



WEST HILLS COLLEGE COALINGA

Mid-Semester Flex Day October 27, 2017

Time	Activity / Topic	Location
8:00 – 8:30 am	Sign-in and Breakfast	K-1
8:30 – 9:00 am	eLumen Overview: Integrating SLO, Curriculum, and Program Review <i>Mark Gritton, Associate Dean of Student Services</i> <i>Arkady Hanjiev, Math Faculty and SLO Coordinator</i> <i>Sarah Shepard, Business Faculty</i>	K-1
9:00 – 11:00 am	* <u>Faculty</u> : PR and Budget Process Overview and Practice <i>Francisco Banuelos, Executive Vice President</i> <i>Mark Gritton, Associate Dean of Student Services</i>	P-2
* Each session will be held for one hour then faculty will rotate to the opposite session	* <u>Faculty</u> : Approval of Quality CSLOs and PSLOs <i>Arkady Hanjiev, Math Faculty and SLO Coordinator</i>	K-1
11:00 am – 12:00 noon	Activity: Complete Spring Semester CSLO Reflection and Action Plans	K-1
12:00 noon – 1:00 pm	Lunch	Cafeteria or K-1
1:00 – 2:00 pm	eLumen Curriculum Overview and Navigation <ul style="list-style-type: none"> • User Permissions • Overall Course Listings • Attached Programs • Revising a Course • Creating a Course • Various User Approvals <i>Sarah Shepard, Business Faculty</i>	K-1
2:00 – 3:00 pm	Curriculum Audit <ul style="list-style-type: none"> • Review of all courses by discipline and make corrections <i>Sarah Shepard, Business Faculty</i>	K-1
3:00 – 4:10 pm	Start a Course Revision <i>Sarah Shepard, Business Faculty</i>	K-1

Preparation:

All faculty to watch an introductory video on Elumen. Arkady will send a link on Wednesday.
All faculty, staff, administration to ensure they have access. Email Arkady if there are any issues.
Bring laptops.

Goals/Outcomes for the Day:

Faculty will have their CSLOS, PSLOs, and mapping approved.

Faculty will start a course through the revision process.

Faculty will create Learning Resource Center and Distance Education templates.