

Classified Professional Program

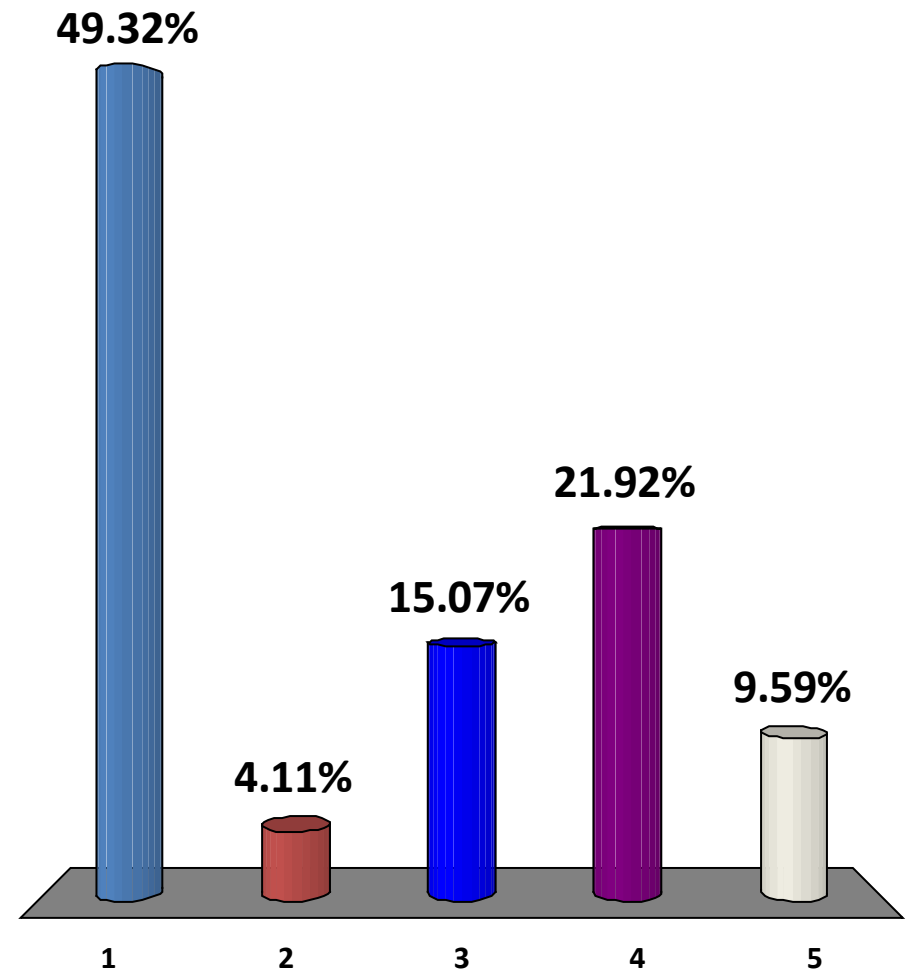
“Getting 2 Know U”

Convocation – August 14, 2014

LPC Room 2480

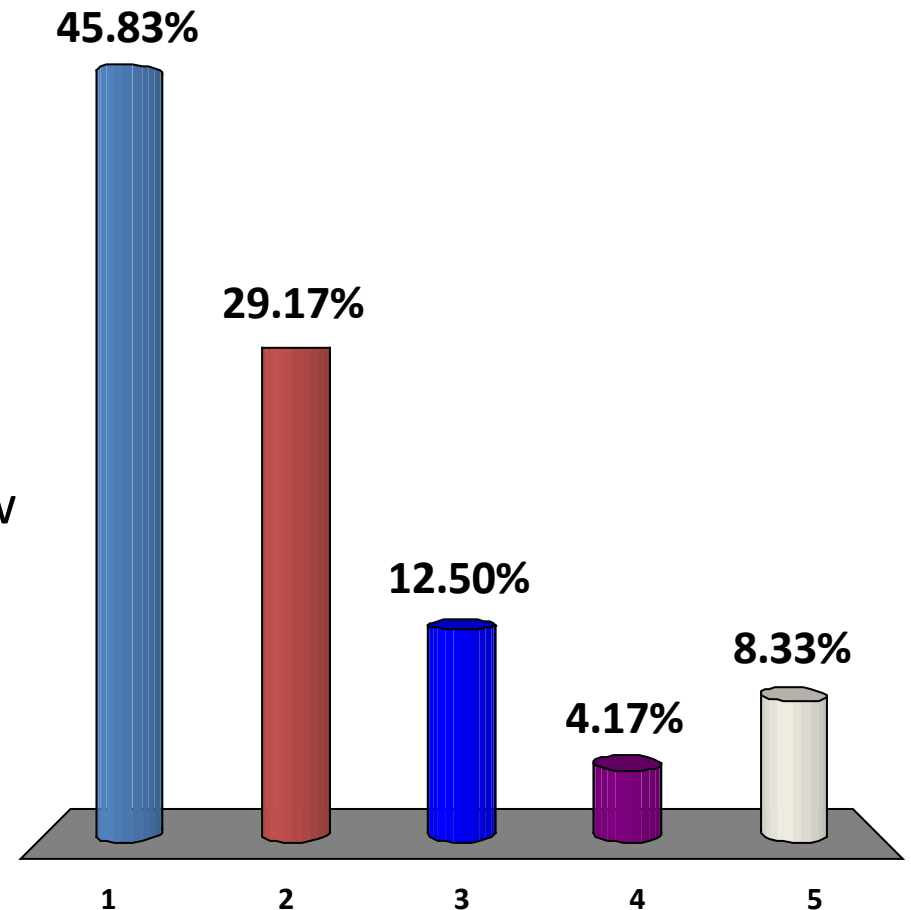
What is one work-related skill that is most important to you for your professional development?

1. Computer skills
2. Writing skills
3. Public speaking – presenting to large groups effectively
4. Communication & listening skills
5. None of the above



