AN OASIS OF LEARNING

Mesa Community College
Center for Teaching & Learning

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Spring Learning Guide

Register Now:
http://tinyurl.com/MCCRegisterNOW

Day, Night & Weekend Options Available

A to Z: Digital Tools 🏷

This workshop will focus on how to integrate Digital Tools (Web 2.0 and more) purposefully throughout any lesson design and delivery format. This presentation will highlight and demonstrate a variety of tools to create community, build background and help students apply knowledge.

Pedagogy
Build your learning knowledge.

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Course/Section No.	Room	Day/Date/Time
001722/0002	CTL Workshop Room	Thursday, January 10, 9:00 - 10:30am
001722/0003	CTL Workshop Room	Friday, February 15, 2:00 - 4:00pm

Exploring Government Open Educational Resources 🏷

As part of a goal to increase the number of students in the U.S. graduating from college by 2020, the government has urged the use of Open Educational Resources. In this session learn about some of the valuable OERs being used and developed as part of these efforts and available for you to use in your classes to enhance learning and lower the cost of education.

Course/Section No.	Room	Day/Date/Time
001851/0001	CTL Workshop Room	Monday, April 15, 5:30 - 7:00pm ☾
001851/0002	CTL Workshop Room	Saturday, April 20, 8:30 - 10:00am ☀

Discovering Your Teaching True Colors 🏷

Discover your True Colors, a personality assessment based on the Myers-Briggs Inventory. This fun and interactive session will help you shape your classroom activities to meet the needs of the full spectrum of students.

Course/Section No.	Room	Day/Date/Time
001802/0002	CTL Workshop Room	Saturday, February 9, 8:30 - 11:30am ☀

Skill Building with StudyMate 🏷

Help students learn the basics while having fun with your content. In this session we will build a variety of engaging learning activities including self-assessments, practice exercises and games using StudyMate.

Course/Section No.	Room	Day/Date/Time
000783/0015	CTL Workshop Room	Tuesday, February 12, 10:30 - 11:30am
000783/0014	CTL Workshop Room	Monday, March 25, 5:30 - 6:30pm ☾

The Who, What, Where and When of Blogs, Journals and Wikis 🏷

Blogs, journals and wikis are relevant outer-world tools that can be used in the classroom to enhance teaching and learning. But which tool should be used by who? When? And using what? In this session we will explore the differences and discuss/demonstrate the different options for engaging students in these types of interactive and content salient assignments.

Course/Section No.	Room	Day/Date/Time
001846/0001	CTL Workshop Room	Thursday, February 21, 3:00 - 4:30pm

🏷 **Eligible for C.A.F.E. Program** ☀ **Weekend** ☾ **Evening**

Accessing Accessibility 🏷️

Make your department and course material more accessible with just a few simple best practices. In this workshop participants will review our new online accessibility resource and checklist. Principles of Universal Design will also be discussed and demonstrated.

Course/Section No.	Room	Day/Date/Time
001798/0003	Red Mountain PV209	Wednesday, March 20, 3:30 - 4:30pm

Curriculum Mapping & Instructional Design (Meets the Gold Star Requirement) 🏷️

In this workshop, you will design a curriculum map based on the most relevant concepts related to your course and competencies to build thematic units. Using this map, you will create a unit alignment by writing measurable learning objectives that connect your course materials and assessments to the course competencies.

mesa GOLD STAR

Course/Section No.	Room	Day/Date/Time
001760/0003	CTL Workshop Room	Friday, March 1, 11:00am - 2:00pm
001760/0004	CTL Workshop Room	Saturday, March 2, 8:30-11:30am ☀️

Gold Star Showcase 🏷️

Gold Star is an internal Quality Matters process for faculty to design/redesign their online or hybrid courses based on the Quality Matters standards with the support of a mentor. During this session participants from the 2012 Gold Star program will showcase their course design and share experiences.

Course/Section No.	Room	Day/Date/Time
001559/0002	CTL Workshop Room	Friday, March 22, 12 noon - 2:00pm

Lesson Design & Delivery 🏷️

This workshop will explore research-based instructional techniques to implement in any lesson design to support your learners of the 21st century. Components featured will be learning objectives, Bloom's Taxonomy, scaffolding content to build background, increasing student interaction and integrating digital tools.

