

Gilbert, Jessica

To: Williams, Victoria
Cc: Flores, Marilyn
Subject: RE: Flex Week/Professional Development Activity

PLEASE READ IMMEDIATELY. SURVEY RESPONSE NEEDED AUGUST 17TH BY 5PM! Thank you.

Dear Classified Staff Members,

As you are aware, Professional Development week is coming up (August 17-21). Here at Santiago Canyon College, the Professional Development Committee has been making an effort to schedule a variety of sessions for the entire SCC community. The changes in the types of sessions offered during the Professional Development week are a result of our ongoing efforts to ensure all staff (faculty, classified, and administration) at SCC have opportunities for growth in their respective areas.

As your classified representatives, we believe that the highlighted list of sessions below could be a benefit and an opportunity for growth. If, after you review the options, you decide that you will not or cannot attend any of these sessions, could you please take a moment to click on the link below. This is a brief survey with ONLY three questions regarding professional development for classified staff members at SCC. Your responses will assist us in scheduling future professional development sessions.

<https://www.surveymonkey.com/s/KMMKW66>

In addition to convocation, here are some professional development sessions which might be of interest to you:

Monday, August 17, 2015:

8:30-4:00 p.m. (a two day session which continues on Tuesday, August 18) Individual Crisis Intervention and Peer Support (with Melissa Campitelli-Smith in E-206, RSVP required)

10:00-11:00 a.m. Crowd-funding For Your Department, Program or Club: Getting Started with Blackbaud's Friends-Asking-Friends (with Karen Bustamante and John Hernandez in H-117)

10:30-noon: All I Got From the On Course Convention Was...Strategies for Student Success! (with Maureen Roe in H-208)

Noon-1:30 p.m. Gizmos & Gadgets: Engaging and Assessing Students in the Classroom with Innovative Tools and Technology (with Maureen Roe in H-208)

1:00-2:00 p.m. Become a pro with Adobe Acrobat Pro (with Philip Tran and Amanda Carpenter in B-104)

1:00-2:00 p.m. All Things Emergency! (with Alistair Winter in H-125)

Tuesday, August 18, 2015:

8:30-3:00 (A light breakfast and lunch is included.) Building an Equity Core at SCC (with Dr. Veronica Neal, organized by the Office of Student Equity & Success in E-203—RSVP required)

3:30-5:00 p.m. Title V Grant Writing (with Marilyn Flores and Sarah Santoyo in H-117)

Wednesday, August 19, 2015:

2:30-4:00 p.m. Prezi Presentations (with Cindy Swift in B-104)

3:00-4:00 p.m. Following-up with Accreditation (with Corinna Evett and Aracely Mora in H-119)

3:00-4:00 p.m. Case Studies in Transfer (with Robert Waldren, Amanda Campbell, and Miguel Luna in E-304)

Thursday, August 20, 2015:

1:00-2:30 p.m. Student Discipline: How to Manage Difficult Students (with Loretta Jordan in E-304)

2:00-3:30 p.m. Let's Talk Acceleration . . . What Is It? (with Maureen Roe and Marilyn Flores in H-208)

Victoria J. Williams
Facilities Coordinator
Santiago Canyon College
714-628-4719/ Fax 714-532-2517