Colorado 14ers Comprehensive List of Offerings

Below are descriptions of all the professional development classes, workshops, programs, and offerings within the Colorado 14ers People Development Program. Please note that registration information is not available in this document but can be found on either the People Development website calendar, PioneerWeb or through the particular hosting department or organization. Also, locations with a TBD notation merely means we haven’t yet received classroom confirmation. You will be notified of the location once you register. For additional questions, contact Greg Giesen (greg.giesen@du.edu) in Professional Development.

A

AHHS Faculty Lecture Series
First Thursday of each month at 4 p.m. in AAC Special Events Room. Each month, a different faculty member shares their current research or presents recently published works.

AHHS Harper Distinguished Speaker Series
This annual free lecture series brings to Denver a prominent leader from a liberal arts field.

AHHS Livingston Lecture
The Livingston Lecture is an annual lecture that showcases the work of an esteemed AHSS faculty member.

Annual Legal and Trends Update
The newly “rebooted” Annual Legal and Trends Update provides faculty and staff members that manage people, programs and/or budgets with important information regarding pertinent changes to employment laws, University policies or practices and trends impacting the work we do. It is important that managers and supervisors at the University understand and are able to apply knowledge of workplace legal issues, regulatory compliance requirements and other policies and procedures. This program runs every February/March. Go to the People Development website for future dates.

Annual University Libraries Author Lecture
This annual free lecture series brings to the DU library a prominent author.

Appreciative Inquiry 101 Class with Chaplain Gary Brower
Appreciative Inquiry is a philosophy for change. The major assumption of Appreciative Inquiry (AI) is that in every organization something works and change can be managed through the identification of what works, and the analysis of how to do more of what works. The same assumption can be applied to one’s personal life. This class will provide both an overview of AI as well as an opportunity to “try it out”!

B

Bike to Work Breakfast
The Bike to Work Breakfast is an opportunity for all faculty and staff who choose to ride to work on their bikes to grab a bagel and coffee together out on the lawn in front of the Anderson Academic Commons. Contact Chad King, DU’s Sustainability
Coordinator for more information.

Chaplain’s Book Discussions
Once a month, the Chaplain hosts a discussion over a current book or article. The "reading" may be augmented by a podcast or video. The location for the discussion, unless otherwise noted is the Commerce Room in the Driscoll Center, North. You are welcome to bring your lunch! For more information, contact Gary Brower (Gary.Brower@du.edu).

Boost Your Zen – 8-week Mindfulness Program with Grace Estripeaut
How do you bring a sense of calm, relaxation and focus to the rush of daily life? In this eight-week course, you'll learn a practical approach to staying calm, being focused and handling stress. You'll love this course if you've wanted to know more about meditation and mindfulness but weren't sure how they could help you in real life. Each class is a blend of practical, down-to-earth exercises in mindfulness, meditation and stress reduction. You’ll decompress, you’ll laugh, you’ll feel like you took a vacation at lunchtime. Both past and new participants are welcome! Contact the Wellness Program Manager, Julie Casper, Julie.Casper@du.edu.

Break Free of the Over-Parenting Trap and Prepare Your Kids for Success
This class was designed from the book, How to Raise an Adult. According to the authors, there has been a startling rise in parental involvement in students’ lives. Every year, more parents are exerting control over students’ academic work, extracurricular activities, and career choices; taking matters into their own hands rather than risk their child’s failure or disappointment. Meanwhile, there is an increasing number of students who, as a result of hyper-attentive parenting, lack a strong sense of self and are poorly equipped to handle the demands of adult life. This class will discuss ways to ensure that the next generation can take charge of their own lives with competence and confidence. Contact Mike Bleier (mike.bleier@du.edu) for more information about the class.

Building Waste Audit
Contact Chad King (chad.king@du.edu), DU’s Sustainability coordinator, to schedule a waste audit.

Bullies and Browbeaters: Reframing Intimidation Class with Daniels Professor Barbara Stuart
They are everywhere, in our offices, in our schools, in our homes. We will consider strategies to make them less exhausting. For more information about the class, contact Daniels professor Barbara Stuart (bstuart@du.edu).

