



Come to F.I.S.H. Training with Cheryl Marshall

Thursday, Feb. 27th, 1-3 pm, LRC 226

FISH! has been called an antidote to cynicism, depression, burnout and anger. Spark your enthusiasm with four simple practices to renew your energy and commitment to Crafton.

ISSUE Two | VOLUME Two | YEAR 2014

Classified Voice

The Classified Senate promotes the valuable contributions made by classified staff in creating an environment that will lead to the greatest level of student success.

Mark Your Calendars

- 02-27-14 | F.I.S.H. Training w/Cheryl Marshall | 1:00 - 3:00 pm | LRC 226
- 03-03-14 | Basic PC Computing Skills workshop | 12:00 -1:00 pm | LRC 110
- 03-13-14 | Stress Management workshop | 1:00- 2:30 pm | LRC 110
- 03 17-21 | SPRING BREAK
- 03-26-14 | Budget Management & Development | 1:00 - 2:30 pm | LRC 110
- 03-28-14 | College Customer Service workshop | 10:30 am – 12 pm| LRC 110
- 03-29-14 | Annual Gala & Auction | 6:00 - 10:00 pm | National Orange Show

Coming Soon

04-02-14 | Longevity Wellness Program | 12:00 - 1:00 pm | LRC 226

You Spoke and We Listened!

Beginning in March, through a partnership with Professional Development, we have a lineup of workshops that you asked for! In response to our survey of what you'd like to see offered to classified staff, the following workshops are being offered next month:

Basic PC Computing Skills

Presenter: Trelisa Glazatov

- Work with windows, toolbars, and command menus
- Perform basic word processing and graphic tasks
- Explore Web browsing basics
- Save, copy, and organize your work

College Customer Service

Presenter: Rejoice Chavira

- What is exceptional customer service?
- What important qualities do people desire in customer service?
- How can we focus on what we can do instead of what we can't do to serve students?



Stress Management

Presenter: Manika Singh

Stress affects us in many different ways. This workshop will provide you with practical strategies for managing stress and bring your life into balance.

...More of what you requested is coming your way this April

Attend the 2014 CHC Annual Gala
in support of our students!

Advance purchase ticket price for **Classified Professionals only \$50 each** through **March 1, 2014**
Reserve your space now!

Happy February Birthday!

Moises Gonzalez	15 th	Stephanie Carlson	23 rd
John Muskavitch	17 th	Jeremy Crooks	24 th
Ben Gamboa	18 th	Karen Peterson	27 th
Ruby Zuniga	19 th	Armando Camarena	28 th

Join us for our next Classified Senate Meeting

Friday, March 7th
2-3 p.m. LRC 226

"It is never too late to be what you might have been." – George Eliot