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Conference Registration & Records**In This Issue**Shhh – Logo Reveal at August Conference **P.3**Stay Safe & Self Sufficient at Seattle Central **P.8****Save the Date** - Aug. 8/9 Annual Conference **P.10**What are the Benefits of Joining STTACC? **P.12****President's Message****STTACC President - Sandy Johnson**

Dear Community and Technical colleges of Washington State, WoW! It has been an incredibly great first half of the year and we are going to wrap up the year on a very high note. Changes have been happening and soon STTACC will have a new mission

statement, new logo, new look, new website, and new Training Resource Library for classified staff to take advantage of year round.

First, I would like to tell you about some happenings within the committee:

A few months back we bid farewell to Mark Holm who served as STTACC Webmaster for 6 years. He was hired for an exempt position at Evergreen Community College. We miss Mark, his expertise, and dedication to STTACC. We welcome on board Karen Osborn from Olympic College, who was appointed to take on the role of Webmaster. She has been doing a wonderful job and is a great asset to STTACC.

Kathy Arndt was not able to continue as Communications Coordinator so we welcome an amazing lady named Dionne Bonner from Bates Technical College. She is a take-charge person and is working closely with Karen, the Webmaster, to create a new STTACC website that speaks to what STTACC is all about. She has done an awesome job with the STTACC Chat with such short time to complete the winter issue.

A big congratulations goes to Annis Jones, Region E Coordinator, who very recently had a baby boy. His name is Aiden Jamell. He came into the world on 12/6/12 weighing 7lbs 12oz and measured 20 1/2". He was sporting a head of dark hair like you wouldn't believe! Adorable baby!

And it brings me to the STTACC logo contest.

At the time of this STTACC Chat the voting had been complete; deadline was March 1st at 5pm. I hope you voted on the logo design that best represents what STTACC is all about...training for classified staff of Washington State Technical and Community Colleges. The new logo will be presented to you at the annual **STTACC Conference held in Big Bend (Aug. 8 & 9)**. We should be ready (barring any complications) to present the new STTACC website and make it live!

As it states on page 12 of the STTACC Chat, we are in need of your help to build a resource library that can be shared by all Classified Staff of member colleges. We are looking for .pdfs, PowerPoint presentations, videos, etc. that are not in violation of copyright laws to post or link to from the STTACC website. If you have such training resources please email it to board@sttacc.net.

I want to thank the STTACC Committee for their dedicated hard work and support for all the changes that have been going on these past six months and for the next six months to come. Without them this vision would not be happening.

I look forward to seeing you all in August! Put it on your calendar and plan to attend. Talk with your Classified Staff Development Committee (probably named differently at your college) about helping you fund your trip. Carpool and share hotel rooms to save cost.

As always, if you have any comments or questions feel free to email either myself (president@sttacc.net) or the entire board (board@sttacc.net). We would be happy to connect with you!

All my best and see you in August!!

Sandy Johnson
STTACC President





Region A Colleges

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State Board for Community & Technical Colleges

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Grays Harbor College

Submitted by Angela Fenn

Maintenance Department

Below is a picture of Randy Karnath who is a Carpenter in our Maintenance Department with a new electric vehicle by ClubCar. The department purchased the new ClubCar last month. In the past the department only had full size gas powered vehicles to use, now that they have the smaller Club Car they can get closer to buildings so they don't have to carry tools and ladders so far. The car also helps us cut down on greenhouse gas emissions for our campus.



Recently our Maintenance Department also obtained an Electric Car Charging Station from Department of Enterprise Services. DES was offering the Charging Stations free of charge by request from State Agencies. The charging station will be installed right outside our Maintenance Building for use by the college.

GHC Staff Development and Training

SDTC would like to thank Nellie Miller and Jeannette Green for their outstanding service to the committee; they will be missed! We would also like to welcome Jason Davison, Paula Boerner and Kathee Johnson to the SDTC.

We had great success with our Seahawks ticket raffle last quarter. Our upcoming raffle will include a Valentine's Day cake built entirely out of candy. SDTC will also raffle off tickets to our Spring production of Beauty and the Beast, along with a gift certificate to a local restaurant.

Events: For our December potluck, Paula Boerner taught staff how to create wax-dipped Moravian stars, just in time for the holidays. Thank you, Paula!

"You have brains in your head. You have feet in your shoes. You can steer yourself any direction you choose. You're on your own. And you know what you know. And YOU are the one who'll decide where to go..."

