

Non-Instructional Duty Day Schedule

(All sessions will be presented via Zoom)

January 6 - Meetings and Professional Development

8:00 a.m. – 10:00 a.m.	Department Meetings		
10:15 a.m. – 11:15 a.m.	Various Committee Meetings		
11:15 a.m. – 12:15 p.m.	Lunch Break		
11:15 a.m. – 12:15 p.m.	Pensacola State College Faculty Association General Membership Meeting		
Date/Time	Title	Presenter(s)	Course#/Section#
12:30 p.m. – 1:30 p.m.	Creating a Plan for Self-Care and Stress Management (Credit Type: LOI)	Brittany Clark Liz Moseley	D01317/9890
12:30 p.m. – 1:30 p.m.	Library Workshops Supporting Curriculum: You Have a Glo for this! (Credit Type: (POL, CUR))	Stephanie Johnson	D01336/9891
12:30 p.m. – 1:30 p.m.	Zoom Questions & Answers (Credit Type: DLT, CUR)	Scott Schackmann, Rodney Garrett, Susan Robbins, Vasanth Ramachandran Jeff Wooters, Rachael Woods	D01319/9892
12:30 p.m. – 1:30 p.m.	Do My Tests Pass the Test?	Mitzie Sowell	D01340/9808
1:45 p.m. - 2:45 p.m.	Creating a Culture of Care Credit Type: (LOI)	Lynsey Listau Jessica Johnson	D01337/9893
1:45 p.m. - 2:45 p.m.	TRIO Support Services (Credit Type: LOI, CCP)	Juanita Edwards Tim McGowan Wayne Hagan	D01338/9894
1:45 p.m. - 2:45 p.m.	Copyright in Higher Education (Credit Type: POL, CUR)	Thomas Jonte	D01087/9895
3:00 p.m. – 4:00 p.m.	Behind the Accommodations (Credit Type: CLM, LOI)	Liz Moseley	D01306/9896
3:00 p.m. – 4:00 p.m.	Self-Care for Supporters (Credit Type: LOI)	Rachelle Burns	D01320/9897
3:00 p.m. - 4:00 p.m.	Handling Student Conduct Issues (Credit Type: CLM)	Ruth Davison	D01339/9898

January 7 - Planning Day (No SPD Scheduled Events)

Category Key: Curriculum and Instruction (CUR) – Psychology of Learning (POL) – Tests and Measurements (TAM) – The Community College (CCP)
Classroom Management (CLM) – Learning Technologies (DLT) – Issues Affecting Higher Education (LOI)

Register Information

To receive documented professional development credit, please register via [Spyglass](#) using the course and section numbers provided.

1. Registration for workshops is available via [Spyglass](#);
2. Please note the section number as it will make the registration process easier;
3. After logging into Spyglass, select the “Register” button from the list of options on the left menu bar;
4. Select “S” - EMPLOYEE SPD (under the **Spring** semester), and click the “Continue” button;
5. Input the workshop section number in the box and click the “Add Now” button;
6. Be sure to confirm the workshop selections before exiting Spyglass; and
7. To receive credit for attending a workshop, your signature must be on the session sign-in sheet.

Note: If you are a new employee and have trouble logging on to Spyglass, you will most likely need to fill out the non-credit application first. The information and form can be found at the following link:

<http://www.pensacolastate.edu/spd/#psc-my-training-spd>

To gain access to the selected workshops, click on the course/section. Once you have completed the requested information, you will receive an email with the Zoom link to join the session.

For additional information contact: Juanita Scott, Director
Staff Professional Development at (850) 484-1953

Think Training... Think SPD