Business Writing with Allison Friederichs through DU’s Center for Professional Development
The Center for Professional Development is proud to present Business Writing with Allison Friederichs, Associate Dean for Academic Affairs and an assistant professor at University College. In this full day workshop, Allison delivers expertise and techniques for professional writing. For more information, go to www.du.edu/professional.
Campus Safety Training Exercises
Come volunteer as actors/actresses for our training exercises. These are held throughout the year and the time commitment varies. Contact James M. Johnston (Morgan.Sellers@du.edu), the Campus Safety Pathway Guide, to start your acting career.

Change: Managing Your Emotions and Expectations class
Change is something that we face on a daily basis. Changes come in many forms but not always on our terms. This session provides an overview of why people tend to resist change, how to adapt to change, and how to implement change.

Chaplain’s Book Discussions
Once a month, the Chaplain hosts a discussion over a current book or article. The "reading" may be augmented by a podcast or video. The location for the discussion, unless otherwise noted is the Commerce Room in the Driscoll Center, North. You are welcome to bring your lunch! For more information, contact Gary Brower (Gary.Brower@du.edu).

Chasing an Authentic Life with Daniels Professor, Corey Ciocchetti
Corey's most popular talk encourages audiences to chase the truly important things in life such as a solid character, strong personal relationships and a sense of contentment. These “real rabbits” are compared and contrasted to worldly success such as excessive wealth, popularity and prestige. Audience members leave with a better sense of what it takes to develop character, set priorities, gain a big-picture perspective and chase an authentic life.

Climate Survey
Contact the People Development team to talk about your next climate survey to assess the morale of your department/team.

One-on-one Coaching
One-on-One Coaching is available to staff and faculty for the purposes of working through an issue, concern, or simply seeking guidance. Contact Greg Giesen (greg.giesen@du.edu) in People Development to set up your first coaching session. For more information, click here.

Coaching Skills for Managers Class (Part I & II)
Traditional supervision without coaching is about getting things done. Using coaching as a skill set while supervising others not only gets things done but grows and develops the employees at the same time. Coaching Skills for Managers provides the three-step framework to take your employees to the next level. This two-part class is scheduled twice per year.

Colorado 14ers Mountains
To learn more about each of the Colorado 14ers mountains, click here. www.14ers.com

Community Gardens / Community Garden Work Day
Contact Chad King (chad.king@du.edu), DU’s Sustainability Coordinator, to learn more about the Community Gardens.

www.du.edu/peopledevelopment
Complete at 2-Hour Ride-Along with Denver Police – District 3
To schedule, Contact Morgan Sellers (Morgan.Sellers@du.edu), the Campus Safety Pathway Guide, for more information.

Countering Violent Extremism, offered by DCS
Participants will learn concerning behaviors exhibited by potential shooters, what to do during an active shooter incident, and what the University and city response will be. Includes demonstration with simulated firearms. In addition, participants will learn the indicators of a suspicious package and the steps they should take if they encounter one. This is an “on-demand” class. Contact Morgan Sellers (Morgan.Sellers@du.edu), the Campus Safety Pathway Guide, for more information.

CPR & AED (Automated External Defibrillator) Certification from DCS
Participants will be trained in adult, child, and infant CPR, choking response, and use of an Automated External Defibrillator. Certifications are through the American Heart Association and last 2 years. Staff and Faculty may sign up for this course in the training section of the employee tab on Pioneerweb.

Crime Prevention 101 Course
In this 1-hour class, offered by Campus Safety, participants will learn about common crimes and actions they can take to mitigate those issues. This class is scheduled on-demand. Contact Morgan Sellers (Morgan.Sellers@du.edu), the Campus Safety Pathway Guide, for more Information.

Creative Thinking for Everyday Complications with Daniels Professor Barbara Stuart
Our brains are the most powerful tools we have but sometimes they need a spark. This session offers exercises to make those synapses and neurons fire up for quick thinking when you are in a tight spot. For more information on the class, contact Daniels professor Barbara Stuart (bstuart@du.edu) and visit the People Development website for registration information.