Course/Section No.	Room	Day/Date/Time
001767/0003	CTL Workshop Room	Friday, April 12, 11:00am - 2:00pm

Outcome Based Learning and Informative Assessment 🏷️

Participants will be able to connect the three main functions of formative assessment with instruction. You will be provided the opportunity to identify and/or create formative assessments, that are clearly aligned to lesson objectives, to check for understanding, adjust or refine instruction and give appropriate feedback to students. This process is student-centered and will promote the development of metacognitive skills for learners.

Course/Section No.	Room	Day/Date/Time
001762/0003	CTL Workshop Room	Friday, April 26, 11:00am - 2:00pm

🏷️ **Eligible for C.A.F.E. Program**   ☀️ **Weekend**   🌙 **Evening**

Getting Started with Google at MCC

Attend this workshop to learn the basics of using Google Mail and Google Calendar at MCC.
Get an overview of the mail and calendar interface, including helpful tools to make composing mail and setting events a breeze!

Google Apps
Mail, calendar and so much more!
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Course/Section No.	Room	Day/Date/Time
001718/0011	CTL Workshop Room	Friday, January 18, 3:30 - 5:00pm

Google Tips & Tricks (Gmail & Calendar)

Maximize your Gmail and Calendar with a few tips and tricks. This session will cover some of the helpful and time saving Google Features such as Canned Responses, Tasks, Calendar "Find a Time", Preview Pane, Labs and more.

Course/Section No.	Room	Day/Date/Time
001840/0001	CTL Workshop Room	Thursday, January 24, 3:00 - 4:00pm

There's an App for That! Google Apps 🏷

More than a search engine, Google has many Apps to increase your productivity and enhance teaching & learning. Learn about the world of Google Apps including Google Drive, Sites, Blogger, Books, Reader, Voice and more.

Course/Section No.	Room	Day/Date/Time
001856/0001	CTL Workshop Room	Monday, February 4, 3:00 - 4:30pm
001856/0002	CTL Workshop Room	Tuesday, February 19, 5:30 - 7:00pm ☽

3, 2, 1 ... Google Contacts!

In this session we will explore the features of Google Contacts, a way to store and organize contact information about the people and organizations that are important to you, making it easier to share information in a variety of Google Apps. Learn to keep track of colleagues, build groups, transfer address books and more.

Course/Section No.	Room	Day/Date/Time
001845/0001	CTL Workshop Room	Friday, February 8, 3:30 - 4:30pm

Office Calls, Appointments
The CTL is here for you.

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ctl@mesacc.edu

🏷 **Eligible for C.A.F.E. Program**   ☀ **Weekend**   ☽ **Evening**

What's New in Canvas? 🏷️
Explore the new features and updates to our learning management system, Canvas. Join us for a session dedicated to all things new in Canvas!

Instructure Canvas
Create your masterpiece.

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Course/Section No.	Room	Day/Date/Time
001826/0001	CTL Workshop Room	Wednesday, January 9, 4:30 - 5:30pm

10 Steps to Getting Started in Canvas 🏷️
Did you know that Canvas can benefit any course format face-to-face, hybrid and online? Learn how to communicate with your students, post course materials/syllabus, set-up assignments and grades within Canvas in just 10 easy steps.

Course/Section No.	Room	Day/Date/Time	
001839/0001	CTL Workshop Room	Thursday, January 17, 9:00 - 10:00am	
001839/0002	CTL Workshop Room	Tuesday, January 22, 6:00 - 7:00pm	☾
001839/0003	Red Mountain PV209	Wednesday, January 30, 3:30 - 4:30pm	

Giving Quality Feedback in Canvas: SpeedGrader, Crocodoc & Turnitin 🏷️
Quality assignment feedback is critical to student success. In this hands-on session we will explore the variety of tools available in Canvas for providing excellent and detailed feedback. Learn how to use the SpeedGrader, Rubric, Crocodoc (in-line comment tool) and Turnitin (plagiarism tool) to increase student success in your classes.

