**CENCAL WESTOP**

**2019 Professional Development Seminar (PDS)**

**AGENDA:**

**Monday, October 28, 2019**  
8:00 AM  -  8:45 AM  
Registration Outside Main Meeting Room

8:00 AM  -  9:00 AM  
TRIO Directors Meeting  
The Acorn Room  
With a number of new Directors in CenCal, there will be a special TRIO Directors 

Meet and Greet at 8 am. Come early so Directors can have a moment to get to know each other.

9:00 AM  -  9:45 AM  
Welcome/ Introductions/Housekeeping  
Main Meeting Room

9:30 AM  -  9:40 AM  
Snack Break  
Pastries, Bagels, Cookies, Fruit, & Coffee provided

**10 AM  -  11:10 AM  
Workshop Strand #1**

10:00 AM  -  11:10 AM  
**Intelligence - Cultural Competency & Socioemotional Intelligence**  
The Elderberry Room  
This workshop has the following objectives. Participation will discuss how to: -Distinguish between cultural appreciation and cultural mystification -Identify the role of institutions in creating a students’ sense of belonging in a community -Understand and identify the characteristics of inclusive language -Contextualize student support through both an asset-based AND need-based perspective -Assess student issues with proactivity and reflection, individually and institutionally -Understand how SEL standards can inform culturally inclusive instruction -Dissect cognitive distortions related to imposter syndrome to support first-generation students

10:00 AM  -  11:10 AM  
**Rising to the top: Bringing STEM Education to life**  
The Manzanita Room  
Ideas and examples of how Science, Technology, Engineering, & Math was implemented in our programs - STEM activities, projects, and classes our students had this Summer. Video Production, VEX and Underwater Robotics, Bitwise Computer Programming/Coding, and more!

10:00 AM  -  11:10 AM  
**TRIO Basics Training 101**  
The Acorn Room  
The correlation between significant legislation and the history of TRIO is crucial to today’s professionals. How do you know where you are going without knowing where you’ve been? This session explores significant events leading up to the next SSS grant competition and more

11:10 AM  -  11:30 PM  
Break

**11:29 AM  -  12:10 PM  
Workshop Stand #2**

11:30 AM  -  12:10 PM  
**A Battlefield Promotion: Aspiring Mid-level Professional: Pathways to the Directorship**  
The Manzanita Room  
Mid-level professionals are some of the most influential forces on campus. In pivotal positions, they serve students directly while promoting the learning, growth, and development of their staff. As managers, they provide critical insight and perspective to senior administrators and bridge the gap between Academic and Student Affairs. This workshop provides focused learning and insight on the path to directorship. Participants will reflect on career objectives, professional pathways and developmental goals; identify professional competency areas needed at the mid-level administrator role; and recognize professional enrichment and development opportunities for mid-level development.

11:30 AM  -  12:10 PM  
**Hunting Down Your Reason Why**The Elderberry Room  
A Policy and Procedure Binder is a required document from the Department of Education. Beside, a Policy and Procedures Manual is really about communication. Imagine that your entire staff has left and a new staff has been hired, how will they carry on the mission of the program? Your program policies and procedures manual is the most critical document that you will produce. Your policy and procedure binder communicates your standards, your processes and your accountability, especially why you do what you do. Your program staff needs to understand what is expected of them. Your staff needs a procedures manual to reference for training. Your supervisors need a policy manual to reference for managing business processes. By documenting your standards, you are communicating what is important for growth, quality, and accountability.

11:30 AM  -  12:10 PM  
**Reporting for Duty - Legislation and Regulation**  
The Acorn Room  
Regulations provide the road map for managing an SSS project. The Higher Education Opportunity Act, program specific regulations and Uniform Guidance will be the focus, and ensuring compliance will be the overarching objective.

12:15 PM  -  2:35 PM  
Lunch & Awards Ceremony (Lunch Provided)  
Nativo's

**2:39 PM  -  3:50 PM  
Workshop Strand #3**

2:40 PM  -  3:50 PM  
**Preparing for Troop Training**  
The Acorn Room  
Upward Bound summer consists of an intensive six-week program, where student participants engage in academics, college tours, student workshops, test prep, residential housing, and so much more! How do we get it all done in six weeks? From hiring staff and instructors, to summer closing ceremony, discover and learn how to plan and execute a successful summer for your TRIO students. We will review and discuss trainings, workshops, and setting an expectation level of summer staff and your entire summer program team. In addition, we want to highlight how to deal with conflict and issues that arise with students and/or staff. How do you keep summer staff motivated and engaged, while meeting the goals and objectives of your program. Let’s teach, observe, and gain best practices from our presentation to have a great summer for everyone involved in your summer program.