Crimson Classic 5K
The Crimson Classic is an annual 5K run and 1.5 mile walk for the DU community in September. For more information, contact the Wellness Program Manager, Julie Casper.

Culture Fest, Hosted by the Office of Internationalization
Formerly Festival of Nations, we have changed the name of the event to CultureFest in 2015. We believe this new name better encapsulates the mission and goals of the event. A 35-year-long tradition, this event highlights and celebrates the cultural diversity here at the University of Denver through performances, food, videos, and interactive booths.

CWLC Community Language Class to Expand Language Skills Beyond English.
The Community Language Institute offers noncredit, nontraditional language learning opportunities to the Denver metro community in the evenings with online practice and cultural exploration, as well as in individual, self-directed language study formats. These classes are ideal for lifelong learners who want to learn a language and build communities around languages and cultures.

www.du.edu/peopledevelopment
Daniels College of Business: Emerging Leaders Program
The transition from an individual contributor to a manager role is undoubtedly one of the most exciting (and intimidating) career steps to make. The Daniels College of Business offers newer managers an opportunity to face this career change in a dynamic, engaging and safe environment. With the support of a robust leadership curriculum, experienced faculty and a cohort of managers who are at similar points in their careers, Daniels can help you develop into a successful and fulfilled leader.

Daniels College of Business: High Performance Leadership Program
The High Performance Leadership Program (HPL) at the University of Denver’s Daniels College of Business is an intensive experience for individuals who have significant leadership responsibilities, and are looking to hone their skills in order to take on larger and more critical challenges in their jobs. In a fast-track format, you’ll experience the best the Daniels has to offer: high-caliber faculty, rigorous and innovative classes and an accomplished peer group.

Daniels College of Business: The Denver Leadership Experience
The Denver Leadership Experience is a 5-day transformational leadership workshop for experienced professionals. Developed from the Daniels Leadership Model, this program delivers timely, relevant and innovative leadership essentials for our ever-changing, increasingly complex business world.

Daniels Fund Ethics Initiative Annual Luncheon
This new annual speaker series, hosted by the Daniels Fund Ethics Initiative at the Daniels College of Business, is built around the Daniels Fund Ethics Initiative Principles of integrity, trust, accountability, transparency, fairness, respect, rule of law, and viability. It is part of our continuing work to honor Bill Daniels’ legacy — to both deepen and broaden discussions around ethics and integrity, and to explore what it means to be a truly principle-based ethical leader.

Diversity Summit on Inclusive Excellence
In 2007, the University of Denver made an institutional commitment to Inclusive Excellence, the philosophical and practical concept that inclusiveness and excellence are one in the same, which guided the Summit focus to Include Excellence. Originally, the Diversity Summit highlighted the success and ambitions around IE and diversity of DU administration, faculty, staff and students but has grown to incorporate leaders in diversity and Inclusive Excellence from Denver, the region and the nation. The Diversity Summit has featured keynote speakers active within academia as well as those from the business sector.

Eight Simple Rules to Managing Conflict (Parts 1 & 2)
Conflict is unavoidable and has the power to be a real asset to any business or personal relationship if managed correctly. In this workshop, Greg Giesen of People Development, will
reveal rules 1-8 (Part 1: 1-4, Part 2: 5-8) on how to manage conflict effectively. This class is scheduled twice per year. You can also watch Rules 1-4 on Fridays@Noon which will count for Part 1.

**Effective Meeting Facilitation**
Effective Meeting Facilitation, presented by Heidi Perman of Career Services, will give you the tools needed to run efficient and productive meetings for staff teams or project groups. Learn specific tools and tips to ensure all voices are heard, to stop disruptive behavior, and to ensure discussions stay focused. This class is scheduled twice per year.

**University College’s Enrichment Programs**
The Enrichment Program connects the intellectually curious adult to DU's outstanding faculty, facilities and programming, and Denver's rich cultural community through non−credit classes. With adult education offered through short courses, lectures, seminars, weekend intensives, and evening classes, you can explore a wide range of subjects: from history and contemporary issues to science, literature and the arts—without the pressures of exams, grades or admission requirements. For more information, click here. [http://universitycollege.du.edu/enrichment/](http://universitycollege.du.edu/enrichment/).

