

**SACRAMENTO CITY COLLEGE**

**CONNECTING WITH SUCCESS**



**FALL 2016 FLEX & CONVOCATION WEEK  
PROFESSIONAL DEVELOPMENT SERIES**

**Notice: Flex Week information is subject to change.  
Please check the web link below for the most current information.**

**[www.scc.losrios.edu/src/fall-2016-professional-development-flex/](http://www.scc.losrios.edu/src/fall-2016-professional-development-flex/)**

**WORKING TOGETHER • PURSUING EXCELLENCE • INSPIRING ACHIEVEMENT**



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**INTRODUCTION**

**CONNECTING WITH SUCCESS**

Dear Sacramento City College Colleagues:

On behalf of The Staff Resource Center, we are pleased to release the fall 2016 Professional Development and Flex Program Guide. The College begins the fall semester with the initiative, “Connecting with Success”. As the college focuses around ongoing Professional Development, much of it as “Flex”, Student Equity and Student Success programs are also strengthening their existence across campus. The Staff Resource Center’s partnership with SSSP & Student Equity balances what’s being provided with a concentration on teaching, learning, and service across our college service areas.

**Professional Development Program Outcomes**

Seek to discover the focus of five overarching Indicators as they relate to Student Equity & Success:

- Access
- Basic Skills
- Course Completion
- Degree/Certificate Attainment
- Transfer

Recognizing the disproportionate gaps that exist, strive to determine a method to assess what may be causing gaps and a process for evaluating how to address and redirect the programs to close the gap. These focus across Five Indicators:

- Engagement
- Retention
- Course Progress
- Persistence
- Graduation

Once these aspects are addressed, the assessment process should also include ways to intervene based on:

- Conversations About Race
- Classroom Observations and Strategies
- Buy-In
- Data on Student Achievement

Finally, the five major themes help to organize our ongoing professional development. They intend to bring attention to working with faculty in classroom as well as service areas regarding intervention and student support, in improving retention, persistence, and completion rates involving:

- **Clarity** – pathways, processes, communication
- **Connectivity** – with students and between divisions, programs and services
- **Community** – caring, tracking progress, intervention, mutual support, collaboration, sharing resources, personal enrichment
- **Culture** – cultural awareness and sensitivity in instruction, service delivery and our interactions
- **Completion** – continuous improvement and achievement of successful student outcomes

All workshops are linked to the Faculty/Staff calendar, and offer registration for every workshop. This will assist our presenters in knowing beforehand who their participants are. Handouts will be available through the Professional Development database. Convocation’s program on Friday will focus on “Connecting with Success, The 100 Year Anniversary”. Within the program you will find the highlights for Friday, August 19th with the timing of “Convocation” from 9:00-11:30 a.m. As always we look forward to your feedback. Our traditional survey on flex and convocation satisfaction will be sent out at the beginning of the fall 2016 semester. Again, on behalf of the Staff Resource Center, thank you to the many colleagues who have prepared 36 general education workshops and across the semester. We look forward to your participation and feedback.

**Elaine Ader**  
Dean, IT and Staff  
Development

**Norman Lorenz**  
Staff Resource Center  
Coordinator

**Tyler Wyckoff**  
Staff Resource Center  
Assistant

**Working Together, Pursuing Excellence and Inspiring Achievement!**



**WEDNESDAY, AUGUST 17, 2016**

8:30AM				
9:00AM	<b>Distance Education Peer Review Session 1: Help Build the Peer Review Process</b> 9:00am-11:00am LRC 141	<b>Socrates Open Lab for Program Review and Curriculum Development</b> 9:00am-11:00am LRC 220	<b>D2L Drop-ins</b> 8:30am-11:30am LRC 114	<b>WordPress Drop-ins</b> 8:30am-11:30am LRC 107
9:30AM				
10:00AM				
10:30AM				
11:00AM	<b>Google Apps</b> 11:00am-12:00pm LRC 141			
11:30AM				
12:00PM		<b>ConnectMATH Training for Math Faculty</b> 12:00pm-1:30pm BUS 104		
12:30PM				
1:00PM	<b>ATHENA Class Calendar Builder</b> 1:00pm-2:00pm LRC 105			
1:30PM				
2:00PM	<b>Moving Your Course from D2L to Canvas</b> 2:00pm-3:30pm LRC 141		<b>D2L Drop-ins</b> 12:30pm-4:30pm LRC 114	<b>WordPress Drop-ins</b> 12:30pm-4:30pm LRC 107
2:30PM				
3:00PM				
3:30PM		<b>New Student Center Presentation System Orientation &amp; Certification</b> 2:30-4:00pm Student Center		
4:00PM				

Click on the workshop titles above to visit the online calendar page for that event.

