

# 2019\_2020 Professional Development Calendar

Date	Time	Strand	Event/Title	Target Audience	Location
Friday, June 28, 2019	8:00 AM -11:45 AM	Classified Professionals	Leadership Class XIX - Kick-Off and Focus on Leadership	CP Leadership class members (previously selected employees)	Herndon Campus, Building B, Room 308
Friday, July 26, 2019	8:00 AM - 11:45 AM	Classified Professionals	Leadership Class XIX -Public Safety and Operations	CP Leadership class members (previously selected employees)	Herndon Campus, Building B, Room 308
Friday, August 30, 2019	8:00 AM - 11:45 AM	Classified Professionals	Leadership Class XIX - Technology & the Workplace	CP Leadership class members (previously selected employees)	Herndon Campus, Building B, Room 308
Wednesday, September 11, 2019	3:00 PM - 4:30 PM	Personnel Commission	PC Workshop: The Hiring Manager’s Guide to Selecting the “Right” Person	All interested managers	District Office, Channel Islands Conference Room
Thursday, September 12, 2019	8:00 AM - 2:00 PM	Human Resources	New Employee Orientation	Newly hired, regular employees of the District	Herndon Campus, Building B, Room 308
Wednesday, September 18, 2019	10:00 AM - 11:30 AM	Human Resources	HR Workshop: Leaves	All employees	DO Conference Room (Weldon), Videoconference: Reedley College, Room HUM-63, Clovis Community College, Room AC1-270, Madera Community College Center AV1-101D, Fulton (4th Flr.) Big Basin Conference Room
Thursday, September 19, 2019	8:00 AM - 2:00 PM	Human Resources	New Employee Orientation	Newly hired, regular employees of the District	Herndon Campus, Building B, Room 308
Friday, September 27, 2019	8:00 AM - 11:45 AM	Classified Professionals	Leadership Class XIX - Performance Management, Promotion & Evaluations	CP Leadership class members (previously selected employees)	Herndon Campus, Building B, Room 308
Wednesday, October 9, 2019	3:00 PM - 4:30 PM	Personnel Commission	PC Workshop: Resume & Application Preparation (Computer Lab)	All interested employees and members of the community	District Office, Channel Islands Conference Room
Friday, October 11, 2019	9:00 AM - 12:00 PM	LCW - Central 14	Human Resources Academy I for Community College Districts	Human Resources Staff with 1-3 years experience	District Office, Channel Islands Conference Room

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Friday, October 11, 2019	1:00 PM - 4:00 PM	LCW - Central 14	Human Resources Academy II for Community College Districts	Human Resources Staff with 3+ years experience	District Office, Channel Islands Conference Room
Wednesday, October 16, 2019	10:00 AM - 11:30 AM	Human Resources	HR Workshop: Conflict Resolution & Bullying	All employees	Madera Community College Center AV1-101D Videoconference: Fresno City College, Health Sciences (HS) 1, Clovis Community College Room AC1-270, Reedley College Room HUM-63, Fulton (7th Flr.) Channel Islands Conference Room
Friday, October 18, 2019	2:00 PM - 3:30 PM	Human Resources	NeoGov Perform Training	All interested managers	Clovis Community College, Room AC1-145
Friday, October 18, 2019	3:30 PM-4:00 PM	Human Resources	NeoGov Online Hiring Center Training	All interested managers	Clovis Community College, Room AC1-145
Thursday, October 24, 2019	8:00 AM - 10:00 AM	Management/Leadership	Management Development Academy (MDA): Budget Development & Management	Geared toward newly hired managers, but all managers are welcome.	Herndon Campus, Building B, Room 308
Friday, October 25, 2019	8:00 AM - 11:45 AM	Classified Professionals	Leadership Class XIX - Enrollment, Accreditation and Integrated Planning	CP Leadership class members (previously selected employees)	Herndon Campus, Building B, Room 308