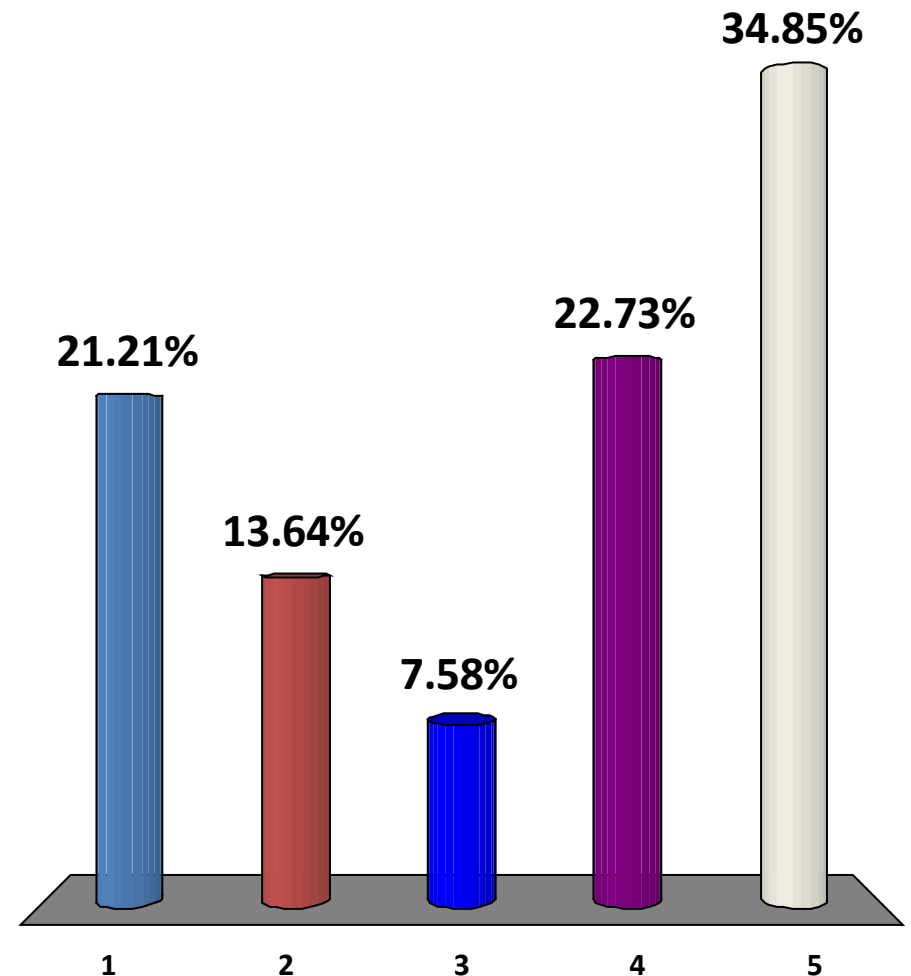
What technology training of general purpose software would be most beneficial in doing your job?

1. Microsoft applications – Windows 7 and MS Office 2010 /2013
2. Adobe Creative Suite applications – PDF fillable forms, Acrobat Pro, Photoshop
3. Web tools – Contribute, Share Point Designer
4. Argos ad-hoc reporting tool – new Enrollment Management
5. The Zone portal



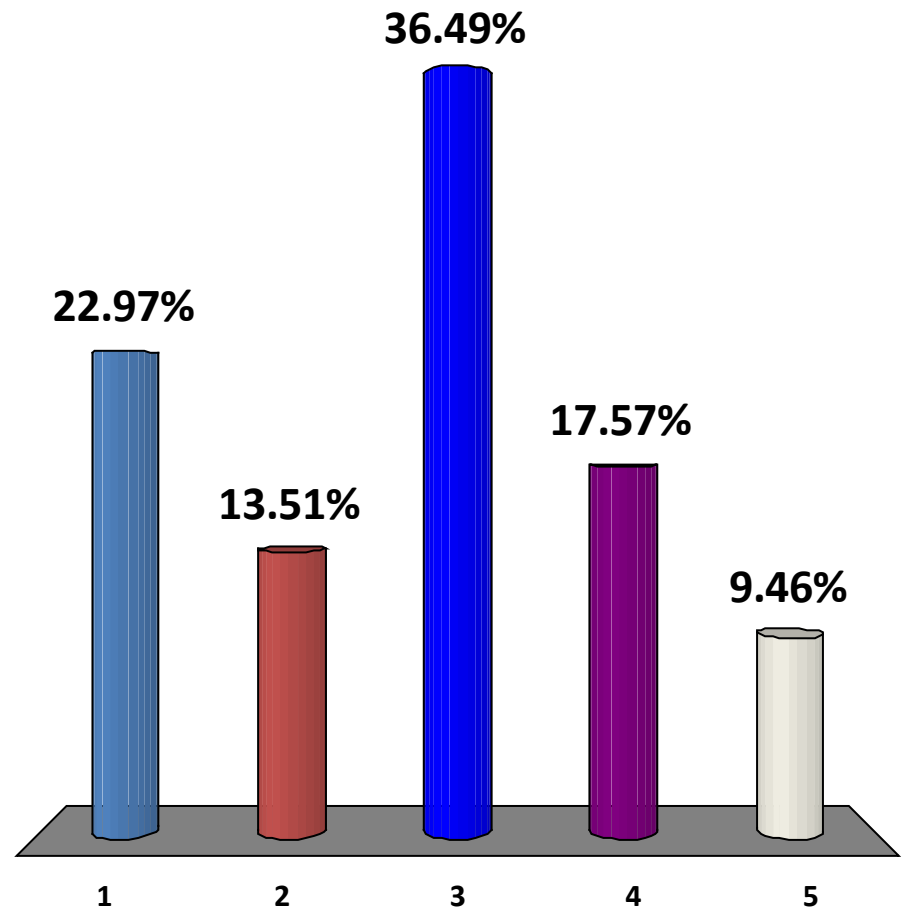
What Banner System features is your highest priority to learn more about in your current job?

1. Banner Budgets/Expenses
2. Banner Purchasing
3. Banner Financial Aid
4. Banner Student
5. All of the above



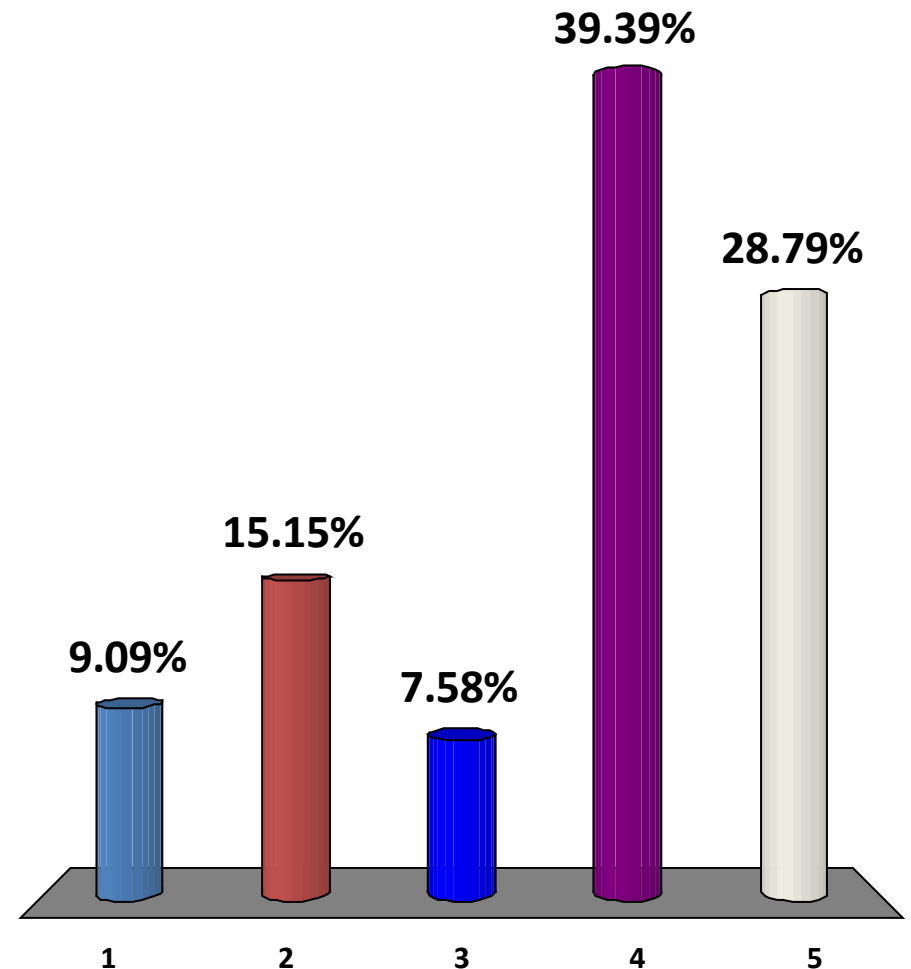
Which general area is of greatest interest to you for your career advancement?