Course/Section No.	Room	Day/Date/Time	
001828/0001	CTL Workshop Room	Thursday, January 10, 3:00 - 5:00pm	
001828/0002	CTL Workshop Room	Saturday, January 26, 9:00 - 11:00am	☀️

Using the Canvas Quiz Tool Effectively 🏷️
Specific training on creating quizzes and surveys in Canvas. Creating quiz/survey questions, question banks, the quiz settings (such as selective release), and looking at student quiz attempts will be covered in this session. Best practices in quiz design will also be discussed.

Course/Section No.	Room	Day/Date/Time	
001742/0005	CTL Workshop Room	Monday, January 28, 5:30 - 7:00pm	☾
001742/0006	CTL Workshop Room	Tuesday, January 29, 3:00 - 4:30pm	

Working Together in Canvas: Peer Review & Groups 🏷️
Student-to-student interaction is critical to the learning experience in both face-to-face and online courses. Explore the tools in Canvas to build a variety of group experiences (informal study, projects, wikis) and allow students to provide valuable feedback to each other. The pedagogy of Group and Peer Review Assignments will also be discussed.

Course/Section No.	Room	Day/Date/Time	
001841/0001	CTL Workshop Room	Friday, February 1, 2:00 - 4:00pm	
001841/0002	CTL Workshop Room	Monday, February 11, 5:00 - 7:00pm	☾

🏷️ **Eligible for C.A.F.E. Program** ☀️ **Weekend** ☾ **Evening**

Multimedia in Canvas 🏷

Join us for a discussion of best practices for presenting instructional multimedia from within Canvas. Tools and functionality contained within Canvas such as the Multimedia Uploader, external providers, plus integration any available video content repositories supported by MCC campus, plus web usability, and accessibility for multimedia will be reviewed.

Course/Section No.	Room	Day/Date/Time
001842/0001	CTL Workshop Room	Monday, February 4, 10:30 - 11:30am
001842/0002	CTL Workshop Room	Monday, March 4, 10:30 - 11:30am
001842/0003	CTL Workshop Room	Thursday, March 7, 1:30 - 2:30pm

The Three C's: Collaboration, Chat & Conferencing in Canvas 🏷

Explore the interactive features in Canvas that can bring a dynamic, high-touch learning environment to any class.

Course/Section No.	Room	Day/Date/Time
001768/0003	CTL Workshop Room	Wednesday, February 13, 10:30am - 12 noon

Collaborative Presentations, Projects and Storytelling with VoiceThread 🏷

VoiceThread makes an every day slide show in to interactive collaborative course materials. Learn how to use this amazing tool inside Canvas to tell content stories, generate lively discussions, debate topics and more.

Course/Section No.	Room	Day/Date/Time
001800/0002	CTL Workshop Room	Thursday, February 14, 3:30 - 4:30pm

Collecting and Reflecting on Learning with Canvas ePortfolios 🏷

In this session we will explore the different types of ePort assignments and how easily students can store, track, reflect on and share their learning using the Canvas ePortfolio Tool.

Course/Section No.	Room	Day/Date/Time
001843/0001	CTL Workshop Room	Friday, February 15, 10:30am - 12 noon

Me Make Pretty One Day: Design Strategies for Canvas 🏷

Designing for learning is unique, but it is often obscured by the more practical aspects of supporting learners. In this workshop participants will learn to design for Canvas, exploring ways to incorporate quality images, style and more to build a rich and meaningful learning environment.

Course/Section No.	Room	Day/Date/Time
001453/0002	CTL Workshop Room	Friday, March 22, 10:30 - 11:30am

Go Green! Go Canvas! 🏷

Learn how you can use Canvas to reduce your class Carbon Footprint. In this session we will explore how you can digitize and share content, make paper free announcements and build an interactive and eco-friendly classroom community online for any format.

Course/Section No.	Room	Day/Date/Time
001861/0001	CTL Workshop Room	Monday, April 22, 3:00 - 4:00pm

🏷 **Eligible for C.A.F.E. Program** ☀ **Weekend** ☾ **Evening**

PowerPoint Basics 🏷️

For over 20 years PowerPoint has been the standard for professional presentations. But despite its long standing reign, it is one of the least understood products. In this session we will explore the mechanics (creating presentations, finding and using themes, adding slides, inserting images/graphs and audio, animating objects/text and more) and best practices in using PowerPoint to maximize the power behind your presentation points.

