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To: [DL.ALL](#)
Subject: Classified Staff Professional Development Day—Thursday, March 22, 2018
Date: Thursday, March 15, 2018 12:13:57 PM

Message sent on behalf of the Professional Development Committee

Classified Staff Professional Development Day—Thursday, March 22, 2018

The Professional Development Committee is excited to present the second Classified Staff Professional Development Day of the 2017-2018 academic year, which will bring together all classified professionals from both campuses. The day's program will begin with coffee and a welcome session with Superintendent/President Dr. David Wain Coon. The MCCD Police Department will then present "Preparing for Campus Emergencies" to all staff. Following the presentation, staff will break for lunch and then have their choice of attending two of the following sessions:

- **Our Role to Ensure Student Equity**
- Art of Listening and Giving Feedback
- The Way We See It: Same Viewfinder, Different Perspectives
- De-escalating Emotionally Charged Conflicts
- Landscape Walking Tour

The day will end with snacks in the Academic Center, Quad Area.

This is an "all play" (mandatory) event for classified professionals. Managers are asked to please make the appropriate arrangements to close respective offices and service areas during those hours and ensure appropriate signage is placed **well in advance** alerting students, faculty, others that offices will be closed for this purpose.

Complete details about the program and the sessions offered are available

online: [Classified Staff Professional Development Day Program](#)

Thursday, March 22

8:30 a.m. to 4:30 p.m.

Kentfield Campus