



# TIME TO LEARN

## FALL INTO LEARNING...

ATTEND OUR OCTOBER WORKSHOPS SPONSORED BY  
CI'S PROFESSIONAL DEVELOPMENT AND PERSONAL ENRICHMENT (PDPE) PROGRAM

Visit the Professional Development website at [www.csuci.edu/hr/training.htm](http://www.csuci.edu/hr/training.htm) to RSVP

\*Remember to alert your Supervisor that you are attending

Oct 3/ Nov 7 / Dec 5  
4 - 4:55pm in LINDERO HALL 1776

### Monthly Mindfulness Monday Series

*presented by Dr. Kirsten Olson, Director of Counseling & Student Health*

Mindfulness is awareness that arises through paying attention, on purpose, in the present moment, and non-judgmentally. Mindfulness of thoughts, feelings, and physical sensations, combined with cognitive interventions such as making changes to ineffective patterns of thinking, are useful tools for managing distress. Participants will learn mindfulness practices designed to calm the mind and relax the body. Whether you are a true beginner to meditation or are willing to have a beginner's mind, all faculty and staff are welcome! Feel free to drop in for one session or join us for all of the monthly sessions. **No RSVP necessary.**

Mindfulness Mondays are co-sponsored with the Wellness and Athletics area.

Tuesday, Oct 11  
9 - 10:30pm in SAGE HALL 2030

### Cultivating Excellent Service

*presented by Rachael Linares, Bursar and Manager of Student Business Services*

Discover how to make every interaction engaging and positive. This practical and engaging workshop covers skills for making the most of every interaction and providing excellent service to CI students, faculty, staff and community members. We will discuss what constitutes good service, and how we can use these skills within in our daily activities.

Thursday, Oct 13  
9 -10:30am in SAGE HALL 2030

## Helping Students of Concern: How to Recognize and Refer

*presented by Dr. Kirsten Olson, Director of Counseling & Student Health*

Incidents of campus violence highlight the need for training regarding how to recognize signs of distress expressed by others and where to refer them for services. National trends reflect an increasing number of students in crisis who need a higher level of intervention from campus faculty, staff, and administrators. These situations can be stressful for everyone involved. As a foundation to our culture of care and safety for our community, CI is committed to an interdisciplinary and team approach. Therefore, by the end of this presentation participants may be able to:

1. Recognize the warning signs of distress in students that are a cause for concern;
2. Identify campus resources for distressed students and know how to refer them; and
3. Increase knowledge of resources available to faculty and staff to assist them in coping with the stress associated with helping students in crisis.

Tuesday, Oct 18  
10 - 11:30am • SAGE HALL 2030

## Understanding Collective Bargaining Agreements at CI

*presented by Laurie Nichols, Human Resources Director*

Join us as we highlight the key components of Collective Bargaining Agreements at CI and help to answer many of the frequently asked questions human resource staff receives from managers (Intended for MPP level employees)

Thursday, Oct 20  
9 - 10am • SAGE HALL 2030

## Anytime, On-line Ergonomics: Treat Yourself to Comfort

*presented by Joyce Spencer, Health and Safety Manager*

Prevention is better than a cure. This new on-line tool available to CI Staff will help you with adapting tasks, work stations, tools, and equipment to fit your space. This can help reduce physical stress on a worker's body and help eliminate many potentially serious, disabling work-related musculoskeletal disorders (MSD's). \* Feel free to bring an electronic device that has internet connection to practice on-line.

Wednesday, Oct 26  
1:30 - 4pm in Malibu Hall 100

## CalPers Retirement Seminar: Planning Your Retirement

*presented by Mindy Fox CalPERS Representative*

Are you prepared for retirement? Do you know what to do? This educational class will help you plan and prepare for retirement. Regardless of where you are in your career, begin now to secure your future. Please contact [diana.enos@csuci.edu](mailto:diana.enos@csuci.edu) for more information.

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## WEEKLY WELLNESS...

JOIN THE FUN WITH WEEKLY STAFF WELLNESS ACTIVITIES

Visit the Professional Development website at [www.csuci.edu/hr/training.htm](http://www.csuci.edu/hr/training.htm)  
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Fridays in El Dorado Hall  
7:15 - 8:20am

### Yoga Fridays

Improve cardiovascular fitness, balancing the nervous system and improving brain function with Himalayan yogic techniques. Bring a yoga mat and water bottle. Taught by Dr. Christina Pabers in sponsorship with CI Wellness and Athletics. **No RSVP necessary**

Tue/Thu in Rec Center Gym  
5:15 - 6:15pm

### Staff Zumba

Dance along with great tunes and wonderful colleagues. Taught by licensed instructor, Louise Siefert in sponsorship with CI Wellness and Athletics. **No RSVP necessary**

#### Questions, Comments, or Suggestions? Contact:

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