Microsoft Training
The classics, Word & Excel.

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Course/Section No.	Room	Day/Date/Time
001858/0001	CTL Workshop Room	Tuesday, February 12, 3:00 - 4:30pm
001858/0002	Red Mountain PV209	Wednesday, February 13, 3:30 - 5:00pm

PowerPoint for Teaching 🏷️

In this special 3 hour session focused on using PowerPoint in teaching we will explore the basics including the mechanics (creating presentations, finding and using themes, adding slides, inserting images/graphs and audio, animating objects/text and more). We will also learn to use the narration and video functions for creating dynamic online learning lessons.

Course/Section No.	Room	Day/Date/Time
001860/0001	CTL Workshop Room	Saturday, March 23, 8:30 - 11:30am ☀️

MS Excel - Pt. 1, Super Basics

In this short overview workshop, discover the power of datasheets! Participants will learn to navigate the interface, create basic worksheets, format the appearance of the worksheet and cells, adjust the layout and more.

Course/Section No.	Room	Day/Date/Time
001769/0004	CTL Workshop Room	Monday, April 1, 3:00 - 4:30pm
001769/0005	Red Mountain PV209	Wednesday, April 3, 3:30 - 5:00pm

MS Excel - Pt. 2, Basic Formulas & Creating Charts

In this brief overview of the advanced features of Excel, learn how to use formulas to create dynamic datasheets that calculate sums and convert data to charts to visualize your data in new ways.

Course/Section No.	Room	Day/Date/Time
001770/0003	CTL Workshop Room	Tuesday, April 9, 3:00 - 5:00pm
001770/0004	Red Mountain PV209	Wednesday, April 10, 3:00 - 5:00pm

No time? No worries!

Visit our web site for "How-To" documents, ctl.mesacc.edu.

🏷️ **Eligible for C.A.F.E. Program**   ☀️ **Weekend**   🌙 **Evening**

Adobe Products
Get creative. Photoshop & more!

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Picture Perfect: Basic Photo Editing with Photoshop - Pt. 1, Beginners

Discover the power of photo editing in Photoshop. This session will cover opening photos, cropping and resizing photos, basic filters and layer adjustments to make every image picture perfect! Bring your own projects, the last half-hour of the session will be open lab time!

Course/Section No.	Room	Day/Date/Time
001753/0006	Red Mountain PV209	Wednesday, February 20, 3:00 - 5:00pm
001753/0007	CTL Workshop Room	Friday, February 22, 9:00 - 11:00am

Picture Perfect: Basic Photo Editing with Photoshop - Pt. 2, Intermediate

This session will cover how to use selections, layers adjustments and effects to edit images and text. Bring your own projects, the last half-hour of the session will be open lab time!

Course/Section No.	Room	Day/Date/Time
001754/0003	CTL Workshop Room	Tuesday, February 26, 9:00 - 11:00am
001754/0004	CTL Workshop Room	Thursday, February 28, 3:00 - 5:00pm

Picture Perfect: Basic Photo Editing with Photoshop - Pt. 3, Advanced

Perform magic tricks with photos by making things disappear and reappear with the Content Aware, Patch and Spot Healing tools in Photoshop. Bring your own projects, the last half-hour of the session will be open lab time!

Course/Section No.	Room	Day/Date/Time
001755/0003	CTL Workshop Room	Friday, March 1, 3:00 - 5:00pm

Moving Pictures!: Video Editing with Photoshop

Photoshop has added video editing. Learn to create sharp and professional videos without a fancy video editor. This session will cover importing, editing, adding soundtracks and other basic features of the PS video editor.

Course/Section No.	Room	Day/Date/Time
001771/0006	Red Mountain PV209	Wednesday, March 6, 3:30 - 5:00pm
001771/0007	CTL Workshop Room	Friday, March 8, 9:00 - 10:30am

Go Pro: Getting Started with Adobe Acrobat Pro for Forms & More 🏷

Get an overview of the Pro features of Acrobat Writer such as fillable forms, combined files and eportfolios. Participants will see examples and get a chance to share ideas on how to use Adobe Acrobat Pro for instructional and department projects.