— Dr. Seuss, *Oh, the Places You'll Go!*



Hand-Pulled Print Art Exhibit

Currently Grays Harbor College is hosting an art exhibit featuring Hand-pulled prints. Prints are hand-pulled by an artist from a printmaking surface such as a plate, stone, block or screen. They are usually numbered and signed by the artist beneath the image after the batch, or edition, is printed. After the edition is complete, the printmaking surface is often destroyed, ensuring a rarity that makes the prints more valuable. Even if they are not destroyed, printing wears surfaces down, and images pulled from them begin to degrade. Because of this and the paper type used, each print is unique.



Cara Beth Stevenson who is one of our talented staff members at GHC is pictured here with one of her favorite pieces. She has four of her works displayed in this exhibit. The artwork is displayed at the John Spellman Library here at the college and the show was on display through February 8th.

“Art enables us to find ourselves and lose ourselves at the same time.”

– Thomas Merton

After the edition is complete, the printmaking surface is often destroyed, ensuring a rarity that makes the prints more valuable.

New Logo Revealed

At August STTACC Annual Conference at Big Bend Community College

You voted and the results are in! The brand new STTACC logo will be revealed at the Annual Conference, August 8 & 9 at Big Bend Community College. The winner will receive paid registration to the 2013 STTACC Conference where the new logo will be prominently displayed, a write-up in the STTACC Chat, and the STTACC website will be re-designed with the new logo in mind! Plus logo branded material will be distributed to all conference attendees. We're excited about revealing a fresh new logo and a renewed focus for STTACC.



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Bellevue College

Submitted by Classified Staff Professional Development Committee

All-day professional development training

Bellevue College's Classified Staff Professional Development Committee planned the February 18th all-day professional development training with the theme "*Communications and Connections*." Classified Staff welcomed Bellevue College's new president, David Rule, who shared his vision for the college and its future direction. To set the course for the day's activities, Debrena Jackson-Gandy, Highline Community College Trustee, author, speaker & business consultant, gave the keynote address based on her enterprise of "W.I.N.G.S." – "Wisdom, Insights, New Paradigms, Guidance and Success Strategies."

Some of the workshops included:

- *Safety/Emergency Training*, Robert Lord, BC Emergency Operations Officer
- *True Colors*, Barbara Brodsky, Director, BC Trio Student Support Services – a practical personality identification tool used to foster healthy productive relationships.
- *Sustainability*, Deric Gruen, Manager, BC Office of Sustainability
- *Communication Workshop*, Yvonne Freitas-McGookin, Director, BC Organizational Development & Employee Services
- *Veterans Workshop*, Peter Schmidt/Timm Lovitt, Veterans Training Support Center of the Center for Learning Connections at Edmonds Community College
- *Retirement Planning*, Jeff Dixon, WA Department of Retirement Systems
- *Keyboard Athletes*, Jen Waak, Founder of Keyboard Athletes
- *Google Docs and Windows 7*, Tim Anderson, Green River Community College, Community Outreach Coordinator

Participants enjoyed a delicious BC-catered breakfast with snacks throughout the day, *Ingallina* boxed lunches, door prizes and fun.



Winter/Spring quarter campus activities include:

A set of 6 Webinars and workshops geared to explore the topic of equity and diversity will be sponsored by BC Office of Equity & Pluralism

Other campus activities during the fall quarter included:

- *Ethics in Public Service* – Melanie deLeon, Executive Director of the WA State Ethics Board
- *Pluralism in the Selection Process* – sponsored BC Human Resources
- Assistive Technology Fair – sponsored by BC Disability Resources Center with ACCESSTEM/UW, DO-IT/UW
- Employee Cafe Sessions – informal open discussions sponsored by the BC Employee Pluralism Committee

Bellevue College also provides scholarship opportunities so that Classified Staff can further their personal and professional growth during the year. Scholarship awards can be used to defray the cost of tuition, conference registrations or books.



North Seattle Community College



STARS (Staff Representatives) – acts as the liaison between the classified staff & the president for non-union issues & coordinates community building events, where fellow classified employees can meet & get to know their co-workers. They also welcome the campus community during these functions, as another way to bridge across the board. **CDAC** (Classified Development Advisory Committee) is a resource for classified staff to get professional development opportunities, as the committee hosts the “Classified Retreat,” usually in the Spring time, where professional development workshops are offered & they also work to find other opportunities as well.