TIME	CLARITY	CONNECTIVITY	COMMUNITY	CULTURE	COMPLETION	COLLEGE SERVICE, DIV, DEPT, MISC.	TIME		
8:30am	<p><b>The Neuroscience of Decision Making,</b>                      Presented by Judicial Professor, Kimberly Papillon, ESQ.</p> <p>Professor Papillon's website, <a href="#">The Better Mind</a>, explores emerging research in neuroscience and reveals how unconscious processes may affect decision-making. Brain imaging and decision-making studies can explain how we determine intelligence, veracity, threat, and competence. The goal – to identify ways to ensure sound decision making and fairness guided by science.                      (<a href="#">Continued on page 10.</a>)</p>						8:30am		
9:00am							9:00am		
9:30am							9:30am		
10:00am							10:00am		
10:30am							10:30am		
11:00am							11:00am		
11:30am							11:30am		
12:00pm							12:00pm		
12:30pm							12:30pm		
1:00pm	<p><b>Introduction to Canvas</b>                      1:00pm-2:30pm                      LRC 121</p>	<p><b>The Many Faces of Success at SCC</b>                      1:00pm-2:30pm                      RHS 171</p>	<p><b>Basic Skills Update</b>                      1:00pm-2:00pm                      LRC 105</p>	<p><b>Faculty Mentoring Orientation (English DWAP &amp; LAMP)</b>                      1:00pm-2:30pm                      RHS 312</p>	<p><b>Best Practice in Assessing Student Behavior and How You Can Help</b>                      1:00pm-3:00pm                      RHS 173</p>	<p><b>Getting Ready for Curriculum Review – Fine-tuning ProLOs (for History Faculty)</b>                      1:00pm-3:00pm                      RHS 174</p>	<p><b>College 2 Career Program: Meet the Staff and Student Panel</b>                      1:00pm-2:30pm                      RHN 267</p>	<p><b>Hiring the Best for a Diverse Workforce</b>                      1:00pm-3:00pm                      RHN 264</p>	1:00pm
1:30pm			1:30pm	<p><b>ESTEEM Training – Blending all Facets of the Campus for Student Support</b>                      2:00pm-3:30pm                      LRC 105</p>					<p><b>ProLOs 101: Creating, Assessing, &amp; Reporting on ProLOs</b>                      2:30pm-3:30pm                      RHS 175</p>
2:00pm		<p><b>New Student Center Presentation System Orientation &amp; Certification</b>                      2:30am-4:00pm                      Student Center</p>							2:30pm
2:30pm	<p><b>Introduction to Canvas</b>                      2:30pm-4:00pm                      LRC 121</p>				<p><b>Implicit Bias and Racism Conversation</b>                      3:00pm-5:00pm                      RHS 171</p>	<p><b>Financial Aid in eServices &amp; Updates</b>                      3:00pm-4:30pm                      RHS 172</p>	<p><b>Club Advisor Connection</b>                      2:30pm-4:00pm                      RHS 176</p>	<p><b>Equity Rep Training</b>                      3:00pm-4:00pm                      RHN 264</p>	3:00pm
3:00pm			3:00pm						
3:30pm									3:30pm
4:00pm			<p><b>Math Instructor and SIA Meeting</b>                      3:30pm-5:00pm                      LRC 105</p>	<p><b>Building Community, Engendering Equity</b>  <b>CANCELED</b>                      RESCHEDULED for 8/31</p>					4:00pm
4:30pm	4:30pm								
5:00pm						OUTREACH CENTERS			
5:30pm						<p><b>Davis Center Orientation</b>                      1:00pm-2:30pm                      DAC 108</p>	<p><b>West Sacramento Center Orientation</b>                      3:00pm-4:30pm                      WSC 114</p>		
6:00pm	6:00pm								
6:30pm				<p><b>New and Adjunct Faculty Workshop</b>                      5:30pm-7:00pm                      LRC 141</p>					6:30pm

Click on the workshop titles above to visit the online calendar page for that event.

**LATE ADDITIONS** (click links for info): [Sociology Dept. Flex](#),



**CONVOCAATION**

**Connecting with Success**

Performing Arts Center, Friday, August 19, 2016

Continental Breakfast ~ City Cafe ~ 7:30 a.m. – 9:00 a.m.

Convocation Program ~ 9:00a.m. – 11:30a.m.

100th Anniversary Barbecue ~ City Cafe ~ 11:30a.m. – 1:00p.m.

**Introductions, Opening Remarks, & Welcome** **9:00- 10:00 a.m.**

**Constituency Leaders Welcome & New Faculty, Staff, & Management Introductions**

**Service Awards**

Trustee Pamela Haynes, Los Rios Board of Trustees- Chancellor Introduction  
Chancellor Brian King  
Chancellor's Address

**BREAK** **10:00- 10:15 a.m.**

**100 Year Anniversary Celebration** **10:15- 11:30 a.m.**  
Advancement Office & PIO representative introductions

**Interim President Michael Poindexter**  
President's Address

**A Year to Recognize 100, President**

**100 years, 100 Objects Presentation, William Doonan**

**100 Year Recognition, Jack Halligan, Librarian & Historian**

**President Closing, Dean of Woman**

**BBQ & Quad Entertainment ~ City Cafe** **11:30- 1:00 p.m.**

The Arts, 1916, Vaudeville, Wind in the Willows, & Music Man  
Panther Pride, Humanities & Fine Arts

**Division Meetings** ~ Division meetings may be scheduled following the convocation program. Please check with your division office for times and location.

**Department & Program Meetings** ~ Please check with your division office for times and locations.



**DESCRIPTIONS: TECHNOLOGY & CURRENT INTEREST WORKSHOPS**

Wednesday, August 17, 2016

**Title: Distance Education Peer Review Session 1: Help Build The Peer Review Process**

**Presenter(s):** Kandace Knudson  
**Time:** 9:00am-11:00am  
**Location:** LRC 141

Introduce your distance education colleagues to your DE course and receive helpful feedback in this informal peer-review session. Hosted by Kandace Knudson, SCC Distance Education Coordinator.

[Click here to access online calendar page and OPTIONAL registration](#)

**Title: SOCRATES Open Lab for Program Review and Curriculum Development**

**Presenter(s):** Dyan Pease, Renee Medina, and Patricia Harris-Jenkinson  
**Time:** 9:00am-11:00am  
**Location:** LRC 220

Join us for open lab time where you can work on your program review or other curriculum development projects with curriculum experts in the room to help and guide you. The curriculum chair, the distance education subcommittee chair, and the prerequisite/co-requisite/advisory chair will be available to answer questions about how to maneuver in SOCRATES. In addition, the curriculum experts can help you identify areas in your outlines that may need further development. Bring your questions about SOCRATES, Program Review, and general curriculum development and get answers!

[Click here to access online calendar page and OPTIONAL registration](#)

**Title: Google Apps**

**Presenter(s):** Brian Pogue  
**Time:** 11:00am-12:00pm  
**Location:** LRC 141

Don't be the last person carrying a USB thumb drive! In this workshop you will see how Google Drive & Docs can be used to save you time, increase efficiency, and back up your data. You will also learn a few tricks for student engagement and collaboration. This means that you, along with all your colleagues and students, can create and share documents, websites, calendars and more, using your Los Rios user name and password. Google Apps is optimized for collaboration, easy publication to the web, and compatibility with mobile devices. Find out what you can and can't do with Google Apps for education.



Free to bring your own device or use a computer in the classroom.

[Click here to access online calendar page and OPTIONAL registration](#)

### **Title: ConnectionMATH Training for Math Faculty**

**Presenter(s):** Joseph Steever

**Time:** 12:00pm-1:30pm

**Location:** BUS 104

Faculty who are adopting (or considering adopting) the new Math 103/104 text for their classes are invited to this training session to familiarize themselves with the online resources and webware provided by the publisher.

