

A photograph of thin, dark tree branches with small, oval-shaped leaves in various autumn colors including red, orange, yellow, and green, set against a clear blue sky. The image has rounded corners and a soft glow at the bottom.

**FALL 2015
FLEX ACTIVITIES**

**COLLEGE OF THE SISKIYOU
FALL 2015
FLEX ACTIVITIES**

WEDNESDAY, AUGUST 12, 2015

Flex Activity No. 100-15

Program Review Workshop Part 1: Assessment Data Input and Analysis

9:00 AM-12:00 PM

LRC 2 Lab

Steve Reynolds

Program Review is an integral part of the institutional planning and evaluation process. Its purpose is continuous program improvement leading to continuous quality improvement of the whole college. Faculty participate in this part of institutional planning by reflecting on the accomplishments and challenges of their instructional programs during the previous academic year (Summer 2014, Fall 2014, and Spring 2015). Many of these accomplishments and challenges are revealed through an analysis of the program's data, both quantitative and qualitative. In Part I of this two-part workshop, faculty will collect and analyze student achievement data and related commentary into the CurricUNET Outcomes Assessment Module for later use in the Program Review Module. In addition, faculty will create assessment plans for Academic Year 2015-2016. To prepare for this part of the workshop, faculty should bring copies of assessment data for all terms in Academic Year 2014-2015. All faculty are encouraged to attend this opportunity to evaluate their programs with their peers. (When you sign up for this flex activity, also be sure to sign up for Program Review Workshop Part 2, scheduled for Friday, August 14, 2015, 9:00 a.m. to 12:00 p.m.).

**COLLEGE OF THE SISKIYOU
FALL 2015
FLEX ACTIVITIES**

WEDNESDAY, AUGUST 12, 2015

Flex Activity No. 101-15

CPR/AED Training

1:00 PM – 4:30 PM

ESTC 8-110ABC

Lori Luddon

This 3.5 hour CPR and AED course prepares the layperson to respond to choking, breathing and cardiac emergencies—and how to use an automated external defibrillation unit in conjunction with CPR. This NSC® course meets the current CPR and ECC Guidelines using a combination of instructor, Video-Self-Instruction and hands-on training.

Limited to 12 students.

Flex Activity No. 102-15

MS Word/Excel/PowerPoint

1:00 PM – 4:00 PM

Temp 30-102

Mike Graves

Learn to create, edit, format, and modify word processing documents, spread-sheets, and presentations using Microsoft Word/Excel/PowerPoint.

**COLLEGE OF THE SISKIYOU
FALL 2015
FLEX ACTIVITIES**

THURSDAY, AUGUST 13, 2015

**Flex Activity No. 103-15
Staff Orientation Day (MANDATORY DAY)
8:00 AM-5:00 PM
Theater / Various Locations**

Leadership from across the college will share the most significant opportunities and challenges of the upcoming year and preview plans to address them. **This is a required activity for staff and full-time faculty.**

**COLLEGE OF THE SISKIYOU
FALL 2015
FLEX ACTIVITIES**

FRIDAY, AUGUST 14, 2015

Flex Activity No. 104-15

**Program Review Workshop Part 2: Program Evaluation and Resource
Allocation Requests**

9:00 AM – 12:00 PM

LRC 2 Lab

Steve Reynolds

In this second half of the Program Review Workshop, continuing from Wednesday's work on outcomes assessment, faculty will review all accomplishments and challenges of the prior academic year and will establish a plan for the coming year. Faculty will evaluate enrollment trends and other data, make a plan for curriculum updates, and identify resource needs. Faculty will evaluate the extent to which prior goals have been obtained and will establish new goals for the program. Upon completion of this part of the workshop, faculty will have completed a significant portion of the Program Review Module in CurricUNET. To prepare for this part of the workshop, faculty should spend some time reflecting on what worked well this past year and what areas of the program could be improved. All faculty are encouraged to attend this opportunity to evaluate their programs with their peers. (When you sign up for this flex activity, also be sure to sign up for Program Review Workshop, Part I, Wednesday, August 12, 2015, 9:00 a.m. to 12:00 p.m.).

Flex Activity No. 105-15

Wellness/Yoga

1:00 PM – 4:00 PM

Science 7-110/Gym

Tamara Patterson

The first two hours of this activity will be a fun and interactive look at our stressors and how to cope with them, as well as nutrition ideas that are easy to implement. The last hour will be a mind-body class, integrating yoga-pilates-tai chi for all levels and all bodies.

**COLLEGE OF THE SISKIYOU
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FRIDAY, AUGUST 14, 2015

Flex Activity No. 106-15

Etudes Update

1:00 PM – 4:00 PM

LRC 2 Lab

Margie White

If you are currently using ETUDES, or have taken the Etudes 101 training and are ready for the next step, this is the workshop for you. The first hour will include an overview of the latest updates in Etudes, COS policies, and current distance education issues. The remaining time will consist of individual training and support in a lab-type atmosphere. Bring your questions and class materials.

**COLLEGE OF THE SISKIYOU
FALL 2015
FLEX ACTIVITIES**

FRIDAY, OCTOBER 9, 2015

**Flex Activity No. 107-15
Fall Planning Day (MANDATORY DAY)
8:00 AM – 5:00 PM
Theater /Various Locations**

Campus faculty, staff and administration will engage in campus planning activities. **This is a required activity for staff and full-time faculty.**

SUGGESTIONS FOR UPCOMING FLEX ACTIVITIES

- Outlook Hints and Tips
- Conflict Resolution
- Cohesive Working Relationships
- Customer Service Skills
- **If you have other ideas for flex activities, contact Vickie Donaldson**

COLLEGE OF THE SISKIYOU FALL 2015 FLEX ACTIVITIES

INDEPENDENT FLEX ACTIVITIES

Listed below are links to some pre-approved, independent flex activities. Keep in mind that to receive a flex day you must participate on a **non-instructional day** (non-instructional days appear on the academic calendar as white blocks) **for at LEAST 3 hours**. You will need to complete the flex analysis form (<http://www.siskiyous.edu/committees/flex/forms/Analysis.pdf>) to receive credit for these activities.

- <http://siskiyous.edu/counseling>: Posted at the bottom of the counseling page is a link to online training simulations. These six free, online interactive trainings are designed to help college faculty, staff, and students recognize the warning signs of emotional distress and PTSD in students. The trainings will provide learners ways to approach at-risk students, veteran students, and/or LGBTQ students for referral to the appropriate mental health, administrative and/or student services. Each training takes about 30-60 minutes and engages learners in conversations with emotionally responsive student avatars that exhibit signs of psychological distress.
- <http://onefortraining.org>: @one offers self-paced online courses at no cost. There is also an archive of one hour webinars on topics such as collaboration tools, computer basics, multimedia, online teaching, and productivity applications. The archives are available any time and are hosted by CCCConfer.
- **Videos and books are also available in the COS Library.** The video list is available at: <http://www.siskiyous.edu/library/documents/flexavlist.pdf>
The book list is available at:
<http://www.siskiyous.edu/library/documents/flexbooklist.pdf>