1. Customer service
2. Conflict resolution
3. Leadership
4. Team motivation
5. Marketing using social media



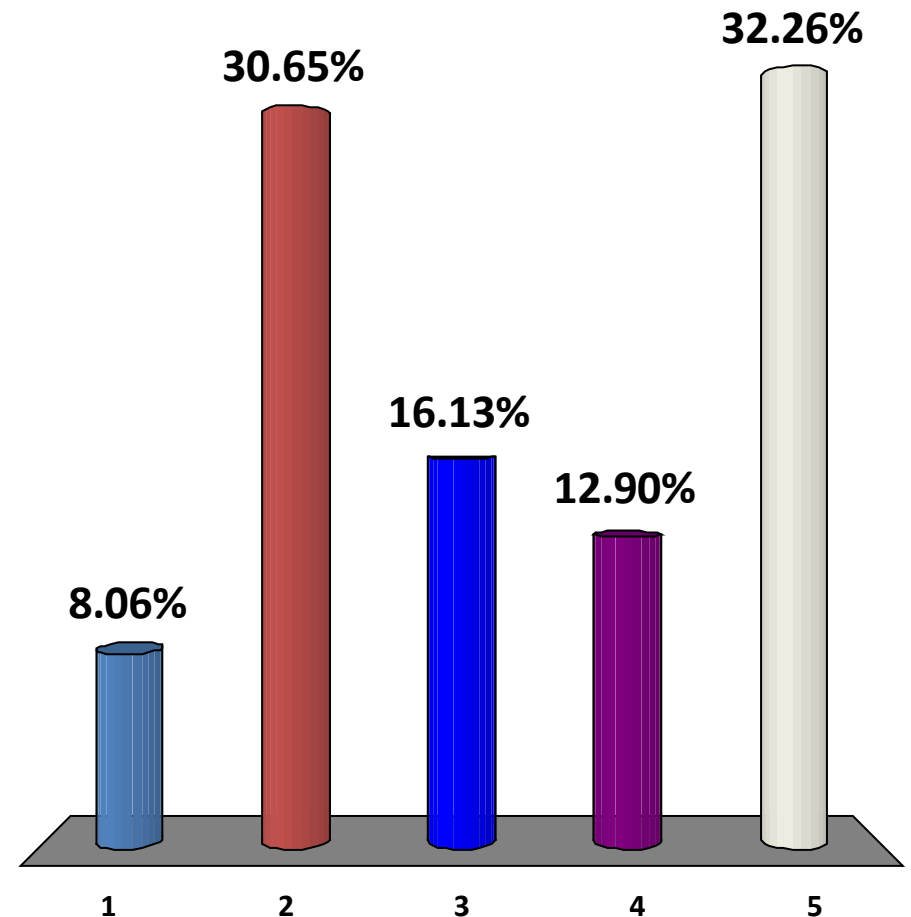
What district-wide initiatives are you most interested in learning more about?

1. Integrated Program Budget Model (IPBM) – new planning & budget model
2. New district-wide committees – PBC,ESS,TCC,& Facilities
3. Budget Allocation Model (BAM)
4. Internal processes/procedures for Colleges and District
5. All of the above



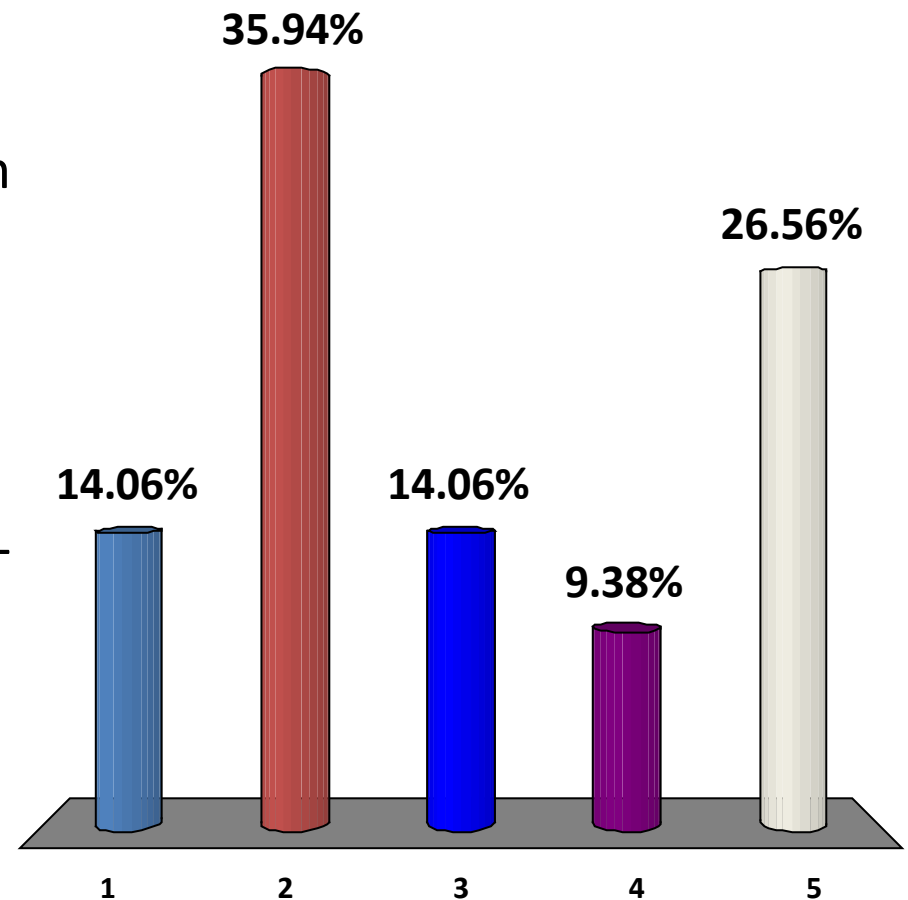
What important areas in Educational Services would you like to get more information on to do your job better?

