Selected Course Offerings

Fiscal year 2018

www.uvm.edu/develop

Communication and Customer Service
Build Strong Working Relationships – COM005
Building Conflict Resolution Skills – COM011
Communication and Teamwork – COM029
MBTI Communication and Conflict – COM028
Plain English: Crafting Effective Communications for Non-Native English Speakers – COM030

Personal Effectiveness
Affect Script Theory: Name Your Affects to Reduce Stress – COM026
Criticism Can Be Empowering – COM032
Managing Stress and Building Resiliency – COM020
MBTI 101 – COM027

Diversity, Equity and Inclusion
Creating Trans-Inclusive Spaces in Higher Education Settings – DEO017
Exploring Gender Identity – DEI007
Gender 101 - Exploring the Impact of Gender Norms & Expectations in Everyday Life – DEI011
Gender Inclusive Restrooms – DEI016
Introduction to Culture – DEI001
Judaism 101 – ICP002
LGBTQA Vocabulary and Identity 101 – DEI002
What is Race and Why Does it Matter - DEI034

Supervision, Management and Leadership
An Introduction to Appreciative Inquiry – SLE030
Distressed and Disruptive Students – STU010
Effective Performance Reviews – SLE037
Employing International Undergraduate Students – STU007
Federal Work Study Supervisor Responsibilities – STU008
Legal Issues in Student Employment – STU011
New Manager’s Success – COM033
Onboarding and Training Student Employees – STU009
Restorative Practices as an Organization & Leadership Model – SLE038

Policy, Procedure, Reporting and Legal Issues
Travel Basics
Peoplesoft Basics
Retirement Plan Information Session

Software Proficiency Series of Classes - Pending
(please check back later in the fiscal year)
Access 2016
Excel 2016
LimeSurvey
Powerpoint 2016
Prezi

Please check our website uvm.edu/develop for a complete list of course offerings