[Click here to access online calendar page and OPTIONAL registration](#)

### **Title: ATHENA Class Calendar Builder**

**Presenter(s):** Phil A. Smith

**Time:** 1:00pm-2:00pm

**Location:** LRC 105

This flex session describes Athena, a new productivity tool for Los Rios faculty. It's a web application that joins Socrates and the Online Rosters and Grading System. Athena generates a calendar of meeting dates based upon each class's meeting pattern (MW, MWF, TuTh, etc.) including Los Rios holidays and the date and time of the class's final exam. Professors can import topics, required preparation activities before the class, and assignments due after the class. Once imported into Athena, faculty can move, rearrange, and delete topics to fit into the unique term calendar of a particular class section. When planning for the term is completed, professors have several export options for adding class calendars to their syllabi and setting up calendar information in D2L.

[Click here to access online calendar page and OPTIONAL registration](#)

### **Title: Moving Your Course from D2L to Canvas: Strategies for a Clean Transition**

**Presenter(s):** Brian Pogue & Kandace Knudson

**Time:** 2:00pm-3:30pm

**Location:** LRC 141

While fairly straightforward, converting your course from D2L to Canvas is not without its pitfalls. Find out what works well and what doesn't. We'll offer strategies for dealing with the most common problems and help you identify and troubleshoot issues with your specific course. A Canvas sandbox account is required, so please pre-register.

[Click here to access online calendar page and \*\*REQUIRED\*\* registration](#)

### **Title: New Student Center Presentation System Orientation and Certification**

**Presenter(s):** Alex Adan

**Time:** 2:30pm-4:00pm

**Location:** Student Center

This workshop is an orientation in the use of the new multimedia presentation system that will be installed in the Student Center for Fall 2016. The new system will allow certified users to reserve the Student Center as usual, but to simply check out a key to use the multimedia system without needing to arrange for event support. The system will have an installed LCD projector and large screen, a place to plug in laptop video and audio, and an installed Bluray/DVD player to allow for movie showings. Users who wish to check out a key from the Facilities Office to use this system must attend one of the orientation/certification sessions prior to their event. The availability of orientations in the Student Center once the semester starts is likely to be very limited, so users who wish to use the new system (particularly for late evening or weekend events) are urged to try to attend one of these sessions.

[Click here to access online calendar page and OPTIONAL registration](#)

### **Title: D2L Drop-ins**

**Presenter(s):** David Martin

**Time:** [8:30am-11:30am](#) & [12:30pm-4:30pm](#)

**Location:** LRC 114

Come get the help you need to get your course ready for the spring!

**Click on the links next to "Time" (above) to access online calendar page**

### **Title: WordPress Drop-ins**

**Presenter(s):** Dawn Pedersen

**Time:** [8:30am-11:30am](#) & [12:30pm-4:30pm](#)

**Location:** LRC 107

Stop by if you already have an SCC WordPress account and get some quick one-on-one help. If you have documents that you need help uploading, please bring the digital files on a flash drive or cloud storage.

**Click on the links next to "Time" (above) to access online calendar page**



**Thursday, August 18, 2016**  
 8:30am-12:00pm  
**Performing Arts Center**

The Neuroscience of Decision Making, Presented by Judicial Professor, Kimberly Papillon, ESQ.



Professor Papillon's website, [The Better Mind](#), explores emerging research in neuroscience and reveals how unconscious processes may affect decision-making. Brain imaging and decision-making studies can explain how we determine intelligence, veracity, threat, and competence. The goal – to identify ways to ensure sound decision making and fairness guided by science.

Kimberly Papillon is a nationally recognized expert on medical, legal and judicial decision making. She has served as regular faculty at the National Judicial College since 2005. She has delivered over 300 lectures nationally and internationally on the implications of neuroscience, psychology and implicit association in the analysis of decision-making in the fields of medicine, business, education and the justice system. She has lectured to medical students and faculty, as well as physicians nationwide and in Australia on the neuroscience of decision making in differential diagnosis and treatment. She has been appointed to the Georgetown University National Center for Cultural Competence's "think tank" for physician education.

You're invited to attend, participate, and learn about how this research applies on the college campus, in the classroom, in our conversations, and in higher education. Most important, how might we leverage this work to increase momentum in our roles to assist students to succeed in college and transition into their career paths? As we know, student success is at the core of our responsibility. Kimberly Papillon's effort to share this design may provide students of the future with a growth mindset to learn about decision making opportunities.

**BIO:**

Ms. Papillon is an attorney who previously served as a Senior Educator for the California Judicial Council. Prior to that she worked as an attorney in large law firms representing Fortune 500 Companies, government entities and tech startups. Kimberly has a BA degree from U.C. Berkeley and a JD degree from Columbia University School of Law. For more information, see [Kimberly Papillon Bio](#).

**Website:** [The Better Mind](#)

**Organizer:** Staff Resource Center, Norman Lorenz, Tyler Wyckoff

**Phone:** 916-558-2176

[Click here to access online calendar page and OPTIONAL registration](#)



**DESCRIPTIONS: PROFESSIONAL DEVELOPMENT WORKSHOPS**  
**Thursday, August 18, 2016**

**CLARITY**

**Title: Introduction to Canvas**

**Presenter(s):** Brian Pogue and Kandace Knudson

**Time:** 1:00pm-2:30pm

**Location:** LRC 121

Canvas is the new learning management system for Los Rios and Sacramento City College. This introductory workshop presents a first look at Canvas and an overview of the training opportunities and resources available to SCC faculty.

[Click here to access online calendar page and OPTIONAL registration](#)

**Title: Introduction to Canvas**

**Presenter(s):** Brian Pogue and Kandace Knudson

**Time:** 2:30pm-4:00pm

**Location:** LRC 121

Canvas is the new learning management system for Los Rios and Sacramento City College. This introductory workshop presents a first look at Canvas and an overview of the training opportunities and resources available to SCC faculty.

[Click here to access online calendar page and OPTIONAL registration](#)

## CONNECTIVITY

### **Title: The Many Faces of Success at SCC**

**Presenter(s):** Gwyneth Tracy and a panel of students

**Time:** 1:00pm-2:30pm

**Location:** RHS 171

Students with disabilities, whether diagnosed or not, have additional challenges that can impede success. Success is more than a GPA for these students. Some of our students define success to be graduate school, others find a part time job to be exactly what they need and want. A panel of students and former students will describe what it means to be a successful student. Come and meet your students and hear why they consider themselves to be a success. You may consider “success” to have a different definition once you have heard the stories. What you hear may even change your ideas on what happens in the classroom.

