

Cañada College

Professional Learning Newsletter

May 2017

2017-18 Flex Days

2017-18 Flex Days:

August 14, 2017 – District Opening Day at Skyline College

August 15, 2017 – Cañada College Opening Day

October 11, 2017

January 11 & 12, 2018

March 8, 2018

Session descriptions for October 2017 are due June 16. The Professional Learning Committee will meet in June to finalize agendas for August and October 2017 Flex Days. The District organizes events for the District Opening Day. More information will be available soon.

Thank you to those of you who have planned to offer sessions in August and October. Your contributions make Flex Days possible. For access to the Flex Day Session Description form, please visit the [Flex Day webpage](#).

2017-18 Professional Learning Theme

The 2017-18 Professional Learning Theme is **Creating collaboration through conversation and community**. Many of the Professional Learning opportunities offered during the 2017-18 academic year will align with this theme, including Flex Day activities. If you have an idea for a Professional Learning opportunity, please contact a member of the College-wide Professional Learning Committee:

- o Faculty - open position. Please contact the Academic Senate President for more information
- o Mallory Stevens - CBOT Faculty
- o Chrissy Kincer - Division Assistant for Counseling
- o Chantal Sosa - Admissions and Records Assistant
- o Ben Yeh - ASCC Student Representative
- o Michelle Marquez - Vice President of Administrative Services
- o Erin Moore - Director of Professional Development and Innovation

College-wide Professional Learning Plan

The College's Professional Learning Plan draft is in its final stages. It will be presented to PBC on May 17 for final feedback and anticipated approval. Thank you to all who provided input and feedback on the 2017-18 Professional Learning Plan. An updated version of the Professional Learning Plan draft is linked on the [Professional Learning Plan webpage](#). For more information on the process taken to develop the plan can be found on the [PL Plan Process webpage](#).

The 2017-18 Professional Learning Plan draft is a prototype draft. During the Spring of 2018, the Professional Learning Committee will work with campus to assess and revise the plan for a longer cycle. This will ensure alignment with the Educational Master Plan and the College's needs.

Coordinated Opportunities with ACES

ACES and Professional Learning coordinated to offer multiple professional learning activities in late April/early May. ESL Professor Rebekah Taveu led a discussion about Transparency in Assessment Design. She provided a variety of resources about maintaining transparency when creating classroom materials, communicating clear assignment expectations, building checklists, using rubrics, assigning editing logs, and using reflective learning strategies. She also clarified the importance of Transparency in Assessment Design as it relates to equity: students need to know what is expected of them for assignments; students without particular academic experience may not know the academic culture and rules we take for granted.

Program Services Coordinator for Upward Bound, Maggie Lozano facilitated two discussions. During her How to maintain high expectations discussion, Maggie emphasized the importance of collaboration between student and academic affairs. She also provided reminders of many challenges students face and how those challenges influence our perceptions of students. Maggie also provided resources from NASPA. During her session Showing care and compassion when working with students, attendees learned about validation theory and how it applies to the work they do.

ACES co-coordinators and the Director of Professional Development are working together to identify the best methods for sharing resources provided during the Snack & Shares. In addition, discussions during the Snack & Shares revealed potential topics for the future: strategies for aligning assignments and rubrics, clear and accessible syllabus (syllabus design), helping students (and new and adjunct faculty) navigate hidden curriculum, modeling and reinforcing growth-mindset in the classroom, encouraging and retaining and applying new knowledge, creating stronger connections between student and academic affairs, and using validation theory in the classroom and the workplace.

ACES Planning Retreat

Join colleagues and the ACES Co-coordinators, Anniqua Rana and Rebekah Taveu to plan ACES Inquiry activities for the 2017-18 academic year: June 6, 2017 from 9:00 a.m. – 1:00 p.m. in 9-257A.

Food insecurity webinar

On May 3, SparkPoint and Professional Learning coordinated to offer a shared viewing of the webinar “CalFresh’s Role Addressing Student Hunger.” Julie Lamson of SparkPoint helped clarify information and lead a discussion after the webinar. Because of high interest in this webinar topic, SparkPoint and Professional Learning will collaborate to offer similar information in the Fall.

Our vision for Professional Learning is to foster an ongoing community of lifelong learning that embraces and responds to change through promoting innovative and equitable practices campus wide.

