Spring 2019 at a Glance

Our team strives to empower learning, nurture growth, enhance performance, and strengthen leadership skills at Texas State University. This new semester brochure provides a more comprehensive view of learning and development opportunities, and helps streamline announcements.

• Jan. 9: WellCats Educational Series: Fad Diets
• Jan. 15: Brief Updates on Undocumented/DACAmented Students NEW
• Jan. 25: Allies Training (Round Rock)
• Jan. 28: How to be an Upstander NEW
• Jan. 30: Mental Health Concerns at Texas State University: Trends, Resources, and Interventions NEW

• Feb. 5: Finding and Using Copyright Compliant Images and Music Online NEW
• Feb. 5: Teacher Certification Advising
• Feb. 13: WellCats Educational Series: Losing Weight, For Good NEW
• Feb. 13: Allies Training
• Feb. 14: Empowering First-Generation College Students NEW
• Feb 19: Understanding the University’s Sponsored Program Policies
• Feb. 19 & Feb. 21: Mental Health First Aid Training (Two half-day course)
• Feb. 20: TXST Retirement Plans 101
• Feb. 26: Transforming Your Work Group Into a High Performing Team NEW
• Feb. 26: Pre-Award Services Available to the University Community
• Feb. 28: Post Award Services Available to the University Community

• Mar. 5: Kuali Research Overview
• Mar. 6: Understanding International Student Needs
• Mar. 7: University Seminar Teaching Opportunity
• Mar. 13: WellCats Educational Series: Supplements NEW
• Mar. 13: Supporting Transgender/Non-Binary People in Higher Education Settings
• Mar. 15: In Limbo: Dilemmas Faced by Undocumented Students
• Mar. 27: Managing Change
• Mar. 28: Performance Management Review

• Apr. 2: The 5 Choices to Extraordinary Productivity®
• Apr. 10: WellCats Educational Series: Nutrition 101 NEW
• Apr. 16: For the Record: What You Really Need to Know About Records Management
• Apr. 18: Basic Social Media at Texas State
• Apr. 25: Responding to Sexual Misconduct on Campus NEW
• Apr. 26: Mental Health First Aid Training
• Apr. 30: More Than Just a Grant: Exploring Texas State’s Status as an HSI and Using HSI Resources to Serve Hispanic/Latinx Students NEW

• May 2: Advanced Social Media at Texas State
• May 9: WellCats Educational Series: Intermittent Fasting NEW
• May 15: Providing Legendary Customer Service
• May 16: HireRight I-9 & E-Verify Training NEW

More information about workshops, including meeting time and presenters, is found in the following pages. For info about other on-campus development opportunities, see the last page of this document.
January

WellCats Educational Series: Fad Diets - Wed, Jan. 9 | 8:30 a.m. - 9:30 a.m. | JCK 460/ Avery 365
Mr. J.R. Oliver, Human Nutrition Program, School of Family and Consumer Sciences
Explore side by side comparisons of various fad diets and see how well they meet the nutrient requirements of the body.

Brief Updates on Undocumented/DACAmented Students - Tue, Jan. 15 | 9:30 a.m. - 10:30 a.m. | JCK 460 NEW
Mr. Jesse Silva, Student Diversity & Inclusion; and Ms. Michelle Sotolongo, Honors College
Brief update on undocumented and immigrant students, university initiatives and support services, and changes in postsecondary institutions that may impact immigrant students’ enrollment, retention and graduation.

Allies Training (Round Rock) - Fri, Jan. 25 | 8:30 a.m. - 12:30 p.m. | Avery 451
Alliance LGBTQIA Staff and Faculty Organization: Ms. Jessica Soukup, VPSA Office
Allies of Texas State is a personal pledge, made campus-wide, to make Texas State a more inclusive and affirming campus for the LGBTQIA community. This is enacted by promoting awareness and understanding about sexual and gender identities, homophobia, and heterosexism.

How to be an Upstander - Mon, Jan. 28 | 2:30 p.m. - 4:30 p.m. | JCK 460/Avery 365 NEW
Alliance LGBTQIA Staff and Faculty Organization: Ms. Jessica Soukup, VPSA Office
Practical, hands-on training covers six steps to defusing harassment and hate speech. Gives bystanders confidence to stand up in these situations with strategies for doing so safely.