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Date	Time	Strand	Event/Title	Target Audience	Location
Friday, November 1, 2019	8:00 AM - 12:00 PM	Management/Leadership	District-Wide Management Meeting	All Managers - Mandatory	FCC-OAB-251
Friday, November 1, 2019	9:00 AM - 12:00 PM	LCW - Central 14	Creating a Culture of Respect	Supervisors, Managers and Administrators	District Office, Channel Islands Conference Room
Friday, November 1, 2019	1:00 PM - 4:00 PM	LCW - Central 14	Ethics in Public Service	Board Members, Supervisors and Managers	District Office, Channel Islands Conference Room
Friday, November 8, 2019	2:00 PM - 3:30 PM	Human Resources	NeoGov Perform Training	All interested managers	Fresno City College, Room HS-270
Friday, November 8, 2019	3:30 PM - 4:00 PM	Human Resources	NeoGov Online Hiring Center Training	All interested managers	Fresno City College, Room HS-270
Wednesday, November 13, 2019	3:00 PM - 4:30 PM	Personnel Commission	PC Workshop: Assessment Strategies for Classified Jobs - Enhance Your Performance on Recruitment Examinations (Computer Lab)	All interested employees and members of the community	District Office, Channel Islands Conference Room
Thursday, November 14, 2019	8:00 AM - 10:00 AM	Management/Leadership	Management Development Academy (MDA): Cultural Competency/Eliminating Bias in Hiring	All interested managers	Herndon Campus, Building B, Room 308
Friday, November 15, 2019	8:00 AM - 11:45 AM	Classified Professionals	Leadership Class XIX - Fiscal Accounting	CP Leadership class members (previously selected employees)	Herndon Campus, Building B, Room 308

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Date	Time	Strand	Event/Title	Target Audience	Location
Wednesday, November 20, 2019	10:00 AM - 11:30 AM	Human Resources	HR Workshop: Benefits & EAP	All interested employees	Clovis Community College, Room AC1-270, Reedley College HUM-63, Madera Community College Center AV1-101D, Fresno City College, Health Sciences (HS) 1, Fulton (7th Fl.) Channel Islands Conference Room
Friday, December 6, 2019	8:00 AM - 10:00 AM	Classified Professionals	Leadership Class XIX - Program Conclusion and Awards	CP Leadership class members (previously selected employees)	Fresno City College, OAB-251
Friday, December 6, 2019	9:00 AM - 12:00 PM	LCW - Central 14	Sick and Disabled Employees & Accommodating Bad Behavior (webinar)	Supervisors and Managers	<b>Webinar:</b> District Office, Channel Islands Conference Room or at Employee's Workstation
Wednesday, January 22, 2020	10:00 AM - 11:30 AM	Human Resources	HR Workshop: Application & Interview Process - Academic Positions	All interested employees and members of the community	Fresno City College, Room OAB-112, Clovis Community College, Room AC1-270, Reedley College, Room LRC-104, Madera Community College Center AV1-101D, Fulton (4th Fl.) Big Basin Conference Room
Wednesday, January 22, 2020	3:00 PM - 4:30 PM	Personnel Commission	PC Workshop: How to Appear Gifted Despite Being Nervous!	All interested employees and members of the community	District Office, Channel Islands Conference Room
Thursday, January 30, 2020	8:00 AM - 10:00 AM	Human Resources	Management Development Academy (MDA): Performance Management	All interested managers	Herndon Campus, Building B, Room 308
Friday, January 31, 2020	9:00 AM - 12:00 PM	LCW - Central 14	Public Works Construction Project – From Bidding through Completion (webinar)	Facility Directors, Construction Managers, Project Managers and other Facility Staff	<b>Webinar:</b> District Office, Channel Islands Conference Room or at Employee's Workstation
Wednesday, February 12, 2020	3:00 PM - 4:30 PM	Personnel Commission	PC Workshop: Understanding the Personnel Commission and its Function at SCCC	All interested employees and members of the community	District Office, Channel Islands Conference Room

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Date	Time	Strand	Event/Title	Target Audience	Location
Wednesday, February 19, 2020	10:00 AM - 11:30 AM	Human Resources	HR Workshop: Retirement	All interested employees	Reedley College, Room CCI-208, Videoconference: Clovis Community College, Room AC1- 270, Madera Community College Center AV1-101D, Fresno City College, Health Sciences (HS) 1, Fulton (7th Flr.) Channel Islands Conference Room
Friday, February 21, 2020	9:00 AM - 12:00 PM	LCW - Central 14	Governance Issues for Educational Entities (webinar)	Board Members, Chief Executives, Executive Assistants, and Senior Level Administrators	<b>Webinar:</b> District Office, Channel Islands Conference Room or at Employee's Workstation
Thursday, February 27, 2020	8:00 AM - 10:00 AM	Management/Leadership	Management Development Academy (MDA): Classified & Faculty Discipline Process	All interested managers	Herndon Campus, Building B, Room 308
Friday, February 28, 2020	8:00 AM - 12:00 PM	Management/Leadership	District-Wide Management Meeting	All Managers - Mandatory	Herndon Campus, Building B, Room 308
Friday, March 6, 2020	8:00 AM - 4:00 PM	LCW - Central 14	The Role of BIT in Addressing Campus Safety & Security ALL DAY SUMMIT (Hosted by SCCCD)	Supervisors, Managers and Administrators, Central 14 members	Herndon Campus, Building B, Room 308
Wednesday, March 11, 2020	3:00 PM - 4:30 PM	Personnel Commission	PC Workshop: Resume & Application Preparation (Computer Lab)	All interested employees and members of the community	District Office, Channel Islands Conference Room
Thursday, March 12, 2020	8:00 AM - 2:00 PM	Human Resources	New Employee Orientation	Newly hired, regular employees of the District	Herndon Campus, Building B, Room 308
Wednesday, March 18, 2020	10:00 AM - 11:30 AM	Human Resources	HR Workshop: Strategic Tips & Tricks - Organizational Skills, Time Management, and Exceptional Customer Service	All interested employees	Fulton (7th Flr.) Channel Islands Conference Room Videoconference: Fresno City College, Health Sciences (HS) 1, with Reedley College, Room CCI-208 , Clovis Community College, Room AC1-270, Madera Community College Center AV1-101D