1. Accreditation
2. Enrollment Management - FTES generation and budget impact
3. Student Learning Outcomes (SLOs)
4. Program Review process
5. All of the above



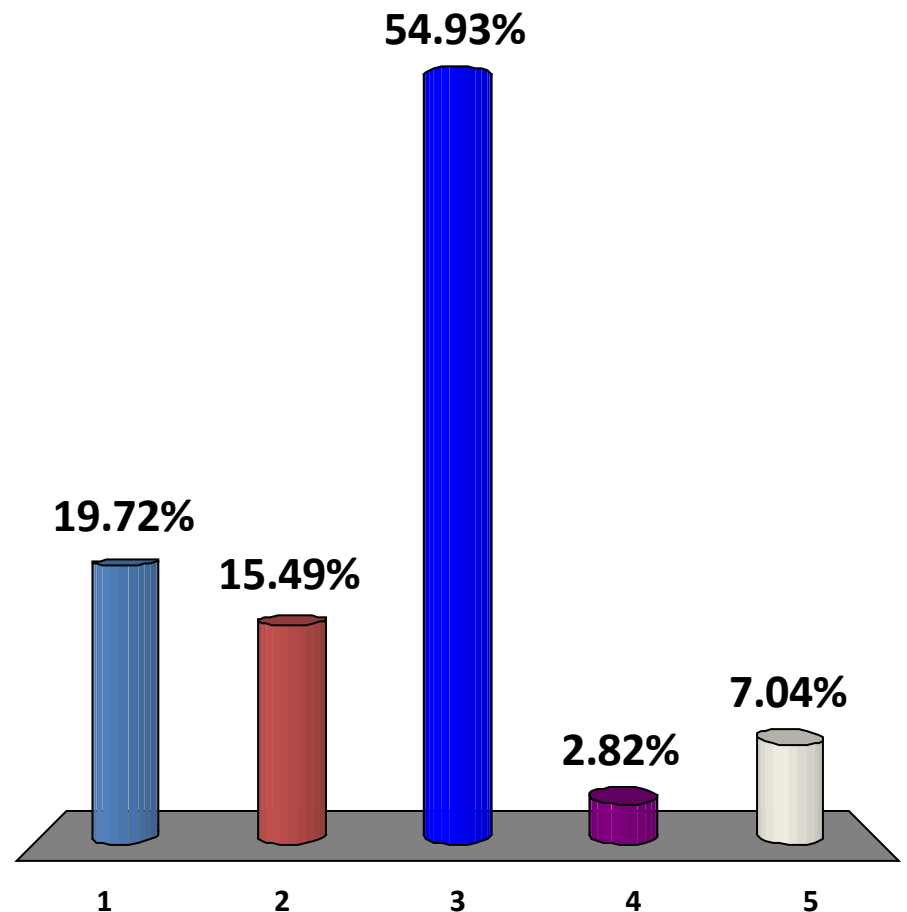
What other automated enterprise systems used district-wide would you be most interested in finding out about?

1. DegreeWorks – Student Education Plans and Student Degree Audit
2. Document Management System – scan, store & retrieve digital documents
3. Mobile Applications – Student Schedule & Grades
4. Open CCCapply & eTranscripts – Admissions/BOGW/transcripts
5. SARS Systems (SARS -TRAK, SARS-GRID, SARS-MSG)



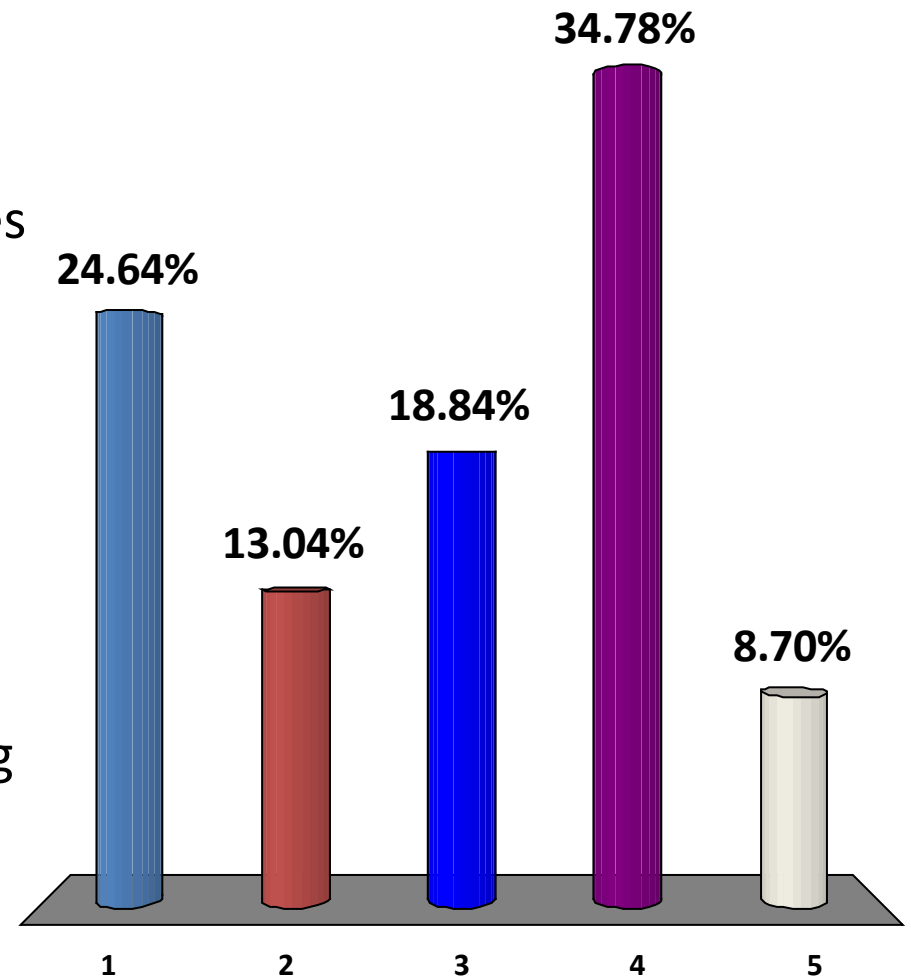
What processes and procedures related to Human Resources would you be most interested in?

1. Diversity Training/ Hiring Procedures
2. Health benefits
3. Retirement benefits – PERS/STRS
4. Discrimination/ Sexual Harassment (Mandatory)
5. Employee Assistance Program (EAP)/Wellness



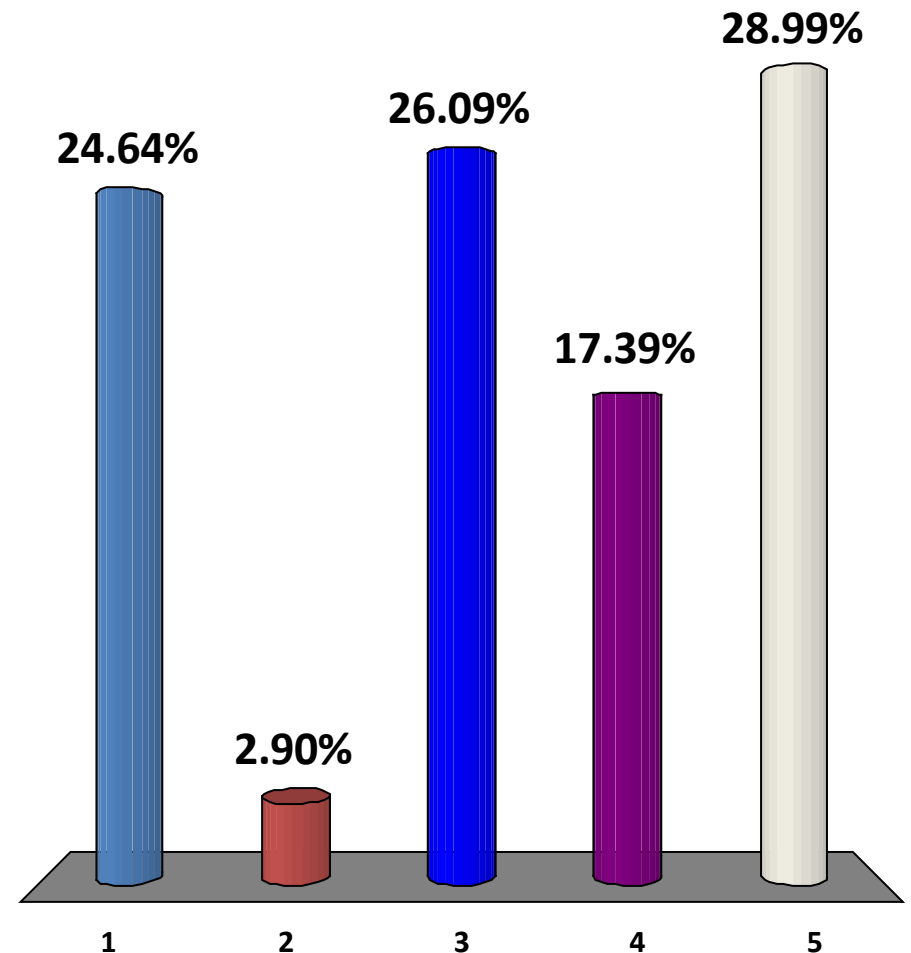
What area would you like most to have addressed in your individual department?