Kudos to Nancy Leverton, classified staff who received the “Golden Star Employee of the Quarter” Award. Each quarter, staff are nominated by their colleagues to receive this award based on kindness, integrity, collaboration, creativity or “going the extra mile.” After the nominations are collected, the STARS (Staff Representatives) committee reviews, tallies & selects the winner. The committee, along with the president, colleagues & those who nominated the recipient surprise them in their workspace. They receive an award/certificate, picture with the president & an incentive decided by the president to have his parking space for a specified time. During Spring, they also award the “Employee of the Year” award. These are wonderful incentives & recognition for the classified staff, showing how much we are appreciated.

Leadership Development Initiative:

was instituted due to many interests & after reviewing survey results & EDPP’s. Libby Wagner is the facilitator. The initial LDI cohort is composed of 37 classified and exempt employees, plus full-time & part-time faculty members who have identified they wanted to participate & were nominated by their vice president. They have completed two six all-day LDI sessions at the college & are talking about consideration for applying next year.



In light of an incident about

a year ago, North has been working to make it safer for the many employees (staff, faculty, etc.) who ride a bike to campus. **Christian Rusby**, an exempt employee who had a severe bicycle accident about a year ago, brought a huge awareness to our campus community. The Bicycle Riders here on campus showed their love, care & support, alongside our college community for Christian & they organized a bike-a-thon from here to his house, in his honor of coming home from the hospital. Recently, North has a new PE course: **Go By Bike at NSCC** taught by Bernie Kay & Josh Miller. This course covers bicycle equipment safety, bicycle handling skills, hazard avoidance maneuvers, rules of the road, traffic law, health & fitness concerns. The textbook will be provided to students free of charge. It has a limited number of loaner bikes & helmets. Contact Josh Miller at Joshm@bicyclealliance.org for more information.

Study Abroad Information

Sessions:

Join us winter quarter to learn about Study Abroad & other WCCCSA programs offered for full-time college credit in a wide variety of countries. Information sessions take place in January, February and March at all three SCCD campuses. Global impact provides international service learning in developing countries, focused on health and development. Participants range in age from 18-80 and include Seattle Community College students/staff along with people from other institutions and the community at large. We do health clinics, health education and work on infrastructure development such as building and installing clean burning stoves and water filters.



Health & Wellness



Office Stretches

Boost your energy by stretching tense, tired muscles throughout the workday.

Lower Back Stretch

- Sit forward in your chair.
- Bring one of your knees toward your chest. Use your hands to grab the back of your thigh and gently pull it toward you. Keep your back straight, being careful not to lean forward
- Hold the stretch for 30 seconds. You'll feel tension in your lower back and the part of your buttock.
- Relax and slowly return to the starting position.
- Repeat the stretch with the other leg.

For more office stretches visit, www.mayoclinic.com.

Continued - North Seattle Community College

February: Global Impact/Teach in China Sessions are:

Wednesday, February 6 – Seattle Central – 11:00am – Room BE 4180A

Wednesday, February 6 – Seattle Central – 12:00pm – Room BE 4180A

Monday, February 11 – South Seattle – 12:00pm – Room JMB 140

Wednesday, February 13 – North Seattle – 1:00pm – Room CC 2354

Study Abroad Sessions are:

Thursday, February 7 – North Seattle – 1:00pm – Room CC 2354

Tuesday, February 19 – Seattle Central – 12:00pm – Room BE 1103A4

March: Global Impact/Teach in China Sessions are:

Wednesday, March 6 – Seattle Central – 11:00am – Room BE 4180A

Wednesday, March 6 – Seattle Central – 12:00pm – Room BE 4180A

Monday, March 25 – South Seattle – 1:00pm – Room JMB 140

Study Abroad Sessions are:

Monday, March 4 – South Seattle – 12:00pm – Room JMB 140

Thursday, March 7 – North Seattle – 1:00pm – Room CC 2354

Wednesday, March 13 – Seattle Central – 12:00pm – Room BE 1103A4.

NSCC Named NSF Regional Nanotech Center – NSCC has

been named a National Science Foundation (NSF) Advanced Technological Educational Regional Center for Nanotechnology with a grant of a little under \$3 million to sustain the center for four years. North is the first college in the region to offer a two-year Associate of Applied Science degree in Nanotechnology. The Regional Center is called “Seattle Hub for Industry-driven Nanotechnology Education (SHINE).”

