

From: Pilar Conaway

Sent: Thursday, March 08, 2018 4:11 PM

To: Douglas Achterman; Arturo Rosette; Brooke Boeding; Carina Cisneros; Carlton Oler; Nicole Cisneros; Deborah Britt-Petty; Nikki Dequin; Eric Ramones; Fran Lozano; Frederick E. Harris; Grace Cardinalli; Pat Henrickson; Jane Maringer; Janet Conrey; Jennifer Nari; Karen Warren; Kathleen K. Moberg; Kathleen Rose; Katie Day; Ken Wagman; Lelannie Diaz; Linda Stubblefield; Marc Turetzky; Maria Gutierrez; Nancy Bailey; Peter Wruck; Philip Williams; Pilar Conaway; Randy Brown; Ron Hannon; Rosa Sharboneau; Christina Salvin; Scott Sandler; Sherrean Carr; Johanna Stewart; Linda Stubblefield; Veronica Martinez; Ken Wagman

Cc: Bonnie Donovan

Subject: FW: Department Chair training April 12th Thursday 10-12:00 and Tuesday April 17th 3pm-5pm

Importance: High

Hello Department Chairs and Interested Parties,

The message below is being sent to you at the request of Sherrean Carr.

CurricuNet and Calculating Contact Hours Workshops are coming your way! 😊

As stated below, Bonnie Donovan will be offering two workshops on:

1. CurricuNet - how to map SLO's and ILO's to Programs
2. Calculating contact hours and how to convert schedule hours from 18 weeks to 16 weeks

The training will take place in MIS on two occasions:

- April 12 10:00am-noon
- April 17, 3:00pm-5:00pm

At your earliest opportunity, please contact me to reserve a spot and confirm which date you will be able to participate. Thanks much.

Best,

-Pilar

From: Sherrean Carr

Sent: Tuesday, March 06, 2018 6:03 PM

To: Pilar Conaway

Cc: Bonnie Donovan

Subject: Department Chair training April 12th Thursday 10-12:00 and Tuesday April 17th 3pm-5pm

Importance: High

Pilar,

Can you please send this to all Department Chairs:

Curriculum Specialist, Bonnie Donovan, will be providing training to Department Chairs on

Thursday, April 12

10:00-12:00

and

Tuesday April 17

3:00-5:00

*Both trainings will be held in MIS

Please feel free to attend either training session. The focus of the trainings will be

1. CurricuNet-how to map SLO's and ILO's to Programs
2. Calculating contact hours and how to convert schedule hours from 18 weeks to 16 weeks