

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

CONTINUING ED OFFERS PROFESSIONAL DEVELOPMENT WORKSHOPS
TRUMAN COLLEGE

THE CHANCELLOR

REPORTS that in response to a professional development survey, Dean Nancy Kramer and her staff in Continuing Education have developed a schedule of professional development workshops for Truman employees; and

that the free workshops began this summer and will continue in the fall; and

that summer workshops include Working with Difficult People, Cross-cultural Communication, PowerPoint, Advanced Excel, CPR, and Advanced Word; and

that fall workshops will include Conversational Spanish, Team Building, Computer Navigation and Shortcuts, and Intermediate Groupwise.

Respectfully submitted,

Wayne D. Watson
Chancellor

July 14, 2009