

**CLASSIFIED PROFESSIONAL LEARNING DAY SCHEDULE**  
WEDNESDAY, MARCH 22

TIME	LOCATION	EVENT DESCRIPTION	PRESENTER/FACILITATOR	NOTES
8:30 - 9:00	Cafeteria	Meet and Greet Coffee, tea and light breakfast		
9:00 - 10:20	Cafeteria	Opening session: Welcome from the Professional Learning Committee, Classified Senate, Dr. David Wain Coon and Jonathan Eldridge. Join 3CSN facilitators Betina Valin and Rebecca Moon-Stone in an opening session with a specific focus on identifying voice and value, strengthening connections, appreciative inquiry, and professional growth and development for Classified professionals.	Betina Vallin and Rebecca Moon-Stone	
Round One: 10:30-12	AC 240	Understanding White Supremacy and Racial Justice White supremacy is often discussed as a "thing of the past" or a "taboo topic." With the pandemic came an increase of awareness around the stark understanding of how deeply rooted systemic racism, classism, and oppression is for marginalized communities, which stems from practices and policies steeped in White supremacy. Join us in a conversation about how institutions, including higher education, are rooted in white supremacy and how we can individually and collectively work to counter and dismantle racist systems to create equitable access and support for students who historically and currently experience the most impact.  Session Outcomes Learn about the historical and current context of White supremacy and racial justice in the U.S. higher education system Reflect on current practices in teaching and/or positions at the college Take away tips and tools to actively dismantle oppressive practices in their teaching and/or professional positions	Sadika Sulaiman Hara Patricia France Teresa Perales	
Round One: 10:30 - 12	AC 114	COM Software/Apps 101  If you are new to COM or need a refresher on the available office software and applications at COM, here's your chance to learn more! This session will introduce participants to applications that can assist in communicating and sharing information with your coworkers quickly and efficiently. The applications discussed will include the Microsoft Office 365, Teams, Calendar/Meeting scheduling, Bookings, OneDrive/SharePoint, Zoom, and more!	Stacey Lince	
Round One: 10:30 - 12		Career Advancement Prep. Workshop  Are you considering taking the next step on your career path, either with a different position at the College or elsewhere? In this workshop, participants will get concrete feedback on their resumes and cover letters and practice interview skills to feel more confident and prepared for whatever opportunity comes next. Participants should bring their most recent resume and cover letter (whatever condition they are in—no judgment!). Facilitators will work with each participant at and after the session as needed to refine these materials and provide insights all applicants should know going into a hiring process.	Jonathan Eldridge Nekoda Harris	
Round One: 10:30 - 12	AC 255	What is Your Why? Join 3CSN facilitators Betina Valin and Rebecca Moon-Stone in taking the initial steps in goal-setting for professional growth, centering the question of "what is your why?" for exploring development pathways you are interested in	Betina Vallin and Rebecca Moon-Stone	
Lunch 12-12:45	Cafeteria			
Round Two: 12:45 - 2:15	AC 255	Connections at COM Join 3CSN facilitators Betina Valin and Rebecca Moon-Stone in taking steps to strengthen connections and relationships across areas at COM. The facilitators will be introducing a model for connecting us together in order to direct students to the right people, locations, and services on campus.	Betina Vallin and Rebecca Moon-Stone	
Round Two: 12:45-2:15		Hybrid Meeting Management / 102:  This session is intended for people who are responsible for managing or setting up meetings that include both online and in-person attendees including participatory governance committees, workgroups, or departmental responsibilities. We will discuss common challenges with presenting in two modalities and provide best practice tips on setting up meetings, sharing documents, managing participants during the meeting, and communicating with attendees, pre and post meeting.	Stacey Lince	

Round Two: 12:45 - 2:15		<p><b>Understanding White Supremacy and Racial Justice</b></p> <p>White supremacy is often discussed as a "thing of the past" or a "taboo topic." With the pandemic came an increase of awareness around the stark understanding of how deeply rooted systemic racism, classism, and oppression is for marginalized communities, which stems from practices and policies steeped in White supremacy. Join us in a conversation about how institutions, including higher education, are rooted in white supremacy and how we can individually and collectively work to counter and dismantle racist systems to create equitable access and support for students who historically and currently experience the most impact.</p> <p><b>Session Outcomes</b></p> <p>Learn about the historical and current context of White supremacy and racial justice in the U.S. higher education system</p> <p>Reflect on current practices in teaching and/or positions at the college</p> <p>Take away tips and tools to actively dismantle oppressive practices in their teaching and/or professional positions</p>	<p>Sadika Sulaiman Hara</p> <p>Patricia France</p> <p>Teresa Perales</p>	
Round Two: 12:45-2:15	FH 110	<p><b>Skills, Certs, and Degree Completion at COM and Beyond</b></p> <p>Interested in learning new skills at COM, or completing a degree here at COM or beyond? Come learn from COM academic counselors about classes offered at COM to improve skills in fields such as computers, web design, Excel, etc. Academic counselors will also talk about next steps to completing degrees.</p>	<p>Gina Cullen and COM Academic Counselors</p>	
Closing Session: 2:30-3:00	AC 255	<p><b>Focus Questions:</b></p>	<p>Betina Vallin and Rebecca Moon-Stone</p>	