

**Part-Time Faculty Institute
February 21-23, 2019
Newport Beach Marriott Hotel**

Thursday, February 21

2:00PM: Registration Opens

3:00P – 5:00P

Welcome to Part-Time Faculty Institute

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair

From Job Announcement to Interview – Overview of Resources, Applications, and the Hiring Process

Beth Au, Directory, CCC Registry

Shannon O'Connor-Escudero, District Director, HR, Coast Community College District

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair

Many part-time faculty are hoping to obtain a full-time position, but it can be challenging to successfully navigate the hiring process. This session will provide insights into the full-time faculty hiring process and how it differs from the hiring process for part-time faculty. This session will include perspectives from the Community College Registry, human resources professionals, and faculty that have experienced the hiring process on both sides.

Friday, February 22

8:00A: Registration Opens

8:00A – 9:00A: Breakfast

9:00A – 10:30A

Welcome to Part-Time Faculty Institute

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair

What is your “Why”?

Jessica Cristo, 3CSN Network Director

Deborah Harrington, Executive Director, 3CSN

Part-time educators in the California Community College system have many unique demands on their time and energy. Through it all, we can sometimes lose touch with what brought us to this work in the first place – our personal “why.” In this interactive general session, participants will reflect on their personal why and learn ways to use it to better engage with and motivate students in our classrooms, as well as to more effectively collaborate with colleagues. Why statements can be shared on syllabi, job applications, and during job interviews. This session also will provide a brief overview to the California Community College Success Network (3CSN), the practitioner-led leadership role it plays throughout the 114-college system, and the ways it helps educators get more involved on their campuses and within a larger network of community college educators

10:30a – 10:45a: **Break**

10:45a – 12:00p: **First Breakout Session**

Relationships with Faculty, Staff, and Administrators

Andrew Delunas, ASCCC Part-Time Committee, Gavilan College

David Morse, Long Beach City College

Martin Stringer, Santiago Canyon College

Relationships are important in every profession, and they can influence the career of part-time faculty in many ways. Interactions with colleagues, staff, and supervisors can have both positive and negative impacts on a part-time faculty member’s assignment, re-hire possibilities, references, applications for full-time positions, and other workplace opportunities. This session will outline ways to keep relationships positive, behaviors to avoid, and suggestions for dealing with difficult workplace situations.

Unique Challenges and Opportunities for Part Time Faculty of Color

Silvester Henderson, ASCCC Representative At Large

Don Hopkins, ASCCC Part-Time Committee, Folsom Lake College

Effective sharing and conversation regarding how to use unique cultural perspectives as a way to create, expand and change the narrative for diverse faculty professionals, will be explored. Are Faculty of Color the only academic professionals who are marginalized? Current information/data will be shared. Should faculty of color contribute to “Ethno-relativist” curricular structures, for creating a space of cultural sensitivity and growth? Should part-time faculty of color engage in campus culturally centered academic programs, for the enhancement of equity, and diversity? Will such efforts secure continued academic assignments? Please come share your ideas as we collectively explore “everyday wisdom,” to positively improve our work and turn challenges into triumphs.

OER, Low Cost Materials, and Trying to Adopt New Course Materials as a Part Timer

Janelle Barbier, ASCCC Part-Time Committee, Skyline College

Dolores Davison, ASCCC Vice President

Michelle Pilati, Rio Hondo College

Many colleges are exploring the expanded use of Open Educational Resources (OER) and other lower cost materials to reduce costs for students and increase access to instructional materials, especially for financially disadvantaged students. At some colleges, part-time faculty may encounter resistance when attempting to adopt OER for the first time. Come to this session to learn about OER and how you can explore its use for your classes and learn about the initiatives around OER being worked on around the state.

Academic Freedom Isn't Just for Full-Time Faculty

Wendy Brill-Wynkoop, College of the Canyons

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair

Every college is required to have an adopted policy on academic freedom, but do you really feel like it applies to you? Academic freedom policies apply to all faculty, but many part-time faculty feel like they could lose their jobs if they were ever to exercise their academic freedom. Please join us for a discussion about what academic freedom is, how it does protect all faculty, and what to do if your academic freedom rights have been violated.

Mainstreaming Adjunct Instructors in Professional Learning - Setting the Stage for Change

Rachel Ketai, El Camino College, 3CSN

Lars Kjeseth, El Camino College, 3CSN

Art Martinez, El Camino College, 3CSN

Deep and trusting relationships among all instructors, learning assistants, and counselors is a critical component of positive change, whether that change is in response to AB 705, Guided Pathways, or the next new idea to come our way. At El Camino College, the Scholarly Inquiry for Teacher Excellence (SITE) program seeks to focus professional learning on building meaningful and lasting relationships around the scholarship of teaching, learning, and counseling so that in the long run, the college is better prepared for change. One goal of SITE is to make it possible for all adjuncts to participate fully. Together, we will experience a sample of how SITE approaches professional learning; learn about the ways SITE is working for adjunct instructors and counselors; and dream about how we can make SITE work even better for adjunct instructors and counselors.

