

Spring 2022 Professional Development Schedule

The Office of University Advising is pleased to announce the Spring 2022 Professional Development Schedule! We are excited to have you attend these sessions as your schedule allows. The in-person sessions will be held in LC 306, the virtual session via Microsoft Teams. Sign-ups are through UVU Bridge. To register, click on the session within the calendar on the third page. Remember, with continuing certification requirements, you will need one session from each competency within your certification period. Also, if you take more within each competency those will count towards your total AEU requirement. Please contact Michelle Kenny with any questions (michelle.kenny@uvu.edu).

Professional Development Sessions

**The code next to the time denotes the mode of the training: **

IP-In Person (no virtual option), H-Hybrid (attend in person or via Teams), V-Virtual (no in person option)

In Person Sessions will be limited to 15 attendees to allow for social distancing; Masks are STRONGLY encouraged

| | | |
|-------------------|------------------------|---|
| Monday, Jan 24 | 12:00 pm to 1:00 pm V | ●WSC 101: Success Coaching |
| Tuesday, Jan 25 | 8:30 am to 9:30 am V | ●Submitting a Conference Session Proposal |
| Wednesday, Jan 26 | 8:30 am to 9:30 am V | ●Advising Data and Excel |
| Wednesday, Jan 26 | 1:00 pm to 2:30 pm V | ●FOI: Supporting UVU's Undocumented Students |
| Wednesday, Jan 26 | 3:30 pm to 4:30 pm V | ●Beyond the Binary: Gender Identity Basics for Advising |
| Monday, Jan 31 | 8:30 am to 9:30 am H | ●Wolverine Track: How to Build Plans After the Update |
| Tuesday, Feb 1 | 3:30 pm to 4:30 pm IP | ●Let's Connect! Building Relationships with Students on Microsoft Teams |
| Wednesday, Feb 2 | 8:30 am to 9:30 am IP | ●Let's Connect! Building Relationships with Students on Microsoft Teams |
| Thursday, Feb 3 | 12:00 pm to 1:00 pm V | ●Challenging Conversations |
| Thursday, Feb 3 | 3:30 pm to 4:30 pm IP | ● <i>The Future of Happiness</i> Book Discussion |
| Friday, Feb 4 | 8:30 am to 9:30 pm IP | ●Beyond the Binary: Gender Identity Basics for Advising |
| Monday, Feb 7 | 3:30 pm to 4:30 pm V | ●Challenging Conversations |
| Tuesday, Feb 8 | 3:30 pm to 4:30 pm IP | ●Advising Data and Excel |
| Wednesday, Feb 9 | 12:00 pm to 1:00 pm V | ● <i>The Future of Happiness</i> Book Discussion |
| Wednesday, Feb 9 | 3:30 pm to 4:30 pm H | ●Academic Standards: An Overview |
| Thursday, Feb 10 | 9:00 am to 10:30 am IP | ●FOI: Supporting UVU's Undocumented Students |
| Thursday, Feb 10 | 3:30 pm to 4:30 pm H | ●Sharing Bad News and Keeping Happy Relationships |
| Friday, Feb 11 | 8:30 am to 9:30 am IP | ●Student Motivation and Purpose |
| Monday, Feb 14 | 3:30 pm to 4:30 pm H | ●Wolverine Track: How to Build Basic Plans After the Update |
| Wednesday, Feb 16 | 12:00 pm to 1:00 pm V | ●Uncomfortable Topics |
| Thursday, Feb 17 | 12:00 pm to 1:00 pm V | ●Beyond the Binary: Gender Identity Basics for Advising |
| Thursday, Feb 17 | 3:30 pm to 4:30 pm V | ●WSC 101: Success Coaching |
| Friday, Feb 18 | 8:30 am to 9:30 am V | ●The Power of Habit |
| Tuesday, Mar 15 | 1:00 pm to 2:30 pm V | ●FOI: Supporting UVU's Undocumented Students |
| Wednesday, Apr 13 | 1:30 pm to 3:00 pm V | ●FOI: Supporting UVU's Undocumented Students |

(Calendar and registration on next page)

● You can also attend any Foundation of Inclusion class. These classes will count toward the purple competency. Any additional attendance with the Foundation of Inclusion program can count towards additional AEU's. You can sign up for those through UVULEARN or on the Foundations of Inclusion website <https://www.uvu.edu/inclusion/foundations/index.html>.

