

Certificate in Supervision

Spring 2020

Session 1	February 27	Making the Transition from Worker to Supervisor By: Dr. Gerald Graham
Session 2	March 5	Sharpening Your Listening Skills By: Phyllis Robertson, MBA
Session 3	March 12	Building Better Communication Skills By: Dorothy Harpool, MBA
	March 19	NO CLASS – Spring Break
Session 4	March 26	Delegating for Results By: Dr. Don Hackett
Session 5	April 2	Solving Problems & Making Decisions Effectively By: Darian Bebout
Session 6	April 9	Dealing with Conflict & Problem Behaviors By: Mike Murillo, PMP
Session 7	April 16	Evaluating Employee Performance By: Darian Bebout
Session 8	April 23	Assessing Your Leadership Style By: Dr. Gerald Graham
Session 9	April 30	Understanding Basic Legal Issues in the Workplace By: Kari Schmidt, JD
Session 10	May 7	Putting It Into Practice By: Dr. Don Hackett

Sessions will be held on Thursdays from 4:30pm – 7:30pm in the
CMD Training Room, Woodman Alumni Center.
There will be no class on 3-18-19 because of Spring Break