Mental Health Concerns at Texas State University: Trends, Resources, and Interventions - Wed, Jan. 30 | 1:30 p.m. - 4:30 p.m. | JCK 460 NEW
Dr. Clare Duffy, Counseling Center
Examine the changing trends in college student mental health and why it has important implications for the campus learning environment.

Learning Categories
- EL Employee Information & Legal Issues
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If you require accommodations due to a disability in order to participate, please contact (5.2557) at least 72 hours in advance of the event.

Visit our website for more information.

Presenter Spotlight: Dr. Richard Cheatham
More than 2,200 people have participated in the more than 50 workshops conducted by Dr. Cheatham since October 1998.
February

**Finding and Using Copyright Compliant Images and Music Online** - Tue, Feb. 5 | 9 a.m. - 10 a.m. | JCK 460/Avery 365 **NEW**
Ms. Stephanie Towery, University Library
Learn how to find free-to-use images (photographs, art, cartoons, graphics) and music for your video projects. Also learn basic copyright and licensing rules for using the images and music.

**Teacher Certification Advising** - Tue, Feb. 5 | 2 p.m. - 4 p.m. | JCK 460/Avery 365
Ms. Stephanie Long, Office of Educator Preparation
All university employees who recruit, advise, teach, or simply visit with students aspiring to be preK-12 educators play a vital role in the Educator Preparation Program (EPP). Review the certification process from admission to certification. Ask questions about your programs and discuss solutions with OEP staff.

**WellCats Educational Series: Losing Weight, For Good** - Wed, Feb. 13 | 8:30 a.m. - 9:30 a.m. | JCK 460/Avery 365 **NEW**
Mr. J.R. Oliver, Human Nutrition Program, School of Family and Consumer Sciences
Focuses on skills and resources that can be leveraged to aid a weight loss journey, including reading a nutrition label, setting SMART goals, keeping a food diary, and more.

**Allies Training** - Wed, Feb. 13 | 12:30 p.m. - 4:30 p.m. | JCK 460
Alliance LGBTQIA Staff and Faculty Organization: Ms. Jessica Soukup, VPSA Office
Allies of Texas State is a personal pledge, made campus-wide, to make Texas State a more inclusive and affirming campus for the LGBTQIA community. This is enacted by promoting awareness and understanding about sexual and gender identities, homophobia, and heterosexism.

**Empowering First-Generation College Students** - Thu, Feb. 14 | 10 a.m. - 11 a.m. | JCK 460 **NEW**
University College: Ms. Victoria Black and Ms. Sylvia Gonzales
Learn who are first-generation college students, discuss barriers and challenges with the invisible population, and how to create a culturally relevant supportive and inclusive learning environment.

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February

Mental Health First Aid Training - Tue, Feb. 19 & Thu, Feb. 21 | 8 a.m. - noon | JCK 460
Ms. Amy Anderson, Hill Country MHDD Centers
Two half-day course provides skills you need to offer initial support to someone who may be developing a mental health or substance use problem and to help connect them to appropriate care.

TXST Retirement Plans 101 - Wed, Feb. 20 | 2 p.m. - 3:30 p.m. | JCK 460/Avery 365
Ms. Heather Houston, Human Resources
Understand your retirement benefits and voluntary savings plans options available to faculty and staff.

Transforming Your Work Group Into a High Performing Team - Tue, Feb. 26 | 8 a.m. - noon | JCK 1100 NEW
Dr. Richard Cheatham, Professor Emeritus of Department of Communication Studies
Do you find committees to be inefficient? Learn how to become part of the solution to the lack of productivity in many of our meetings.

Pre-Award Services Available to the University Community - Tue, Feb. 26 | 1:30 p.m. - 3:30 p.m. | JCK 420
Presenter(s): Office of Research and Sponsored Programs Pre-Award Staff: Ms. Kay Beauchamp, Ms. Jacque Miles, Ms. Raquel Rust, Ms. Monica Swift, and Ms. Alex Smith
Intended for faculty or staff who have not yet submitted a grant proposal at Texas State.

Post Award Services Available to the University Community - Thu, Feb. 28 | 1:30 p.m. - 3:30 p.m. | JCK 420
Office of Research and Sponsored Programs Post Award Services Staff: Ms. Marivel Alvarez, Ms. Gail May, Ms. Kara Ulibarri, Mr. Chad Nolte, and Ms. Cathy Guerra
Discuss services offered by the Office of Research and Sponsored Programs.

