

# ORGANIZATIONAL & PROFESSIONAL DEVELOPMENT

Monthly Flyer • March 2020 Edition

## INSIDE THIS EDITION:

Upcoming Classes

Administrative Professionals Conference is April 22, 2020  
Register Now! Event is almost full

## UPCOMING PROFESSIONAL & PERSONAL DEVELOPMENT CLASSES:

*Full classes are not listed on this flyer.*

### [University Orientation](#)

9:00 a.m. – 2:00 p.m. on March 3  
Instructor: Nicole Vaughn, Organizational & Professional Development

### [College Planning: What Parents Need to Know](#)

11:30 a.m. – 1:00 p.m. on March 3  
Instructor: E. H. 'Chip' Stanley, Jr., CRPC, RIS, AIF

### [Inside Money: Managing Income & Debt](#)

12:00 p.m. – 1:00 p.m. on March 4  
Instructor: ShaShanna Crumpler, TIAA Financial Consultant

### [Understanding Workers' Compensation](#)

9:00 a.m. – 11:00 a.m. on March 5  
Instructor: Benefits Office, Workers' Compensation Coordinator

### [Difficult Conversations](#)

1:00 p.m. – 4:30 p.m. on March 5  
Instructor: Nathan Strong, Organizational & Professional Development

### [Safe Zone Ally Program](#)

9:00 a.m. – 12:00 p.m. on March 6  
Instructor: Caroline Wallace, Assistant Director of Multicultural Student Affairs

### [Pathway to a Lucrative Retirement](#)

10:00 a.m. – 11:00 a.m. on March 10  
Instructor: Paul Manville, SC Deferred Compensation

### [Developing Performance Metrics](#)

1:30 p.m. – 4:30 p.m. on March 11  
Instructor: Nathan Strong, Organizational & Professional Development

### [LGBTQ and Interpersonal Violence](#)

10:00 a.m. – 12:00 p.m. on March 12  
Instructor: Jason Halterman, SAVIP

### [Recognizing & Resolving Conflict](#)

1:30 p.m. – 2:30 p.m. on March 12  
Instructor: MyGroup Employee Assistance Program

### [University Orientation](#)

9:00 a.m. – 2:00 p.m. on March 13  
Instructor: Nicole Vaughn, Organizational & Professional Development

### [How to Support a Survivor](#)

2:30 p.m. – 4:30 p.m. on March 17  
Instructor: Carole Ann Taylor, Lead Advocate – SAVIP

### [Generalized Purchasing Card Information](#)

9:00 a.m. – 12:00 p.m. on March 18  
Instructor: Kim Rose, Purchasing Card Coordinator

### [Planning for Retirement Seminar \(Parts I and II\)](#)

9:00 a.m. – 11:00 a.m. on March 19 & March 26  
Instructor: SC PEBA

### [Coping with Change](#)

9:00 a.m. – 10:00 a.m. on March 20  
Instructor: MYGroup

### [Carolina Intercultural Training](#)

9:00 a.m. – 11:30 a.m. on March 24  
Instructor: Julie Medlin, International Student Services

### [Motivation in the Workplace](#)

9:00 a.m. – 12:00 p.m. on March 24  
Instructor: Nathan Strong, Organizational & Professional Development

### [Background Checks](#)

10:00 a.m. – 12:00 p.m. on March 25  
Instructor: April Davis, Background Check & Support Services Manager

### [Green Zone Ally Program](#)

1:00 p.m. – 3:00 p.m. on March 26  
Instructor: Patricia Davis, Coordinator Transfer & Special Student Populations

### [Methods of Procurement](#)

9:00 a.m. – 12:00 p.m. on March 27  
Instructor: Caleisha Hayes, Purchasing Department

### [Introduction to Mindfulness & Meditation](#)

12:00 p.m. – 1:00 p.m. on March 31  
Instructor: Marguerite O'Brien, Healthy Campus Initiatives

**LEAD and LEAD 2 graduates are now listed on OPD's Professional Development webpage.** To monitor your own progress toward your LEAD certificate, [log in and view your training record](#) and use the [Certificate of Completion Checklist](#) to help keep track. For more information, please review [the LEAD policy](#).