

# CLASSIFIED PROFESSIONAL LEARNING DAY SCHEDULE

WEDNESDAY, MARCH 20, 9 am - 3 pm

Theme: COMMUNITY, EQUITY, INCLUSION, ACCESSIBILITY

TIME	LOCATION *Subject to change	EVENT DESCRIPTION	PRESENTER/ FACILITATOR	SESSION OUTCOMES
8:30 am - 9 am	Cafeteria	<b>Meet and Greet</b> Coffee, tea and light breakfast		
9 am - 10:20 am	Cafeteria	<b>Opening:</b> -Welcome from PLC -Updates / Announcements from Classified Senate (Caring Campus, Travel Funds, etc) -College-Wide Updates (specific to CPs) -Ice Breaker / Regrouping -Opening Session Activities		
Round One: 10:30 am - 11:50 am		<b>Tech / Apps 101</b>		
Round One: 10:30 am - 11:50 am		<b>Consider Your Impact: Gain Valuable Insight into How Classified Professionals Impact the Student Experience</b> Join us to hear firsthand from a student panel about the impact YOU as Classified Professionals make on students' college experiences and educational journeys.	Nequeshe Dyer Malaika Smith	Understand the impact that classified staff have on students. Reflect on ways to facilitate/initiate positive interactions with students.
Round One: 10:30 am - 11:50 am		<b>The Other Story: Navigating Crisis and Conflict Through Inquiry, Empathy, and Care</b> Our ability to offer empathy can allow us to stay vulnerable, defuse potential violence, hear the word "no" without taking it as a rejection, revive a lifeless conversation, and even hear the feelings and needs expressed through silence" – excerpt from <i>Nonviolent Communication: A Language of Life</i> ( Rosenberg, 2003). Communication and relationships are at the heart of our student-centered work. Regardless of position, each individual plays an integral role in creating a welcoming and inclusive campus community with opportunities to transform life experiences for both students and employees. Environments and human interaction can also present complexities, making it difficult to know how best to engage, resolve conflict, or manage crisis in the moment. This interactive conversation will provide an opportunity to explore how we can change ourselves, others, and the experience, even in the most difficult of times - through compassion, care, inquiry, and appreciation.	Stormy Miller Sabia	Explore elements of conflict resolution. Invite opportunities toward greater compassion for ourselves and others. Discuss case examples of conflict in the workplace and scenarios to support growth and resolution. Engage in a brief practice of loving-kindness meditation.
Lunch: 11:50 am - 12:35 pm	Cafeteria	<b>LUNCH</b>		
Lunch activities: 12:45 pm - 1:30 pm		<b>Financial planning / literacy</b>		
Lunch activities: 12:45 pm - 1:30 pm	Cafeteria Outside Patio	<b>Craft: Spring Twig Wreath-making</b>	Mary Kesler	
Lunch activities: 12:45 pm - 1:30 pm		<b>Gentle Chair Yoga for Strength, Flexibility &amp; Well-Being</b> Chair yoga is a gentle practice that involves performing yoga postures with the aid of a chair. Great for people of all abilities who may find traditional yoga challenging, chair yoga provides an opportunity to engage in yoga without putting pressure on joints or requiring complex movements. In this session, we will begin by using breath to come fully into our bodies, then move through some gentle chair yoga poses and finish with a brief meditation. Consider wearing comfortable clothing.	Maridel Barr	Learn gentle ways to de-stress and relax your body and mind. Learn practices you can take with you to your home or office. Yoga improves quality of life by increasing flexibility, strength and balance as well as sleep.

Round Two: 1:40 pm - 3:00 pm		<b>Basic Needs Resources for Students and YOU</b> The COM community supports student needs, and it is time we also take into consideration COM employee well-being as well! Join this session to learn what county resources are available for students AND for staff to help with basic needs.	Lia Lara	Connect staff to support services. Check in with the well being of staff. Extend basic needs resources to staff. Ability to locate county services.
Round Two: 1:40 pm - 3:00 pm		<b>Emergency Preparedness</b> Come learn about how you can prepare ahead to effectively respond to emergencies and/or disasters. We'll review the COM Emergency Handbook and General campus safety information	Dustin Ruiz Suad Vila	Employees will be able to feel prepared to more effectively navigate disasters and emergency situations.
Round Two: 1:40 pm - 3:00 pm		<b>Career Advancement &amp; What is Your Why</b> Are you considering taking the next step on your career path towards your true career interest? In this workshop, participants will learn more about how to highlight their current skills and experience through resume writing, cover letters and interview skills to feel more confident and prepared for whatever opportunity comes next. Participants can bring their most recent resume and cover letter (whatever condition they are in—no judgment!) and/or collaborate with others. Facilitators will provide insights that all applicants should know going into a hiring process to pursue their true career interest.	Nekoda Harris Jonathan Eldridge	Participants will gain an understanding of the interconnected ways cover letters, resumes, and interview preparation can highlight their experience/qualifications. Participants will gain an understanding of how to connect their materials to the specific position they are seeking. Participants will leave with tangible language/feedback to incorporate into their resume, cover letter, and other materials.
Round Two: 1:40 pm - 3:00 pm		<b>The Other Story: Navigating Crisis and Conflict Through Inquiry, Empathy, and Care</b> Our ability to offer empathy can allow us to stay vulnerable, defuse potential violence, hear the word "no" without taking it as a rejection, revive a lifeless conversation, and even hear the feelings and needs expressed through silence” – excerpt from <i>Nonviolent Communication: A Language of Life</i> ( Rosenberg, 2003). Communication and relationships are at the heart of our student-centered work. Regardless of position, each individual plays an integral role in creating a welcoming and inclusive campus community with opportunities to transform life experiences for both students and employees. Environments and human interaction can also present complexities, making it difficult to know how best to engage, resolve conflict, or manage crisis in the moment. This interactive conversation will provide an opportunity to explore how we can change ourselves, others, and the experience, even in the most difficult of times - through compassion, care, inquiry, and appreciation.	Stormy Miller Sabia	Explore elements of conflict resolution. Invite opportunities toward greater compassion for ourselves and others. Discuss case examples of conflict in the workplace and scenarios to support growth and resolution. Engage in a brief practice of loving-kindness meditation.
Optional Reconvening & Refreshments: 3 - 3:30 pm	Cafeteria			
3:30 - 4:30 pm		Fitness Session	Michele Vaughn	