**Faculty Senate**
The Faculty Senate is empowered by its Constitution to be the primary body through which the faculty participate in the shared governance of the University of Denver. The Senate is composed of approximately 50 Members who are elected to represent the academic units of the University. The Senate’s meetings are held monthly throughout the academic year. Click here to learn more. [http://www.du.edu/facsen/](http://www.du.edu/facsen/).

**Fire Extinguisher Training**
Fire extinguisher training is on-demand with a minimum class size of 15 people. If that minimum isn’t met, the course will cancel. Contact Morgan Sellers ([Morgan.Sellers@du.edu](mailto:Morgan.Sellers@du.edu)), the Campus Safety Pathway Guide, for more information.

**Fridays@Noon**
Fridays@Noon is an educational series held on a monthly basis from 12:00-12:50pm. Professional development topics are explored and interviews with on-campus experts are conducted. For more information, go to [www.du.edu/peopledevelopment](http://www.du.edu/peopledevelopment) and click on the Fridays@Noon link.

**Get to Campus More Sustainably**
Contact Chad King ([chad.king@du.edu](mailto:chad.king@du.edu)), DU's Sustainability coordinator, to schedule this presentation.
Global Friends Program
Welcome to the Global Friends Program! The purpose of this program is to promote friendship across cultures within the University of Denver community by matching international students with a faculty or staff member.

Global Lunch at the International House
The International Student & Scholar Services team has regular events for the DU community including International luncheons.

Green Office Certification
DU's Green Certified Office program is a voluntary, flexible pilot program and friendly competition between offices, designed to help the University meet its environmental goals. Through this program, the Center for Sustainability encourages, supports and rewards faculty and staff for taking the lead in adopting environmentally responsible office practices in their workplace.

Healthy Cooking Workshop
Join your fellow faculty and staff in learning healthy ways to prepare delicious meals. Healthy seasonal menus are created by Chef Raymond Liegl and taught at the Knoebel School of Hospitality Management.

How Can I improve DU’s Energy Efficiency?
Contact Chad King (chad.king@du.edu), DU’s Sustainability coordinator, to schedule this presentation.

How Can I Improve the Sustainability of Our Purchasing?
Contact Chad King (chad.king@du.edu), DU’s Sustainability coordinator, to schedule this presentation.

How Does Waste Work?
Contact Chad King (chad.king@du.edu), DU’s Sustainability coordinator, to schedule this presentation.

Introduction to Inclusive Excellence
This 1.5-hour session introduces groups to the Inclusive Excellence framework, its relation to University mission and values, and supports their connecting IE to their role and activities on campus. Longer sessions provide more time to develop specific work/role action plans. Visit the Center for Multicultural Excellence website for more information.

Improve Workplace Morale
This talk, presented by Corey Ciocchetti, Chairman of the Business Ethics and Legal Studies Department with the Daniels College of Business, encourages supervisors to improve morale
using prominent ethical frameworks. Corey encourages audiences to ponder their approach to improving workplace morale.

**Instructional Workshop from University Libraries on Library Research**
The reference librarians at University Libraries offer many different instructional workshops, guides, and tutorials to help the DU community learn about library research.

**Intercultural Development Inventory (IDI)**
The Intercultural Development Inventory (IDI) is an assessment tool intended to help individuals and groups better understand their ability to adapt their behaviors and perspectives to other cultures. Individuals will receive a personalized report summarizing their current level of cultural competence and also receive an Intercultural Development Plan® that outlines appropriate activities for further growth. Group profiles are also available for teams that wish to see their combined average score. Contact Heidi J. Perman, M.A. Heidi.permam@du.edu 303-871-2788 for more information.

**Internationalization Summit**
The 3rd annual internationalization summit aims to promote a higher education community that is actively and purposefully engaged with a globalized world by celebrating, challenging, and understanding what internationalization means at the University of Denver and beyond.

