Central State University has a mission to provide the highest level of service possible for our students.

In keeping with this mission, the Department of Human Resources is offering a number of courses to assist all employees in reaching their full potential.

Courses are being offered from three tracks:

- Process College
- Management College
- Wellness College

**Question: Why should I attend?**

**Answer:** Everyone should attend development courses to help equip themselves with the tools and resources necessary to address critical policies, procedures, practices, and issues that employees in every area and level should know and understand.
Employee Development College

**January**

- **Communicating Change to Employees (Webinar)**
  - **Process College**
  - Presented by: Impact Solutions
  - January 17, 2013
  - 11 am-12 pm
  - Information Technology Conference Room

- **Preparing for HLC Accreditation Visit**
  - **Process College**
  - Presented by: Dr. Ameny-Dixon
  - January 31, 2013
  - 10:00 am-11:30 am
  - Stokes Center on Aging

- **Preparing for HLC Accreditation Visit**
  - **Process College**
  - Presented by: Dr. Ameny-Dixon
  - February 14, 2013
  - 10:00 am-11:30 am
  - Stokes Center on Aging

- **Retirement Seminar**
  - **Wellness College**
  - Presented by: State Funded Retirement Systems (OPERS and STRS)
  - February 18, 2013
  - 11 am-12 pm & 2 pm-3 pm
  - Stokes Center on Aging

- **Communication Skills for Collaboration and Working Effectively With Others (Webinar)**
  - **Management College**
  - Presented by: Impact Solutions
  - February 21, 2013
  - 11 am-12 pm
  - Information Technology Conference Room

- **Understanding University Transportation Services**
  - **Process College**
  - Presented by: Kenneth Goodrum, Transportation Coordinator
  - February 28, 2013
  - 11 am-12 pm
  - Stokes Center on Aging

**February**

- **Preparing for HLC Accreditation Visit**
  - **Process College**
  - Presented by: Dr. Ameny-Dixon
  - January 31, 2013
  - 10:00 am-11:30 am
  - Stokes Center on Aging

- **Preparing for HLC Accreditation Visit**
  - **Process College**
  - Presented by: Dr. Ameny-Dixon
  - February 14, 2013
  - 10:00 am-11:30 am
  - Stokes Center on Aging

- **Conflict Management (Webinar)**
  - **Management College**
  - Presented by: Impact Solutions
  - March 21, 2013
  - 11 am-12 pm
  - Stokes Center on Aging

- **Banner Finance Module Overview**
  - **Process College**
  - Presented by: Ellen Clapp, Assistant Controller
  - March 27, 2013
  - 11 am-12 pm
  - Stokes Center on Aging

**March**

- **Budget 101**
  - **Process College**
  - Presented by: Curtis Pettis, Director of Budget
  - March 13, 2013
  - 11 am-12 pm
  - Stokes Center on Aging

- **Preparing for HLC Accreditation Visit**
  - **Process College**
  - Presented by: Dr. Ameny-Dixon
  - March 14, 2013
  - 10:00 am-11:30 am
  - Stokes Center on Aging

**April**

- **Doing Business with the Bookstore**
  - **Process College**
  - Presented by: Joey Hill, Retailer Coordinator
  - April 3, 2013
  - 11 am-12 pm
  - Stokes Center on Aging

- **Healthy Living**
  - **Wellness College**
  - Presented by: Impact Solutions
  - April 10, 2013
  - 11 am-12 pm
  - Stokes Center on Aging

- **Preparing for HLC Accreditation Visit**
  - **Process College**
  - Presented by: Dr. Ameny-Dixon
  - April 11, 2013
  - 10:00 am-11:30 am
  - Stokes Center on Aging

- **Coaching for Performance (Webinar)**
  - **Management College**
  - Presented by: Impact Solutions
  - April 17, 2013
  - 11 am-12 pm
  - Information Technology Conference Room

- **Conflict of Interest**
  - **Process College**
  - Presented by: Laura Wilson, General Council
  - April 24, 2013
  - 11 am-12 pm
  - Stokes Center on Aging