

CLASSIFIED PROFESSIONAL LEARNING DAY SCHEDULE

WEDNESDAY, SEPTEMBER 18, 9 am - 3 pm

Location: Indian Valley Campus

EMPOWERING OURSELVES AND EACH OTHER

TIME	LOCATION	EVENT DESCRIPTION	PRESENTER/ FACILITATOR	SESSION OUTCOMES
8:30 am - 9 am	Jonas Center, IVC	Meet and Greet Coffee, tea and light breakfast		
9 am - 10:20 am	Jonas Center, IVC	Opening: -Welcome from PLC (9- 9:20) -Welcome & Announcements -Dr. Dana Emerson (9:20-9:50) -Ice Breaker (9:50 - 10:15) -Announcements (5 mins)	Professional Learning Committee, Dr. Jonathan Eldridge, Dr. Dana Emerson, Classified Senate, Classified Professional Co-Facilitators	
Round One: 10:30 am - 11:50 am	Jonas Center, IVC	Workplace Safety Discussion In addition to discussing the campus police department and its role for safety on campus, ideas will be solicited from participants on what their safety concerns are and how to address them.	Dustin Ruiz	* Be able to map out plans of action to respond to emergency situations * Minimize risk for crimes on campus
Round One: 10:30 am - 11:50 am	Bldg 5: 120	Sharing Your Voice A dynamic session designed to empower community college classified staff to effectively present their ideas and opinions in the workplace. This workshop is tailored to help you communicate your thoughts constructively and confidently, whether you're participating in meetings or engaging with managers and colleagues.	Julian Toro Solis	* Identify opportunities for input * Create a collaborative work environment * Enhance your self-advocacy
Round One: 10:30 am - 11:50 am	MAF: 124	Achieving Financial Wellness Learn the fundamentals of financial wellness to spend less than you earn and manage your finances for both your short and long term future.	Jeff Isley, Financial Advisor, Corebridge Financial	*Understand what is financial wellness and why it is important * Take practical steps to manage your finances better
Lunch: 11:50 am - 12:35 pm	Jonas Center, IVC	LUNCH		
Community Care Activity: 12:45 pm - 1:30 pm	Outside on the path or back patio	Tote Bag Painting Join us for a fun and inspiring Tote Bag Painting Workshop, where you'll transform a plain canvas tote into a unique work of art! This hands-on workshop is perfect for artists of all skill levels, whether you're a beginner or a seasoned painter. The tote bags will be donated to COM Cupboard to be given to students to use for food distribution and then to use for books or whatever they choose!	Mary Kesler	* Enjoy a relaxed and creative environment where you can unwind and have fun * Connect with fellow Classified Professionals * Contribute to the COM student community by making a tote bag that will be donated for students to use
Community Care Activity: 12:45 pm - 1:30 pm	Miwok Ctr. Rm. 123	Gentle Chair Yoga for Strength, Flexibility & Well-Being 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. * Improve your quality of life by increasing flexibility, strength and balance as well as sleep.
Community Care Activity: 12:45 pm - 1:30 pm	Meet outside Jonas	IVC Walking Tour Join your fellow Classified Professionals for a walk to the Indian Valley Preserve with a visit to the Organic Farm and Garden before the afternoon sessions. A perfect opportunity to prepare for the upcoming WALKTOBER Challenge. Wear comfortable shoes and clothing. This session is open to everyone, and although it involves some physical activity, participants should feel welcome to move at a pace most comfortable to them. (Weather-permitting)	Melinda Durfee, Ron Owen	* Boost Energy, Improve Mood by Making Physical Activity a Priority * Promotes Wellness with Colleagues
Round Two: 1:40 pm - 3:00 pm	Jonas Center, IVC	Thriving in the Multicultural Workplace In this interactive session, participants will explore the dynamics of culture through the lens of communication style and workplace collaboration. Participants will gain tools for analyzing their own communication style and develop strategies for listening to and responding to others in culturally competent ways that build inclusion and community.	Yashica Crawford, Colleen Mihal	*Identify various theories related to intercultural communication * Apply theories of intercultural communication to one's own communication style * Identify strategies for facilitated more appropriate, responsive, and culturally-competent workplace interactions
Round Two: 1:40 pm - 3:00 pm	Bldg 7: 103	Genius Bar Need help updating your passwords? Navigating between OneDrive and Teams? What tech / software questions do you have that you've always been afraid to ask? Bring your questions to this interactive session and get help from the IT Department to answer them. Also, come learn from Student Accessibility Services how to improve your tech practices around accessibility -- feel free to bring materials you'd like help making more accessible too!	Matthew Howard, Burton Schane	* Feel more confident in COM service offerings from IT * Understand how to get help with IT related items * See projects the IT department is working on
Round Two: 1:40 pm - 3:00 pm	Bldg 5: 120 (35 seats)	Reorientation Welcome to "Reorientation for Success," a comprehensive workshop designed for new hires and current employees who missed out on orientation or are just looking for a refresh. This session will equip you with essential knowledge and insights to seamlessly integrate into the vibrant community college environment. This session will touch on topics like institutional structure, navigating campus culture, understanding different department roles, and resources for classified staff that you may not know you have.	Shawna Callahan, Julie Breakstone	* Gain a clear understanding of the college's organizational framework * Become familiar and know how to navigate campus culture * Learn about resources that are available to you as campus staff
Reconvening & Refreshments: 3 - 3:30 pm	Jonas Center, IVC	Join your colleagues for refreshments to wrap up Classified Professional Learning Day.		