**Interviewing & Hiring Techniques**
This course, presented by HR & Shared Services, is designed to help those staff and faculty with the interview and hiring process and best practices. This class is currently not scheduled and is a Fridays@Noon video presentation.

**J**

**K-Cup Recycling Program**
Coffee. It’s how millions of us start every day. More and more of us are using convenient Keurig® brewers and K-Cup® pods to deliver our delicious morning brew. The truth is most people are not aware that those little pods are not recyclable when they are intact. Sadly, most of these pods end up in landfills, not decomposing. Now, the reality is these pods CAN be recycled if the plastic, aluminum and coffee grounds are separated using our Recycle A Cup® cutter. In just a few simple steps, you will be able to use the grinds as compost and recycle the rest of the pod...it’s just that simple!

**L**

**Leadership Academy**
The Leadership Academy is a professional development opportunity for staff and faculty with an emphasis on developing the leader from within. This six-month program consists of half-day sessions (every three weeks) comprised of learning modules, discussions, and practical applications of leadership principles with an emphasis on self-awareness. These sessions will
include pre-work and post-work, presentations, dynamic speakers, as well as a group project. This program will run from January to June and is open to all benefited employees with a minimum of one (1) year of employment at the university; two (2) years preferred. Participation is limited to 12-15 employees.

**Leading From Within**
This personal empowerment program, facilitated by Greg Giesen and Mike Bleier, is designed to help you become the leader you were meant to be in all facets of your life. With a combination of inspirational concepts and discussions, self-reflective exercises, powerful outdoor activities, and a support group to help you succeed, you will walk away from this workshop with a renewed sense of purpose, passion, and motivation to lead your life as the authentic leader you were destined to be. For more information, go to [www.du.edu/professional](http://www.du.edu/professional).

**Living Legends of Dance in Colorado**
This annual event honors individuals who have made an outstanding contribution to dance and occurs on the third Sunday in October at 4 pm – 6 pm in the Anderson Academic Commons, Special Events Room.

**Lynda.com**
Lynda.com is a continually growing and evolving library of training videos and tutorials covering a wide range of software, technologies and business topics. DU faculty and staff members can take advantage of free 24/7 access to the entire library of training. Click [here](http://www.du.edu/professional) to get started.

**Playlist on Lynda.com**
Many of the pathways in the Colorado 14ers program include a Lynda.com Playlist as one of the professional development options. Playlists include: Leadership-1, Leadership-2, Professional Development, Personal Development, Team Development, Presentation Skills, Diversity, Supervisory-1 and Supervisory-2.

**Make, Manage and Measure Social Media**
This three-day workshop presented by University College and The Center for Professional Development will teach attendees the in's and out's of maintaining a modern web presence. Victoria O'Malley, social media expert, delivers techniques and strategies for business and individuals alike.

**Manager-360 Assessment**
360-reviews are a powerful tool with an important purpose – to harness the power of multi-faceted perspectives to identify strengths and weakness and develop performance. Managers have a unique and often limited perspective when it comes to their employees. The 360°-feedback gives managers the ability to gain insight from people who work closely with them (including their manager, peers & direct reports) about their strengths and growth areas as a manager. A 360-reivew is more of a process than simply an instrument to complete and requires a planning session (to set it up correctly) and one-on-one coaching with the
manager(s) who are being evaluated once the results are in. For more information, contact Greg Giesen, greg.giesen@du.edu.

Managing Work-Study Students Training
The Office of Student Employment and People Development present a training opportunity for student employee supervisors on best practices for managing student employees. While the focus is for work-award supervisors, it’s open to all student employee supervisors. Student employees have an impact on DU’s programs and services. It’s important to understand best practices for overseeing the work-study student.

Mentor Program
Mentoring is an opportunity for an experienced member of the University of Denver community (staff and/or faculty) to provide personal, professional, and/or career-related guidance to a fellow staff or faculty member (mentee) seeking such assistance. For more information, go to www.du.edu/peopledevelopment and click on Mentor Program.

