








**CSU, Chico – Staff Human Resources Management
Training Schedule for Fall 2009**



As of 11/09/2009

Where to look for courses:

- Staff Human Resources Management (SHRM) Training and Development - <http://www.csuchico.edu/hr/learn>
- CSU, Chico Web-Based Training (EHS) - <https://ehstraining.csuchico.edu>
- CSU, Chico Campus Calendar (and filter for workshops) - <http://events.csuchico.edu>
- University Staff Development Committee - <http://www.csuchico.edu/vpaa/StaffDevelop>
- Information Technology Trainings (software): <http://training.csuchico.edu>
- Defensive Driver Training: <http://www.csuchico.edu/vres>

Scheduled courses by date:

Course	Series	Sponsor	Date	Time	Instructor	Location
Personal Finance 101		USDP, FSAP, SHRM	9/09/2009 (Wed)	2:00- 3:00 p.m.	Alice Valentini	SSC 304
New Employee Orientation		SHRM & EHS	9/09/2009 (Wed)	9:00-3:30 p.m.	Brian Mohs, Jessica Post & Bob Stevens	KNDL 207
Helping Departments Help Students		USDP, SHRM	9/22/2009 (Tues)	10:00-12:00 a.m.	Jan Burnham	MLIB 043 Studio A
Recognizing Discrimination and Harassment		ADA, CCC, SHRM	9/28/2009	9:30- 11:00 a.m.	Regina Buckner & Beverly Gentry	MLIB 043 Studio A
CSU Labor Relations		SHRM	9/29/2009	12:00- 1:30 p.m.	Jorge Salinas	MLIB 043 Studio A
Personal Finance 101		FSAP, SHRM, USDP	10/7/2009 (Wed)	2:00- 3:00 p.m.	Alice Valentini	SSC 150
New Employee Orientation		SHRM & EHS	10/14/2009 (Wed)	9:00-3:30 p.m.	Brian Mohs, Jessica Post & Bob Stevens	KNDL 207
Stress Management		FSAP, SHRM, USDP	10/19/2009 (Mon)	2:00- 4:00 p.m.	Scott Wyman	MLIB 043 Studio A
MPP: CSUEU Contract Training (Units 2, 5, 7, 9)		SHRM	10/21/2009 (Wed)	9:00- 12:00 a.m.	Jorge Salinas	MLIB 043 Studio A
Stress Management		FSAP, SHRM, USDP	10/22/2009 (Thurs)	9:00- 11:00 a.m.	Scott Wyman	MLIB 043 Studio A
Assertive Communication		FSAP, SHRM, USDP	11/3/2009 (Tues)	9:00- 11:00 a.m.	Joc Clark	MLIB 043 Studio A
Personal Finance 101		FSAP, SHRM, USDP	11/4/2009 (Wed)	6:30-8:30 p.m.	Alice Valentini	SSC 150
What I Do "Best" Is My Best Work		USDP, SHRM	11/5/2009 (Thurs)	10:00- 11:30 a.m.	Robert Sprague	MLIB 043 Studio A
Beginning Business Writing & Editing		USDP, SHRM	11/9/2009 (Mon)	10:00- 11:30 a.m.	Casey Huff	MLIB 043 Studio A
Working With Difficult People		USDP, FSAP, SHRM	11/10/2009 (Tues)	9:00- 11:00 a.m.	Joc Clark	MLIB 043 Studio A

Course	Series	Sponsor	Date	Time	Instructor	Location
SCOOP: It's Easy Being Green		SHRM	11/13/2009 (Fri)	12:00- 1:00 p.m.	SCOOP Students, Halli Bovia	SSC 206
Communication Styles		SHRM	11/17/2009 (Tues)	2:00- 4:00 p.m.	Beverly Gentry	MLIB 043 Studio A
Preventing Violence in the Workplace		SHRM	12/03/2009 (Thurs)	10:00- 12:00 a.m.	Maurice Bryan, Mimi Bommersbach, Robyn Hearne	MLIB 043 Studio A
Webinar: People: Difficult or Different?		SHRM, USDP	11/24/2009 (Tues)	1:00- 2:00 p.m.	Effectiveness Institute	Online
New Employee Orientation		SHRM & EHS	12/9/2009 (Wed)	9:00-3:30 p.m.	Brian Mohs, Jessica Post & Bob Stevens	KNDL 207
CMS – HR: Training		CMS			http://training.csuchico.edu	

Series

(blank) Indicates course is for all campus employees – staff, faculty, supervisors, and administrators (MPP).



Indicates course is part of the Supervisory Development Training (SDT) certificate series. All campus employees can attend. For those that have signed up for the Supervisory Certificate, this meets part of the program requirements. For more information, go to <http://www.csuchico.edu/hr/learn/sdt.shtml>



Indicates course is for Administrators (MPP) only.

Staff Human Resources Development (SHRM) would like to thank our campus partners for facilitating or sponsoring workshops for staff training throughout the year:

ADA Committee (ADAC)

Campus Climate Committee (CCC)

Environmental Health & Safety (EH&S)

Information Resources and Information Technology Training Instructors

Academic Technologies (ATEC)

CMS Project (CMS)

Computing & User Support (CAUS): Student Computing (STCP) and User Services (USRV)

Information Security (ISEC)

Public Affairs and Publications (PA)

University Staff Development Committee (USDC)

Contact Staff Human Resources Management (Training and Development) with questions:

Beverly Delker Gentry, Training Coordinator, (530) 898-4666, Zip 028

Email: bgentry@csuchico.edu Web: <http://www.csuchico.edu/hr/learn>