

# 2017-18 Supervisory Training

Updated August 8, 2017

For the most current information, please visit: [hrs.wsu.edu/supervisory](http://hrs.wsu.edu/supervisory)

Title	Date	Time	Location	VidConferenced?
Position Descriptions, Expectations, and Annual Reviews	Thu, 9/7/17	1:30-4:00	CUB 204	No
Position Descriptions, Expectations, and Annual Reviews	Thu, 9/14/17	9:00-11:30	CUB 204	Yes
Understanding and Managing Leave	Tue, 9/26/17	9:00-11:30	CUB 204	No
Understanding and Managing Leave	Tue, 10/3/17	1:30-4:00	CUB 204	Yes
Corrective Action and Discipline	Thu, 10/19/17	1:30-3:30	CUB 204	No
Corrective Action and Discipline	Tue, 10/24/17	9:30-11:30	CUB 204	Yes
Performance Management Case Studies	Thu, 11/9/17	9:00-12:00	CUB 204	No
Performance Management Case Studies	Thu, 11/16/17	1:30-4:30	CUB 204	Yes
Supervisory Roundtable Discussion: Performance Management Issues	Thu, 11/30/17	9:00-10:30	CUB 206	No
	Tue, 12/5/17	1:30-3:00	CUB 206	No
	Thu, 12/14/17	9:00-10:30	Lighty 403	Yes

## - Spring Semester -

Title	Date	Time	Location	VidConferenced?
Equal Opportunity Issues for Supervisors	Wed, 1/17/18	10:00-11:30	CUB 204	No
Equal Opportunity Issues for Supervisors	Thu, 1/25/18	1:30-3:00	CUB 204	Yes
Workplace Communication: Giving and Receiving Feedback	Tue, 2/6/18	1:30-4:00	CUB 204	No
Workplace Communication: Giving and Receiving Feedback	Wed, 2/14/18	9:00-11:30	CUB 204	Yes
Supervising Student and Hourly Workers	Thu, 3/1/18	9:30-11:30	CUB 204	No
Supervising Student and Hourly Workers	Wed, 3/7/18	1:30-3:30	CUB 204	Yes
Workplace Issues Case Studies	Wed, 3/21/18	1:30-4:30	CUB 204	No
Workplace Issues Case Studies	Thu, 3/29/18	9:00-12:00	CUB 204	Yes
Supervisory Roundtable Discussion: Recruitment and Hiring Issues	Tue, 4/10/18	9:30-11:00	CUB 206	No
	Wed, 4/18/18	1:30-3:00	CUB 206	No
	Thu, 4/26/18	9:30-11:00	Lighty 403	Yes