Mondays At 3: A Story for Managers Learning to Lead by Greg Giesen
Mondays At 3 is a heart-warming novel about the trials and tribulations of a struggling manager, Justin O’Brien, and the incredible transformation he goes through after meeting advice columnist, Dr. Mac. Their correspondence turns into a friendship that reveals to Justin the secrets of leadership that completely turns his life around. To get your complimentary copy of this award-winning book, email Greg Giesen (greg.giesen@du.edu).

Negotiation and Influencing Skills with Robin Amadei
Join Robin Amadei, mediator, facilitator, trainer and conflict coach, in this one-day workshop as she explores the different types of negotiations that you face and helps you to refine your own negotiation skills. Learn about the two basic types of negotiation: transactional (think: car purchases) and dispute resolution (think: personal and professional challenges). Come to class with a conflict in mind and role play ways to negotiate your way to a desired outcome. Develop a new faith in your powers of negotiation and the ability to achieve your goals. To learn more, go to www.du.edu/professional.

Personal Branding Workshop
In this interactive workshop, branding expert, Rex Whisman helps you to build your own personal brand platform. First, Whisman shares an overview of branding—what it is and its relevance to you. Then, explore the building blocks for developing a brand platform that captures your essence, who you are and what you stand for. Next, create a plan to execute and manage your brand platform. Finally, establish a network for delivering on your brand promise through social media and other communications channels. Come away with a platform for
success to help you achieve your personal and professional goals. To learn more, go to www.du.edu/professional.

Pioneer Symposium
Pioneer Symposium is back! To celebrate the 10th anniversary of the program, we've decided to expand the event into a series over the course of the school year to give you more opportunities to deeper your understanding and explore important topics of our day. Return to the classroom and learn how DU faculty are addressing important issues concerning our students, our community and our world.

Each of the four programs will begin with a welcome luncheon featuring a keynote speaker. Following the faculty-led classroom sessions, join fellow Symposium attendees over drinks and share ideas, insights and more following an afternoon of academic stimulation.

Presentation Skills Class
This 2-session course, taught by Greg Giesen of People Development, focuses on developing effective presentation skills. The class is limited to five participants as each session will involve one formal speaking opportunity per participant. There will be some online homework (Lynda.com) before and in-between sessions, including working on your next speech. In this class you will learn the basic skills to help you deliver meaningful presentations. We will explore everything from power point to nervousness to using notes.

Positive Deviance Workshop
Positive Deviance is a framework for change management that drives change and solves organizational problems and challenges by identifying individuals and/or teams that are excelling, given the same resources and constraints as the rest of the community. Positive deviance change methodology has been used successfully on social problems around the globe and increasingly is being used within organizations when facing the on-going challenges of managing change.

Professional Development Speaker Series (formally Professional Development Week)
The purpose of the Professional Development Speaker Series is to provide professional and personal development training for faculty and staff. This program is offered on a quarterly basis. For more information, go to www.du.edu/peopledevelopment.

Queer & Ally (Q&A) Training, Level 1
Open-to-individuals, trainings are offered each quarter, and sessions can be requested for offices, classes and organizations.
SafeTalk
The Department of Campus Safety is committed to providing excellent service and resources to the DU community. Please join us for this next installment of our quarterly series - SafeTalk. This event provides DU community members with an open forum to interact with Campus Safety and discuss important safety issues affecting our community.

Sailing Through Conflict in Turbulent Times
Join Robin Amadei, mediator, facilitator, trainer and conflict coach, in this one-day workshop as she shares tried-and-true methods for managing conflict. Come away with a better understanding of yourself, the conflicts in your life, and how you can manage them for positive outcomes. Learn and practice skills that you can put into play to manage even the most difficult conflict situations. For more information, go to www.du.edu/professional.

Self-Defense Course
In response to requests from the community, the Department of Campus Safety now offers free, 90-minute basic self-defense classes for students, staff and faculty of all genders. These courses go over basic self-defense and risk-avoidance techniques. This class is perfect for community members who cannot dedicate 15 hours to a more intense Rape Aggression Defense (R.A.D.) class but still want to feel prepared to defend themselves if necessary. Staff and Faculty may sign up for this course in the training section of the employee tab on Pioneerweb.

