

SFSC Professional Development Day

Friday, February 24, 2017

Reel 'em in!

SESSION DESCRIPTIONS

You will be given a link to the online registration form in an email message.

Online registration is February 7 – February 17.

10:30 AM – 12:00 PM

BREAKOUT SESSION A

1. Forum with Speaker

Presenter: Dr. Rosa Cintrón Delgado

Description: This session will continue in more depth with the subject matter contained in Dr. Cintron's earlier address. She will also bring in more ideas on strategies to be considered in building our campus communities. This session will also give the participants the opportunity to get to know her better and to ask pertinent questions. Be ready for a unique 90 minutes.

2. FiSH! - Attendance required at one of the sessions

Presenter: Adam Martin/Nelson Torres

Description: Great organizations are powered by positive energy. You can't force people to be positive and passionate. They must choose it for themselves. When they do, it drives remarkable results and sustained excellence. The FiSH! Philosophy releases the energy, enthusiasm and creativity inside each of us. It helps build a culture where people choose to bring their best to work.

3. Banner Budget Training - Limited to 24 participants and Banner login required

Presenter: Melissa Lee

Description: A demonstration will be given on how to review departmental budget and expenses using Self-Service Banner. We will look at how to drill-down and see purchase order encumbrances and payments to vendors. We will review and demonstrate the process for budget development in Self-Service Banner.

4. Save Money, Shed Pounds, and Shave Stress: Movement and Healthy Eating at Work

Presenter: Dr. Michele Heston/Mary von Merveldt

Description: Did you know that the average American would save approximately \$1,500 per year by packing his or her lunch? Eating lunch out can also take a toll on your health and your waistline with the average fast food lunch containing 881 calories and the average sit-down restaurant lunch carrying a 1,000 calorie price tag. Come learn to pack healthier, more cost-effective lunches that are anything but boring and snacks that will provide you with the energy and nutrients you need to fuel your day. Movement is also an important part of the wellness

equation. We will learn simple, but meaningful ways to add movement to your day and avoid being a “9-to-5 couch potato.”

5. **AVID Training: WICOR - An AVID Introduction**

Presenter: Willie Lewis

Description: AVID WICOR strategies shared in this session give faculty and staff an introduction to a broad assortment of instructional strategies that can be used in their work with students. Focused note-taking is introduced along with Costa’s Levels of Thinking, and academic reading strategies for critical thinking (e.g., Marking the Text, Summarization). The session ends with a collaborative activity, Philosophical Chairs, designed to pique participants’ interest. This session is aimed to provide information to address the question, “What is AVID?” and what WICOR strategies are. Many strategies are introduced and applied.

6. **Embracing a Culture of Campus Safety**

Presenters: Deputy Zachary Lehman/Keith Loweke

Description: During the presentation we will explore how the college embraces and promotes a safe culture by design, effective communication amongst the community members and emergency planning efforts when the unpredictable incidents arrive. We will review the college’s safety plans, update the audience on the importance of situational awareness (See something...say something) and provide attendees with techniques on defusing escalating altercations before they turn violent.

7. **MS Word: Time-Saving Tips and Tricks** - *Limited to 24 participants*

Presenter: Dr. Cherie Stevens

Description: Do you use MS Word but wish you knew techniques that would help you save time and create more effective Word documents? Then this workshop is for you! Learn how to use keyboard shortcuts and implement effective document design techniques, discover quick ways to format text and images, learn how to convert text to tables, utilize Word tables to create forms, and more! This workshop will be held in an SFSC computer lab with the new MS Office upgrade, so you will also have the opportunity to be introduced to Word 2016. **NOTE:** All techniques can be used with both Word 2013 and Word 2016.

1:15 PM – 2:45 PM

BREAKOUT SESSION B

1. **HSI STEM Grant Project**

Presenter: Dr. Timothy Wise

Description: During this session you will learn about the impact our five year \$5 million dollar HSI STEM Grant will have on SFSC, our students, and on our district. You will learn about new personnel, new equipment, and entirely new programs that will become a part of our SFSC curriculum. Time will be allowed for Q&A session at the end.

2. **FiSH!** - *Attendance required at one of the sessions*

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3. FERPA Do's and Don'ts

Presenter: Dr. Deborah Fuschetti

Description: What is FERPA – Family Educational Rights and Privacy Act – and how does it affect me – an employee at SFSC? This session will include some do's and don'ts and best practices pertaining to student records, academic security and disclosure of personally identifiable information.

4. EAP: Learning About Your Conflict Management Style

Presenter: Karen Averill

Description: When confronted with a conflict in the workplace there are several ways a person might handle the situation. One might “take the bull by the horns” and meet others head-on with the facts; one could “wait it out” and see if the problem resolves itself or is resolved by others; one might focus on “short-term gains” in an effort to appease the conflicting parties or attempt to split the difference. Or, one could “take the time” to engineer a “win-win” scenario that would balance the needs of all interested parties. Learning more about the personal styles used to deal with conflict situations can help you handle conflict more effectively. This workshop will help participants identify their personal approach to conflict; learn to identify the conflict management style of others; and discuss how to use this information to improve conflict management skills.