[Click here to access online calendar page and \*\*REQUIRED\*\* registration](#)

### **Title: Basic Skills Update**

**Presenter(s):** Holly Piscopo and Tara Loschiavo

**Time:** 1:00pm-2:00pm

**Location:** LRC 105

This flex activity will provide an update to the college campus on the Basic Skills Initiative and the new Basic Skills Transformation Grant.

[Click here to access online calendar page and \*\*OPTIONAL\*\* registration](#)

### **Title: ESTEEM Training - Blending All Facets of the Campus for Student Support**

**Presenter(s):** Holly Piscopo, Tara Loschiavo, Angie Lambert

**Time:** 2:00pm-3:30pm

**Location:** LRC 105

This session is designed to provide training for those participating in the Essential Support Teams for English, ESL, and Math Program (ESTEEM). Topics covered will be guidelines and information along with time for faculty, classified, and student tutor teams to coordinate schedules and plan for the semester.

[Click here to access online calendar page and \*\*OPTIONAL\*\* registration](#)

### **Title: New Student Center Presentation System Orientation & Certification**

**Presenter(s):** Alex Adan

**Time:** 2:30pm-4:00pm

**Location:** Student Center

This workshop is an orientation in the use of the new multimedia presentation system that will be installed in the Student Center for Fall 2016. The new system will allow certified users to reserve the Student Center as usual, but to simply check out a key to use the multimedia system without needing to arrange for event support. The system will have an installed LCD projector and large screen, a place to plug in laptop video and audio, and an installed Bluray/DVD player to allow for movie showings. Users who wish to check out a key from the Facilities Office to use this system must attend one of the orientation/certification sessions prior to their event. The availability of orientations in the Student Center once the semester starts is likely to be very limited, so users who wish to use the new system (particularly for late evening or weekend events) are urged to try to attend one of these sessions.

[Click here to access online calendar page and \*\*OPTIONAL\*\* registration](#)

### **Title: Math Instructor and SIA Meeting**

**Presenter(s):** Angie Lambert

**Time:** 3:30pm-5:00p

**Location:** LRC 105

This meeting is designed for math instructors and their Student Instructional Assistants (SIAs). Topics to be discussed will be data collecting and tracking, best practices, and a checklist of requirements for the semester. Time for individual course planning will be given.

[Click here to access online calendar page and \*\*OPTIONAL\*\* registration](#)



## COMMUNITY

### **Title: Faculty Mentoring Orientation (English DWAP and LAMP)**

**Presenter(s):** Dawna DeMartini and Duane Leonard

**Time:** 1:00pm-2:30pm

**Location:** RHS 312

This flex activity is a joint orientation for English's DWAP and ESL's LAMP, articulating the goals and requirements of the program, followed by a discussion of best practices that promote student success, retention, and equity.

DWAP and LAMP participants are required to attend, but this FLEX is also open for anyone interested in these programs or implementing similar programs in different divisions.

English's DWAP (Developmental Writing Assistance Program) and ESL's LAMP (Language Acquisition Mentoring Program) are programs in which a faculty member (the mentor) joins one section for five hours a week in order to promote student success, retention, and equity. Under the guidance of the faculty who is teaching the section, both professors coordinate the hows, whens, and wheres that work best for the particular class and students.

[Click here to access online calendar page and \*\*REQUIRED\*\* registration](#)

### **Title: ProLOs 101: Creating, Assessing, and Reporting on Program Learning Outcomes**

**Presenter(s):** Gayle Pitman

**Time:** 2:30pm-3:30pm

**Location:** RHS 175

This interactive workshop will focus on Program Learning Outcomes (ProLOs) from the ground up. Participants will learn strategies for developing ProLOs that are measurable and useful, and we will also engage in hands-on activities to develop basic competencies for ProLO assessment. This workshop will also include an introduction to the Program Learning Outcomes mapping function in the SLO online assessment tool. Faculty whose departments and programs will be undergoing Program Review in the 2016-2017 academic year are especially encouraged to attend.

[Click here to access online calendar page and \*\*OPTIONAL\*\* registration](#)

### **Title: Building Community, Engendering Equity**

**Presenter(s):** Sheryl Fairchild, Gayle Pitman, and Rosamaria Tanghetti

**Time:** **RESCHEDULED FOR 8/31/16** - Click the link below for details about this rescheduled workshop.

**Location:** N/A

This flex activity is for faculty from across the disciplines who teach courses that delve into the study of women and gender. With a new course designator – WGS – approved by the curriculum committee and now in the course catalog, the Women and Gender Studies program has gained greater visibility. This flex workshop aims to identify faculty who teach and/or are interested in establishing working relationships with colleagues across multiple disciplines in order to build a community that supports women and gender studies. We will explore ways to establish and maintain cross-disciplinary connections to support Sacramento City College students who choose this area of study.

[Click here to access online calendar page and \*\*OPTIONAL\*\* registration](#)

### **Title: New and Adjunct Faculty Workshop**

**Presenter(s):** Norman Lorenz and Tyler Wyckoff

**Time:** 5:30pm-7:00pm

**Location:** LRC 141

This is an opportunity primarily for those in new and adjunct positions to learn about the newly created Adjunct Website ( Adjunct Faculty ), including information about steps and processes that will make it easier for adjunct faculty to obtain college resources and prepare for class. This workshop will meet in the computer lab to explore resources available to students and help make instructors more aware of how to link students to the many resources that can increase student success. Such items as the professional development activities & resources data base will be demonstrated along with student services based supports to increased student success.

[Click here to access online calendar page and \*\*REQUIRED\*\* registration](#)

## CULTURE

### **Title: Best Practices in Assessing Student Behavior and How You Can Help**

**Presenter(s):** Andre Coleman

**Time:** 1:00pm-3:00pm

**Location:** RHS 173

Even more than previous generations, today's college students enter our institutions with far greater pre-existing conditions and needs which require greater interventions and support services on the part of the of institution. As a result of campus shootings, other emerging campus violence and the increasing frequency and intensity of mental illness-related issues on campus, colleges and universities have responded by implementing a variety of campus safety initiatives, including the creation of internal behavioral intervention teams.

