers to such questions. (Also offered in Session I)
Illness and Injury Prevention Plan	Marsha Kelly Steve Pierre	OSHA training mandated for every District employee. The plan emphasizes personal safety as well as meeting Federal requirements. (Part 1 of 2)
Safety and Security in the College Environment	Ron Levine	District Police Chief Ron Levine will discuss a variety of topics including on-campus safety, parking, emergency telephone numbers, how to manage a disruptive student, emergency preparedness for instructors, and much more. Learn what services our District Police provide to the Foothill-De Anza community and participate in a question and answer session. (Also offered in Session III)
Leadership Development at Foothill-De Anza	Mike Brandy Jane Enright Martha Kanter Penny Patz	This interactive session will promote suggestions and models for designing leadership development programs to prepare faculty, staff and administrators for new levels of responsibility and positions at our colleges and Central Services. What are the characteristics of good leaders? What are the components of a leadership development program? How can we promote a deeper understanding of our mission, purpose, people, programs, culture, organization and operations? Please join us to discuss and plan for new forms of leadership development at Foothill-De Anza.

Workshop	Presenter(s)	Description
Better Back Health: How to Sit, Stand, & Move without Hurting your Back	Karl Knopf	Teach you how to position your body and move at work to minimize chance of back injury. Participants who wish to join the activity should bring a towel.
Taking Charge of Your Time	United Behavioral Health	Teaches techniques for making the most out of a limited amount of time.
The Free Services and Benefits of the California Educational Technology Collaborative	Jerry Cellilo Linda Elvin Juri Brilts, CETC Doug Cramer, CVC John Whitmer, CETC	CETC offers an array of technology services, tools and resources. Most are free to administrators, faculty, and staff at CCC's. This workshop will outline programs in CETC that are relevant to faculty and staff in our District.
Got ECMS? It Does an Outline Good	Mary Clark Bradley Creamer Anu Khanna	An introduction to new Course Outline Management section of Electronic Curriculum Management System for all De Anza faculty to use for making and editing course outlines.
Introduction to Online Forms using Liquid Office	Joe Lampo Ron Rayas Rhoda Wang	Demonstrates how forms required by the District (such as Classified Time Reports) can be accessed, completed and approved online.
Understanding Student Learning Outcomes and Assessment	Bob Barr Andrew LaManque Greg Stoup	A college ideally enables deep student learning and learns how to better accomplish this over time. To learn how to improve learning, a college needs to be able to clearly state desired student learning outcomes and to assess student achievement in a reliable, objective manner at course, program and institutional levels. This session is a primer on stating and assessing student learning outcomes for improving the effectiveness of our work.
Connect to Your Online Resources from Anywhere	Drake Lewis Willie Pritchard	The portal is a single Web-based location for your use of District technology resources and will become available to all employees on Opening Day. Learn how to use the portal to access your pay stubs, District email, Meeting Maker, class rosters, selected MAUI reports, and how to customize the portal to your individual needs and interests
Building our Virtual Campus with Universal Design in Mind	Wayne Chenoweth Sean Keegan Steve Sum	To ensure technology is as available to students as new buildings, we must follow legal standards of electronic and information technology law known as Section 508 of the Rehabilitation Act. This workshop will help managers, faculty, and staff make technology decisions using the District's Section 508 policy. In the first session, participants will learn to use the District Section 508 policy for all of their technology purchases and upgrades. Examples of the selection process will be covered. Various resources available to help with this process will also be demonstrated. (Part 1 of 2)

Session III — 2:15P - 3:30P

Workshop	Presenter(s)	Description
Strategies for Effective Participation on Participatory Governance Committees	David Garrido	Learn how to be more effective as a committee member. Provides concrete strategies to accomplish participatory governance goals, as well as District and Classified Senate goals. (Part 3 of 3)
Illness and Injury Prevention Plan	Marsha Kelly Steve Pierre	OSHA training mandated for every District employee. The plan emphasizes personal safety as well as meeting Federal requirements. (Part 2 of 2)
Safety and Security in the College Environment	Ron Levine	District Police Chief Ron Levine will discuss a variety of topics including on-campus safety, parking, emergency telephone numbers, how to manage a disruptive student, emergency preparedness for instructors, and much more. Learn what services our District Police provide to the Foothill-De Anza community and participate in a question and answer session. (Also offered in Session II)
Exploring the Brio/Hyperion 9 Query and Reporting Tool	Bob Barr Joe Lampo Ron Rayas Jerrick Woo	This hands-on lab session is for current Brio/Hyperion query users who would like to learn new techniques and functions in the Hyperion 9 query tool. Even frequent users of Brio/Hyperion query are often unaware of special functions and tricks that make queries and reporting easier, more effective, and better looking. Learn, practice and share them at this session.
Voluntary Supplemental Retirement Plans	Hector Quinonez Rhoda Wang David Creech, financial consultant	Introduce investment vehicles for the salary reduction plans. Contains proposed regulations under section 403(b) and 457 of the Internal Revenue Code. How the new IRS rules will affect the administrator, participants, and beneficiary responsibilities and guidelines.
Applying for a PDL	Jane Enright	The Professional Development Leave Committee will present a workshop including a review of the application process for faculty contemplating applying for a PDL.
Quality and Integrity in Online Courses: Doin' the Right Thing	Judy Baker	Identify and Discuss academic quality and integrity of online courses. Best practices of distance education will be demonstrated. Several strategies used to ensure academic integrity in assessment of online students.
Building our Virtual Campus with Universal Design in Mind	Wayne Chenoweth Sean Keegan Steve Sum	To ensure technology is as available to students as new buildings, we must follow legal standards of electronic and information technology law known as Section 508 of the Rehabilitation Act. This workshop will help managers, faculty, and staff make technology decisions using the District's Section 508 policy. This second session will cover how to ensure Web content is accessible to users with disabilities by following the Section 508 standards. Several free software evaluation and repair tools will be demonstrated. Resources and training options will be covered. This session is suitable for any faculty and staff who create Web content of any kind. (Part 2 of 2)

Workshop	Presenter(s)	Description
Enhancing Student Success with Technology: Early Alert Systems	Kathy Kyne Erwin Widiarta	Demonstration of new portal environment with an emphasis on the Early Alert System (EAS), designed to identify and get help for students who are experiencing difficulties in their classwork.
Financial Aid and Scholarships for Students, Staff and Faculty	Cindy Castillo Bee Chacon Kevin Harral	Overview of the Financial Aid and Scholarship programs at Foothill and De Anza. How faculty and staff can help students get grants, loans, work-study, scholarships and fee waivers.
Update on Wireless Project	Sharon Luciw	The campus network is a shared production resource. Some uses encourage discovery and learning; some uses interfere with its availability to the rest of the campus community. How to reap the rewards of the former, while avoiding the latter.
Connect to Your Online Resources from Anywhere	Drake Lewis Willie Pritchard	The portal is a single Web-based location for your use of District technology resources and will become available to all employees on Opening Day. Learn how to use the portal to access your pay stubs, District email, Meeting Maker, class rosters and selected MAUI reports, and how to customize the portal to your individual needs and interests.