Advisor Competencies

- Advisors care about their students as individuals with varying backgrounds and experiences, and employ a variety of advising methods to meet individual student needs as they plan their academic, personal, and professional goals
- Advisors effectively operate necessary technologies, and use data and assessment to guide and inform their work
- Advisors provide information to their students using a variety of communication methods and soft skills
- Advisors model professional behavior
- Advisors thoroughly understand program requirements, resources, and services available at UVU
- Advisors are inclusive in nature and care about the individual needs and circumstances of every student

January and February 2022

To register, click on the session title

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--|---|--|--|--|
| 24 January 12:00-1:00 pm WSC 101: Success Coaching ● Microsoft Teams | 25 January 8:30-9:30 am Submitting a Conference Session Proposal ● Microsoft Teams | 26 January 8:30-9:30 am Advising Data and Excel ● Microsoft Teams 1:00-2:30 pm Supporting UVU's Undocumented Students ● 3:30-4:30 pm Beyond the Binary: Gender Identity Basics for Advising ● Microsoft Teams | 27 January 9-11 AM ADVISEMENT FORUM: EAA LAUNCH EVENT Microsoft Teams | 28 January |
| 31 January 8:30-9:30 am Wolverine Track: How to Build Plans After the Update ● LC 306 and Microsoft Teams (Hybrid) | 1 February 3:30-4:30 pm Let's Connect! Building Relationships with Students on Microsoft Teams ● LC 306 | 2 February 8:30-9:30 am Let's Connect! Building Relationships with Students on Microsoft Teams ● LC 306 | 3 February 12:00-1:00 pm Challenging Conversations ● Microsoft Teams 3:30-4:30 pm The Future of Happiness Book Discussion ● LC 306 | 4 February 8:30-9:30 am- Beyond the Binary: Gender Identity Basics for Advising ● LC 306 |
| 7 February 3:30-4:30 pm- Challenging Conversations ● Microsoft Teams | 8 February 3:30-4:30 pm- Advising Data and Excel ● LC 306 | 9 February 12:00-1:00 pm- The Future of Happiness Book Discussion ● Microsoft Teams 3:30-4:30 pm Academic Standards: An Overview ● LC 306 and Teams (Hybrid) | 10 February 9:00-10:30 am Supporting UVU's Undocumented Students ● 3:30-4:30 pm Sharing Bad News and Keeping Happy Relationships ● LC 306 and Teams (Hybrid) | 11 February 8:30-9:30 am- Student Motivation and Purpose ● LC 306 |
| 14 February 3:30-4:30 pm- Wolverine Track: How to Build Plans After the Update ● LC 306 and Teams (Hybrid) | 15 February | 16 February 12:00-1:00 pm Uncomfortable Topics ● Microsoft Teams | 17 February 12:00-1:00 pm Beyond the Binary: Gender Identity Basics for Advising ● Microsoft Teams 3:30-4:30 pm WSC 101: Success Coaching ● Microsoft Teams | 18 February 8:30-9:30 am The Power of Habit ● Microsoft Teams |

Session Abstracts by Competency

● **Advisors care about their students as individuals with varying backgrounds and experiences, and employ a variety of advising methods to meet individual needs as they plan their academic, personal, and professional goals** ●

Tuesday, January 25, 8:30 am to 9:30 am

Title: **Submitting a Conference Session Proposal (1 AEU)**

Presenter: Clint Moser

Description: In preparation for the Annual Advisement Conference, this session will guide you through the standard procedures in submitting a conference session proposal. The guidelines you will learn in this session can be applied to submitting a conference session proposal to a variety of conferences, such as the NACADA Regional Conference, the NADACA Annual Conference, the NASPA Annual Conference, or the UAA Annual Conference.

Friday, February 11, 8:30 am to 9:30 am

Title: **Student Motivation and Purpose (1 AEU)**

Presenter: Derek Kent

Description: Across college campuses faculty and staff are reporting increased challenges in motivating students to complete coursework and other requirements for their degrees. As more students are coming to college willing to question the status quo and institutional traditions, it is crucial for support staff to be able to draw connections between student goals and passions to the work and requirements expected of them. Attendees will gain a greater understanding of college student motivation and the role of advisors or other support staff can play in connecting students with their passions.

● **Advisors effectively operate necessary technologies, and use data and assessment to guide and inform their work** ●

Wednesday, January 26, 8:30 am to 9:30 am

Tuesday, February 8, 3:30 pm to 4:30 pm

Title: **Advising Data and Excel (1 AEU)**

Presenter: Shalece Nuttall

Description: As Advisors we have access to a lot of data about our students. Sometimes this data can be overwhelming. This session will provide advisors with some easy tips and tricks on how to use Microsoft Excel to work with this data. Please bring your laptop to the session as this will be a hands-on learning experience.