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Date	Time	Strand	Event/Title	Target Audience	Location
Friday, March 20, 2020	2:00 PM - 3:30 PM	Human Resources	NeoGov Perform Training	All interested managers	Reedley College, Room BUS-49
Friday, March 20, 2020	3:30 PM - 4:00 PM	Human Resources	NeoGov Online Hiring Center Training	All interested managers	Reedley College, Room BUS-49
Thursday, March 26, 2020	8:00 AM - 10:00 AM	Management/Leadership	Management Development Academy (MDA): Contracts and/or Project Management	All interested managers	Herndon Campus, Building B, Room 308
Friday, April 3, 2020	9:00 AM - 12:00 PM	LCW - Central 14	Temporary Faculty Members (webinar)	Human Resources Managers, Instructional Administrators at all levels and Department Chairs	<b>Webinar:</b> District Office, Channel Islands Conference Room or at Employee's Workstation
Wednesday, April 8, 2020	8:00 AM - 4:00 PM	Classified Professionals	ANNUAL MEGA CONFERENCE	All interested Classified Professionals	Clovis Veteran's Memorial Center
Wednesday, April 15, 2020	10:00 AM - 11:30 AM	Human Resources	HR Workshop: Cultural Competency	All interested employees	Madera Community College Center, Room AV1-101D with Videoconference: Fresno City College, Health Sciences (HS) 1, Reedley College, Room LRC-104 , Clovis Community College, Room AC1-270, Fulton (4th Flr.) Big Basin Conference Room
Wednesday, April 15, 2020	3:00 PM - 4:30 PM	Personnel Commission	PC Workshop: Assessment Strategies for Classified Jobs - Enhance Your Performance on Recruitment Examinations ( <b>Computer Lab</b> )	All interested employees and members of the community	District Office, Channel Islands Conference Room

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Date	Time	Strand	Event/Title	Target Audience	Location
Friday, April 17, 2020	2:00 PM - 3:30 PM	Human Resources	NeoGov Perform Training	All interested managers	Madera Community College Center, AV1 - 240
Friday, April 17, 2020	3:30 PM-4:00 PM	Human Resources	NeoGov Online Hiring Center Training	All interested managers	Madera Community College Center, AV1 - 240
Wednesday, April 30, 2020	10:00 AM - 11:30 AM	Management/Leadership	Management Development Academy (MDA): Workplace Investigations	All interested managers	Herndon Campus, Building B, Room 308
Friday, May 1, 2020	8:00 AM - 12:00 PM	Management/Leadership	District-Wide Management Meeting	All Managers - Mandatory	Herndon Campus, Building B, Room 308
Wednesday, May 13, 2020	3:00 PM - 4:30 PM	Personnel Commission	PC Workshop: The Hiring Manager's Guide to Selecting the "Right" Person	All interested managers	District Office, Channel Islands Conference Room
Wednesday, June 17, 2020	10:00 AM - 11:30 AM	Human Resources	HR Workshop: Accommodations	All interested employees	Fresno City College OAB-126, RC CCI-208, MCCC TBD, CCC AC2-149B and Fulton 7th Flr. Channel Islands Conference Room
Friday, July 24, 2020	2:00 PM - 3:30 PM	Human Resources	NeoGov Perform Training	All interested managers	Fresno City College, Room HS-270
Friday, July 24, 2020	3:30 PM - 4:00 PM	Human Resources	NeoGov Online Hiring Center Training	All interested managers	Fresno City College, Room HS-270