Course/Section No.	Room	Day/Date/Time
001714/0007	CTL Workshop Room	Monday, March 25, 9:00 - 10:30am
001714/0008	CTL Workshop Room	Thursday, March 28, 3:00 - 4:30pm

🏷 **Eligible for C.A.F.E. Program** ☀ **Weekend** ☾ **Evening**

Adobe InDesign - Pt. 1, Basics

Adobe InDesign is a professional publishing program. Learn how to navigate the interface and create documents including layout, placing text/images, exporting and printing publications and more.

Course/Section No.	Room	Day/Date/Time
001853/0001	Red Mountain PV209	Wednesday, April 24, 3:00 - 5:00pm
001853/0002	CTL Workshop Room	Thursday, April 25, 2:30 - 4:30pm
001853/0003	CTL Workshop Room	Friday, April 26, 8:45 - 10:45am

Adobe InDesign - Pt. 2, Basics

Learn how to maximize Adobe InDesign by using advanced editing techniques, paragraph/character styles and master pages. Learn to create interactive PDFs that incorporate image slideshows and videos.

Course/Section No.	Room	Day/Date/Time
001854/0001	CTL Workshop Room	Tuesday, April 30, 2:30 - 4:30pm
001854/0002	Red Mountain PV209	Wednesday, May 1, 3:00 - 5:00pm
001854/0003	CTL Workshop Room	Friday, May 3, 9:00 - 11:00am

Photoshop Open Lab

Bring your projects to the CTL for some one-on-one help with Photoshop.

Course/Section No.	Room	Day/Date/Time
OPEN LAB	CTL Workshop Room	Tuesday, March 5, 9:00am - 4:00pm

Quality Matters at MCC (APPQMR Training)

Quality Matters (QM) is a nationally recognized, faculty-centered, peer review process designed to acknowledge the quality of online/hybrid courses. The QM framework is about course design, and making your course navigation and structure intuitive, so that students' questions will be more focused on the content of your course. QM recognized courses improve both student learning outcomes, student success, and retention.

The Quality Matters course at MCC is designed to help you prepare your course for QM certification and is a prerequisite for the QM Peer Reviewer Certification Course. This in-depth workshop explains each of the QM standards through interactive activities and assignments. Participants will complete the training with tools and ideas to design your course to meet QM and skills to become a Quality Matters peer reviewer.

Course/Section No.	Room	Day/Date/Time
001817/0002	Online Training	Monday, March 18 - Friday, April 5
001515/0004	CTL Workshop Room	Friday, April 5, 9:00am - 4:00pm

🏷 **Eligible for C.A.F.E. Program** ☀ **Weekend** ☾ **Evening**

Mark Your Calendars for Our Special Spring Learning Weeks

Don't miss out on our three special weeks dedicated to innovative teaching and learning activities!

Special Feature

Something new, just for you!

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February 9 - 15, "I Love Learning Week!"
What better way to spend your Valentine's Day then by sharing your love of learning with the Center for Teaching & Learning. Sessions will cover a variety of topics: screencasting, digital tools, Canvas, games in the classroom and more. A full schedule and registration information available at http://ctl.mesacc.edu/events/calendar/.

March 18 - 23, "March Learning Madness!"
Beat the Spring Break let-down with this week of invigorating learning opportunities designed to help you engage your students. Sessions will cover a variety of topics: mobile learning, scavenger hunts, active learning, surveys and more. A full schedule and registration information available at http://ctl.mesacc.edu/events/calendar/.

April 15 - 20, "Our Government in Education"
During tax week, explore our government's presence in education. Workshops will cover a variety of topics: FERPA, copyright, Open Educational Resources, ADA, Veteran's Benefits and more. A full schedule and registration information available at http://ctl.mesacc.edu/events/calendar/.

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About the Center for Teaching & Learning

The Center for Teaching and Learning leads and inspires the advancement of innovative teaching and learning for student success.

Our Mission
The Center for Teaching and Learning at MCC provides:

- Leadership and support for teaching and learning at the college
- Guidance for innovative classroom teaching and learning projects
- Consulting services in support of teaching and learning and academic success
- Professional development opportunities for enhancing student learning
- Environments for professional collaboration, reflection, and dialogue

Our Programs

C.A.F.E. Program
The goal of the C.A.F.E. Program is to provide professional development opportunities for adjunct faculty to become more integrated into the college community and academic culture at Mesa Community College. In addition, this stipend-based program will encourage adjunct faculty to contribute to the academic life of the college.