Curriculum Vitae Review (by appointment)

This is an opportunity for attendees to bring their vitae and teaching philosophy to receive feedback directly from faculty leaders who regularly participate in the hiring process. Sign Up sheets are available to set your appointment.

12:00p – 2:00p

Lunch

Welcome from ASCCC

Dolores Davison, ASCCC Vice President

10+1 Governance and Union Issues: Similarities and Differences

Wendy Brill-Wynkoop, College of the Canyons

Dolores Davison, ASCCC Vice President

Katherine Schaefer, ASCCC Part Time Committee, Foothill College

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair

Title 5 Regulations grant academic senates the right to be the primary voice in college decision-making with regard to academic and professional matters, while unions address wages and working conditions. This session will examine the purview of academic senates compared to that of unions as well as the areas that overlap. Come and learn how these two important bodies work for faculty.

2:00p – 2:15p: Break

2:15p – 3:30p: Second Breakout Sessions

Navigating College Culture

Silvester Henderson, ASCCC Representative At Large

Don Hopkins, ASCCC Part-Time Committee, Folsom Lake College

Have you ever started at a college and heard “that isn’t how we do things here”? Each college has its own unique culture and part-time faculty will need to learn to adapt to that culture in order to be successful. How can you get a sense of the way things are done at a new campus, adapt to that environment, and become a valuable member of the college community? This session will examine aspects of local college cultures including governance and ways part-time faculty can navigate them and thrive.

The Full Time Interview Process – What to Expect Each Step of the Way

Sam Foster, ASCCC Area D Representative

David Morse, Long Beach City College

This follow up session to Thursday's General Session will describe the hiring process from beginning to end. The presenters will offer important information that potential interviewees need to know, as well as guidance and tips on completing an application, preparing to interview, and what one should or should not do during an interview session.

The Value of an Academic Title

Janelle Barbier, ASCCC Part-Time Committee, Skyline College

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair

Assistant Professor, Associate Professor, and Professor are common titles for full-time faculty, but part-time faculty are rarely given this type of recognition. Part-time faculty are often called adjunct or contingent, implying that they are temporary or not as important to the college. This session will discuss how developing academic titles for part-time faculty can make them feel like they are an important part of the campus culture and that they are a valued member of the campus community.

10+1 and Union Relations

Wendy Brill-Wynkoop, College of the Canyons

Dolores Davison, ASCCC Vice President

Katherine Schaefer, ASCCC Part-Time Committee, Foothill College

Presenters from the general session will be available to engage attendees in further discussion of academic senate purview and governance roles as compared to union responsibilities.

Finding the Right Fit

Vanson Nguyen, College of Alameda, 3CSN

Finding the right fit is important. Come discuss the process from application to interview, as both components of the process can feel different. Dr. Nguyen is a math department chair who will share some specific strategies and good practices from his experience interviewing and working with faculty.

Curriculum Vitae Review (by appointment)

This is an opportunity for attendees to bring their vitae and teaching philosophy to receive feedback directly from faculty leaders who regularly participate in the hiring process. Sign Up sheets are available to set your appointment.

3:30p – 3:45p: **Coffee Break**

3:45p – 5:00p: **Third Breakout Sessions**

The Art of Diplomacy

Andrew Delunas, ASCCC Part-Time Committee, Gavilan College

Silvester Henderson, ASCCC Representative at Large

As leaders, we frequently find ourselves in critical and challenging conversations. Although we may appreciate the importance of having rigorous, balanced, and effective conversations about difficult subjects, it is also important to recognize that defensive tendencies and strong emotions can hinder such conversations, affecting not only the integrity of the decision-making process but also the health of the relationship. Navigating these types of conversations is difficult and frequently requires a specific skill set. Come to this breakout to learn strategies for how to engage in critical conversations with confidence.

Starting at a New College? – How to Find Out Important Information No One Ever Tells You

Sam Foster, ASCCC Area D Representative

Janelle Barbier, ASCCC Part-Time Committee, Skyline College

Sometimes an initial teaching assignment at a college begins with little more than the keys and a course outline (and there are times when you don't even get those). How do you make copies? What do you do if there is an emergency? Are you free to teach the content any way that you like? Join us as we discuss how to find the answers you need, how to network inside and outside your department, and the many ways to move forward in your career as a part-time faculty member.

Impact of AB 705 and Guided Pathways on Part-Time Faculty

Michelle Pilati, Rio Hondo College

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair

The local implementation of AB 705 (Irwin, 2017) and Guided Pathways will have far reaching impacts for all classroom faculty, but most of the implementation is driven by the full-time faculty. How will this work impact part-time faculty? How can part-time faculty become engaged in the planning and not just be responsible for implementing everything once the decisions have been made. Please join us to learn everything you need to know about AB 705 and Guided Pathways and to discuss how to become more engaged in these efforts locally.

Equitizing Your Syllabi and Other Key Teaching Documents.

Jordan Giannoni Harless, San Joaquin Delta College, 3CSN

In order to best serve our students, our course materials should be accessible and equitable...but how do we know if they are accessible and equitable? In this session, participants will work together to build an equity rubric that be referenced while creating, or revamping, syllabi and other important materials. We will examine our "expert blind spots," uncover ways to reduce deficit-minded language, and brainstorm strategies for making our teaching documents more approachable to students.