5. AVID Training: Socratic Seminar

Presenter: Willie Lewis

Description: The Socratic Seminar is a strategy that engages students in deeper learning by providing them with opportunities to critically read, think, inquire, and dialogue in collaboration with others. The goal is for students to better understand complex problems as they gain confidence in more advanced levels of inquiry and discourse. Grounded in Socratic philosophy of learning to inquiry, the Socratic Seminar is a structured activity in which students pose and respond to questions regarding a text or artifact. This session explicitly reviews and models the steps involved in creating and guiding a Socratic Seminar.

6. Nearing Retirement in the FRS

Presenters: Christine Petrosi

Description: This workshop focuses on discussing practical issues important for those nearing retirement. Topics include setting retirement goals including income needs and understanding your sources of retirement income including FRS plans and Social Security. We'll look at distribution options for various plans and explore how to create an annual income stream in retirement that can last your lifetime. The workshop will explain taxation, required minimum distributions and the potential order for withdrawals. Throughout the workshop, we'll highlight the many resources available to you as an FRS employee.

7. CPR Part I (*You must register for both Part I & II to obtain certification*) – Limited to 16 participants

Presenters: Greg Smith

Description: Learn Basic Life Support (BLS) through the American Heart Association with a Certified BLS Instructor. Course provides training for designated first responders, or individuals needing credentialed training for job or regulatory requirements. Learn how to perform CPR, as well as other lifesaving skills, in a wide variety of in-hospital

and out-of-hospital settings. You will participate in simulated clinical scenarios and learning stations, skills practice and skills testing, and complete a written exam.

3:00 PM – 4:30 PM

BREAKOUT SESSION C

1. Amazing MS Access!

Presenter: Dr. Cherie Stevens

Description: You may be familiar with Excel; it's a wonderful tool, but there are some things a spreadsheet just cannot do. That's where Access, the Microsoft database, steps in! In this session, we will learn to create an Access database, import data from Excel, link data tables together, create forms and reports, and design simple queries to sort and filter data. Join us in this session and unlock the mysteries of database!

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3. Overcoming Stress: Taking Care of You

Presenters: Dawn Pisarski

Description: Trying to balance work, home, community responsibilities, and a social life can be stressful. Spending too much or too little time in any one area can cause 'dis'ease which can lead to burnout, illness, or other disorders that disrupt balance in the body. In this session, we will look at how the practice of self-care can provide a foundation to success at work, at home, and in the community. We will look at how our daily lives are currently balanced, self-care practices, time management strategies, and the relationship to job performance. We will discuss and participate in stress reduction exercises and self-care activities, to enhance the overall outlook of day to day living.

4. SFSC Foundation: You're Not Just an Employee

Presenters: Jamie Bateman

Description: Discover that you are not just an employee. Together we will identify ways on becoming engaged, empowered and motivated to make a difference.

5. AVID Training: Jigsaw/Fishbowl/Hatful of Quotes

Presenter: Willie Lewis

Description: Three distinct strategies designed to engage students in your classroom. All three can be used in any discipline and use collaboration, writing, and inquiry.

- **Jigsaw:** a strategy where one group of students become the “expert” on a section of the text and then “teaches” that section to other classmates. This strategy works well when discussing new information with limited time. Through discussion and synthesis of ideas, it promotes deep reading and effective listening skills as well as mastery of content.
- **Fishbowl:** a strategy to allow students the opportunity to observe the dynamics of a discussion and gives the class a chance to analyze what makes an effective discussion and what hinders progress. This works very well when the instructor wants to use an activity but the class is too large a group to implement it effectively.
- **Hatful of Quotes:** a strategy to encourage students to complete independent reading outside of class and helps inspire purposeful reading.

6. MOFAC/Art Department Tour

Presenters: Karla Respress/Megan Stepe

Description: Join us for a creative afternoon in the Fine Art Building (A). Visit the SFSC Museum of Florida Art and Culture (MOFAC) to view: The 20th Century Seminole Experience - Paintings from the Florida Indian Tribe Series exhibit and learn about local history in the MOFAC Archaeology wing. Then, use your ‘eagle-eye’ and participate in a scavenger-hunt with the Christopher Still’s Florida History Murals. Visit the art-studios for pottery-wheel throwing and painting demonstrations by local artists and SFSC art students. Before you go, create a Japanese suminagashi print and a clay ornament. Come by intrigued and leave inspired!

7. CPR Part II (*You must register for both Part I & II to obtain certification*) – Limited to 16 participants

Presenters: Greg Smith

Description: Learn Basic Life Support (BLS) through the American Heart Association with a Certified BLS Instructor. Course provides training for designated first responders, or individuals needing credentialed training for job or regulatory requirements. Learn how to perform CPR, as well as other lifesaving skills, in a wide variety of in-hospital and out-of-hospital settings. You will participate in simulated clinical scenarios and learning stations, skills practice and skills testing, and complete a written exam.