Non-Instructional Duty Day Schedule

Thursday, January 5 - Meetings and Professional Development

8:00 a.m. – 10:00 a.m.	Department Meetings
10:15 a.m. – 11:15 a.m.	Committee Meetings
11:15 a.m. – 12:15 p.m.	**Lunch hosted by the College Administration and the Faculty Association in the Student Center in Building 5.**

Date/Time	Title	Presenter(s)	Building/Room#
12:30 p.m. – 1:30 p.m.	FERPA – What You Need to Know Credit Type: (LOI)	Tom Gilliam	Bldg. 20, Rm. 2052
12:30 p.m. – 1:30 p.m.	Academic Accommodations Credit Type: (CLM, LOI)	Kathryn Coxwell, Liz Moseley	Bldg. 96, Rm. 9663
12:30 p.m. - 1:30 p.m.	Academy of Teaching Excellence Presents A Case for Critical Thinking: What It Means, What We Can Do Credit Type: (CUR, POL, TAM)	Todd Neuman, Sara Smith	Bldg. 20, Rm. 2051
1:45 p.m. – 2:45 p.m.	Excel: It isn't Just a Spreadsheet Credit Type: (DLT, LOI)	Mack Bessemer	Bldg. 20, Rm. 2068
1:45 p.m. – 2:45 p.m.	The Best Workshop for Writing Multiple Choice Exams is _____. Credit Type: (TAM)	Ken Phillips	Bldg. 20, Rm. 2052
1:45 p.m. – 2:45 p.m.	*New - Just Added* Open the Pod Bay Doors, ChatGPT: AI, Writing, and the College Classroom Credit Type: (CLM, CUR, POL)	Kayley Thomas Gulf Coast State College	Bldg. 20, Rm. 2051
3:00 p.m. – 4:00 p.m.	Q & A with Academic Administration Credit Type: (CCP, LOI)	Kirk Bradley, Brenda Kelly Dusti Sluder, Erin Spicer	Bldg. 20, Rm. 2051
3:00 p.m. – 4:00 p.m.	Resources for New and Current Faculty Credit Type: (LOI)	Susan Robbins, Lauren Rogers Deb Ryals	Bldg. 20, Rm. 2068
3:00 p.m. – 4:00 p.m.	Emerging Adulthood: Looking at Students through a Different Lens Credit Type: (CCP, CLM, LOI, POL)	Darlene Mosley	Bldg. 96, Rm. 9663
3:00 p.m. – 4:00 p.m.	Student Conduct Issues and How to Report Them Credit Type: (CLM, LOI)	Veronica Jennings, Jessica Johnson	Bldg. 20, Rm. 2052

NOTE: Each workshop is hyperlinked to the Flywire registration for that session.

Friday, January 6 - 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)

Registration Information

Register for sessions via our new registration portal, Flywire.

- Select Professional Development Day under Products.
- Browse session time offerings. Select a product and scroll to the bottom to view the session description.
- Enter all required fields and click ADD TO CART.
- Click the Products hyperlink at the top to view additional session offerings and add them to your cart.
- Click your cart, followed by VIEW YOUR CART, once you've selected a workshop for each time block.

All in-service workshops are at no cost to employees. Although the checkout page indicates billing, employees are only required to enter their name, work address, office phone number, and work email address. You do not need to fill in the Student ID field, as this is not required but is Flywire delivered.

Complete the additional prompts to complete registration, including CHECKOUT AS A GUEST, and PLACE YOUR ORDER.
An order confirmation page will populate an email to the email address listed during checkout.

If you need additional assistance, contact Staff Professional Development at 850-484-1754 or 850-484-1953 or email Juanita Scott at jscott@pensacolastate.edu.

For additional information and questions about upcoming professional development opportunities
Contact: Juanita Scott, Director, Staff Professional Development at (850) 484-1953

Think Training…*Think SPD*