So You Want to Bike.
Contact Chad King (chad.king@du.edu), DU’s Sustainability coordinator, to schedule this presentation.

Staff Advisory Council
The purpose of SAC is to create "One DU" by uniting and supporting staff through advocacy and collaboration. The SAC lobbies to get policies and procedures implemented that directly affect all staff members' morale, interests, working conditions and professional development.

StrengthsFinder Workshop
StrengthsFinder is one of the most popular self-discovery assessments available to determine your strengths. Through the StrengthFinder assessment, participants will learn their top five signature strengths and how to leverage these strengths for overall success. Included is a personalized strengths discovery guide and action planning guide. (Online assessment required prior to class). Contact Shannon Seales (shannon.seales@du.edu), to bring StrengthsFinder to your team/department.

Supervisor Core Competencies Workshop-1
This half day, intense and interactive workshop is geared towards new supervisors looking for a basic foundation to begin their supervisory role or experienced supervisors seeking back-to-basics competencies and tools to improving their role as a manager and leader. Content covers:

• The Nature of Supervision and Communication • Performance Management and Professional
Development • Onboarding, Engagement & Retention • Communication. This course is required for the Supervisory Skills Pathway-1. Contact Shannon Seales, Shannon.seales@du.edu, for more information.

**Supervisor Core Competencies Workshop-2**
This half day, intense and interactive workshop is geared towards new supervisors looking for a basic foundation to begin their supervisory role or experienced supervisors seeking back-to-basics competencies and tools to improving their role as a manager and leader. Content covers:
• Managing Diverse Populations • Team Building • Conflict Resolution and Verbal De-escalation • Managing Meetings. This course is required for the Supervisory Skills Pathway-2. Contact Shannon Seales, Shannon.seales@du.edu, for more information.

**Supervisor Policy Primer**
This course will provide an overview of ADA, FMLA & Leaves and FLSA & DU Policies and common supervisory procedures including timekeeping (Kronos) and performance management. ADA information will include current trends, requirements, the interactive process, reasonable accommodations and your role as a supervisor. FMLA and leave coverage will provide basic FMLA knowledge and understand how the University’s leave of absence policies coincide with the Family and Medical Leave Act law. FLSA and DU policies content will provide you with an overview of common wage and hour laws that apply to managing people, DU policies and procedures, and scenarios to help understand how it applies in the workplace, and will cover; exempt and non-exempt status, use of volunteers and interns, training time, work-time vs. non-work time, and time recording processes. Participants will have a chance to review scenarios, ask questions and speak to the DU experts. This course is required for the Supervisory Skills Pathway-1. Contact Shannon Seales, Shannon.seales@du.edu, for more information.

**Sustainability Literacy Assessment**
Contact Chad King (chad.king@du.edu), DU’s Sustainability coordinator, to learn more about this assessment.

**Sustainability Council**
The Sustainability Council was established to support the University of Denver as a community strongly committed to the pursuit of excellence by including and integrating environmental values, environmental issues and sustainable practices into every aspect of its endeavors.

**Sustainability Summit**
The Sustainability Summit is a student-run sustainability conference each spring at the University of Denver.

**T**
**Team Building with People Development**
Team Building is a highly customized and recommended process for teams and work groups. Low-Impact team building is light, fun, and helps a group get to know each other better.
Medium-Impact team building focuses on group cohesion and improved communication. High-Impact team building instills a deeper level of trust, open-communication, conflict resolution, and feedback. Contact Greg Giesen (greg.giesen@du.edu) in People Development for a consultation.

**Team/Manager Diagnosis**
Struggling teams and work groups can benefit by a team/manager diagnosis. This involves brief individual interviews with the whole group (plus a few pre-selected individuals who have impact on the group or are impacted by the group) in order to adequately assess the situation, identify growth areas, and suggest recommendations to move forward.

