



# **LEADERSHIP DEVELOPMENT PROGRAM**

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# **2013 - 2014**

*CONNECTING THE DOTS...*

California State University  
**Northridge**

# PRESIDENT HARRISON SPEAKS TO MPPS: EXPECTATIONS FOR UNIVERSITY LEADERSHIP

**Presented By:** President Dianne F. Harrison

**Date:** Wednesday, November 13, 2013

**Time:** 10:00 A.M. – 11:30 A.M.

**Location:** USU - Grand Salon

**Intended Audience:** Campus Administrators



In the demanding world of leadership on a large campus, looking beyond the immediate task to develop programs and activities that further the mission, values and planning priorities of the institution can be a challenge. Please join President Harrison in this session to learn about her expectations for leadership from MPP Administrators, as well as her vision of how they can contribute beyond their departments to support the success of students and colleagues, thereby helping to make CSUN shine.

**Registration:** <http://www.surveymonkey.com/s/GBPHF6C>



## LEADERSHIP BOOK CIRCLE

**Day:** Mondays

**Time:** 12:00 P.M. – 1:00 P.M.

**Intended Audience:** Campus Administrators

Join your colleagues for an engaging dialogue on a favorite book about leadership topics. The Book Circle provides an opportunity to share ideas as thought leaders, reflect on campus application of leadership strategies, and grow together as a community. Come contribute to the conversation!

**Read. Think. Discuss. Lead.**

Facilitator	Book	Date, Location & Registration
Harry Hellenbrand	<i>Leading Change</i> , John Kotter	December 9, 2013 Location: Bayramian Hall, 520B <a href="http://www.surveymonkey.com/s/FHGFS7L">www.surveymonkey.com/s/FHGFS7L</a>
Robert Gunsalus	<i>Reframing Organizations</i> , Lee Bolman and Terrence Deal	January 27, 2014 Location: Whitsett Room (SH 451) <a href="http://www.surveymonkey.com/s/F5NB7LQ">www.surveymonkey.com/s/F5NB7LQ</a>
Brandon Martin	<i>The Servant</i> , James C. Hunter	February 10, 2014 Location: Whitsett Room (SH 451) <a href="http://www.surveymonkey.com/s/3K39LLF">www.surveymonkey.com/s/3K39LLF</a>
Jill Smith	<i>It Worked for Me in Life and Leadership</i> , Collin Powell	March 3, 2014 Location: Whitsett Room (SH 451) <a href="http://www.surveymonkey.com/s/38JTQCP">www.surveymonkey.com/s/38JTQCP</a>
Michael Spagna	<i>Drive: The Surprising Truth About What Motivates Us</i> , Daniel Pink	May 5, 2014 Location: Whitsett Room (SH 451) <a href="http://www.surveymonkey.com/s/38MXJKB">www.surveymonkey.com/s/38MXJKB</a>

# KEYNOTE SPEAKER

## POWER, EMPOWER, & EFFECTIVE COMMUNICATION

Featured Presenter:

**Brenda J. Allen, Ph.D.**

*Associate Vice Chancellor for  
Diversity & Inclusion  
University of Colorado Denver*



**Date:** Monday, February 17, 2014

**Time:** 10:00 A.M. - 11:30 A.M.

**Location:** Oviatt Library – Presentation Room

**Intended Audience:** All Interested CSUN Staff & Faculty

This keynote presentation will focus on how to become more empowered, especially in the workplace. Participants will engage in reflective and interactive exercises to examine their attitudes and experiences related to empowerment. They will discuss power dynamics in the workplace and explore how to be more proactive in empowering themselves. They also will learn techniques for powerful (vs. powerless) communication. In addition, they will create an action plan for applying knowledge gained.

**Registration:** <http://www.surveymonkey.com/s/6CYTQWL>



## PERSONAL BIO

Brenda J. Allen (Ph.D., Howard University) is the Associate Vice Chancellor for Diversity and Inclusion (Chief Diversity Officer) at the University of Colorado Denver. She also is a Professor of Communication and serves as Master Mentor of the Tenure Track Faculty Mentoring Program at the university.