A core function of these teams is threat assessment and early intervention, with the hope of prevention. Yet, existing threat assessment models do not translate easily into the campus setting. As students experience the challenges associated with transitioning to college as well as the process of identifying their educational and career goals, their ability to cope with associate stressors require the College to be more proactive. This workshop will help participants learn:

1. How to use a threat assessment tool to evaluate student behavior as it relates to the student's potential harm to self or harm to others.
2. Apply best practices in behavioral management techniques to address behavior that is disturbing, support students in distress, or evaluate students exhibiting aggressive behavior (in and outside of the classroom).
3. When to address or refer out observed behaviors of concern displayed by a student.
4. How to best support struggling students with the goal of helping them persist and achieve their goals.

Recognizing the limits of current threat assessment capacities, the developers of the tool developed a multidisciplinary threat assessment tool that holistically synthesizes three essential bodies of knowledge into a cohesive model. The tool includes measures for generalized risk (harm to facilities, reputation, finances, etc.), mental and behavioral health-related risk (harm to self) and aggression (harm to others). This article elaborates the Behavioral Intervention Team Threat Assessment Tool as a straightforward, easily mastered, broadly applicable model of threat assessment specifically designed to be applied by campus behavioral intervention teams.

[Click here to access online calendar page and OPTIONAL registration](#)

### **Title: Implicit Bias & Racism Conversation**

**Presenter(s):** SCC Faculty & Staff

**Time:** 3:00pm-5:00pm

**Location:** RHS 171

These interactive, participant guided groups are an applied follow up to the Kimberly Papillon presentation on implicit bias and will provide faculty and staff an opportunity to connect the overall concept of implicit bias in decision making with the recent barrage of high profile police shootings and the conversation surrounding them. The power of process groups lies in the unique opportunity to receive multiple perspectives in a caring and supportive environment. Process groups (though they may lead to actionable items) are not goal oriented per se, but rather provide an opportunity for compassionate dialogue with colleagues. Each process group has a broad theme, but each group is also fluid enough to be responsive to participant needs. The flex day process groups are ideally just a catalyst for an ongoing campus wide discussion of racism and implicit bias so time will be provided at the end of these sessions to discuss the creation of an ongoing process group to continue the conversation.

#### **Group One:** Discussion of Implicit Bias with Community Allies

Sacramento based writer Angela Wiggins along with SCC faculty will facilitate a discussion about the importance of family and community partnerships in the conversation about racism and implicit bias.

Facilitator: Angela Wiggins/SCC Faculty and Staff

#### **Group Two:** Creating Safe Space for Students to Discuss Racism and Implicit Bias

Many students will return to campus with a need to talk about the events in Minnesota, Louisiana, and Texas. These events may also trigger students own trauma, and remind them of their own negative experiences with law enforcement. Faculty and staff will discuss ways to provide a safe forum for students to discuss implicit bias, racism, and the personal impact of these recent events.

Facilitator: TBA

#### **Group Three:** Safe Space for Personal Examination of Implicit Bias

In order to participant in larger conversations about unconscious bias, it is necessary for an individual to examine personal biases first. This supportive, non-judgmental process group will provide faculty and staff an opportunity to gain awareness of personal bias, discuss ways in which larger societal dynamics create and support these biases, and ways to overcome personal bias.

Facilitator: TBA

[Click here to access online calendar page and OPTIONAL registration.](#)

## COMPLETION

### **Title: Getting Ready for Curriculum Review -- Fine-tuning ProLOs (for History Faculty)**

**Presenter(s):** Rosamaria Tanghetti

**Time:** 1:00pm-3:00pm

**Location:** RHS 174

During this flex activity history department faculty will meet to think about, discuss, and revise our program learning outcomes in anticipation of our upcoming curriculum review. The goal will be to settle on program learning outcomes that will guide us in developing student learning outcomes for our individual courses.

[Click here to access online calendar page and OPTIONAL registration](#)

### **Title: Financial Aid in eServices & Updates**

**Presenter(s):** Rukiya Bates

**Time:** 3:00pm-4:30pm

**Location:** RHS 172

Financial aid is now available in eServices! Students are able to access their 2016-17 financial aid awards and information online via eServices. Learn more about financial aid in eServices and other financial aid changes such as the new rules regarding BOG fee waivers, satisfactory academic progress, course applicability and other financial aid updates.

[Click here to access online calendar page and OPTIONAL registration](#)

## COLLEGE SERVICE, DIVISION, DEPARTMENT, PROGRAM & OUTREACH

### **Title: College 2 Career Program: Meet the Staff and Student Panel**

**Presenter(s):** Tasneem Sah, C2C Staff, and Students

**Time:** 1:00pm-2:30pm

**Location:** RHN 267

This is a workshop designed to provide attendees knowledge of the College 2 Career program, the students in the program, and the role of the education coach each student is assigned to and works with throughout the semester. Teachers will learn how to work with our students and collaborate with the College 2 Career Coordinator and education coaches to ensure success. Education coaches will be present to provide information from their experiences and answer any questions. There will be a student panel to talk about their college experience.

[Click here to access online calendar page and OPTIONAL registration](#)

### **Title: Hiring the Best for a Diverse Workforce**

**Presenter(s):** Julia Jolly

**Time:** 1:00pm-3:00pm

**Location:** RHN 264

This two-hour facilitation session explores the hiring process through the Ed Code-mandated lens of diversifying our campus environment to more fully represent the students whom we all serve. The training session is highly interactive, encouraging multiple voices and perspectives. **Required if serving on a hiring committee.**

[Click here to access online calendar page and OPTIONAL registration](#)

### **Title: Davis Center Orientation**

**Presenter(s):** Don Palm

**Time:** 1:00pm-2:30pm

**Location:** DAC 108

As faculty and staff at the Davis Center, how can we work together formally and informally to help build the Center as a learning community? We have new programs, funded through the basic skills, SSSP and equity programs, to support student success—how can we integrate those programs into our courses? This session will provide us with a setting to discuss shared challenges and possible answers.

