Course Descriptions for Faculty Development Day

Adjunct Faculty Orientation
This session is geared for new adjunct faculty who have been hired in the last six months. This session will help orient you to the college, academic affairs, student affairs, and the resources available to you and your students as you begin your teaching career at Metro.

Assessment Academy Update
The Summer Assessment Academy provided time and extra compensation for faculty teams to work on outcomes assessment projects. The projects were designed to improve a program’s or a department’s outcomes assessment measures and/or assessment implementation plans. In addition, all projects included a plan for curriculum improvement. The work was completed during a 3-day facilitated session during the summer quarter of 2007. Today during the Academy Update, this year’s participants will report on their projects, their implementation plans, their academy experiences, and offer advice for project proposals for next year.

Course Conferencing Orientation
DED as you knew it is evolving! IDS has phased in a new video conferencing system at three locations. Attend this orientation to see the system in action. Attend this session if you teaching via the system for the Fall term. (Enrollment limited)

Full-time Faculty Portfolio Development
Update on developing the second year of the faculty portfolio. The second year is the first “focus area” year. Join this session to review the portfolio workbook and to discuss writing your reflective narrative, collecting artifacts, and the overall portfolio preparation process.

IDS Open House
Drop by Building 17 and spend at least 56 minutes in an exciting learning environment with Sharyn, Buffi, Charlie, Rob, Darlene, Chuck and John. Spend some time on the Metro and More production set; explore the latest software capabilities in the new faculty Sandbox computer work area, or interact with Wally, Karen and Craig at Elkhorn Valley through course (web) conferencing.

Attend hands-on product demonstrations on the latest presentation and teaching technologies with a local representative.

Come up the hill and feel the love with IDS!
Learning Communities
You keep hearing about learning communities, but what are they really? Learn about three different types of learning communities, the benefits of learning communities, and what colleges nation-wide are doing with learning communities. See examples of Metro learning communities, and brainstorm about how you might use the learning community model to enhance student learning and your teaching experience.

Making an Introduction Video for Your Online Course
If you are teaching an online course in the Fall term, sign up to make a short introduction Video to include in your course. We will be shooting, editing, uploading and linking your video in this fast-paced two hour workshop. You should bring your “script” and be prepared to record video at the start of the class. (Enrollment limited)

Metro Reads!
This session will answer questions such as: What is a common book program? Why have a common book program? What is the Metro common book for the 07-08 academic year? How can I use the common book in my classroom? How can I get involved with Metro Reads! if I’m interested? If nothing else, this session will introduce you to a book that’s a quick, interesting read, and one that will make an impact on your life.

Overview of Office 2007
By now everyone has heard that the new Microsoft Office suite is available. Come see how Metro plans to address the change in our classrooms and workspaces and to see how the software has changed.

Overview of Vista Operating System
Microsoft has introduced it, and new systems that staff and students purchase for home are coming with it installed on them. What is it? It’s Vista, and it comes in all kinds of flavors and sometimes with high requirements. In this session we’ll look at the versions, what the College will probably be using, and how this software impacts us all. We’ll also provide a brief demo of the software.

PETS: Awesome Active Learning
This course presents active learning techniques for the college classroom in a fun and innovative way! Participants learn form each other while playing the Awesome Active Learning game! The content of the course, developed over several years by Metropolitan Community College instructors, covers everything from first day activities to an in-depth discussion of how traditional and adult learners can best succeed in the community college classroom.
PETS: Classroom Management & Successful Syllabi
This composite course offers tips on good classroom management from the day-to-day management of classroom procedures to behavioral challenges. Participants will learn how to set a positive tone for learning beginning on the first day of class, how to handle behavioral problems, and where to go at Metropolitan Community College for help. In addition the course includes instruction on how to write a successful syllabus. It includes a discussion of the syllabus as a contract between faculty and student, instruction on the process of preparing a syllabus, writing objectives, the most important components of a syllabus, and using the syllabus efficiently.

Plagiarism, Prevention, and Turnitin.com
This course covers guidelines for use of Metro Community College's subscription to Turnitin.com, an electronic document comparison service for detecting and deterring plagiarism in student work. Course objectives include: Discuss definition and examples of plagiarism, provide and review policies and statements about copyright and academic honesty, discuss ways to recognize plagiarism and locate original sources, demonstrate and set up new Turnitin.com accounts for participants, and evaluate sample Turnitin.com Originality Report.

Podcasting 101—Subscribe, Create, Podcast!
In this workshop, you will get an overview of Podcasting including where it came from, the proper definition and how it works. You will create your own podcasts using Audacity, a recording and editing software, and discuss ways to view them. (Enrollment limited)

Power Point
Learn the basics of Power Point. This faculty development session teaches you the basics of using Power Point in the classroom and how to save it for use in your on-line class. Additionally, this class will teach you how to prepare note pages for yourself and your students to enhance their learning.

Service Learning
Are you interested in participating in a service learning project? Are you curious about what service learning is and how to incorporate it into your classroom? This session will showcase the many service learning projects faculty and students have completed over the last two years. You will be able to visit with faculty participants and staff will be on hand to answer questions and visit with you about service learning possibilities.
Technology Classroom Orientation
If you are new to the Technology Classrooms or in need a refresher, sign up! This session will provide an overview to using the equipment, troubleshooting techniques, hands-on time and best practices contributed by “seasoned Metro Faculty”.

The New INFO 1001 - Information Systems and Literacy: An Overview for All Faculty
Objectives have changed in the INFO 1001 class, and student success is the goal. Come see how a cross-discipline advisory committee has restructured the Information Systems and Literacy course (not the old MCT103) to ensure students can access all of the Metro resources and even protect their personal identity.

Using new Colleague Graphical User Interface (GUI)
Learn how to get the most out of the new Colleague UI (point and click) method. You will be provided information and guidance to successfully navigate your way through screens such as class lists, academic progress reports and more.

Web Advisor
WebAdvisor for Faculty...it's convenient, a life-line and sooooooooooooooooooooo user friendly. This is your access highway to class rosters, grade rosters, IW rosters and frequently used forms you may want at your fingertips for your teaching needs. The best part is that you can stay "connected" to Metro and be in another state. This session will teach you all you need to know to be an efficient user of WebAdvisor.

Writing Center Workshop: Assignment Design
Too often as teachers, we think we are asking for one thing through our writing assignments, but what we get from students is something else altogether. This workshop aims to help teachers improve their chances of prompting the sort of writing from their students that they hope to elicit. For this session, participants should bring ideas for writing assignments and plan to share them with the group for discussion and feedback.