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Visit our website for more information.
Kuali Research Overview - Tue, Mar. 5 | 1:30 p.m. - 3:30 p.m. | JCK 420
Office of Research and Sponsored Programs Pre Award Staff: Ms. Kay Beauchamp, Ms. Jacque Miles, Ms. Raquel Rust, Ms. Monica Swift, and Ms. Alex Smith
Intended to assist faculty and staff in their navigation of Kuali as a proposal is developed and routed for externally funded programs.

Understanding International Student Needs - Wed, Mar. 6 | 2 p.m. - 4 p.m. | JCK 460
International Office: Mr. Jonathan Tyne; Ms. Victoria Gonzales; Mr. Mark Moore, Graduate College
This workshop teaches faculty and staff about immigration regulations and suggests best practices for advising international students on F-1 visas.

University Seminar Teaching Opportunity - Thu, Mar. 7 | 10 a.m. - 11 a.m. | JCK 460
Multiple Presenters, University Seminar
Topics to be discussed include: overview and purpose of University Seminar, instructor development and curriculum and the US1100 apprenticeship opportunity.

WellCats Educational Series: Supplements - Wed, Mar. 13 | 8:30 a.m. - 9:30 a.m. | JCK 460/Avery 365 NEW
Dr. Janet Bezner, Department of Physical Therapy
In this brunch and learn, we’ll explore micronutrients, phytochemicals, and adaptogens and the science behind their role in nutrition.

Supporting Transgender/Non-Binary People in Higher Education Settings - Wed, Mar. 13 | 1:30 p.m. - 4:30 p.m | JCK 460
Alliance LGBTQIA Staff and Faculty Organization: Ms. Jessica Soukup, VPSA Office
Learn about issues facing the transgender community, engage in dialogue and explore ways that you can create a more inclusive space at Texas State University for transgender and gender diverse students, faculty, and staff.

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In Limbo: Dilemmas Faced by Undocumented Students - Fri, Mar. 15 | 9 a.m. - noon | JCK 460
Mr. Jesse Silva, Student Diversity & Inclusion; and Ms. Michelle Sotolongo, Honors College
Undocumented students are attending colleges and universities, and are an underrecognized demographic. To produce educated members of society, regardless of legal status, this presentation identifies resources for these students who most likely didn’t make the choice to come to the U.S.

Managing Change - Wed, Mar. 27 | 8 a.m. - noon | JCK 1100
Dr. Richard Cheatham, Professor Emeritus of Department of Communication Studies
Designed to assist participants in their management of change on professional and personal levels.

Performance Management Review - Thu, Mar. 28 | 9 a.m. - 10:30 a.m. | JCK 460/Avery 365
Ms. Tammy Coyle, Human Resources
Learn how to use Texas State’s performance management system and about program updates.

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April

The 5 Choices to Extraordinary Productivity® - Tue, Apr. 2 | 8 a.m. - 5 p.m. | JCK 460
Dr. Janet Bezner, Department of Physical Therapy, Certified Facilitator with Franklin Covey®
One-day professional development training experience for leaders to help make better decisions about where to invest their valuable time, attention, and energy.

WellCats Educational Series: Nutrition 101 - Wed, Apr. 10 | 8:30 a.m. - 9:30 a.m. | JCK 460/Avery 365 NEW
Dr. Krystle Zuniga, School of Family & Consumer Sciences
Provide a broad and simple overview on fats, carbs, protein, vitamins, and minerals and how they are used by the body.

For the Record: What You Really Need to Know About Records Management - Tue, Apr. 16 | 9 a.m. - 11 a.m. | JCK 460/Avery 365
Ms. Kris Toma, Information Technology
Get the tools to make informed decisions about managing your records.

Basic Social Media at Texas State - Thu, Apr. 18 | 2 p.m. - 4 p.m. | JCK 460
Office of University Marketing: Ms. Caitlin Harvey and Ms. Vanessa Villescas
Ideal for anyone who manages a social media account for the university, supervises someone who does or wants to learn more about social media efforts at Texas State University.

