

YOU'RE IN LUCK!

March is full of opportunities...

ATTEND OUR MARCH WORKSHOPS SPONSORED BY CSUCI'S PROFESSIONAL DEVELOPMENT AND PERSONAL ENRICHMENT (PDPE) PROGRAM

Visit the Professional Development website at www.csuci.edu/hr/training/pdpe/in-person.htm to RSVP
*Remember to alert your Supervisor that you are attending



Tuesday, Mar. 20
10-11am in SAGE 2030

Solving the Mystery of Credit Reports

presented by Pattie Braga, Ventura County Credit Union

Credit report scores hold a lot of power, they can help buy that first home but can also take away financial opportunities. Come and unravel the mystery of your credit report.

This session provides an overview of:

- Credit bureaus & Credit scoring
- Guidance to dispute inaccuracies found on a credit report
- How to improve your credit score, and deal with identity theft and fraud

Thursday, Mar. 22
10-12pm in SIERRA HALL 1212

Finance 101 Refresher

presented by Myrna Sta Ana, Stacie Dee, Martha Garcia, Leslie Brotcke and Anna Campbell

The financial calendar year end is fast approaching. Do you need to understand your Accruals and Prepaid Expenses? Do you understand the Accounting Strings? Do you know where to find departmental financial reports in the Data Warehouse? Do you know how to compare/reconcile your actuals vs budget? If you need the answer to these questions this is the workshop for you. This session will cover:

- Accruals and Prepaid Expenses
- Accounting Strings and Finance Data Warehouse
- Finance Data Warehouse and Reconciling to Your Budget

Tuesday, Mar. 27
9-10am in SAGE 2030

A Practical Approach to Strategic Risk Management

presented by Katharine Hullinger, ARM Risk Manager

In this session, we will focus on the risk management process and terminology, provide an introduction to Strategic Risk Management (SRM) framework, risk assessments, and discuss ways to implement SRM into the various business units.

Takeaways in this session include:

- A fundamental understanding of the risk management process
- Understanding why SRM is imperative in our growing University
- A clear definition of roles and responsibilities in the SRM program at CSUCI

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Wednesday, Mar. 28
9-11am in BELLTOWER 1642

Focusing on You, the Administrative Professional

presented by Linda Demyan, Training Analyst and Brian Lindgren, Organizational Efficiency Specialist/Trainer

Are you an Administrative Analyst, Assistant or Coordinator? Do you have ideas? Do you want to develop the skills you need for your position? We want you to help identify the professional development needs of your position. Please join us in the first step in creating a direct professional development training plan for Administrative Professionals. This session will gather your ideas and set the stage for a future workshop series.

Health and Wellness...

JOIN THE FUN WITH STAFF WELLNESS ACTIVITIES

Visit the Professional Development website at www.csuci.edu/hr/training/pdpe/in-person.htm

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Wednesday, Mar. 28
4-4:55pm in LINDERO 1874

Wellness Wednesdays

presented by: Holly Sacks, Mindfulness Facilitator

Mindfulness is awareness that arises through paying attention, on purpose, in the present moment, and non-judgmentally. Mindfulness of thoughts, feelings, and physical sensations, combined with cognitive interventions such as making changes to ineffective patterns of thinking, are useful tools for managing distress. Participants will learn mindfulness practices designed to calm the mind and relax the body. Whether you are a true beginner to meditation or are willing to have a beginner's mind, all faculty and staff are welcome! Feel free to drop in for one session or join us for all of the monthly sessions. **No RSVP necessary.**

Tuesdays & Thursdays
5:15-6:15 in the REC CENTER GYM

Staff Zumba

Dance along weekly with great tunes and wonderful colleagues. Taught by licensed instructor, Louise Siefert in sponsorship with CI Wellness and Athletics. **No RSVP necessary.**

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Questions, Comments, or Suggestions? Contact:

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