

# Supervisor Development Institute

SDI participants who are unable to attend a session at their local campus due to scheduling conflicts are welcome to join another site offering the same module at a different time on a space available basis. Please refer to the following master schedule of participating locations and make your request directly to the contact person identified below. Then let your campus SDI coordinator know which alternate session you will attend.

## Master Schedule for 2009/2010

| Module  | UM | UMA/U<br>CB                                   | UMF   | UMFK   | UMM  | UMPI  | USM | SWS   |
|---|----|---|---|--|--|---|-----|---|
| Orientation/Effective Supervision<br><b>Brown Bag Lunch</b> |    | 1/6/10<br>9-1:30<br>p.m.                      | 1/6/10<br>9-1:30<br>p.m.                      | 8/25/09<br>8-1 p.m.                              | 8/25/09<br>8-1 p.m.                              | 8/25/09<br>8-1 p.m.                             |     | 1/6/10<br>9-1:30<br>p.m.                      |
| Supervising in a Union Environment                          |    | <b>Polycom</b><br>2/3/10<br>9-12:00<br>Noon   | <b>Polycom</b><br>2/3/10<br>9-12:00<br>Noon   | <b>Polycom</b><br>12/1/09<br>12:30-<br>4:00 p.m. | <b>Polycom</b><br>12/1/09<br>12:30-<br>4:00 p.m. | <b>Polycom</b><br>12/1/09<br>12:30-4:00<br>p.m. |     | <b>Polycom</b><br>2/3/10<br>9-12:00<br>Noon   |
| Legal & Policy Issues I: Equal Opportunity                  |    | <b>Polycom</b><br>3/3/10<br>9-11 a.m.         | <b>Polycom</b><br>3/3/10<br>9-11 a.m.         | <b>Polycom</b><br>10/6/09<br>1-3 :30<br>p.m.     | <b>Polycom</b><br>10/6/09<br>1-3 :30<br>p.m.     | <b>Polycom</b><br>10/6/09<br>1-3 :30<br>p.m.    |     | <b>Polycom</b><br>3/3/10<br>9-11 a.m.         |
| Legal & Policy Issues II                                    |    | <b>Polycom</b><br>4/7/10<br>8-12 Noon         | <b>Polycom</b><br>4/7/10<br>8-12 Noon         | <b>Polycom</b><br>10/27/09<br>1-5 p.m.           | <b>Polycom</b><br>10/27/09<br>1-5 p.m.           | <b>Polycom</b><br>10/27/09<br>1-5 p.m.          |     | <b>Polycom</b><br>4/7/10<br>8-12<br>Noon      |
| Performance Management/                                     |    | <b>Polycom</b><br>5/3/10<br>8-12:30           | <b>Polycom</b><br>5/3/10<br>8-12:30           | <b>Polycom</b><br>1/19/10<br>1-3:30<br>p.m.      | <b>Polycom</b><br>1/19/10<br>1-3:30<br>p.m.      | <b>Polycom</b><br>1/19/10<br>1-3:30<br>p.m.     |     | <b>Polycom</b><br>5/3/10<br>8-12:30           |
| Handling Performance Problems                               |    | <b>Polycom</b><br>5/3/10<br>8-12:30           | <b>Polycom</b><br>5/3/10<br>8-12:30           | <b>Polycom</b><br>4/6/10<br>12:30-3<br>p.m.      | <b>Polycom</b><br>4/6/10<br>12:30-3<br>p.m.      | <b>Polycom</b><br>4/6/10<br>12:30-3<br>p.m.     |     | <b>Polycom</b><br>5/3/10<br>8-12:30           |
| Effective Communication Skills                              |    | 6/2/10<br>8:30-<br>12:30 p.m.                 | 6/2/10<br>8:30-<br>12:30 p.m.                 | 9/15/09<br>12:30-5<br>p.m.                       | 9/15/09<br>12:30-5<br>p.m.                       | 9/15/09<br>12:30-5<br>p.m.                      |     | 6/2/10<br>8:30-<br>12:30<br>p.m.              |
| Developing Your Team  |    | <b>Polycom</b><br>9/15/10<br>9-12<br>Noon     | <b>Polycom</b><br>9/15/10<br>9-12<br>Noon     | <b>Polycom</b><br>3/16/10<br>1-4 p.m.            | <b>Polycom</b><br>3/16/10<br>1-4 p.m.            | <b>Polycom</b><br>3/16/10<br>1-4 p.m.           |     | <b>Polycom</b><br>9/15/10<br>9-12<br>Noon     |
| Managing Diverse Workforce                                  |    | <b>Polycom</b><br>12/15/10<br>9-11 a.m.       | <b>Polycom</b><br>12/15/10<br>9-11 a.m.       | 2/23/10<br>1-3:30<br>p.m.                        | 2/23/10<br>1-3:30<br>p.m.                        | 2/23/10<br>1-3:30<br>p.m.                       |     | <b>Polycom</b><br>12/15/10<br>9-11 a.m.       |
| Tools for Successful Hiring                                 |    | <b>Polycom</b><br>11/10/10<br>9-11:30<br>a.m. | <b>Polycom</b><br>11/10/10<br>9-11:30<br>a.m. | 11/17/09<br>1-4:30<br>p.m.                       | 11/17/09<br>1-4:30<br>p.m.                       | 11/17/09<br>1-4:30<br>p.m.                      |     | <b>Polycom</b><br>11/10/10<br>9-11:30<br>a.m. |
| Conflict Management   |    | <b>Polycom</b><br>10/13/10<br>9-12<br>Noon    | <b>Polycom</b><br>10/13/10<br>9-12<br>Noon    | 2/9/10<br>1-4:30<br>p.m.                         | 2/9/10<br>1-4:30<br>p.m.                         | 2/9/10<br>1-4:30<br>p.m.                        |     | <b>Polycom</b><br>10/13/10<br>9-12<br>Noon    |
| Supervising in Difficult Times                              |    | 1/12/11<br>9-12<br>Noon                       | 1/12/11<br>9-12<br>Noon                       |  |  |   |     | 1/12/11<br>9-12<br>Noon                       |

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