Understanding and Responding to Student Resistance to Learning

Dr. Jan Connal, Cerritos College (Emeritus), 3CSN

As professionals we seek to create effective learning experiences for our students. However, we've all experienced situations wherein students seem to "resist" the learning experiences we've designed. If you've found yourself frustrated and wondering "what's going on here?" then this session is for you! Resistance to learning is indeed a perplexing and often misunderstood phenomenon. This session is not about "blaming" students but rather an initial examination into the factors that shape, for good or ill, the intensity of student resistance. Understanding the interplay between these external and internal factors provides insight for designing and implementing constructive responses. We'll conclude the session by generating and exchanging ideas for reducing resistance and creating conditions conducive to effective

Curriculum Vitae Review (by appointment)

This is an opportunity for attendees to bring their vitae and teaching philosophy to receive feedback directly from faculty leaders who regularly participate in the hiring process. Sign Up sheets are available to set your appointment.

5:30 p – 6:30 p

Reception and Networking

Saturday, February 23

7:45a – 8:45a: **Breakfast**

8:00a: **Information Desk Opens**

8:45 a – 10:00 a: **Fourth Breakout Sessions**

The Maximized Professor - Designing a Career for Job Security as a Curricular Expert and Scholar

Sam Foster, ASCCC Area D Representative

Silvester Henderson, ASCCC Representative at Large

Each of us as professors capacitate a certain amount of discipline expertise. This breakout will examine innovative ways to leverage that special skill to maximize employment opportunities and job security. Topics will include the following: setting and assessing personal career goals; identifying professional development opportunities; employing career marketing strategies; and utilizing your unique talents to originate innovative teaching opportunities. Please come and explore instructional and inventive ways to benefit your students, your college and increase your financial security.

Building Professional Confidence

Dolores Davison, ASCCC Vice President

Don Hopkins, ASCCC Part-Time Committee, Folsom Lake College

Confidence is an essential quality for all faculty members, whether they are just beginning their career, or they have spent many years working with students. This session will examine ways to cultivate professional confidence and how it can improve your teaching and your interactions with your colleagues on campus.

SLOs, Curriculum, and Other Things that Shape Your Classroom

Janelle Barbier, ASCCC Part-Time Committee, Skyline College

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair

Students depend on colleges to provide the courses they need to help them meet all of their educational goals, including obtaining degrees and certificates or transferring to a four-year university. The information contained in the Course Outline of Record, including the Student Learning Outcomes, are the basis for intersegmental articulation agreements and establish what faculty are required to cover during their courses. Please join us for a discussion about course outlines, SLOs, and how they directly impact the teaching of part-time faculty.

Professional Development Opportunities for Part Time Faculty

Andrew Delunas, ASCCC Part-Time Committee, Skyline College

Katherine Schaefer, ASCCC Part-Time Committee, Foothill College

Professional development is essential for all faculty to improve their teaching and to gain knowledge that will be vital for becoming a more complete faculty member. What professional development opportunities exist for part-time faculty and how can part-time faculty gain access to professional development resources at their college? Please join us for a lively discussion about how to become more engaged with professional development.

Growing Classroom Culture where Equity Lives

Marina Broeder, Mission College, 3CSN

Alla Petrosyan, Mission College, 3CSN

The presenters will facilitate a discussion on effective ways to connect to students, build trust, and create an inclusive classroom conducive to tackling difficult topics such as race and discrimination. Through the practice of norm-setting, reading equity-based texts, sharing resources, and role-playing scenarios, the participants will develop tools that foster greater agency among students.

Teachers for Equity Showcase

Marisa Alviar-Agnew, Sacramento City College, 3CSN

Riad Bahhur, Sacramento City College, 3CSN

Dawna DeMartini, Sacramento City College, 3CSN

Sherri Patton, Sacramento City College, 3CSN

This interactive session will showcase equity-minded, high-impact teaching practices designed by members of Sacramento City College's Teachers for Equity program. Examples will include assignments and assessment practices used in History, Chemistry, and English. Participants will have the opportunity to get feedback on one of their own practices and redesign it according to equity-minded principles.

10:00 a – 10:15 a: **Break**

10:15 a – 12:00 p:

Becoming Engaged with Your Local Senate and ASCCC

Craig Rutan, ASCCC Secretary and Part-Time Committee Chair, Facilitator

Janelle Barbier, ASCCC Part-Time Committee, Skyline College

Andrew Delunas, ASCCC Part-Time Committee, Gavilan College

Don Hopkins, ASCCC Part-Time Committee, Folsom Lake College

Katherine Schaefer, ASCCC Part-Time Committee, Foothill College

Many part-time faculty hold positions at more than one institution or workplace, which can make engaging in college activities such as college governance a difficult task. Yet, engagement at the campus and statewide level provides valuable insight into the workings of the college and the community college system. How can part-time faculty become involved locally and become engaged with statewide work? Members of the ASCCC Part-Time Committee will share their experiences with local and statewide committee work and their perspectives on how it has impacted their work as a part-time faculty member.

Institute Closes

