

**Subject:** It's Classified

**Date:** Monday, January 27, 2020 at 6:30:09 AM Pacific Standard Time

**From:** Courtnee Mack

**To:** Pedersen, Dawn



# IT'S CLASSIFIED

THE SCC CLASSIFIED NEWSLETTER



## WELCOME BACK!

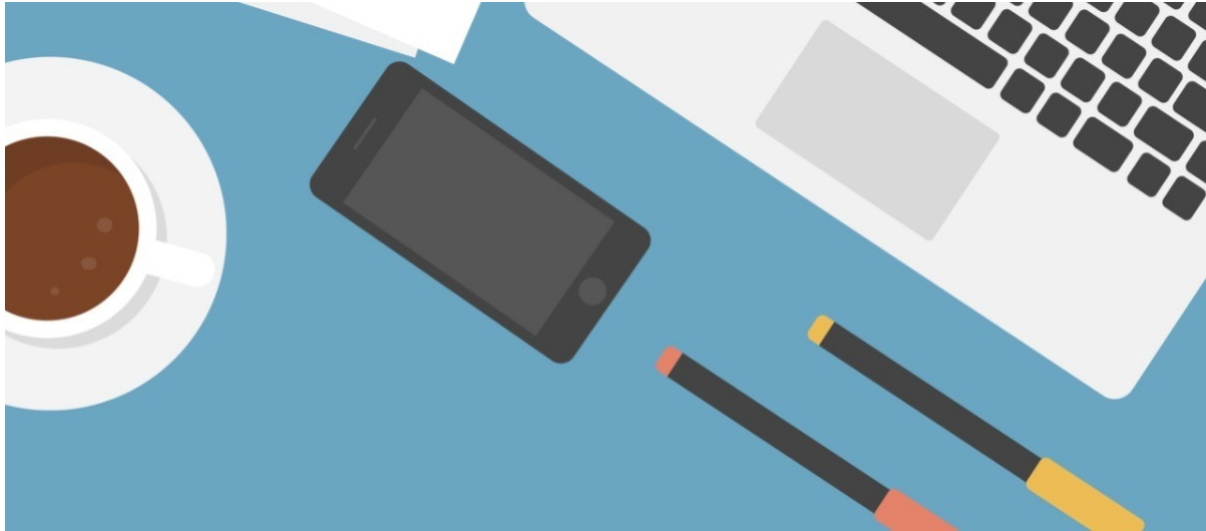
On behalf of the Classified Senate Officers, welcome back and we hope you are having a productive and happy new year, so far. We are honored to get to serve you and to be the voice of the Classified Professionals.

## SCHOLARSHIPS

The Sacramento City College Classified Senate gives money each year to fund multiple student scholarships. We are seeking one-time or reoccurring donations from Classified Professionals for these scholarships.

A past recipient of the Classified Senate Scholarship wrote, "Receiving this scholarship means my hard work finally paid off and I won't have to keep putting a burden on my family financially. Thank you!"

If you want to contribute, but cannot donate money, you can volunteer to be a scholarship reader. For additional information about either opportunity, please [e-mail Courtnee Mack](#).



## CLASSIFIED LEADERSHIP INSTITUTE

We want you to [register for the Classified Leadership Institute 2020 \(CLI\)](#). CLI is the largest and most comprehensive learning conference and professional development opportunity aimed at California Community College Classified Professionals. The conference seeks to promote leadership and strengthen the Classified Professionals presence in participatory governance at local and state levels. The CLI conference is open to all Classified Professionals employed at any of the 114 California Community College.

Various [travel and professional development funding is available](#) (based on your union). Contact Paul Raynard in the Staff Resource Center (LRC 106) with any questions.

[REGISTER](#)

## CITY WAYS

At spring convocation we discussed the City Ways. The Classified Senate Leadership and I are committed to the City Ways to ensure our students accomplish their goals and receive a memorable experience in each and every office they encounter. In case you missed convocation here are the Classified City Ways:

1. **Ask and use the students name.** Take the time to ask the students name. Be welcoming and affirming.
2. **Clarify.** Ask question to ensure you understand what the student needs and is asking of you.
3. **Next Steps.** Walk them cover to the next office and do a warm hand-off (when applicable). Give the student any relevant and current information/materials and explain to them what is going to happen next.
4. **Close with a Card/Follow-up.** Give out your business card or proactively e-mail the student that day or the next to ensure they got the help they needed.

Throughout the semester, we will have training available on the City Ways, so keep an eye out for training in your department.



## DID YOU KNOW?

We have vendor sponsored discount programs available, because we are Los Rios Employees?

CHECK IT OUT

## WRITERS WANTED

Have a story, article or tidbit for the Classified Senate Newsletter? Have a suggestion for the next employee spotlight? We want you to be a guest writer. Please submit any article ideas or writing to **Paul Raynard** for consideration.



[3835 Freeport Boulevard](#) | [Sacramento, CA 95822](#) | [Contact Us](#)

[Accessibility Issues: SiteFeedback@scc.losrios.edu](#)

Share this email:



[Manage](#) your preferences | [Opt out](#) using TrueRemove®

Got this as a forward? [Sign up](#) to receive our future emails.

View this email [online](#).

3835 Freeport Blvd  
Sacramento, CA | 95822 US

This email was sent to dawn.pedersen@scc.losrios.edu.  
To continue receiving our emails, add us to your address book.

emma®