**Title IX Training offered online in Canvas**
Title IX of the Education Amendments of 1972 (Title IX) protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance. Title IX states that: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Title IX training for faculty and staff is mandatory. If you have not received a Canvas invitation to the online course, contact shannon.seales@du.edu.

**True Colors Personality Styles workshop presented by the People Development team**
True Colors™ is a user-friendly version of the Myers-Briggs. The colors of Orange, Green, Blue and Gold are used to differentiate the four central personality styles. Each of us has a combination of these True Colors that make up our personality spectrum, usually with one of the styles being the most dominant. By identifying your personality and the personalities of others using True Colors provides you with insights into different motivations, actions and communication approaches. (Taking the True Colors assessment is not required). For more information, contact Greg Giesen (greg.giesen@du.edu) for more information.

**Understanding Microinequities: The Path to Cultural Effectiveness**
This course, presented by Patty Powell, J.D., Director of Academic Achievement Program/Assistant Professor of Practice of Law, provides an overview of the topic of microinequities, a term that refers to small verbal slights or gestures directed toward people of difference (women, minorities, the disabled, GLBT, etc.), which are often unconscious and well-intentioned, but which can make individuals on the receiving end feel marginalized and isolated in an employment or educational setting. The tendency to commit microinequities stems from stereotypes we harbor and assumptions we all make about those perceived to be the “other.” These unconscious assumptions are developed over time and they become deeply embedded—often in direct opposition to our explicit beliefs. For more information on this session, contact Patty Powell (ppowell@law.du.edu).

**University Library Association Lecture Series**
Usually the second Thursday of September, October, November, January, February, March and April, at 1:30 – 3 p.m. in Anderson Academic Commons Special Events Room. A DU faculty
member, local author, historian or person of interest presents to members of the Library Association. Guests are welcome.

V

W

Waste Audit
Contact Chad King (chad.king@du.edu), DU’s Sustainability coordinator, to learn about and schedule a waste audit for your department and/or building.

Wellmetrics Portal
The Wellmetrics Portal is an incentive portal for all benefited employees to learn about, participant in and record healthy activities and earn points. Contact Julie Casper, Julie.casper@du.edu for more information.

Wellness Champion for your department
Are you passionate about wellness and want to support the wellness community at DU? If you are interested in serving as a liaison between well@du and your department, learn more about the Wellness Champion Program and complete an application.

What Are Carbon Offsets?
Contact Chad King (chad.king@du.edu), DU’s Sustainability coordinator, to schedule this presentation.

What is DU Doing in Sustainability?
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What is the Green Office Certification?
DU's Green Certified Office program is a voluntary, flexible pilot program and friendly competition between offices, designed to help the University meet its environmental goals. Through this program, the Center for Sustainability encourages, supports and rewards faculty and staff for taking the lead in adopting environmentally responsible office practices in their workplace.

Women’s Conference
The Women's Coalition, sponsors of the annual Women’s Conference, is the umbrella organization to which all seven University of Denver women's groups belong. They promote information sharing between groups to further the status of women on the DU campus.

Why Sustainability?
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Yoga Classes
DU's Wellness Program provides complimentary weekly Yoga classes every week. For more information, go to www.du.edu/wellness.

YouTube Videos
The People Development team have posted a series of YouTube videos for your viewing in the areas of motivation, leadership, sustainability, conflict, wellness, feedback, emotional intelligence, inclusive excellence, public speaking, teams, personal growth, change management and customer service.

Zero Waste Athletic Event
Ritchie Center Athletics, in partnership with a variety of student groups across campus, is leading the charge to institute zero waste games at the University of Denver. We define zero waste as a proactive effort to redesign the way in which we purchase, process, and dispose of materials associated with an event or operation. The overarching goals of zero waste are to minimize waste generation and to maximize diversion from the landfill through smart and efficient collection of reusable, recyclable, and compostable materials. DU Zero Waste Hockey Games are a product of interdepartmental collaboration: the effort brings together representatives from Denver Athletics, Custodial, Sodexo, students, and other sustainability partners to aspire to a goal of a 90% diversion rate. Zero Waste Hockey relies on volunteer zero waste "Goalies" to minimize contamination in the waste streams.