🏷 **Eligible for C.A.F.E. Program**   ☀ **Weekend**   ☾ **Evening**

C.A.F.E. is not a district-wide program, thus only adjunct faculty who teach courses at Mesa Community College and are not board approved employees are eligible.

Workshops that are eligible for C.A.F.E. credit are marked in this 🏷 guide. For more information about the C.A.F.E. program, visit ctl.mesacc.edu/programs/cafe/.

Learning Spaces
The Center for Teaching & Learning has two experimental classrooms: AS 191 and AS 196 on the Southern and Dobson campus that are available for use by faculty innovation and experimentation with teaching and learning or new instructional designs.

Faculty can submit a proposal to use the rooms for focused experimentation on a longer-term basis, or they can request the rooms for intermittent or occasional use.

For more information about the Experimental Classrooms, visit ctl.mesacc.edu/programs/experimental-classrooms/.

Other Programs
The Center for Teaching & Learning offers a variety of programs for the development of faculty and staff and innovative teaching and learning, including: Teaching and Learning Grants, New Faculty Experience, iPad Program, Gold Star and more!

For more information about these programs, visit our web site at ctl.mesacc.edu.

Specialized Services

Customized Division & Department Training
The Center for Teaching & Learning is your partner as you encourage and implement innovative teaching and learning strategies in your department or division. From consultation services to tailored training, we are here to help you reach your goals for student success. We are happy to work with your division or department's unique learning needs. Contact us to set-up a specialized opportunity focused on technology or pedagogy. Choose from one of our series or make a special request.

- **Curriculum Series** (Curriculum Mapping & Instructional Design, Lesson Design & Delivery, Outcome Based Learning and Informative Assessment)
- **Canvas Series** (Getting Started with Canvas, Communicating in Canvas, Online Grading and Assessing Learners in Canvas)
- **Technology in Teaching Series** (Digital Tools: Creating Community, Digital Tools: Building Background, Digital Tools: Applying Knowledge; Google Apps, Mobile Learning)

Office House Calls
Although we welcome you to visit us in the Center for Teaching & Learning, we are also available to come to your office for appointments. Please contact us at the CTL for more information.

🏷 **Eligible for C.A.F.E. Program**   ☀ **Weekend**   ☾ **Evening**

Session Registration Information

To register, use the MCCCD HRMS (Human Resource Management System) system:
http://tinyurl.com/MCCRegisterNOW

For registration directions, please visit:
http://tinyurl.com/hrmsregister

Our Full Calendar

We are always adding more events to our schedule.
Keep up-to-date by visiting our calendar:
http://ctl.mesacc.edu/events/calendar/

Services at MCC Southern & Dobson

The Center for Teaching & Learning is available at the
Southern and Dobson Campus Monday-Friday, 8am-6pm in the AS Building.

Services at MCC Red Mountain

The Center for Teaching & Learning is available at the
Red Mountain Campus Monday-Thursday, 9am-3pm in the Palo Verde Building, Room 207.

Our Staff
Feel free to contact any of our staff to learn more about the CTL or to request a workshop:

Helice Agria, Technology Developer/Trainer	(480) 461-7372
Beth Alsen, Instructional Design	(480) 461-7506
Jeffrey Anderson, Instructional Multimedia Programmer	(480) 461-7709
James Bowles, Web Developer/Technology Support	(480) 461-7691
John Griffith, Next Generation Faculty Fellow	john.griffith@mesacc.edu
Andrew Kasian, Multimedia Developer/Designer	(480) 461-7386
Melanie Kroening, Faculty Technology Support	(480) 461-7799
Rosie Magarelli, Adjunct Faculty Developer	(480) 461-7997
Cheryl Patton, Office Coordinator	(480) 461-7366
Jennifer Strickland, Interim Director	(480) 461-7668

Questions? Comments? Suggestions?
(480) 461-7372
ctl@mesacc.edu
See how easy it is to get support!