



Week of Monday, May 11, 2009
matcmadison.edu/cetl

The CETL News Blast will inform you about our upcoming programs and new resources. Select one of the categories below to zoom to that location in the document.

[Classes & Workshops](#)

[Special Events](#)

[In the Near Future](#)

Classes & Workshops

Register for CETL Courses: <http://matcmadison.edu/hr/staffdev/registration/>

- **05/14/09 - 12:30 PM - 2:00 PM - LOAD Drop - In Workshop**

This workshop will provide time, computer access, and assistance for instructors who need help entering LOAD Summative Assessments for students. Instructors needing other assistance with the MATC outcomes assessment process can drop in for help provided by members of the Assessment & Curriculum Mentor Team.

Facilitator: Mary Vlisodes

- **05/18/09-9:00 AM-4:00 PM-Accelerated Teaching Techniques**

There are two key ingredients to successful accelerated programming. The first is based on careful curriculum design and program management. The second addresses the use of accelerated teaching methods. At this two day training session you will learn about accelerated teaching and learning methods and course design which incorporate a holistic approach to accommodate different learning styles and needs. The optional third half day will cover the basics of creating an accelerated delivery method for an entire program with emphasis on program design.

When: Monday and Tuesday, May 18-19, 2009 with optional Wednesday, May 20, 2009 for Program Directors and Lead Teachers

Where: MATC Downtown Campus (DTEC) Room 419

Time: Monday and Tuesday - 9:00am-4:00pm,

Wednesday – 9:00am-12:00pm (Program Directors and Lead Teachers)

Facilitators: Cynthia Spankowski and Tina Rettler

- **Outlook 2007 Training is here!**

As you may have heard, MATC is switching email/calendar clients from GroupWise to Microsoft Outlook. CETL is now offering courses to train staff in the new program to fully prepare for the change.

Part one covers email functions, while part two explains the new calendar features.

Right now we are encouraging faculty to sign up for spots that best fit their schedule.

Administrative staff should not sign up individually, as CETL is currently scheduling departments together to best facilitate the switch in software. Class sizes are limited, and are done on a first-come, first-serve basis.

Here's a listing of the times offered in the next week. Keep an eye out on MATC Matters and the CETL News Blast for future dates.

	11-May	12-May	13-May	14-May	15-May
	Monday	Tuesday	Wednesday	Thursday	Friday
8:30-10:30	Part I	Part I	Part II	Part II	
11:00-1:00	Part I	Part I	Part II	Part II	
1:30-3:30	Part I	Part I	Part II	Part II	
4:30-6:30		Part I		Part I	
5:30-7:30	Part I		Part II		

Visit the registration site <http://matcmadison.edu/cetl/registration/> to register for the course that fit's your schedule best. Remember, seats are extremely limited.

- **Faculty Center Drop-In Sessions**

PeopleSoft Faculty Center is the online system for entering FINAL GRADES. Attend a training session to learn about the software or view the online instructions and guides. Before you can access PeopleSoft Faculty Center you must complete the online FERPA Training and Quiz (in Blackboard) and the Faculty Center Access Form. [This form is available online here.](#)

Online Instructions and Guides are available in Blackboard's Learner Success Course (all faculty are enrolled as students in this course). Click on Resources & Forms in the course menu. Directions are in the Faculty Center Documents.

The following hands-on training sessions have been scheduled:

Finals Week, Monday - Friday (Drop In)	May 11– May 15	8:00 AM - 6:00 PM	Truax, Rm 220C
Monday (Drop In)	May 18	8:00 AM - 5:00 PM	Truax, Rm 220C

Special Events

- **Tech Academy Registration is now open! May 19-21; 2009!**

This 2 and ½ day in-house conference will offer many Technology Training sessions on various topics for beginners to advanced users.

Registration is only online at <http://matcmadison.edu/cetl/techacademy>. PLEASE fill out the form completely. Lunch meals are ordered based on the number of reservations received.

Presenters/assistants, please complete this part of the form also.

This year's theme is "Technology Skills Under Construction"

Registration will close Wednesday May 13.

- **Nova SouthEastern University Ed.D visit.**

On June 9 in Room 219A CETL Nova will be visiting with information on how to earn your doctorate. A New Cohort of Doctoral Students will be starting in the Madison area this fall. Classes will be held right here at MATC.

The Doctor of Education (Ed.D) degree program offers students a menu-driven approach to customizing their doctoral degree with nine different concentration options, flexible choices, and multiple instructional delivery options.

Tuesday, June 9, in room 219A in CETL

10:00 AM 12:30 PM

Miller Analogy Testing @ 11:00 AM and 2:00 PM

- **New offering this summer: #53 Edu. Psychology Hybrid (Online)**

This course is an online course with one (1) Face-to-Face meeting on June 08, 2009.

The online portion of the course will run until July 17, 2009.

The goal of this course is to assist faculty to apply educational & psychological principles to the teaching/learning process. The course will be offered in a hybrid delivery system, meeting once face-to-face, and finishing the course online.

Facilitator: Terri Wilkens

Location: Online (Blackboard). 1st meeting at Truax.



- **New offering this summer: Ethics in Teaching Workshop**

Did you ever wonder? What are your ethical obligations as a teacher? How do you determine if your position is an ethical one? What set of ethical principles or values do you adhere to in your work with students, colleagues, the community?

This workshop will introduce MATC instructors to Ethics in Teaching, highlighting the need for Ethics in Teaching. The workshop will emphasize and explicate the following necessary

pre-conditions for understanding the role that ethics plays in teaching. More specifically emphasizing knowledge of the following:

1. Development of an ethical teacher
2. Conduct of a teacher as in:
 - A. inter-professional conduct
 - B. conduct with students
 - C. characteristics of an ethical teacher

Dates: July 7,9,14,16,21,23, 2009

Time: 4:30 -7:30

Facilitator: Joseph Lynch, PT Faculty MATC

In The Near Future

View the Online [Calendar of Events](#) for additional information

- 05/28; 2009 – **PSRP Retreat** (Registration will open on Monday 5/15/09)
- 06/01 – 06/05; 2009 – Learning Academy
There is still room in the following sessions:
 - #50** Curriculum and Course Construction
 - #51** Philosophy of Technical & Adult Edu.
 - #54** Educational Evaluation / Assessment
 - #55** Guidance & Counseling
 - #69** Educational Diversity