[Click here to access online calendar page and OPTIONAL registration](#)

**Title: Club Advisor Connection**

**Presenter(s):** Kim Beyrer and Chris Torres

**Time:** 2:30pm-4:00pm

**Location:** RHS 176

If you are a club advisor, or just interested, this is the workshop for you! Come prepared to connect with fellow advisors and share ideas. Hypothetical scenarios may be explored in a “What if, addressing the unusual, unprecedented, and unfortunate” segment. You can also look forward to learning about our centennial plans, club chartering information, and having your questions answered. Please contact Kim Beyrer at 558-2607 or beyrer@scscc.losrios.edu for more information.

[Click here to access online calendar page and OPTIONAL registration](#)

**Title: Equity Representative Training**

**Presenter(s):** Julia Jolly

**Time:** 3:00pm-4:00pm

**Location:** RHN 264

This workshop is for any participant who wants to serve as an equity representative on hiring committees or who is due for a retraining in equity representation.

[Click here to access online calendar page and OPTIONAL registration](#)

**Title: West Sacramento Center Orientation**

**Presenter(s):** Art Pimentel

**Time:** 3:00pm-4:30pm

**Location:** WSC 114

You will find teaching at an off-campus site often presents unique challenges for students as well as staff. For a smooth transition into off-campus instruction, we invite all instructors, especially first time off-campus instructors, to visit the Center before the semester begins, so that we may meet with you to address questions. Orientation will include important information about the new semester and a refresher on using the smart equipment in the classrooms.

[Click here to access online calendar page and OPTIONAL registration](#)



**FLEX DAYS INFORMATION**

**Overview:** Each semester, the Los Rios Community College District convenes Flex days on the Thursday and Friday preceding the start of classes. At Sacramento City College, we typically hold flex workshops devoted to technology on Wednesday. On Thursday, we hold workshops of general interest; Fridays are dedicated to Convocation and division/department gatherings.

**Food Service:** For the convenience of Flex activity attendees, City Café’s Java City area will be open from 8:00am – 1:00pm on Thursday, August 18, 2016 and Friday, August 19, 2016. Beverages, sandwiches and pre-packaged salads will be available.

**Attendance:** The most frequently asked questions about Flex concern attendance requirements. For complete information, please see Flex Facts (page 31). In general, attending workshops on Wednesday and Thursday of Flex Week is voluntary because Flex obligation may be met at any time during the semester. However, Convocation attendance is required for full-time faculty and any adjunct faculty member who would have a Friday teaching obligation.

**Professional Development:** The commitment to Professional Development is addressed under the provisions of AB 1725, passed in 1989 by the California State Legislature. Specifically, “Professional development for faculty, support staff, student services staff, and administrators is vital. Further, the success of the assessment, counseling, and placement programs will depend upon the effectiveness of this training.” The authorized uses of funds allocated under this article shall include:

- (a) Improvement of teaching.
- (b) Maintenance of current academic and technical knowledge and skills.
- (c) In-service training for vocational education and employment preparation programs.
- (d) Retraining to meet changing institutional needs.
- (e) Inter-segmental exchange programs.
- (f) Development of innovations in instructional and administrative techniques and program effectiveness.
- (g) Computer and technological proficiency programs.
- (h) Courses and training implementing affirmative action and upward mobility programs.
- (i) Other activities determined to be related to educational and professional development pursuant to criteria established by the Board of Governors of the California Community Colleges, including, but not necessarily limited to, programs designed to develop self-esteem.





## FLEX DAYS INFORMATION

Additionally, flex programs reflect:

College goals: SCC Goal A: Deliver student-centered programs and services that demonstrate a commitment to teaching and learning effectiveness and support student success in the achievement of basic skills, certificates, degrees, transfer, jobs and other student educational goals.

Strategies:

- A1. Promote the engagement and success of all students, with a special emphasis on first-year students who are transitioning to college.
- A2. Review courses, programs and services and modify as needed to enhance student achievement.
- A3. Provide students with the tools and resources that they need to plan and carry out their education, complete degrees and certificates, and/or transfer.
- A4. Improve basic skills competencies in reading, writing, math, and information competency across the curriculum in order to improve student preparedness for degree and certificate courses and for employment.
- A5. Deliver services, curriculum, and instruction that result in equivalent student outcomes for all modalities and locations.
- A6. Identify and disseminate information about teaching practices and curriculum that are effective for a diverse student body.
- A7. Implement practices and activities that reduce achievement gaps in student success.
- A8. Assess student learning at the course, program, and institutional levels and use those assessments to make appropriate changes that support student achievement.
- A9. Implement a formal college-wide plan to increase the completion of degrees and certificates across the college.

SCC Goal B: Align enrollment management process to assist all students in moving through programs from first enrollment to completion of educational goals.

Strategies:

- B1. Revise or develop courses, programs, schedules and services based on assessment of emerging community needs and available college resources.
- B2. Use quantitative and qualitative data to identify strategies which improve enrollment management processes.
- B3. Explore and create multiple ways to disseminate information to students in order to engage them with learning in the college community.
- B4. Support "front door" policies and practices that assist students with the transition to college.
- B5. Maintain the quality and effectiveness of the physical plant in order to support access and success to students (i.e. modernization, TAP improvements, equipment purchases, etc.).



## FLEX DAYS INFORMATION

- B6. Expand interactions with community and industry partners in order to increase student opportunities for experiences that help them transition to careers (career exploration, completion of licenses, internships, etc.)
- B7. Provide student with clear pathways to goal completion.

SCC Goal C: Improve organizational effectiveness through increased employee engagement with the college community and continuous process improvement.

Strategies:

- C1. Review staff processes, including those for hiring, orientation, training, customer service, evaluation and professional development and modify as needed in order to make them more effective and inclusive.
- C2. Build and maintain an effective staff that reflects the diversity of our students and community.
- C3. Promote health, wellness and safety throughout the institution.
- C4. Utilize quantitative and qualitative data to help guide decision-making throughout the institution.
- C5. Increase the effectiveness of communication both within the college and between the college and the external community.
- C6. Continue to exercise transparent and fiscally sound financial management.
- C7. Encourage collegiality, connection, and participatory decision-making at the college.
- C8. Align resources with Student Success Recommendations

Flex on the Web:

Online Calendar: [Tech Wednesday](#)  
[Flex Thursday](#)

Online Database: [Professional Development Resources](#)





## FLEX FACTS

Usually Flex Days are at the beginning of each semester. They include one or more days of workshops and one day of convocation and division/department gatherings each semester.