1. Cross-departmental training – job shadowing
2. Department desk manual - automated & manual processes
3. NEW Classified Professionals orientation – where to go & who to call for help
4. Improved communication between the District and Colleges
5. Data analysis coaching/training



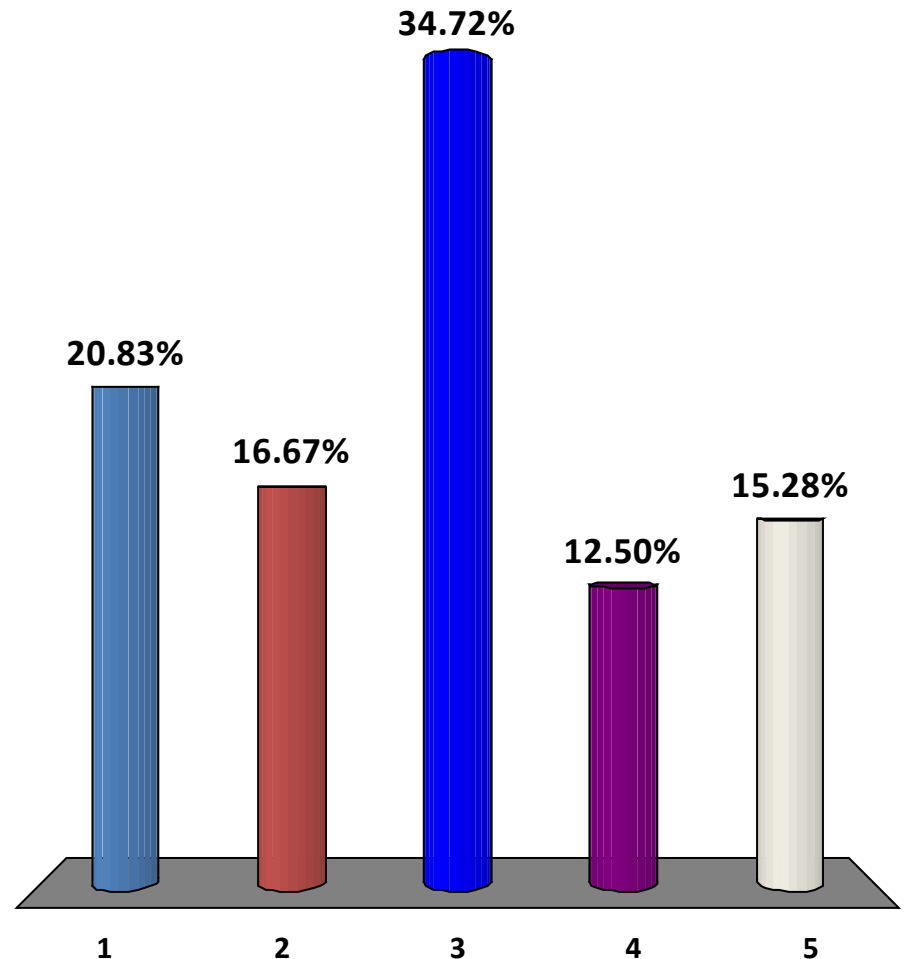
What college specific processes and procedures would you like to get more information on?

1. Ways to promote your programs/services (what we do & how we do it)
2. Writing Program Reviews
3. Dealing with difficult students
4. Ways to outreach to students better
5. None of the above



What other areas would you like training in?

1. Basic safety/first aid
2. Emergency response
3. Stress relief
4. Dealing with crisis situations
5. None of the above





Any Questions?

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“Getting 2 Know U”

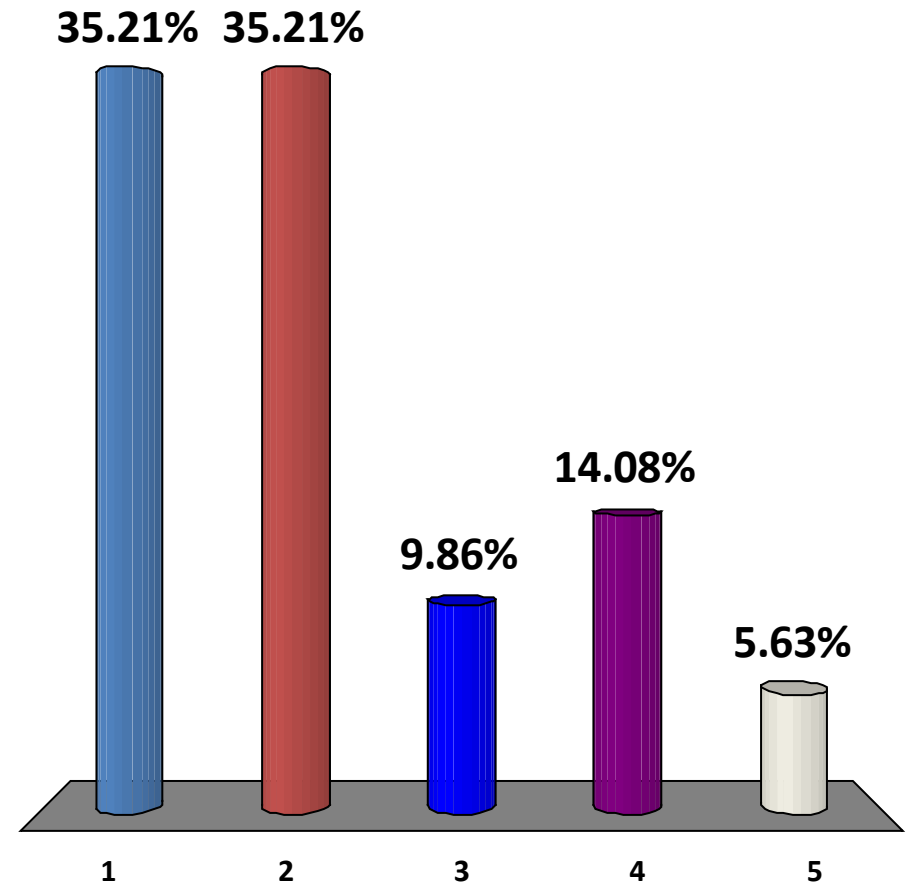
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QUESTIONS FOR FUN