Racial Equity and Liberation Virtual Learning Community through Move to End Violence

Beginning April 28, members of the College have been participating in Move to End Violence Racial Equity and Liberation Virtual Learning Community. This 6-week long learning community consists of weekly video and activities on a variety of topics with a webinar at the end of each week. Participants who are able to attend the shared webinar viewing also spend time following the webinar to discuss their takeaways from the webinar. Other participants are completing the activities and webinar at a time that is convenient for them. We hope to make this opportunity available once more in Fall 2017. Topics for the virtual learning community include:

- Learning Oneself
- Expanding narratives
- Choosing Vulnerability
- Identifying Systems of Power
- Levels of Racism
- Community Reflection

[Webinar and slidedeck archives are also available on the Racial Liberation and Equality webpage.](#)

It’s not too late to participate! Please contact [Erin Moore](#) if interested.

Budget De-mystified

On May 11, 2017, the Vice President of Administrative Services, Michelle Marquez, and the College's Business Officer, Mary Chries Concha Thia, will lead a workshop explaining how the college budget is developed. Join colleagues in 9-154 at 2:30 p.m. to find out about the

- College budget development process
- Opportunities for faculty, staff, and administrator input in program, department, and division budgets
- Resource request process

Attendees will also have the opportunity to ask questions about the college budget and provide suggestions about process improvements

Conference & Workshop Presenters

The following individuals have already presented or will be presenting at a conference:

Misha Maggie – Manager of Student Life & Leadership

NASPA Annual Conference April 2017: Panelist discussing best practices for everyday campus collaborations between instruction and student services.

Please view Misha's presentation titled [Preparing and Advancing Your Career](#)

Adlofo Leiva - Director of SparkPoint

IEPI The Role of Financial Well-being in Student Success April 2017: Panelist at both Irvine and Walnut Creek

Caroline Ouyang – ESL adjunct faculty and Interim Program Services Coordinator for the International Student Center

NAFSA Conference May 2017: Story of an English Major turned ESL teacher: Part 2

Maria Huning – Director of Upward Bound

Maggie Lozano – Program Services Coordinator for Upward Bound

Maggie Baez – Assistant Project Director for A2B

Classified Leadership Institute June 2017: Lighthouse in the Fog: Creating a shared vision for Classified Leadership

Anniqa Rana – Dean of Athletics, Kinesiology, Dance, Library & Learning Resources

Maggie Baez – Assistant Project Director for A2B

Hannah Morrison – Basic Skills Retention Specialist

Strengthening Student Success Conference October 2017: Integrating Basic Skills, Equity, and Student Success Support Program: Cañada College's Proactive Registration Data Story

Congratulations on your accomplishment and thank you for representing our institution and many of the important programs on our campus!

If you will be presenting at a conference, please email the details to [Erin Moore, the Director of Professional Development and Innovation](#).

Professional Learning Opportunities

Visit the [Professional Learning Opportunities webpage](#). This page includes a variety of Bay Area, on-campus, District, and online learning opportunities. The webpage also includes a variety of online certificates. Employees eligible may apply for College Professional Development Funds through the appropriate application process. You will find the professional development application process for [faculty](#), managers, and [staff](#) on the Cañada Professional Development page. Please email [Erin Moore](#) with other opportunities not included on this page.

Professional Learning Network & Accessing Online Learning Opportunities

The Chancellor's Office launched the [Professional Learning Network \(PLN\)](#) in the Spring 2016. The PLN is a "one-stop site to effective practices, training and other resources." This statewide network is available for **all** California Community College employees. It offers resources, a calendar of statewide professional learning opportunities, and a place for employees to search for opportunities and track their own professional learning.

The PLN also provides access to three different online learning sites: Lynda.com, Grovo, and Skill Soft. These three online learning sites offer PLN members free access to a variety of videos and courses that cover

tips for managing stress, technology training, instructional methods, and many more topics. In order to access any of the online learning sites,

- Set up a [PLN](#) account by clicking Log in/Register
- Complete the account set-up information
- Click Learn
- Choose from Lynda.com, Grovo, and/or Skill Soft
- Fill in the appropriate information (if you have had a Lynda.com account in the past, make sure to check "Transfer History")
- Follow the directions for setting up the account
- Access the learning sites with any computer

Recommended Lynda.com courses and video

Courses

Arianna Huffington's Thrive 01: Discovering Meditation and Sleep (57 min. 58 sec.)
Discovering your Strengths (55 min. 40 sec.)
Managing Diversity (36 min. 54 sec.)

Videos

Maximize productivity from apps (6 min.)
View your [Outlook] inbox your way (3 min. 52 sec.)
How to decide if you should go to a meeting (3 min. 56 sec.)
The top five unknown but useful keyboard shortcuts (Excel) (6 min.)
Communicating remotely (4 min. 26 sec.)