### What is a Flex obligation?

All full-time and many adjunct faculty have a Flex obligation. Your Flex obligation is the total number of hours you must spend participating in professional development activities. Your Tentative Course Schedule (TCS) states your Flex obligation.

### Full-Time Faculty

You have a minimum obligation of six hours per Flex Day, for a total of 12 hours. If you teach an overload class held on the same day as a Flex Day, you have an additional Flex obligation equaling the total number of hours you would have taught. Your Flex obligation must be completed within the academic year, July 1 to June 30.

### Adjunct Faculty

Your minimum Flex obligation is the total number of hours you would have taught class on Flex Days. You must complete your Flex obligation within the semester of your contract.

### Are Flex Days mandatory?

Attendance at convocations and division/department gatherings during flex week (campus priority days) are mandated for full-time faculty only. For all other staff, attendance is encouraged but not mandatory. Flex Days program on other days is optional. Full-time and adjunct faculty can use other Flex Days activities to complete their Flex obligations if they wish.

Flex obligations can also be fulfilled by attending workshops coordinated or sponsored by the Staff Resource Center during the semester and/or by participation in an Individual Professional Development Activity. Individual professional development activities must be attended outside of regular working hours.

### What counts as an Individual Professional Development Activity?

An Individual Professional Development Activity is an activity which addresses an instructional improvement need and cannot be accomplished within normal working times. It should be above and beyond normal duties and responsibilities as outlined in board policy and collective bargaining agreements.

### An appropriate Individual Professional Development Activity should:

- Occur during weekends or vacation holidays or otherwise outside normal working times.
- Be something that is normally not done because it is too difficult to find the time, the equipment, or to get people together.



## FLEX FACTS

- Address some critical assignment-related need such as subject-matter updating, new teaching methods, major revision of classroom materials, major curriculum review, new matriculation or retention strategies development, articulation with other departments on campus or with transfer institutions, or organizational development needs.
- Foster professional growth through participation in conferences, seminars, workshops, research, publishing, or in advising students or faculty, including office hours by adjunct faculty in which students are advised or instructed.

### An appropriate Individual Professional Development Activity should not:

- Require being excused from class, office hours, etc.
- Be a repeat of an activity such as a department meeting regularly scheduled during the normal work week
- Include any part of routine day-to-day activities, such as paper-grading, term-paper reading, test construction, interview or standing committees, textbook examination, or preparation of lecture notes.
- Be anything for which remuneration could be received.

### How can you suggest or present a Flex workshop?

About halfway through each semester, the Staff Resource Center distributes Flex Day workshop proposal forms to all staff. These are used to plan the next Flex Days' program. This is your opportunity to suggest a workshop that would interest you or to offer a workshop that you think would interest your colleagues.

If you present a workshop you can earn extra Flex credit towards your Flex obligations. When workshops are led by one or more people, each person can earn two hours of Flex credit for each hour of presentation. If you spend more than one hour in preparation, you may receive additional Flex credit.

During the semester, faculty who lead workshops sponsored or coordinated by the Staff Resource Center can earn the same Flex credit as a Flex Days' Presenter.

What is the process for documenting the fulfillment of your Flex Obligation?

Flex Attendance Record forms are distributed to Division Offices. Forms are also available in the Staff Resource Center and on the Center's website.



## PROFESSIONAL DEVELOPMENT

### Professional Development Resource Links

- [AB 2558 - Professional Development](#)
- [SCC Staff Development Program Plan](#)

### Goals & Objectives for Professional Development:

- [Student Success & Support Institutional Plan](#)
- [Student Equity Institutional Plan](#)

## SACRAMENTO CITY COLLEGE

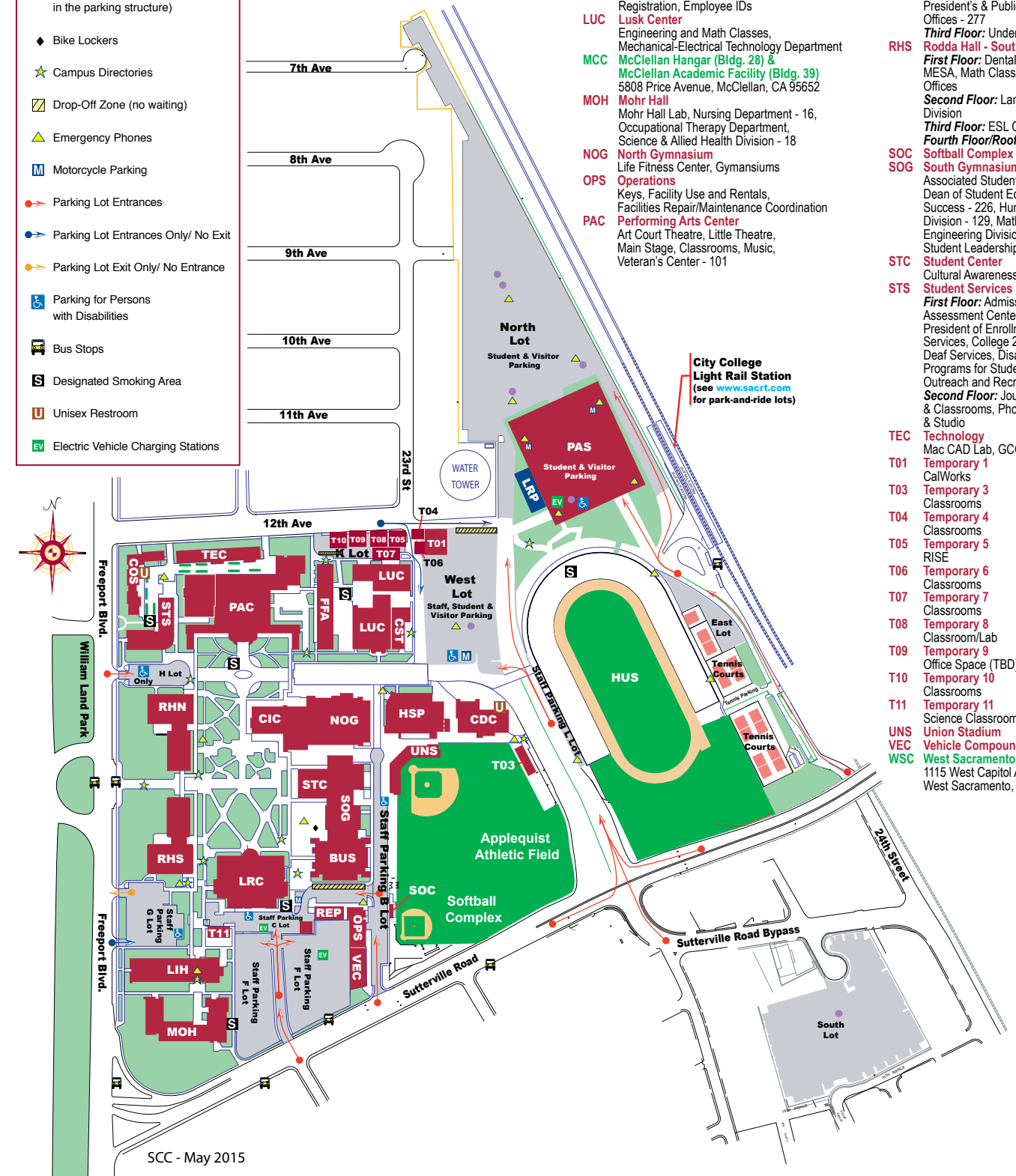
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Sacramento, CA 95822  
www.scc.losrios.edu

