



PLEASE DISTRIBUTE TO STAFF EMPLOYEES

# THE LEARNING ACADEMIES@SHSU

TRAINING UNIVERSITY | MANAGEMENT ACADEMY

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Many sessions are already available for enrollment. Others will be added as details are confirmed.

**A sample of the sessions the Academies are hosting in Year 3 follows.**

For questions regarding the Staff Professional Development Program, contact Ms. TJ Bittick, Professional Development Coordinator, Human Resources, at 936.294.2328.

Register for sessions through Talent Management (My Sam>Employees Tab>Human Resources>Talent Management).

## WELCOME TO YEAR 3 OF THE LEARNING ACADEMIES @ SHSU!

Each new year brings fresh opportunities to learn and grow your career with The Learning Academies @ SHSU. Per SHSU policy, all non-faculty staff, and managers of staff, are required to earn a minimum number of hours of professional development during the appraisal year (April 1 – March 31). The Academies are a great way to meet that requirement. This year, we’re introducing a new series, bringing in some new sessions, and bringing



back some popular topics from previous years. Read on!

## TRAINING UNIVERSITY: Y3



**“Come for Coffee” series.** These are smaller, more intimate sessions on topics you

care about most. In these sessions, you’ll participate in an audience Q & A of a knowledge expert over a good “cuppa joe.” *You supply the questions. We supply the coffee.*

March 2016 - **“Come for Coffee: EPAFs with Karyl Horn,”** Director of Payroll and Tax Specialization.

May 2016 - **“Come for Coffee: Controller Q & A,”** with Amanda Withers and Sarah Woods of the Controller’s office.

We will announce future **Come for Coffee** sessions as they become available.



## THE LEARNING ACADEMIES@SHSU

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### Training University: Y3 (Cont'd)

**“Powerful Leadership at Every Level.”** (April 2016) Leading from where you are. Learn to use the appropriate type of leadership power regardless of the situation or your title.

**“Difficult Conversations.”** (June 2016) Ensuring that difficult conversations result in healthy conflict resolution.

**“Emotional Intelligence.”** (October 2016) Research now suggests that one’s success is much more likely to be a product of emotional intelligence than cognitive I.Q. Unlike cognitive I.Q., emotional intelligence is a skill that can be learned and increased by almost everyone.

**“Written Communication Skills.”** (November 2016) Learn tips and tricks for writing more efficiently and effectively in the workplace.

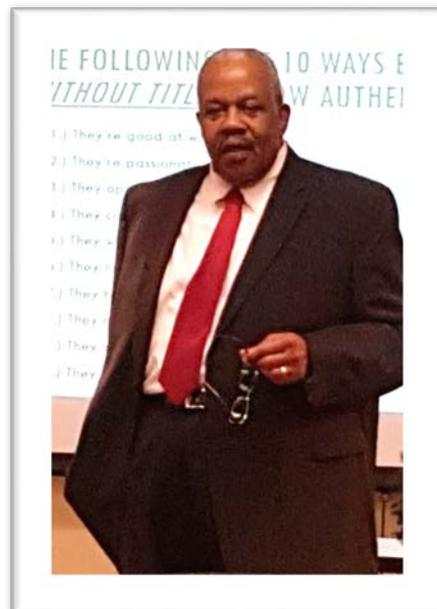
In addition to the sessions identified here, look for special opportunities designed just for **administrative professionals** coming in the summer of 2016. Watch for announcements with more details as summer approaches.

### MANAGEMENT ACADEMY

**“Cultural Competency.”\*** (April 2016) No two people are alike and that’s a good thing. Because people come from different backgrounds, they see life from different perspectives. Learn about yourself while learning about others in a fun atmosphere. Come join us for an informative interactive discussion about appreciating differences in your peers and employees.

### **“Building Trust: Leading High-Performance Teams with Commitment 2016.”\*** (May 2016)

A reprise of the excellent session last year offered by Mr. Frank Parker and Dr. Kristy Vienne of Student Services Division. Two personal qualities are particularly crucial for a member of a high-performance team: a healthy level of trust in others and a sense of commitment to the team. This session explores the ways that you can demonstrate integrity and build trust with your employees.



Mr. Frank Parker, VP of Student Services Division, will co-lead a **Building Trust** session for the Management Academy in 2016.

**“Managing Legally in 2016.”\*** (September 2016) This yearly presentation is a favorite of attendees and always brings new light to the legal quandaries managers face daily. Presented by Rhonda Beassie, TSUS Office of the General Counsel.



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### Management Academy (Cont'd)

**“Leadership in Times of Stress and Change.”\*** (November 2016) Leading employees in times of prosperity requires certain skills. Leading employees in times of stress and change requires different skills. This workshop challenges each participant to consider his/her style of leadership in a rapidly changing environment and whether this style of leadership is effective in keeping one’s self and one’s employees productive, healthy, and safe.

*\*Asterisked sessions are eligible for “So You Want to Be a Manager” track attendees.*

Finally, the Academies are partnering with David Yebra, facilitator of the joint SHSU-Huntsville High Potential Employee Leadership Academy, to bring an SHSU focused mini-leadership series for emerging leaders to the Academies in 2016.

By the way, **faculty** who are managers of staff are also invited to register for the Management Academy courses. Spread the word.

### “SO YOU WANT TO BE A MANAGER”

We’re still offering a way for non-managers with aspirations to management to join a Management Academy training track we call “So You Want to be a Manager.” This track allows staff participants nominated by their supervisors to attend select Management Academy sessions with prior approval. **Contact TJ Bittick at x4-2328 for more information.**

### SKILLSOFT E-LIBRARY

Can’t make it to an in-class session? Then our **Skillsoft online E-Library** is the perfect learning tool for you. We’ve loaded thousands of hours of online training into Talent Management for your just-in-time training needs. To register for a class, search the Skillsoft E-Libraries subjects in the course catalog in Talent Management.



### FREQUENTLY ASKED QUESTIONS

More information about the annual staff professional development credit can be found on the Frequently Asked Questions page on our website, <http://www.shsu.edu/dept/human-resources/training/faq.html>.

### YEAR 3: FEATURED SESSION



Dr. Mercado-Garza (right) works with participants at the E-Colors Part II session.



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### YEAR 3: FEATURED SESSION (CON'T)

We started the year with a terrific combined session of Training University and Management Academy. *Behavioral Styles: E-Colors (Part II) - Personal Intervention* kicked off in February with executive coach Dr. Rosalinda Mercado-Garza from E-Colors in Education, who returned to follow up last year's successful session of *E-Colors Team Awareness*.

In this session, participants learned more about their unique personality profiles and how to RESPOND to external stimuli from others, not just REACT.

Dr. MG challenged participants' assumptions about communication around tasks by having them build paper airplanes using another participant's design but with no other inputs.

Some designs worked well, while others, *ahem*, not so much....



...but everyone agreed on the importance of communication flowing both ways when completing a task.

Dr. Mercado-Garza also sent participants through "The Maze Exercise," in which team members helped each other navigate through a maze while blindfolded and debriefed the lessons learned after the exercise.



The class celebrated their new learning with balloons. How great is that?



There are even more terrific courses on tap for 2016. Be a part of it today by registering in Talent Management!