

Non-Instructional Duty Day Schedule

Tuesday, January 9 - Meetings and Professional Development

8:00 a.m. – 9:30 a.m.	Department Meetings		
9:45 a.m. – 11:15 a.m.	General Education Learning Outcomes Assessment Review and Reflection, Room 2051		
11:15 a.m. – 12:15 p.m.	Lunch (On Your Own) or Faculty Association General Membership Lunch Meeting, Room 9663		
DATE/TIME	TITLE	PRESENTER(S)	BUILDING/ROOM#
12:30 p.m. – 1:30 p.m.	ADA What You Need to Know Credit Type: LOI	Kathryn Coxwell	Bldg. 1, Rm. 127
12:30 p.m. – 1:30 p.m.	Exploring Ways Faculty Can Use Excel Credit Type: DLT, CLM	Kate Cavanaugh Randall McClellan	Bldg. 1, Rm. 122
12:30 p.m. – 1:30 p.m.	TRIO: Student Support Services, Veteran Student Support Services, and Career and Technical Education Credit Type: CCP, LOI	Deborah Hooks, Kevin Kropp Marcy Matthews-Bethea	Bldg. 1, Rm. 109
12:30 p.m. – 1:30 p.m.	Workday for Faculty Credit Type: CLM	Michael Payne Scott Schackmann	Bldg. 1, Rm. 126
1:45 p.m. – 2:45 p.m.	Academy of Teaching Excellence Presents Bridging the Gap: Teaching Methods for Reaching Gen Z and Gen Alpha Credit Type: CUR, CLM, POL	Amber Carey	Bldg. 1, Rm. 109
1:45 p.m. – 2:45 p.m.	Harassment, Discrimination, and Bullying in the Workplace: How to Prevent, Report, and Respond Credit Type: LOI	Lynsey Listau	Bldg. 1, Rm. 127
1:45 p.m. – 2:45 p.m.	How I Learned to Love Pens: The Default Mode Network, Mind Wandering, and How Doodling Can Assist in Activating Our More Imaginative Faculties Credit Type: LOI	Francesco Donato	Bldg. 1, Rm. 129
3:00 p.m. – 4:00 p.m.	Academy of Teaching Excellence Presents Professor's Perspective: Adding Depth to Online Discussions Credit Type: CLM, CUR, DLT, POL	Brian Ward	Bldg. 1, Rm. 109
3:00 p.m. – 4:00 p.m.	Canvas Refresher Credit Type: DLT, CLM	Wendy Spradlin	Bldg. 1, Rm. 126
3:00 p.m. – 4:00 p.m.	Who Are Our Students? Credit Type: CCP	Michael Johnston	Bldg. 1, Rm. 127

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

Wednesday, January 10 - 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 Non-Instructional Duty 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