- Parking Permit Machines (No daily parking permit machines in the parking structure)
- ◆ Bike Lockers
- ★ Campus Directories
- ▨ Drop-Off Zone (no waiting)
- ▲ Emergency Phones
- M Motorcycle Parking
- Parking Lot Entrances
- Parking Lot Entrances Only/ No Exit
- Parking Lot Exit Only/ No Entrance
- ♿ Parking for Persons with Disabilities
- 🚌 Bus Stops
- S Designated Smoking Area
- U Unisex Restroom
- EV Electric Vehicle Charging Stations

- BUS** Business Building  
Business Division - 213, Business Division Open Lab - 151, Business Student Center - 224, Computer Services, Learning Resources Academic Computing Lab - 152, Registration and Financial Aid Lab - 153
- CDC** Child Development Center  
Classrooms, Preschool
- CIC** City Café
- COS** Cosmetology Building
- CST** College Store  
Bookstore
- DAC** Davis Center  
1720 Jade Street, Davis, CA 95616
- FFA** Fischbacher Fine Arts Building  
Gregory Kondos Art Gallery, Art classes & Studios

- HSP** Hoos Swimming Pool  
KHA (Kinesiology, Health and Athletics) classes, Intercollegiate Swimming and Water Polo
- HUS** Hughes Stadium  
KHA (Kinesiology, Health and Athletics) classes, Intercollegiate Football, Track & Field and Soccer
- LIH** Lillard Hall  
Science classes
- LRC** Learning Resource Center  
**First Floor:** Distance Education and Instructional Development, Instruct. Media and Computing, Media Production & Services, Learning Skills and Tutoring Center, Staff Resource Center - 106  
**Second Floor:** Library, Library Reference Desk (Archives)
- LRP** Los Rios Police Department  
Staff parking permits, lost and found, crime reports, Live Scan fingerprinting, bicycle and property Registration, Employee IDs
- LUC** Lusk Center  
Engineering and Math Classes, Mechanical-Electrical Technology Department
- MCC** McClellan Hangar (Bldg. 28) & McClellan Academic Facility (Bldg. 39)  
5808 Price Avenue, McClellan, CA 95652
- MOH** Mohr Hall  
Mohr Hall Lab, Nursing Department - 16, Occupational Therapy Department, Science & Allied Health Division - 18
- NOG** North Gymnasium  
Life Fitness Center, Gymsiums
- OPS** Operations  
Keys, Facility Use and Rentals, Facilities Repair/Maintenance Coordination
- PAC** Performing Arts Center  
Art Court Theatre, Little Theatre, Main Stage, Classrooms, Music, Veteran's Center - 101

- PAS** Parking Structure
- REP** Reprographics  
Duplicating, Graphic Impressions
- RHN** Rodda Hall - North  
**First floor:** Business Services Office, Dean of Counseling and Student Success - 111, EOPS/CARE, Financial Aid, Information & Orientation, Counseling Area: Career Center, Counseling, Health Center, International Student Center, Transfer Center, Work Experience.  
**Second Floor:** Behavioral and Social Sciences Division - 226, Vice President of Administrative Services - 269, Vice President of Instruction - 257, Vice President of Student Services - 272, College Advancement/Scholarships/Foundation - 222, Planning, Research & Institutional Effectiveness - 221, President's & Public Information Offices - 277  
**Third Floor:** Under Construction
- RHS** Rodda Hall - South  
**First Floor:** Dental Clinic, Math Lab, MESA, Math Classrooms, Math Faculty Offices  
**Second Floor:** Language & Literature Division  
**Third Floor/Rooftop:** Observatory
- SOC** Softball Complex
- SOG** South Gymnasium  
Associated Student Government - 226, Dean of Student Equity and Success - 226, Humanities & Fine Arts Division - 129, Math, Statistics & Engineering Division - 220, Matriculation, Student Leadership & Development - 226
- STC** Student Center  
Cultural Awareness Center
- STS** Student Services  
**First Floor:** Admissions & Records, Assessment Center, Associate Vice President of Enrollment and Student Services, College 2 Career, Deaf Services, Disability Services and Programs for Students (DSPS), Outreach and Recruitment, Workability  
**Second Floor:** Journalism Department & Classrooms, Photography Department & Studio
- TEC** Technology  
Mac CAD Lab, GCOM classes
- T01** Temporary 1  
CalWorks
- T03** Temporary 3  
Classrooms
- T04** Temporary 4  
Classrooms
- T05** Temporary 5  
RISE
- T06** Temporary 6  
Classrooms
- T07** Temporary 7  
Classrooms
- T08** Temporary 8  
Classroom/Lab
- T09** Temporary 9  
Office Space (TBD)
- T10** Temporary 10  
Classrooms
- T11** Temporary 11  
Science Classroom
- UNS** Union Stadium
- VEC** Vehicle Compound
- WSC** West Sacramento Center  
1115 West Capitol Ave., West Sacramento, CA 95691



SCC - May 2015

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