Safety & Security

1. Holds regular Fire & Evacuation drills quarterly to keep us aware, alert & ready for when a disaster may occur.
2. Held a workshop for “Intruder & Shooter Incidents,” January 24th, which outlined security procedures & provide information. It also included a screening of a 20-minute film called “Shots Fired on Campus: When Lightning Strikes,” which geared staff & faculty with preparedness skills & techniques.
3. North has the “Alert System” in place, which sends campus alerts via text & email, should a campus emergency or unplanned closure occur.

Excelling in Teaching & Learning Grant aids ESL students, thanks to sharing in a \$3.5 million grant from Bill & Melinda Gates Foundation. THs State Board for Community & Technical Colleges (SBCTC) announced the Integrated Digital English Acceleration (I-DEA) project grant in December, and North was one of the 10 community & technical colleges selected to benefit in the first year.



Cascadia

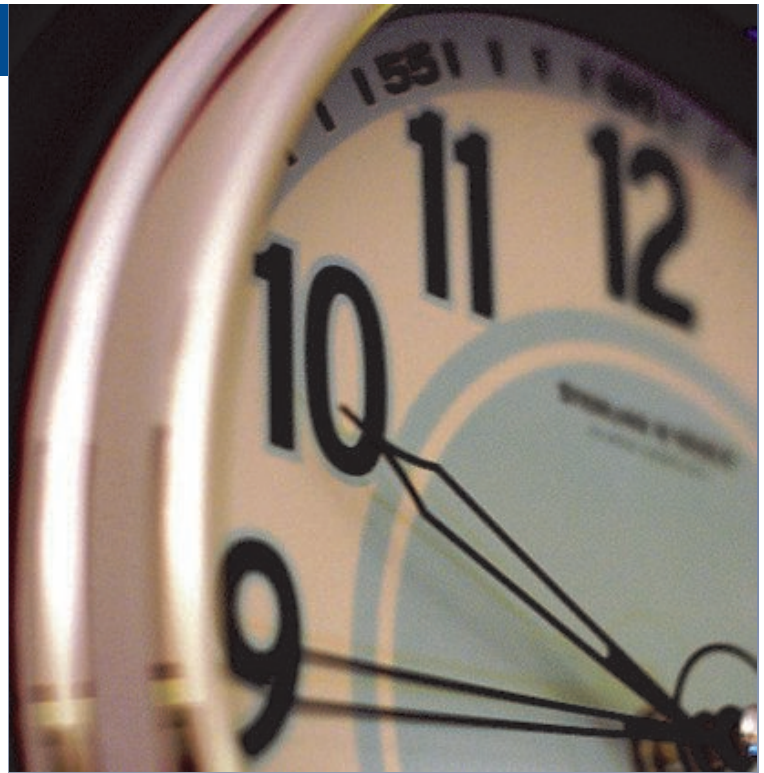
A Range of Training Opportunities for Classified Staff

Classified Staff at CCC have had a range of opportunities since last Fall. We have trainings on new IS (IT) service "Office 365" as well as great webinar training for Student Services staff called "Creating a Culture of Service Excellence". This provided great examples of what to do and what NOT to do. We gained tips for managers and employees for training and ways to work with our "customers".

We also had a campus wide professional development day for "**Coming Together: Creating Community Through Shared Experience**". We learned and discussed navigating through transition, and learned renewal strategies for times of challenge and change.

Additionally classified staff in Enrollment Services, who serve at the One-Stop front counter, have had monthly trainings focusing on different types of customers such as our students with disabilities and culture differences of our international students. These trainings have been a great way to learn more about the cultural differences from international students and how to understand where they are coming from as well as the difficulties that may be encountered when working with students with different physical and mental disabilities and culture differences of our international students. We look forward to what will be offered in the coming quarter!

- **10/19** - Student Services Webinar "Creating a Culture of Service Excellence"
- **11/01** - CCC All-staff professional Development Day (there should be LOTS of you with a few sentences to share for this one).
- **1/23** - CCC Webinar "Raising the Bar on Customer Service in Higher Ed"
- **Office 365** trainings with Cathy Zaitzow



No Time to Continue Your Education? Education To Go maybe your answer!

Education To Go (ed2go) offers a wide variety of online courses designed to fit your schedule and enrich your life or help you reach your professional goals.

ed2go courses are:

- Led by expert instructors
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- 6 weeks, 12 lessons
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- Open to anyone!

Contact your Continuing Education Department or visit www.ed2go.com for more details.