Responding to Sexual Misconduct on Campus - Thu, Apr. 25 | 9 a.m. - 11 a.m. | JCK 460/Avery 365 NEW
Ms. Kelsey Banton, Student Health; Hilary Jones, Psy.D., Counseling Center
This workshop will help faculty and staff increase awareness of issues related to sexual violence and gain confidence in their efforts to help student survivors.

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Ms. Amy Anderson, Hill Country MHDD Centers
Provides skills you need to offer initial support to someone who may be developing a mental health or substance use problem and to help connect them to appropriate care.

More Than Just a Grant: Exploring Texas State’s Status as an HSI and Using HSI Resources to Serve Hispanic/Latinx Students - Tue, Apr. 30 | 10 a.m. - 11:30 a.m. | JCK 460 NEW
Dr. Dann Brown, Ms. Sylvia Gonzales, Ms. Margaret Garry
Overview of services tied to the university’s HSI designation and how the scope of grants enhance the university’s ability to support students. Also discuss actions faculty and staff can take to make Hispanic and Latinx students feel welcome on campus and develop a sense of belonging at Texas State.

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May

**Advanced Social Media at Texas State** - Thu, May 2 | 2 p.m. - 4 p.m. | JCK 460
*Office of University Marketing: Ms. Caitlin Harvey and Ms. Vanessa Villegas*
Learn how to create engaging content for social media through interactive exercises. Discover digital resources to help with content creation and talk through how to set goals, schedule/plan content and measure success with analytics on all major channels.

**WellCats Educational Series: Intermittent Fasting** - Thu, May 9 | 8:30 a.m. - 9:30 a.m. | JCK 460/Avery 365 **NEW**
*Mr. J.R. Oliver, Human Nutrition Program, School of Family and Consumer Sciences*
Learn how intermittent fasting works, its variations, and studies that have addressed it.

**HireRight I-9 & E-Verify Training** - Thu, May 16 | 9 a.m. - 11 a.m. | JCK 460/Avery 365 **NEW**
*Ms. LynnAnn Brewer, Human Resources*
Learn best practices for using HireRight Electronic Solutions for I-9 and E-Verify.

**Providing Legendary Customer Service** - Wed, May 15 | 8 a.m. - noon | JCK 1100
*Dr. Richard Cheatham, Professor Emeritus of Department of Communication Studies*
Learn: the fundamentals of effective customer service, importance of adapting to personality types, words and phrases to avoid, steps in a recovery strategy, and what to do when you have to say "NO!"

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**Deadline Reminders**

- **May 1**: Summer workshop proposals due
- **June 1**: Fall workshop proposals due
Other Learning Opportunities

Ongoing Education
In addition to scheduled workshops and training, faculty and staff have access to continuous learning opportunities, including:

- **Employee Educational Support**
  As a full-time employee, you can receive release time from work to take classes at our university, obtain a GED certificate, and even qualify to be reimbursed.

- **Lynda.com**
  Staff, faculty, and students have free, unlimited access to the elearning platform that helps you learn business, software, technology, and creative skills to achieve personal and professional goals.

Campus Learning Partners
Other offices on campus also offer learning opportunities, including:

- **Faculty Development**
  5.2112 | JCK 1016

- **Office of Distance and Extended Learning (ODEL)**
  DistanceEd@txstate.edu | 5.2322 | 302 ASB-North

- **IT Assistance Center (ITAC)**
  itac@txstate.edu | 5.ITAC (4822) | San Marcos
  Campus: MCS 2nd Floor | Round Rock Campus: Avery 302

Training
Trainings are also offered throughout the year, including:

- **HR Training**
  In areas such as:
  - Pre-employment
  - Time administration
  - PCR training
  - Performance management
  - Communications

- **Required Training**
  - Equal Employment Opportunity & Title IX
  - Ethics and Compliance Training
  - Workplace Safety*

*Workplace Safety training is required annually for all general industry workers.*
Contact Us

Get Involved

What do you want to learn about?
Is there something you want to learn about that isn’t offered as a learning and development opportunity? Share your feedback.

Propose a Workshop
Want to present a workshop? Submit a workshop proposal for the summer or fall semester.

Reach Out

Phone 512.245.7899
Email professionaldev@txstate.edu
Website hr.txstate.edu/professional-development
Location JCK 460A