Dr. Allen has received numerous awards and accolades, including the Francine Merritt Award for Outstanding Contributions to the Lives of Women in Communication from the National Communication Association (2004). In January 2006, she received the first Annual Award for Outstanding Achievement for Commitment to Diversity at the University of Colorado Denver. She also was named a Master Teacher (2007-2008) by the Western States Communication Association. In 2011, she received the first Annual Award for Excellence in Faculty Mentoring from the University of Colorado Denver and the Paul H. Boase Prize for Scholarship from Ohio University for distinguished scholarship in the field of communication; she also was the Carroll C. Arnold Distinguished Lecturer at the National Communication Association's annual convention. She received the 2013 Elizabeth D. Gee Memorial Award from the University of Colorado system, which honors an outstanding faculty member for efforts to advance women in academia, interdisciplinary scholarly contributions and distinguished teaching.

# LEADERSHIP TRAININGS

## SURVIVAL SKILLS FOR ADMINISTRATORS

Featured Presenter:

**C. Kristina Gunsalus**

*Director of the National Center for  
Professional & Research Ethics (NCPRE)*



Date: Thursday, February 27, 2014

Time: 10:00 A.M. - 3:00 P.M.

Location: USU - Northridge Center

Intended Audience: Campus Administrators

Lunch will be provided for registered participants of this session.

How can you foster a supportive work environment and elicit the best for yourself and your team, even in the most challenging situations? Universities are designed to accommodate a wide range of creative styles and personalities; a person whose conduct exceeds the boundaries of collegial behavior, however, can damage the productivity and morale of others in the environment. In this exciting seminar, Ms. Gunsalus will explore where the boundaries are—or ought to be—and how to set and enforce those boundaries appropriately in an academic environment.

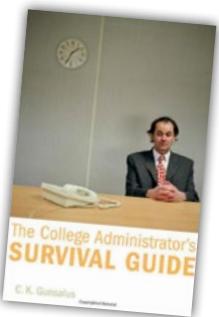
The basic elements of the workshop include an overview of the conceptual and practical skills needed to not only survive, but to thrive as an academic administrator, including complaint-handling skills and the elements of dealing with difficult people from the inconvenient to the out-of-control bully who impedes a department's functioning. The session includes interactive activities including case studies, (small group breakout discussions), role plays and short activities. Participants will leave with exposure to specific skills and ideas that can be applied immediately.

**Registration:** <http://www.surveymonkey.com/s/GPNRX6R>



## PERSONAL BIO

Kristina Gunsalus is the author of the best-selling book, *The College Administrator's Survival Guide*. At the University of Illinois, Urbana-Champaign, Ms. Gunsalus serves as Director of the National Center for Professional and Research Ethics (NCPRE), Professor Emerita of Business, and Research Professor at the University's Coordinated Sciences Laboratory. She has been a member of the faculty of the University's Colleges of Law, Medicine and Business. In the College of Business, she teaches Leadership and Ethics in the MBA program and is the Director of the College of Business' Professional Responsibility course. As a faculty member of the University's College of Medicine, she also taught communication, conflict resolution skills and ethics. As a licensed attorney, Ms. Gunsalus has served as Special Counsel in the University's Office of University Counsel.



# EVERYONE'S AN AMBASSADOR: STRATEGIES FOR COMMUNICATING THE CSUN MESSAGE

**Presented By:** Rob Gunsalus  
*Vice President, University Advancement*



**Date:** Friday, February 28, 2014  
**Time:** 11:00 A.M. – 12:00 P.M.

**Location:** Oviatt Library - Presentation Room

**Intended Audience:** All Supervisory and Managerial Staff

You don't just work here, you represent CSUN! Learn from the expert, the effective strategies to communicate what the campus is about and how to increase the visibility of your work. This presentation will touch on the core campus messages and include a discussion about the preferred style for conveying them.

**Registration:** <http://www.surveymonkey.com/s/FXZVFC2>

## FROM THE EXPERT: WHY VOLUNTEER LEADERSHIP MAKES A DIFFERENCE

**Presented By:** Milt Valera  
*Member, CSUN Foundation Board of Directors Executive Committee*



**Date:** Friday, March 7, 2014  
**Time:** 11:00 A.M. - 12:00 P.M.

**Location:** Oviatt Library - Presentation Room

**Intended Audience:** All Supervisory and Managerial Staff

Mr. Milt Valera will share his trajectory at CSUN and beyond, why he has returned to do so much for the campus and how that has enriched his life. His talk will be geared toward any campus employee who is motivated to make a difference in their current position and who would like to learn how volunteer leadership advances the University mission. He will inspire campus leaders to be better leaders from within and find ways to be more giving in intent and purpose!

