



## Weekly Update 10-18-19

### Assistance Needed for President's Luncheon

The [Second Annual President's Luncheon](#) is this Tuesday at the Hiller Aviation Museum in San Carlos. We are looking for students, faculty, staff and administrators to be on site and assist on the day of the event. Click [HERE](#) to sign up to assist.

Job duties include:

- Event Set Up
- Event Greeter
- Registration/Check In
- Table Captain
- Event Breakdown

We also invite you to attend and share the invitation with your networks. Please click [HERE](#) to purchase tickets. For questions on assisting with the event, please contact [Mayra Arellano](#) or [Yesenia Mercado](#). Thank you for your support!



**2ND ANNUAL  
PRESIDENT'S  
LUNCHEON**

Tuesday, October 22, 2019 - 11:30 a.m.  
held at the  
Hiller Aviation Museum  
601 Skyway Road, San Carlos, CA

Supporting student success  
through scholarships.

Register at:  
**CANADACOLLEGE.EDU/LUNCHEON**



## Program Review -- Personnel Resource Request Timeline

A reminder that Monday, October 21 is the deadline to submit [Program Review](#) as well as resource and [personnel requests](#). The [Cañada College Participatory Governance Manual](#) delineates the process for requesting, prioritizing, and approving position requests. As of fall 2018, all resource requests are made as part of the Program Review process and submitted in Improve (TracDat) along with all other data, narratives, and required forms. To request new positions, as distinct from replacement hires, programs must complete and attach to their program review submittal in TracDat the appropriate personnel request form:

- Form to request a [new classified position](#)
- Form to request a [new faculty position](#)

### Program Review – Position Request Presentations

Programs requesting new positions as part of their program review cycle are invited to make a presentation to the campus community on October 30, 31, or November 1 between 2-4 p.m. All position requests should be submitted in Improve (formerly TracDat). Position proposal documents should be attached to the action plan that relates to the need for the position. Positions should also be entered as resource requests. Please review the Objectives, Action Plans, & Resource Requests Guide for more information:

<https://www.youtube.com/watch?v=JOozBdAYoxQ&feature=youtu.be&t=226>

The deadline to make changes to program review documents in Improve is **October 21**. Programs will be notified of their presentation timeslot.

### I Make “Money Moves”

Please join our SparkPoint Financial Coach and Financial Aid Technician, Yesenia Mercado, share basic money management tips - from developing a spending plan, to an introduction to a spending tracker. This workshop will assist attendees in becoming more financially fit, will equip them with tools to reach their financial goals, and will help attendees to develop healthy skills for management of their day-to-day spending. The workshop is free and open to all students, staff and faculty. Join us on Wednesday, October 23 from 1-2 p.m. in the Financial Literacy Lab (Room 9-123).



### **Guided Pathways Town Hall**

Please join the Guided Pathways team in a town hall conversation about Cañada College's Interest Areas on Monday, October 21 from 2-3 p.m. in Building 2, Room 10. The Guided Pathways Steering Committee would like to invite the campus to a town hall to discuss the adoption of the proposed model of 6 Interest Areas: Art, Design & Performance, Business, Science, Human Behavior & Culture, Language Arts & Education, and Health Services. Please see attached presentation on the original model of 4 Interest Areas and the proposed model of 6 Interest Areas.

If you would like to attend the town hall but cannot, please share with us your thoughts on this [Google Doc](#). The Steering Committee will review campus feedback at their meeting on October 22.

### **SMCCCD Fall 2019 Promise Scholars Program Leadership Convening**

Cañada College's Promise Scholars Program (PSP) staff and leadership team joined our SMCCCD PSP colleagues in the Fall 2019 Leadership Convening with our City University of New York (CUNY) Accelerated Studies in Associates Programs (ASAP) partners. This convening was hosted at Skyline College (October 17 – 18) and focused on the role of PSP counseling within the CUNY ASAP integration timeline. The convening was a vital component of the PSP Replication project which is funded by the California Community Colleges Chancellor's Office (CCCCO) Awards for Innovation in Higher Education grant. Our SMCCCD colleges were also joined by Cuesta College, Lake Tahoe Community College, and Pasadena City College leadership teams who are also planning for replication of the PSP at their respective campuses.

### **ADA Statement on Advertisements**

Creating an advertisement or flyer on campus? Please be sure to include the College's [ADA Logo](#). We do this to be in compliance with [Sections 504 and 508 of the Rehabilitation Act of 1973](#) and the Americans with Disabilities Act; also it's the kindest thing to do. These acts ensure that people, regardless of disability status, have the equal opportunity to participate in our programs and benefit from our services. Check out the College's [Posting Website](#) for more details.



For disability-related accommodations, please email: [canvpss@smccd.edu](mailto:canvpss@smccd.edu) or call (650) 306-3234.

### **Free Flu Shots**

Free flu Shots are available at the Wellness Center in Building 5, Room 303. Please book an appointment at (650) 306-3309 or walk in.

Have a wonderful weekend!

Sincerely,  
Jamillah Moore, Ed.D.  
President