2018 Fall Schedule
Professional Development Courses for Faculty & Staff

Presenting with Impact                  (T) August 1
Emotional Intelligence                 (M) August 30
Your Leadership Journey                September 5
Service Excellence                     September 11
Communicating for Leadership Success   September 12
Accountability in the Workplace        September 19
CUL Lunch with Leadership               September 20
Introduction to Process Improvement    October 4
Setting Goals & Reviewing Results      (M) October 10
Building Trust in the Workplace        October 17
CUL Lunch with Leadership               October 18
Dealing with Toxic Behavior in the Workplace October 23
Coaching for Peak Performance           October 24
Civility                                November 1
Your Leadership Journey                 (T) November 7
Introduction to Project Management      (M) November 8
Service Excellence                      November 13
Communicating for Leadership Success    November 14
Managing Conflict Productively - Professionally and Personally November 29
CUL Leadership Symposium                December 14

For details and current information, please go to: http://cul.kennesaw.edu

Course dates, times, and locations are subject to change. For the most up-to-date information, please visit our website or contact our office at (470) 578-3450

KSU employees, please register at: http://owltrain.kennesaw.edu/
All others, please register at: http://tinyurl.com/kennesaw-pdc

(m) Class is located at Marietta Campus  (m) Class is located at Town Point

Center for University Learning
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DID YOU KNOW?
WE CAN PROVIDE DEDICATED SESSIONS FOR YOUR TEAM!

Don’t see a course you want currently listed on our upcoming course schedule? Don’t worry. You can always schedule a dedicated session for your department or team. For current course dates and descriptions, please go to our website at:

http://cul.kennesaw.edu

- Accountability in the Workplace
- Becoming a Person of Influence
- Building an Ethical Culture
- Building Trust in the Workplace
- Civility
- Coaching for Peak Performance *
- Communicating for Leadership Success
- Delegating with Purpose *
- Design Thinking & Creative Problem Solving (Center for Business Innovation)
- Don’t Waste My Time: Making Meetings Work! *
- Emotional Intelligence
- Everyone Communicates, Few Connect
- 5 Behaviors of a Cohesive Team
- Introduction to Process Improvement
- Introduction to Project Management
- KSU Performance Management (Human Resources)
- Leading During Change
- Leading From Strength
- Managing Conflict Productively - Professionally & Personally
- Personality Type in the Workplace
- Power of Positive Influence
- Presenting with Impact
- Resolving Workplace Conflict *
- Service Excellence
- Setting Goals and Reviewing Results
- Team Member Styles
- 7 Habits of Highly Effective People
- Thriving During Change
- Writing Emails, Memos, & Letters that Work (Kathy Matthews)
- Your Leadership Journey (for new supervisors)
- What’s My Communication Style?
- What’s My Leadership Style?
- What’s My Team Member Style?

* This course requires a prerequisite.

To request a customized session for your department or team, or for other Center for University Learning services like facilitation, coaching, & strategic planning, please go to:

http://cul.kennesaw.edu/request.php