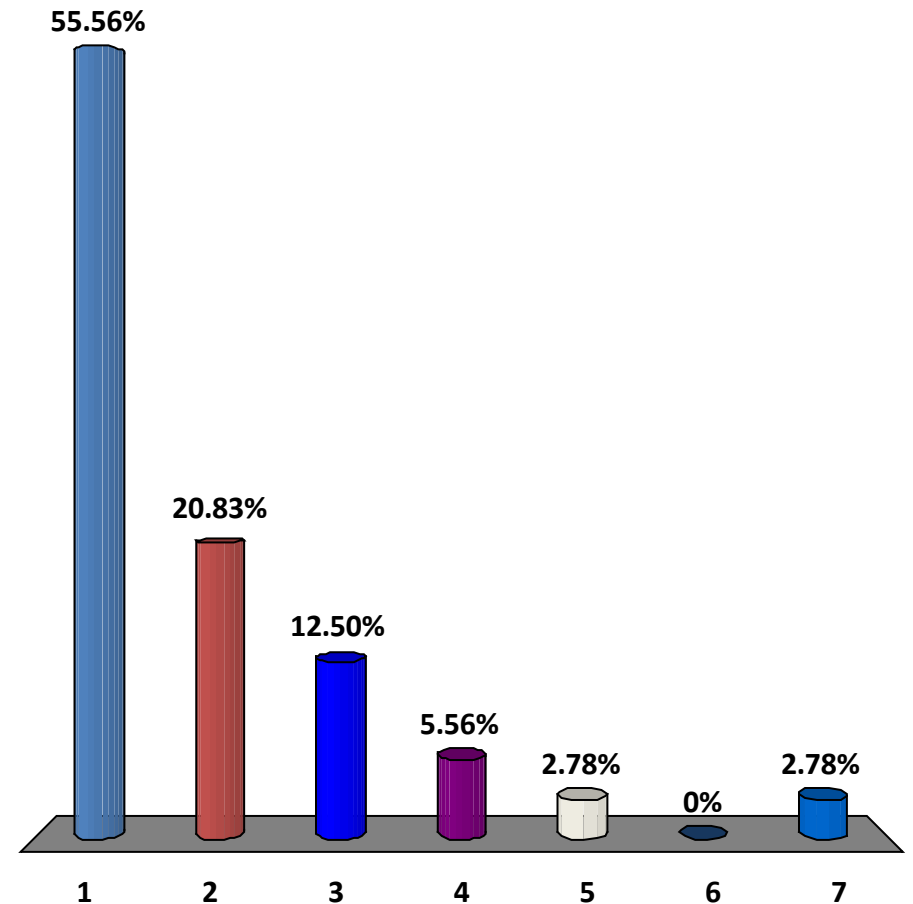
How many years have you worked for CLPCCD?

1. 0-5 years
2. 6 -15 years
3. 16 -20 years
4. 21 -30 years
5. 31 + years



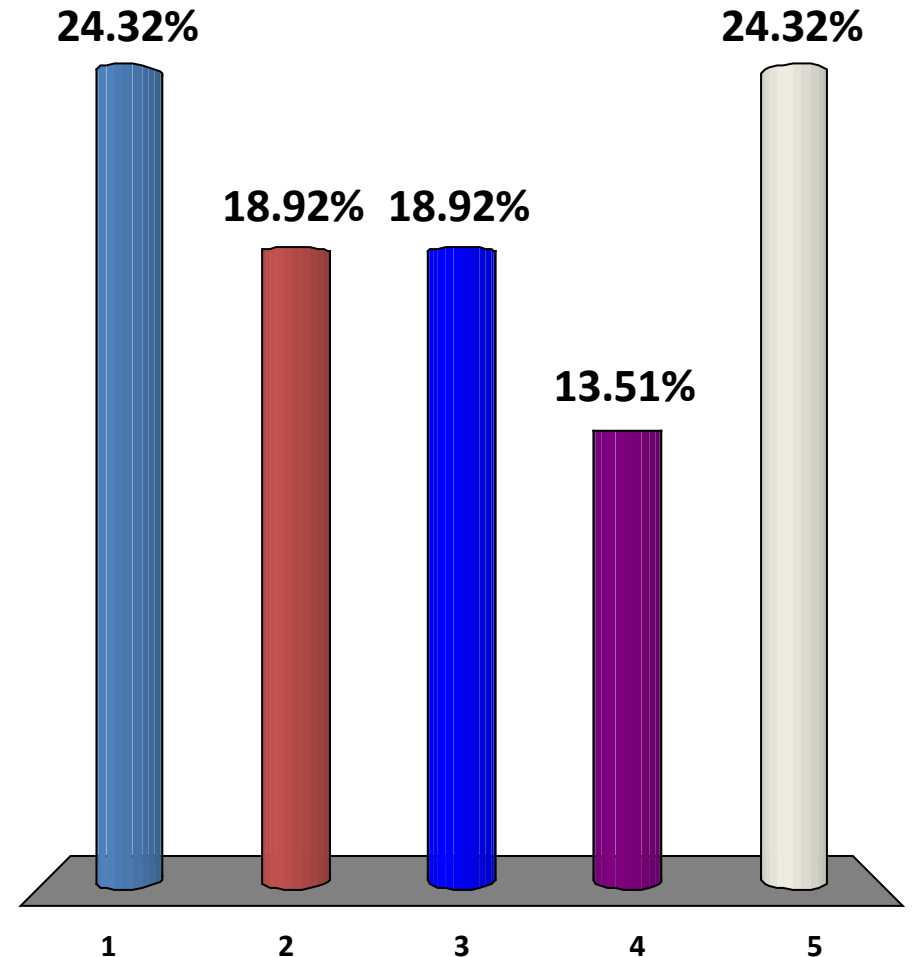
How many different jobs have you had at CLPCCD?

- 1.
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.
 - 7.
- 1
2
3
4
5
6
7 +



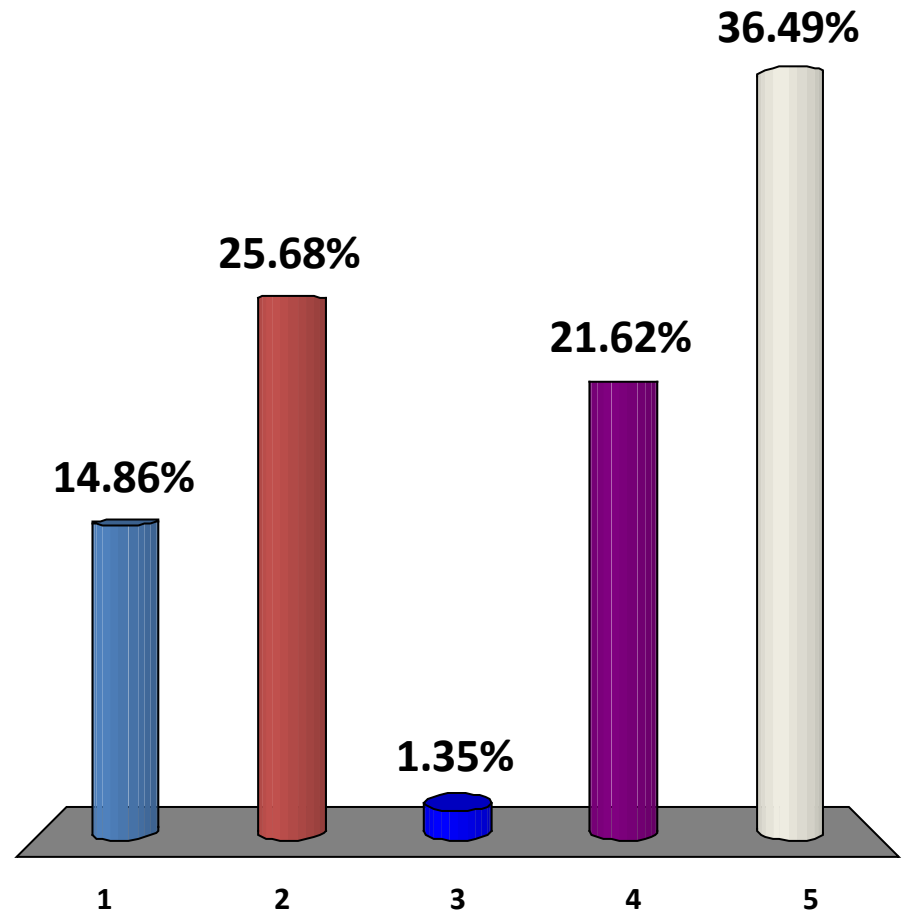
How many miles is your total commute to work each day?