**Registration:** <http://www.surveymonkey.com/s/3LD9CVR>

## PERSONAL BIO

Milt Valera is the Chairman of the National Notary Association (non-profit), and the President of the National Notary Foundation (our charitable arm). He also sits on the board of trustees for the Calvin Coolidge Memorial Foundation, and has a variety of past and present affiliations at CSUN. Those include: President of the Journalism Alumni Association, Alumni association Lifetime member and "Most Impactful Leader," Chair of CSUN's Presidents Associates, the CSUN Foundation's Board of Directors member. He was also the 2011 recipient of the CSUN Heights Award for outstanding volunteer leadership.

# LEADERSHIP FORUM ON MEN'S ISSUES

Presented By:	<b>Steve Loy</b> <i>Faculty, Kinesiology</i>	Date:	Thursday, May 1, 2014
	<b>Mark Stevens</b> <i>Director, University Counseling Services</i>	Time:	12:00 P.M. – 1:30 P.M.
	<b>James Sutton</b> <i>Director, Facility Services</i>	Location:	HR Training Room (OV 16), Oviatt Library - Garden Level
		Intended Audience:	All Interested CSUN Staff & Faculty

If you want to learn how men can increase their potential as leaders by effectively handling emotions, learning to interact within a diverse workplace, and increasing their longevity by staying healthy and fit, this is the forum for you!

Registration: <http://www.surveymonkey.com/s/68S8VLN>

# LEADERSHIP FORUM ON WOMEN'S ISSUES

Presented By:	<b>Barbara Gross</b> <i>President's Chief of Staff, 2006-2013 &amp; Faculty, Marketing</i>	Date:	Thursday, May 1, 2014
	<b>Flavia Fleicher</b> <i>Faculty, Department Chair, Deaf Studies</i>	Time:	12:00 P.M. – 1:30 P.M.
	<b>Deborah Wallace</b> <i>Associate Vice President, Financial Services</i>	Location:	Bayramian Hall 101
		Intended Audience:	All Interested CSUN Staff & Faculty

The focus of this year's Leadership forum is on career advancement opportunities. The panelists will share their own trajectories as well as provide invaluable expert advice on the varied opportunities for career growth for women on campus, networking outlets in women's organizations at the national and international level, and perspectives on navigating non-traditional paths and challenging experiences in the workplace. If you want to be inspired to look ahead at your own career path, this is the forum for you!

Registration: <http://www.surveymonkey.com/s/3NT5CSM>

# WHAT LEADERS NEED TO KNOW ABOUT EMPLOYMENT LAW

Presented By:	<b>Gale S. Baker</b> <i>University Counsel, Office of the Chancellor</i>	Date:	Wednesday, March 19, 2014
	<b>Jill Smith</b> <i>Associate Vice President, Human Resources</i>	Time:	9:00 A.M. – 11:30 A.M.
		Location:	HR Training Room (OV 16), Oviatt Library - Garden Level
		Intended Audience:	All Supervisory and Managerial Staff

Are you aware of your managerial duties under Equal Employment Opportunity laws? Do you know the difference between discrimination and harassment and how to respond to complaints of either? What is a hostile work environment and what should/must you do about it? Do you know how to respond to an employee's request for leave under the Family Medical Leave Act? What is a reasonable accommodation? If your response to any of these essential questions is, "I don't know," this is an important session for you to attend.

Registration: <http://www.surveymonkey.com/s/FLT98CC>



## COLLEAGUES LOTTERY LUNCH

### Bi-Monthly Event

Enjoy good food and conversation with your campus colleagues when you enroll in the Colleagues Lottery Lunch Program. Every other month after you enroll, you will receive an email with proposed dates for a lunch meeting. Based upon your availability, you will be randomly assigned lunch partners with whom to share a meal, perspectives and ideas. This informal setting provides the perfect opportunity to get to know more campus leaders a little bit better and expand your network of support.

Lunching spots will be suggested, but the choice is yours... as is the bill for your own food. While springing for the check may be a thoughtful gesture, it is strictly prohibited in this program. Participation each time is not required, but why take the chance of not growing more work relationships?

**Registration:** <http://www.surveymonkey.com/s/BK69NTQ>

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