

Certificate in Supervision – Spring 2023

Adjusted 12-7-22

Session 1	Feb 23	Making the Transition from Worker to Supervisor By: Dr. Gerald Graham
Session 2	March 2	Building Better Communication Skills By: Dorothy Harpool, MBA
Session 3	March 9	Delegating for Results By: Darian Bebout
	March 16	No class - Spring Break
Session 4	March 23	Conducting Effective Meetings By: Shea Zuckerman, PMP
Session 5	March 30	Solving Problems & Making Decisions Effectively By: Darian Bebout
Session 6	April 6	Dealing with Conflict & Problem Behaviors By: Mike Murillo, PMP
Session 7	April 13 Room 323	Assessing Your Leadership Style By: Dr. Gerald Graham
Session 8	April 20	Evaluating Employee Performance By: Darian Bebout
Session 9	April 27	Understanding Basic Legal Issues in the Workplace By: Kari Schmidt, JD
	May 4	No class this week
Session 10	May 11 Room 135	Putting It Into Practice By: Brian Rawson

Sessions will be held on Thursdays from 4:30pm – 7:30pm in the Ballroom, Woolsey Hall unless noted otherwise.