1. 0-5 miles
2. 6-10 miles
3. 11-20 miles
4. 21 - 30 miles
5. 30 + miles



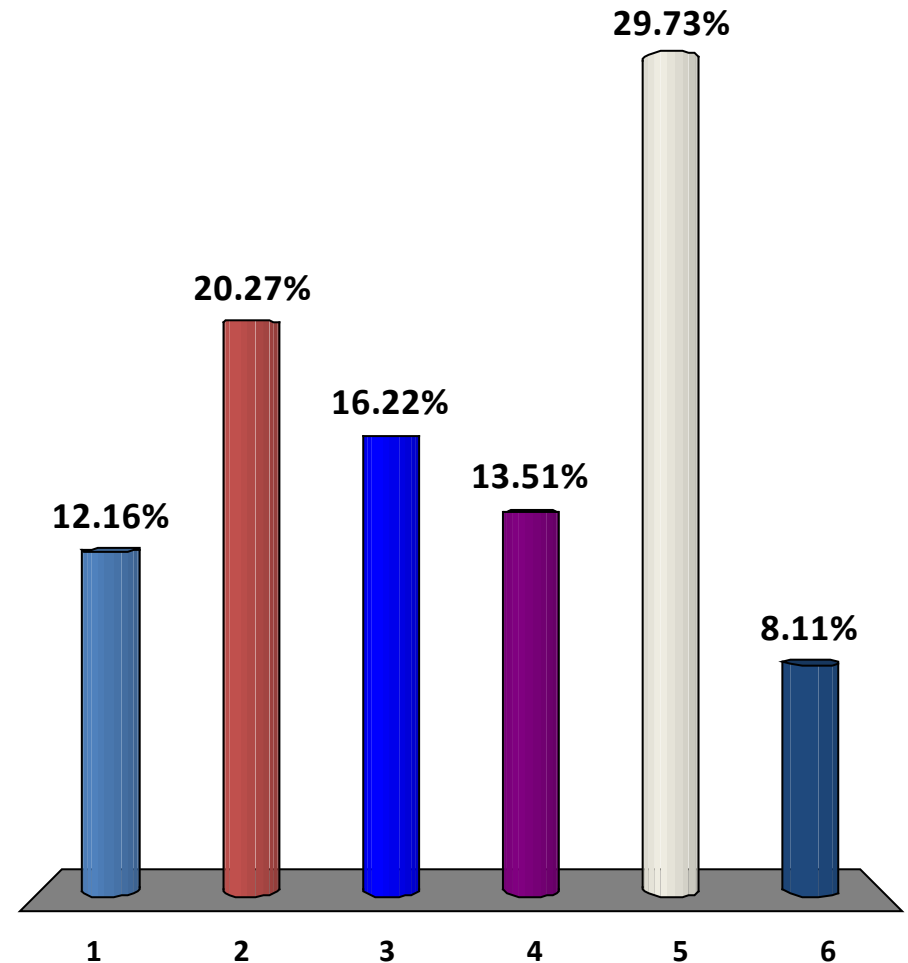
I could never live without the following:

1. Air conditioning
2. Television
3. Microwave
4. Computer
5. Smartphone



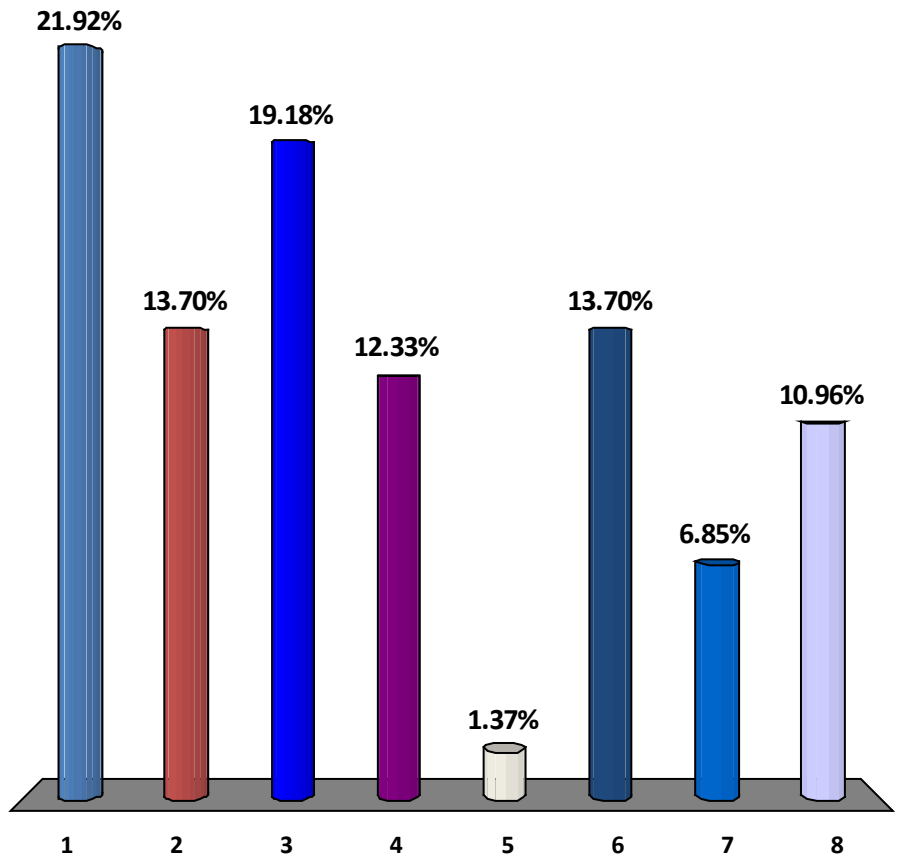
How long could you go without your smartphone?

