

Spring 2015 LAVC Extension Program

Human Resource Assistant (HR-S15)

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<p>Updated Last 1/12/15</p>	<p>CC=Campus Center, above Monarch Hall or CC Conference Room 104</p> <p>ENG=Engineering Bldg.</p> <p>EST=Emergency Service Training Bldg.</p>	<p>BS –Behavioral Science Bldg.</p> <p>AHS=Allied Health Services Bldg.</p> <p>PC=President's Conference Room, Admin 2 Bldg.</p>	<p>1 Spring Break</p>	<p>2 Spring Break</p>	<p>3</p>	<p>4</p>
<p>5</p> <div style="text-align: center;">  <p>Easter</p> </div>	<p>6 Spring Break</p>	<p>7 Spring Break</p>	<p>8 Spring Break</p>	<p>9 Spring Break</p>	<p>10</p>	<p>11</p>
<p>12</p>	<p>13</p>	<p>14</p>	<p>15 Spring 2015 Orientation- All Academies- Arnold/SR-TBA</p>	<p>16</p>	<p>17</p>	<p>18 HR-S15-Introduction-Robinson-TBA</p>
<p>19</p>	<p>20</p>	<p>21</p>	<p>22</p>	<p>23 HR-S15-Compliance I- Robinson-TBA</p>	<p>24</p>	<p>25 HR-S15-Compliance I-Robinson-TBA</p>
<p>26</p>	<p>27</p>	<p>28</p>	<p>29</p>	<p>30 HR-S15-Compliance II- Robinson-TBA</p>		

April 2015

May 2015
Extension Program

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2 HR-S15-Compliance II-Robinson-TBA
3	4	5	6	7 HR-S15-Compliance II-Robinson-TBA	8	9 HR-S15-Investigations-Juarez-TBA
10 Mother's Day	11	12	13	14 HR-S15-Violence in the Workplace-Roske-TBA	15	16 HR-S15-Cultural Diversity-Baltierra-TBA
17	18	19	20	21 HR-S15-Cultural Diversity-Baltierra-TBA	22	23 No Class
24	25  Memorial Day	26	27	28 HR-S15-Training & Development-Hawkins-TBA	29	30 HR-S15-Training & Development-Hawkins-TBA
31						


June 2015
Extension Program

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2	3	4 HR-S15-Recruitment & Selection-Knight-TBA	5	6 HR-S15-Recruitment & Selection-Knight-TBA
7	8	9	10	11 HR-S15-Comp & Benefits-Hawkins-TBA	12	13 HR-S15-QuickBooks/Payroll-Rodriguez-TBA
14	15	16	17	18 HR-S15-Comp & Benefits-Hawkins-TBA	19	20 HR-S15-QuickBooks/Payroll-Rodriguez-TBA
21 Father's Day	22	23	24	25 HR-S15-Legal Letter Writing-Moreas-TBA	26	27 HR-S15-QuickBooks/Payroll-Rodriguez-TBA
28	29	30				

July 2015
Extension Program

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2 HR-S15-Legal Letter Writing-Moreas-TBA	3	4  4 th of July
5	6	7	8	9 HR-S15-Workers Comp-Hawkins-TBA	10	11 HR-S15-QuickBooks/Payroll-Rodriguez-TBA
12	13	14	15	16 HR-S15-Workers Comp-Hawkins-TBA	17	18 HR-S15-QuickBooks/Payroll-Rodriguez-TBA
19	20	21	22	23 HR-S15-Sexual Harassment-Arnold-TBA	24	25 HR-S15-QuickBooks/Payroll-Rodriguez-TBA
26	27	28	29	30 HR-S15-Sexual Harassment-Arnold-TBA	31	

**August
Extension Program**

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1 HR-S15-OSHA-Panet-TBA
2	3	4	5	6 HR-S15-OSHA-Panet-TBA	7	8
9	10	11	12	13	14	15 HR-S15-Career Development/Graduation-Roske-TBA 
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

2016