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anywhere... just a click away!*



Seattle Central Community College

**Tuesday, January 22nd,
4:30 PM To 7:30 PM**

Shots Fired! When Lightening Strikes!

*Presented By: Elman McClain,
Director of Safety & Security*

While the odds of being involved in an active shooter event are as remote as being struck by lightening or struck by a bus, the impact when it does occur is so extreme that more and more Colleges and Universities are recognizing the need to develop active shooter response plans and policies, and to train their communities for this possibility. This active shooter training is designed to provide you with best practices on how to prevent and, if necessary, how to respond to an active shooter situation. This training covers readiness, response, and recovery from the college/university, and law enforcement perspectives. It will focus on the behavior of active shooters and the pathway to violence. It will also address threat assessment, dealing with the at-risk employee/student, and what to do if or when an active shooter incident were to happen on our campus.

**Wednesday, January 30th,
5 PM To 7 PM**

Emergency Preparedness

*Presented By: JoAnn Jordan, Public
Education Coordinator at Seattle Office
of Emergency Management*

How to protect yourself, your family, and your community by preparing for a disaster. A lively class on how to become personally prepared and organize with others to stay safe and self-sufficient wherever you are. Learn helpful tips that are effective on any given day, and especially useful during disaster; such as wind/snow/rain storms, power outages, earthquakes etc. Come find out how to be prepared!

Wednesday, February 6th, 5 PM To 7 PM
**Beyond Title: creating an environment
where all can shine**

*Presented By: Anne Clamoungou, M.S. in
Management*

Gone are the days when “the boss knows all” model of leadership is effective in leading teams to success in a rapidly changing world. In case after case, when the leadership and responsibility are shared, projects, teams, organizations, and communities are strengthened and flourish. Leadership (not commandship) emerges when curiosity, intention, and invitation are present and practiced. In this workshop, participants will experience and learn techniques for engaging everyone at the table towards a shared goal and successful outcomes. We ask that you come, be present, pay attention, and be open to what’s possible.

**Thursday, February 21st,
5 PM To 7 PM**

Computer Security

*Presented By: Larry Fenton, Computer
Services Manager*

Worried about computer viruses? Sick of hearing about phishing? Curious as to what is a Trojan? Then attend this workshop on computer security & best practices. You’ll gain an awareness of modern computer threats and how to prevent them.

**Thursday, March 7th,
5 PM To 7 PM**

Emergency Preparedness

*Presented By: JoAnn Jordan, Public
Education Coordinator at Seattle*

Office of Emergency Management
How to protect yourself, your family, and your community by preparing for a disaster. A lively class on how to become personally prepared and organize with others to stay safe and self-sufficient wherever you are. Learn helpful tips that are effective on any given day, and especially useful during disaster; such as wind/snow/rain storms, power outages, earthquakes etc. Come find out how to be prepared!

(Tentative)

**Wednesday, March 20th,
5 PM To 7 PM**

Paperwork, Processes, and Forms

*Presented By: Janet Barker, Fiscal
Compliance Officer*

The answers for questions on: Personal Service Contracts, Purchase Orders, Invoice Vouchers, Interdepartmental Charges, Travel Requisitions, Light Refreshment Request, etc.



A lively class on how to become personally prepared and organize with others to stay safe and self-sufficient wherever you are.

Skagit Valley College

Classified Staff Happenings at Skagit Valley

- Conducted a survey to find out what training classified staff is interested in.
- CPR training for 26 Classified Staff in December.
- Purchasing Skillsoft software for online training. Setting up groups to work together.
- Held a Classified Staff Luncheon during Fall quarter to present training opportunities and put together a Mentor Program Team to implement a Classified Staff mentor program. President Thomas Keegan attended and presented.
- Working with Mentor Program Team to implement the program.



Join STTACC on Facebook

By joining the STTACC page, you'll be up-to-date with all things training and development. You can also post exciting events happening at your campus.

Our Facebook page needs your input. If you have suggestions please email...
board@sttacc.net



Region C Colleges

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vacant

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Region D Colleges

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D Region D Colleges



21st Annual STTACC Conference

Now and Then

Big Bend Community College
Moses Lake WA

August 8 - 9, 2013

****Productive Workshops****

****Motivational Speakers****

****Innovative Ideas****

****Practical Solutions and Strategies****

****Straight Answers for Specific Needs****

Who should attend?

This conference is designed for all classified staff employed with Community and Technical Colleges in Washington State.

What can I expect?