1. 1 hour
2. 1 day
3. 1 week
4. 1 month
5. Are you crazy
6. I don't own one



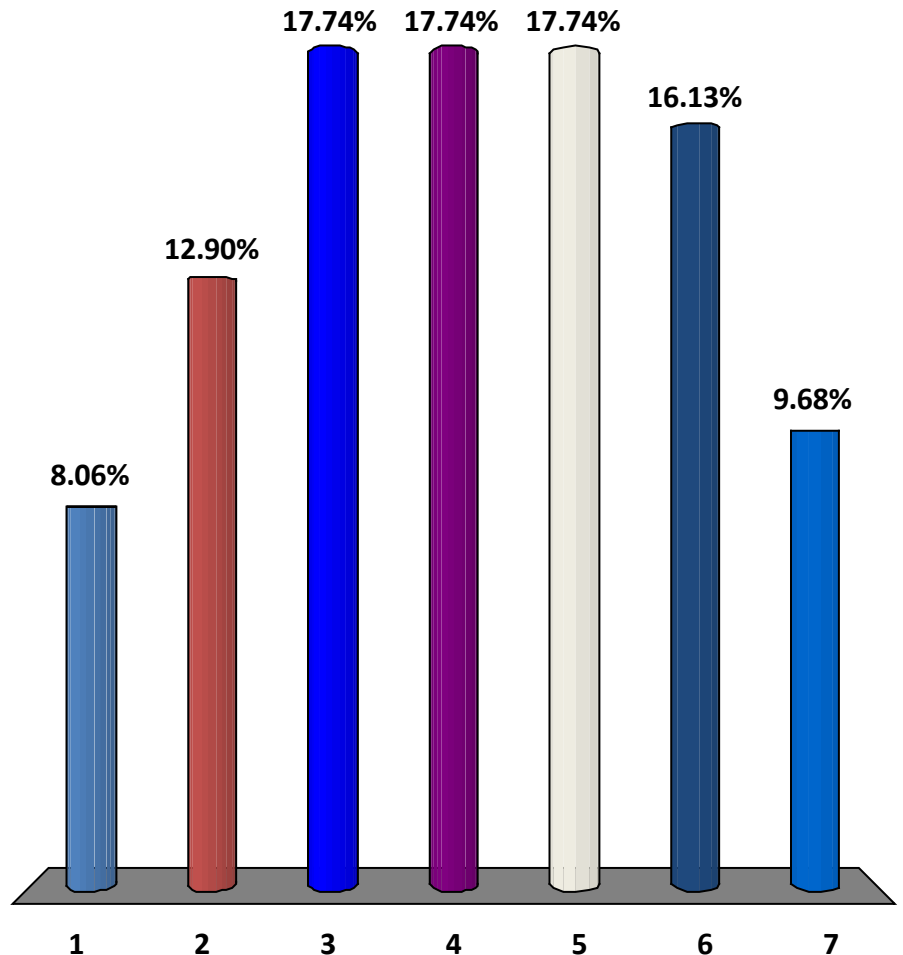
If I had to see a movie from one of the following , I would go see:

1. Star Wars
2. Frozen
3. Pretty Women
4. Avatar
5. Twilight
6. The Hunger Games
7. Field of Dreams
8. The Dark Knight Rises



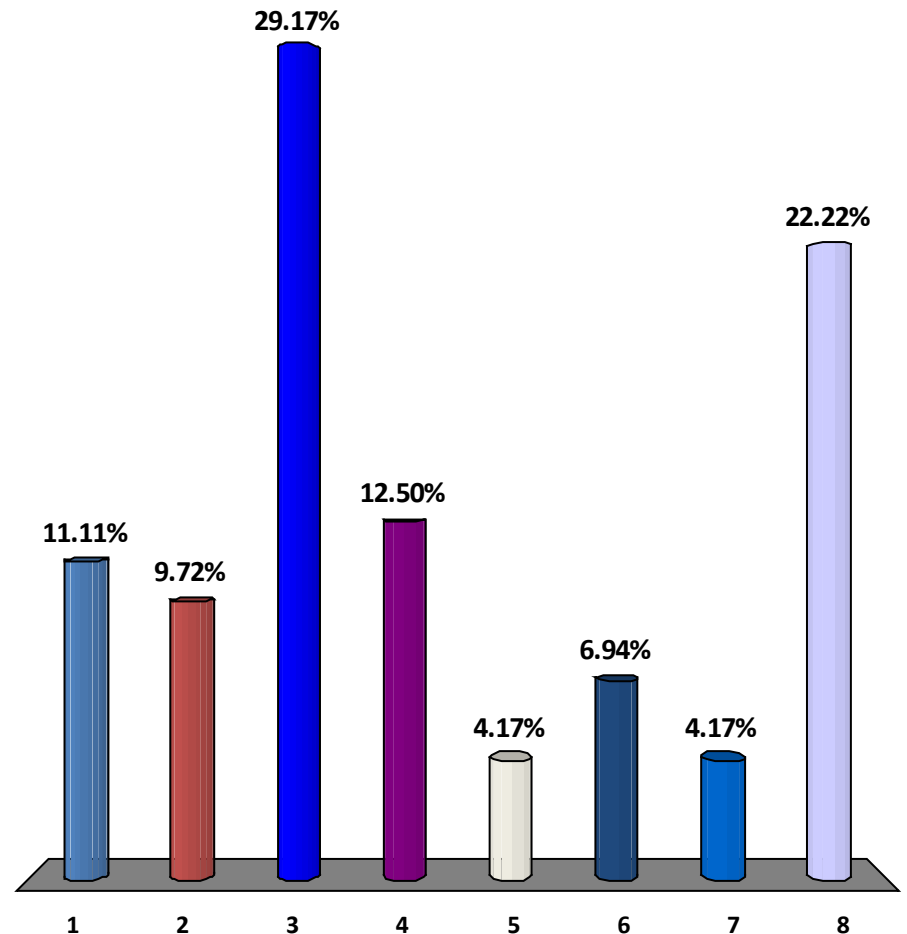
I've never _____, but I'd like to someday.

1. Bungee jumped
2. Traveled outside the U.S.
3. Gone Sky Diving
4. Swam with the Dolphins
5. Been on a Cruise
6. Been to New York City
7. Scuba Dive



What is your Favorite TV Show from one of the following?

1. Friends
2. Seinfeld
3. Big Bang Theory
4. NCIS
5. True Bloods
6. Dexter
7. Once Upon a Time
8. None of the above



Scavenger Questions

Who said it?

1. Why do they call it rush hour when nothing moves? ~Robin Williams
2. Choose a job you love, and you will never have to work a day in your life. ~Confucius
3. Don't cry because it's over. Smile because it happened. ~Dr. Seuss
4. A person who never made a mistake never tried anything new. ~Albert Einstein

Guess the Quote from the Movie:

5. Quote: What we *have* here is *a* failure to communicate :Cool Hand Luke

Name that Movie

6. **Mrs. Doubtfire:** I hope you don't mind me being a tad rude, but... how was he? You know, on a scale of 1 to 10?

Miranda: Well, that part was always... okay.

Mrs. Doubtfire: Just okay? Well, he was probably a Casanova compared to poor old Winston.

Mrs: Doubtfire

Scavenger Questions

Riddle:

7. The man who invented it doesn't want it.
The man who bought it doesn't need it.
The man who needs it doesn't know it.
What is it?

Answer: Coffin

8. Guess the Animal?

Can only live two years in the wild
It is a size of a honey bee when is born
It born with a pouch
And it live in North America

Answer: Opossum

Bonus Questions:

9. How many real pigs were used in filming babe? 48

10. How many films did John Wayne appear in? 153