

TODAY!
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.

○ ISSUE Three | ○ VOLUME Two | ○ YEAR 2014

Classified Voice

April is **Sexual Assault Awareness Month**

Every Wednesday in April from 12-1 pm, CHC will be holding activities and workshops designed to bring awareness to this important topic. More information will be coming soon. You may also learn more about specific events to be included at: [SBCCD Police Events](#)

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

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

April | **SEXUAL ASSAULT AWARENESS MONTH** | Wednesdays during College Hour
04-02-14 | **Lunch & Learn: Longevity Wellness Program** | 12:00 - 1:00 pm | LRC 226
04-03-14 | **Basic MAC Computing Skills: Online Webinar** | 2:00 - 3:00 pm |
www.cccconfer.org, (888) 886-3951, Passcode: 178272

Coming in April to Crafton Hills College
The Clothesline Project

The Clothesline Project is a visual display that bears witness to the violence against women. More information will be emailed soon. If you would like to donate a decorated T-shirt, please contact Michelle Tinoco x3369
Click here for more information about [The Clothesline Project](#)



More of what you requested coming your way!

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?

Lunch and Learn: Longevity Wellness Program
Presenter: Lou Weiss

Join us for lunch and learn healthy habits that promote longevity. NOTE: On April 16th, Lou Weiss will return to CHC for private health screenings.

Basic MAC Computing Skills: Online Webinar
Presenter: Trelisa Glazatov

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

*For details on how to login to the Webinar, contact Trelisa (909) 384-4303 or Robert (909) 389-3566.

Interactive PowerPoint
Presenter: Trelisa Glazatov

The session assumes participants will have a basic working knowledge of PowerPoint. This workshop focuses on ways PowerPoint can be used to make presentations more interactive. We will learn how to embed hyperlinks, action buttons and use animations.

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

We have extended the special ticket price for **Classified Professionals: only \$50 each**
Reserve your space now!

Happy March Birthday!

Michael Bedoya	2 nd
Richard Bryson	8 th
Veronica Lehman	16 th
Elizabeth Mealey	21 st
Tina Gimple	31 st

Join us for our next
Classified Senate
Meeting

Friday, April 4th
2-3 p.m. LRC 226

"Your future is created by what you do today, not tomorrow." -unknown