Testimony from attendees say that the conference is a great way to visit other Washington State campuses, network with other campus personnel, attend workshops beneficial for professional development, personal growth and health and wellness.

How much does it cost?

The cost for the conference is \$125 and covers all meals for the two-day event. Start planning to attend today.

******SAVE THE DATE******

**Region E Colleges**College Contacts**Bates Technical College***Michelle McElvain**mmcelvain@bates.ctc.edu***Clover Park Technical College***Jackie Springer**jackie.springer@cptc.edu***Green River Community College***Timothy Anderson**tanderson@greenriver.edu***Highline Community College***Mark Wynne**mwynne@highline.edu***Olympic College***Jeanne Gardner**jgardner@olympic.edu***Pierce College***Diane Myrick**dmyrick@pierce.ctc.edu***Tacoma****Community College***Linda Van Doren**lvandoren@tacomacc.edu***Olympic College****Did You Know...?**

The CSDC offers monthly classes for all classified staff. Faculty are invited to attend when seating is available. November's class instructor, Jane Benson (EAP), shared tips on how to beat holiday stress, cope with grief & loss during holidays, and create a happy holiday attitude. December's class, presented by the School Employees Credit Union of Washington, showed how to stretch your paycheck, become a more effective money manager, analyze your spending habits, pare your budget and set financial goals. The classes are offered via ITV so that all campuses can participate.

Upcoming classes include nutrition, personal safety, and sustainable gardening, to name a few. Notice of classes is sent out via email each month, with links for registration and class information. For questions or suggestions on classes, please contact Lori Anderson.

Health News

Each Fall, CSDC provides employees the opportunity to get their flu shot on campus. This year, the whooping cough vaccine was also included. Forty-two OC staff & faculty took advantage of the service this year, with Group Health and Rite Aid pharmacy dispensing the vaccines.

Tuition Reimbursement

Each quarter, the CSDC offers reimbursement for classes & course materials to both Full- and Part-time classified staff. Certain costs/fees that are not covered by CSDC are picked up by WPEA. For instructions on applying, go to: www.olympic.edu/StaffFaculty/Training/CSDC.htm

Next year's Classified Connection is now in the planning stages. WE NEED YOUR HELP! Have fun while creating lasting memories for your OC family. Contact Bobbie Gillis if you would like to serve on this committee

"We are not victims of circumstances, we are beneficiaries of possibilities."

Chair - Margaret Hodun, x7662

Vice Chair - Suzie Holley, x2707

Secretary - Stephanie Jimenez-Edwards, x7139

Treasurer - Collenne Waszak, x7531

Training Coordinator - Lori Anderson, x5406

Events Coordinator - Bobbie Gillis, x7480

<http://www.olympic.edu/StaffFaculty/Training/CSDC.htm>

Tips Corner

Use 1/4 C baking soda to wash your laundry, and add 1/4 C white vinegar to the rinse water. This is a cheap, safe alternative to detergents, and helps keep your washer drum clean.



Benefits of STTACC Training Resources

- Retain and Sharpen Old Skills
- Development of New Skills
- Industry Trends - Keeping Up-to-Date
- Fresh Perspectives
- Networking Opportunities
- Expand Horizons and Explore Career Opportunities
- Energizing and Renewing

Professional development is about moving yourself to the next stage in your learning curve, however, not only can this development be of use to you, as the individual but it can also benefit the company you work for. Because of this, companies should consider sending their staff on professional development courses in order to reap the spin-off benefits.



Does Your College Have Training Resources To Share?

PLEASE SEND ALL SUBMISSIONS (or questions) to: board@sttacc.net

The board will have the final word on which resources to include in the Training Resource Library. Send all submissions (or questions) to: board@sttacc.net.

Important News!

STTACC is redesigning the STTACC website to be more user friendly, appealing to the eye, and most importantly, we are focused on creating a **TRAINING RESOURCE LIBRARY**...after all, isn't that what STTACC is all about!

We are asking YOU to help build this NEW TRAINING TOOL by contributing whatever training resource you can that is geared toward professional and personal development for Classified Staff.

Talk to your **Classified Development committee**, your supervisor, and even your college president! We are looking for .pdf, PowerPoint presentations, Word docs, short videos, and more that we can place in our Training Resource Library. (Please be mindful of copyrights, licenses, and resources purchased with state funds.)

Also, if you know of keynote speakers or training facilitators who would benefit other STTACC colleges, forward their name, contact info, and a brief bio to board@sttacc.net.

