**Part-time Institute**

August 3 – 5, 2017

Anaheim Double Tree

***Creating Leadership, Providing Voice, Empowering Part-time Faculty***

Pre-institute homework: Complete the PT PDC Course

**Thursday, August 3, 2017**

1:00 p.m. – 2:00 p.m. Registration

2:00 p.m. – 5:00 p.m. General Session

* Welcome and Overview
* Presentation
  + Julie Bruno to set tone for the event (PT faculty are professionals and are significant to student success
    - Resolution 1.04 S15
    - Why we are holding the institute
    - Why the ASCCC cares about PT faculty
  + Hayward Award PT winner (Julie Adams to review applications)
* Acronym Bingo
  + Blank card, list of acronyms without definitions, and list of acronyms with definitions
* Table Top Activity – list of questions to generate conversation (collect responses)—Caron
* Introduction: Name, college, discipline
* What was the process used for you to be hired as a PT faculty member?
* What was your onboarding process in becoming a PT faculty member?
  + What worked? What didn’t?
* What type of professional development do you receive as a PT faculty member?
  + Is the PD on campus or outside of the college?
  + Are there travel funds available?
  + Are you familiar with the process to attend the professional development events?

5:30 p.m. Reception

6:30 p.m. Dinner – networking and sign-up sheets.

**Friday, August 4, 2017**

8:00 a.m. – 8:30 am Breakfast

**8:30 a.m. – 10:30 a.m. General Session: 10 + 1 Governance** (basic information) – officers

8:30 – 9:30 Presentation

9:30 – 10:30 Table Topic Activity: how to participate (reimbursement) -- Conan

**10:30 a.m. – 11:45 a.m. Breakout Session**

* Pedagogy: Classroom management and Communicating with students – Conan (Arnita)
  + Build a website
  + Blogs
  + Accessibility
* Online: OEI Tools -- course rubric, equity, etc. – Madelyn
* Personal Professional Development: Professional confidence and enhancing your teaching skills – ASCCC
* Leadership: Growth mindset -- Lakita

12:00 noon – 2:00 p.m. General Session: Interview Panel – ASCCC

2:00 p.m. – 2:15 p.m. Break

2:15 p.m. – 3:30 p.m. Breakout Session

* Pedagogy: Innovative Classroom Strategies -- Arnita
* Syllabus redesign
* Welcome package
* Flipped classrooms
  + Universal design
  + Tutoring (SI and learning centers – campus and online)
* Online: Online Learning and Teaching – Madelyn
* Personal Professional Development: HR -- Application and interviews – Don
* Leadership: Student Success initiatives (SSSP and Equity) and services (OEI, EPI, CAI, BSSOT, AEBG), SWP, integrated planning – Kyle

3:45 p.m. – 5:00 p.m. Breakout Session

* Pedagogy: Self-Assessment Strategies – Kyle (Arnita)
  + Appreciative Inquiry
  + Ensuring your practice lines up with your evaluation
* Online: Canvas One (basics) – accessibility -- Conan
* Personal Professional Development: Navigating the college culture – Lakita/Don
  + Engaging others
  + Benefits of a mentor and sponsor
* Leadership: Relationship with faculty, staff, administrator - Caron (ASCCC)

Dinner on your own.

**Saturday, August 5, 2017**

8:00 a.m. – 8:30 am Breakfast

8:30 a.m. – 10:30 a.m. General Session: Curriculum Development and Guided Pathways, College Promise – Julie B.

10:30 a.m. – 11:45 a.m. Breakout Session

* Pedagogy: Equity issues – Culturally Responsive Teaching and Learning -- Arnita
* Online: Canvas Two – accessibility -- Conan
* Personal Professional Development: Other opportunities available for PT faculty -- panel discussion -- Madelyn
* Leadership: Courageous Conversations – Lakita/Julie Bruno

**12:00 noon – 2:00 p.m. General Session: Conclusion and Evaluation --** Caron

* What worked – what are the take aways?
* What topics they appreciated and is missing event?
* What resources can the ASCCC provide?
* Envelope activity – personal profession planning:
  + What will I do in six months, by the end of the year? Handout with goals…

\*Each breakout will blend equity issues

Resources

* Acronyms
* Local Senate Handbook
* Membership Card