

From: [University Wide Notices](#)
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Subject: University-Wide Notices for 1/4/19
Date: Friday, January 4, 2019 4:15:49 PM
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University Wide Notices

Here is a list of today's notices:

- [Staff Center Offering: Make Meetings More Productive](#)
- [Staff Center Offering: Communicating Across Generations](#)
- [Staff Center Offering: Communicating Across Generations - Main Campus](#)
- [Staff Center Offering: Social Media Series](#)
- [Steps to Learning Prize Drawing Winner for Fall 2018](#)
- [Blackboard-Banner Integration Update](#)

To view our University Wide Notice (UWN) Procedures, please click [here](#).

Staff Center Offering: Make Meetings More Productive

Reclaim Your Meetings

Presented by: Daniel Campbell, Extended and International Operations

Date: Thursday, January 24th
Time: 10:30 am to 12:00 pm
Location: Alumni building, room 121

Are you struggling with an overabundance of meeting invitations? Have you ever left a meeting wondering why you were invited to it? Or wondered why a meeting was necessary when an email would have been more efficient? If so, this workshop is for you!

During this session, you will explore the factors of effective meetings and why meetings vary so much, learn skills to help you and others in the meeting use time more wisely, and learn what you can do as a meeting participant or facilitator to improve the effectiveness of meetings. These new skills will help with reducing stress and improving productivity.

Learning Outcomes

- Explain what does and what does not add value to a meeting.
- Describe how meetings are affected by organizational culture.
- Create tools to help improve meetings in your particular context.

Register on the [Staff Center Events site](#) (Google Chrome works best). Email sctd@ferris.edu if you have trouble registering for a session.

Anyone with a disability who needs special accommodations to attend this event should call 231-591-2112 at least 72 hours in advance.

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Staff Center Offering: Communicating Across Generations

Leading a Cross-Generational Workforce

Facilitated by: Jody Gardej, Staff Center for Training & Development

Based on SkillPath Interactive Video Course

FSU - Grand Rapids Campus

Date: January 23, 2019

Time: 1:30 to 3:30 pm
Location: Grand Rapids Community College
Applied Technology Center, Room 145

Today's workplace is more diverse than ever before. Not only are people from different backgrounds and cultures working together, but for the first time in history, there could be up to five generations of employees working together. As the Silent and Baby Boom generations are exiting the workplace, the next generation (Post-millennial) is already beginning to enter. This program will provide an understanding of generational trends which, in turn, will help you develop greater empathy for the reasons people may respond differently to the same situation. The key leadership principles and latest available research will provide tools you need to persuade, communicate with and get the most from your highly skilled, and very diverse, team members.

- Module 1: Understanding the Generations
- Module 2: Looking Beyond Generational Trends
- Module 3: Managing Cross-generational Teams
- Module 4: Communicating Across Generations
- Module 5: Building a Cross-generational Team That Works Together
- Module 6: Addressing Generational Conflict

Register on the [Staff Center Events site](#) (Google Chrome works best). Email sctd@ferris.edu if you have trouble registering for the session.

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Staff Center Offering: Communicating Across Generations - Main Campus

Leading a Cross-Generational Workforce

Facilitated by: Jody Gardei, Staff Center for Training & Development

Based on SkillPath Interactive Video Course

Today's workplace is more diverse than ever before. Not only are people from different backgrounds and cultures working together, but for the first time in history, there could be up to five generations of employees working together. As the Silent and Baby Boom generations are exiting the workplace, the next generation (Post-millennial) is already beginning to enter. This program will provide an understanding of generational trends which, in turn, will help you develop greater empathy for the reasons people may respond differently to the same situation. The key leadership principles and latest available research will provide tools you need to persuade, communicate with and get the most from your highly skilled, and very diverse, team members.

Attend all three sessions and earn a program certificate!

Session 1

Date: February 6th
Time: 3:00 to 4:00 pm
Location: Alumni 121

- Module 1: Understanding the Generations
- Module 2: Looking Beyond Generational Trends

Session 2

Date: February 13th
Time: 3:00 to 4:00 pm
Location: Alumni 121

- Module 3: Managing Cross-generational Teams
- Module 4: Communicating Across Generations

Session 3

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Date: February 20
Time: 3:00 to 4:00 pm
Location: Alumni 121

- Module 5: Building a Cross-generational Team That Works Together
- Module 6: Addressing Generational Conflict

Register on the [Staff Center Events site](#) (Google Chrome works best). Email sctd@ferris.edu if you have trouble registering for the session.

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Staff Center Offering: Social Media Series

The Social Media Series

Staff Center for Training & Development

Presented by: Megan Biller, DCCL Program Coordinator & Sandy Gholston, News Services and Social Media Manager

Dos and Don'ts of Running a Facebook Page

Date: February 7th

Time: 1:30 to 3:00pm

Location: ALU 121 (Staff Center for Training and Development)

Dos and Don'ts of Running a Twitter/Instagram Account

Date: February 14th

Time: 1:30 to 3:00pm

Location: ALU 121 (Staff Center for Training and Development)

Dos and Don'ts of Snapchat and Live Videos

Date: February 21st

Time: 1:30 to 3:00pm

Location: ALU 121 (Staff Center for Training and Development)

Good Posts, Bad Posts in Social Media (Know the Difference)

Date: February 28th

Time: 1:30 to 3:00pm

Location: ALU 121 (Staff Center for Training and Development)

Register on the [Staff Center Events site](#) (Google Chrome works best). Email sctd@ferris.edu if you have trouble registering for a session.

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Steps to Learning Prize Drawing Winner for Fall 2018



steps to learning

Congratulations to Carrie Franklund for winning the Fall 2018 Steps to Learning Program prize drawing! She received two Dining Services meal tickets.

Carrie completed the program and returned her punch card to the Staff Center for Training & Development to be eligible for the drawing.

The next iteration of the program will start on January 14 and go until May 10, 2019. *Find a partner and register today!*

Getting started is easy!

1. Find a walking and learning partner.
2. Register on [Steps to Learning program registration site](#).
3. Schedule time on your calendar to walk with your partner and discuss your learning topic.

Learn more about how the program works on the [Steps to learning website](#).

Jody Gardei

**Manager, Staff Center for Training & Development
Ferris State University**

📍 Alumni #121, 410 Oak Street | Big Rapids, MI 49307

☎ 231-591-2112 | Pronouns: she/her/hers

🌐 www.ferris.edu/SCTD | www.facebook.com/FSUSCTD

Ideation | Arranger | Maximizer | Relator | Futuristic

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Blackboard-Banner Integration Update

The Blackboard-Banner integration remains down. This means that the two systems are still disconnected. Alternative solutions to the problem have been identified and are being implemented as quickly as possible. As a reminder, the outage means that we cannot create new course shells (faculty can still use their existing courses and sandboxes) or automatically populate faculty or students from Banner to Blackboard. For faculty who already have their spring courses in Blackboard, students who have registered since the outage have not been populated into those courses. Updates will be provided as progress is made and we will let everyone know when the integration is restored.

Amy L. Greene, Ph.D.

Executive Director for Online Learning

Ferris State University, Extended & International Operations (EIO)

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