2:40 PM  -  3:50 PM  
**Preparing Our Troops for Battle: Effective Strategies for Engaging Alumni**  
The Elderberry Room  
There are over 5 million TRIO alumni worldwide. How do we engage our alumni to continue to be a part of the TRIO community once they have graduated or completed a program? In this interactive session we will discuss examples of alumni engagement, and brainstorm ways to keep alumni connected to the TRIO community!

2:40 PM  -  3:50 PM  
**The Brain is the most Dangerous Weapon - Imposter Syndrome: Professional and Student Development**  
The Manzanita Room  
One day they will know I don’t belong here. Working through the voices in our students head (and mine too). As TRIO Professionals who mirror our student's backgrounds, we may have nagging thoughts in our head that we do not deserve to be successful. Many of us have students share that they do not feel they belong in college. Often we believe that we owe our success to good luck and favorable circumstances. TRIO Professional, if you think that you are deceiving people around you with your success and accomplishments, despite having already achieved much in your life or career, this workshop is for you. This workshop has a dual role of addressing our own issues of the Imposter Syndrome and while developing strategies to help you and our students attain our goals in life. If you have imposter syndrome, you will learn how to recover from it through strategies discussed in this workshop.

6:00 PM  -  8:00 PM  
**Presidential Reception**  
Concierge Lounge on the 11th floor of the Picayune Tower  
Drink tickets can be purchased throughout the day from Tasha or during the reception. Small hor d'oeuvres will be served.

**Tuesday, October 29, 2019**  
8:30 AM  -  9:00 AM  
Check In  
Outside Conference Rooms

9:00 AM  -  9:45 AM  
Keynote Speaker

9:45 AM  -  10:15 AM  
Snack Break  
Outside Conference Rooms  
Light refreshments will be provided

**10:14 AM  -  11:25 AM  
Workshop Strand #1  
Conference rooms**

10:15 AM  -  11:25 AM  
**Building Resilience, Avoiding Burnout TRIO Troop Professionals’ Guide to Wellness and Self-Care**  
The Elderberry Room  
Due to the diverse needs of the college populations they serve, and the extensive services they provide college access and success program professionals are at a high risk of experiencing anxiety and stress at work. This session explores issues and challenges that program staff face when working with under served populations and discuss strategies that can be used to better serve students while building our own resilience and avoiding burnout on the job.

10:15 AM  -  11:25 AM  
**Intelligence - Cultural Competency & Socioemotional Intelligence**  
The Manzanita Room  
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10:15 AM  -  11:25 AM  
**Leaving no Soldier Behind: Meeting your Funded-to-Serve Numbers: Recruiting & Retaining Participants**  
The Acorn Room  
What are the newest and best practices in student recruitment for TRIO. Just as important, if you can get them, how do you keep them, especially if you are operating a specialty program? Serving the number of participants a project is funded to serve has become the #1 problem projects are facing.

11:30 AM  -  1:30 PM  
Lunch/Silent Auctions Awarded  
Nativo's

**1:39 PM  -  2:50 PM  
Workshop Stand #2**

1:40 PM  -  2:50 PM  
**Attacking and Preparing your Program Budget**  
The Acorn Room  
We start by developing a budget plan that meets the requirements of the grant, but the decisive responsibility is managing the budget within regulations and institutional policies and procedures with an objective of having a zero balance at the end of the project year.

1:40 PM  -  2:50 PM  
**Positions and Placement – Internships**  
The Manzanita Room  
Workshop will provide information and resources on how the Reedley College and Madera Community College Programs coordinate their Summer Internships for high school students and how all TRIO programs can build this into their programs.

1:40 PM  -  2:50 PM  
**Serving All Troops! Gender & Sexuality 101**  
The Elderberry Room  
Space to have a conversation on gender & sexuality as well as how to support queer and trans students.

2:50 PM  -  3:00 PM  
Break

**2:59 PM  -  3:59 PM  
Workshop Strand #3**

3:00 PM  -  4:10 PM  
**Keeping the Troops Motived: Staff Development & Relations**  
The Manzanita Room  
Retaining staff has become a monumental problem for all of TRIO. The effects are that recruiting and training staff is expensive and time consuming, salary saving for departed staff is wreaking havoc with SSS budgets, and projects are characterized by an imbalance in the division of labor and morale. What methods can we introduce to protect our staff while enhancing their professional skills and self-esteem.

3:00 PM  -  4:10 PM  
**Winning the Battle: Getting a Perfect Score**  
The Acorn Room  
As TRIO Program grant competitions are getting more and more competitive it is more than just providing the data and telling the Reader how you are going to serve students. Reader’s read an average of 10 grants per group. How will your grant stand out? What will they remember? Style and set up can really sell your grant. Learn some proven styles and ideas that can tell your story to Reader and capture their attention.