# Professional Development

### October 2023 to April 2024

Each session will be held via Microsoft Teams. Employees should discuss any training plans and dates with their supervisor to ensure there is adequate coverage. To the extent that it is possible and practical, supervisors are encouraged to allow their staff to participate in professional development opportunities.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Session</th>
<th>Facilitators</th>
<th>Description</th>
<th>Audience</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/4/23</td>
<td>2:00–3:00 P.M.</td>
<td>Motivation: Bringing Out the Best</td>
<td>Dena Moscola</td>
<td>In this class, we look at the inspiring theories of motivation and how they help us in our work every day.</td>
<td>All Employees</td>
</tr>
<tr>
<td>11/14/23</td>
<td>10:00–11:00 A.M.</td>
<td>Communication Skills for the Workplace</td>
<td>Theresa Francois</td>
<td>This class will help participants learn how to determine the goal of a conversation and what to do before, during and after it.</td>
<td>All Employees</td>
</tr>
<tr>
<td>1/17/24</td>
<td>10:00–11:00 A.M.</td>
<td>Riding the Change Wave</td>
<td>Shanti Douglas</td>
<td>This session begins with a look at the change process and types of change, and then provides eight strategies to help when in transition at home or work.</td>
<td>All Employees</td>
</tr>
<tr>
<td>2/27/24</td>
<td>10:00–11:00 A.M.</td>
<td>Conflict Management for Employees</td>
<td>Diane Pulleyblank</td>
<td>This class will allow participants to understand and dissect their role in conflict.</td>
<td>All Employees</td>
</tr>
<tr>
<td>3/12/24</td>
<td>10:00–11:00 A.M.</td>
<td>Managing Priorities to Maximize Your Day</td>
<td>Christine Walchuk</td>
<td>The focus of this program is on obtaining practical skills, tools and techniques to maximize collective gains in effectiveness and increase productivity.</td>
<td>All Employees</td>
</tr>
<tr>
<td>4/9/24</td>
<td>10:00–11:00 A.M.</td>
<td>The Importance of Inclusivity at UWM</td>
<td>Jamie Cimpl-Wiemer</td>
<td>Being inclusive is woven into the fabric of UWM and provides great advantages to our institution. Learn how you can make UWM even more inclusive.</td>
<td>All Employees</td>
</tr>
<tr>
<td>4/24/24</td>
<td>10:00–11:30 A.M.</td>
<td>Taking Control of Your Own Career</td>
<td>Dan Schaff, Gina Halenka, Erica Yewlett</td>
<td>Come and learn strategies to take greater control of your own career, including items like the “imposter syndrome” and the importance of competencies.</td>
<td>All Employees</td>
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</tbody>
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As was established in 2018-19, all individuals new to supervision at UWM are required to complete all of the sessions for supervisors over a two-year period.

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<td>10/31/23</td>
<td>10:00–11:30 A.M.</td>
<td>Productive Performance Management</td>
<td>Joey Urdan, Gina Halenka</td>
<td>Recognize strategies to inspire great performance and confront issues.</td>
<td>Supervisors</td>
</tr>
<tr>
<td>12/6/23</td>
<td>10:00–11:00 A.M.</td>
<td>Successfully Navigating Ethical Issues</td>
<td>Jennifer Herzog</td>
<td>In an environment that is ever increasing compliance, our ability to navigate ethical issues successfully is critical.</td>
<td>Supervisors</td>
</tr>
<tr>
<td>2/7/24</td>
<td>10:00–11:30 A.M.</td>
<td>Navigating the Complexity of the FMLA and ADA</td>
<td>Kirstin Goetz, Kurt Hennemann</td>
<td>Learn the compliance obligations under Family Medical Leave Act (FMLA), Americans with Disabilities Act (ADA), and other compliance items.</td>
<td>Supervisors</td>
</tr>
<tr>
<td>3/20/24</td>
<td>10:00–11:00 A.M.</td>
<td>Conflict Management for Managers</td>
<td>J Dianne Tribble</td>
<td>Learn the skill of resolving conflict in the most amicable way, benefiting individual and team productivity.</td>
<td>Supervisors</td>
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</table>

**Register:** [https://uwm.edu/hr/professional-development/](https://uwm.edu/hr/professional-development/)

**Questions:** hr-training@uwm.edu