Monday, January 31, 8:30 am to 9:30 am

Monday, February 14, 3:30 pm to 4:30 pm

Title: **Wolverine Track: How to Build Plans After the Update (1 AEU)**

Presenter: John-David Sorensen

Description: If you would like some tips on how to build plans in the new Wolverine Track, this session is for you! You will learn where to access plans, how to build a new plan, and how to edit a recently built plan. We will go over multiple ways to add classes to a plan and how to provide notes for students to access. You will also learn how to audit a plan to verify all requirements are being met.

Tuesday, February 1, 3:30 pm to 4:30 pm

Wednesday, February 2, 8:30 am to 9:30 am

Title: **Let's Connect! Building Relationships with Students on Microsoft Teams (1 AEU)**

Presenter: Alison Jensen

Description: Did you know that UVU First-year students who utilized video advising visits, regardless of length, saw a statistically significant lift in persistence compared to students who utilized the other modalities of advising? "Building relationships with your students on Microsoft Teams" will focus on successful ways to build connections and relationships with your students through Microsoft Teams video and phone appointments. In this session we will discuss how Microsoft Teams, as a technology tool, can assist advisors in supporting, coaching, mentoring, and empowering students to be successful. Please join us with your questions and come ready to share your best practices and experiences using Microsoft Teams.

● **Advisors provide information to their students using a variety of communication methods and soft skills** ●

Thursday, February 3, 12:00 pm to 1:00 pm

Monday, February 7, 3:30 pm to 4:30 pm

Title: Challenging Conversations (1 AEU)

Presenter: Emily Argyle

Description: Navigating challenging conversations is one of the most difficult aspects of advising. Difficult disclosures often go hand-in-hand with explanations of academic underperformance. In this session, we will deep dive into how and why challenging conversations are so common, clarify the difference between empowering and enabling our students, and discuss best-practices for safeguarding private information for FERPA and personal safety. Attendees will learn conversational sensitivity tools and frameworks to support students facing challenges without taking over, apologizing, or giving unsolicited advice. This session is designed to improve professional communication skills when working with college students with an aim to increase student autonomy, confidence, and competence.

Thursday, February 10, 3:30 pm to 4:30 pm

Title: Sharing Bad News and Keeping Happy Relationships (1 AEU)

Presenters: Adam Black, Andrea Calaway, Polly Clauson

Description: While delivering bad news is never fun, as academic advisors, we often find ourselves in the position of having to deliver difficult news to students. Come to this session for some strategies that will help you have more confidence and composure when giving students bad news, both face-to-face and through email, while keeping your communication and relationships as positive as possible!

Wednesday, February 16, 12:00 pm to 1:00 pm

Title: Uncomfortable Topics (1 AEU)

Presenter: Dr. Elyssa Zimmerman

Description: As an advisor, you have a large and vital task in helping students navigate their way to graduation smoothly and successfully. Sometime, however, a student's mental and emotional health interferes with their ability to engage in that task with you. This places a sizeable obstacle in the path that you are helping a student walk. While helping a student with their mental and emotional health is not typically in your job description, having some skills to get that student from your office to the help they need can assist in feeling more comfortable, and better helping students. This session with Dr. Zimmerman will include skills and resources to help you with talking about difficult topics with students.

● **Advisors model professional behavior** ●

Thursday, February 3, 3:30 pm to 4:30 pm

Wednesday, February 9, 12:00 pm to 1:00 pm

Title: *The Future of Happiness* Book Discussion (1 AEU)

Presenter: Michelle Kenny

Description: During the 2021 Annual Advisement Conference, we had the pleasure of hearing Amy Blankson speak about "Fearless Positivity." In this session, we will discuss her book, *The Future of Happiness*. As this session will be driven by discussion of the book, participants must have read *The Future of Happiness* prior to attending the session. If a copy of the book is needed, please contact The Office of University Advising.

Friday, February 18, 8:30 am to 9:30 am

Title: *The Power of Habit* (1 AEU)

Presenters: Jennie Olson, Michelle Kenny

Description: In this session, we will be utilizing Charles Duhigg's *The Power of Habit* to learn and explore "why we do what we do in life and business." By learning about the habit loop, we hope you will be able to apply these concepts in your professional life, personal life, and your student's lives.

● **Advisors thoroughly understand program requirements, resources, and services available at UVU** ●

Monday, January 24, 12:00 pm to 1:00 pm

Thursday, February 17, 3:30 pm to 4:30 pm

Title: WSC 101: Success Coaching (1 AEU)

Presenter: Brietttny Curtner

Description: After brief overview of what the Women's Success Center (WSC) has to offer, we will deep dive into the world of Success Coaching. The offering of academic, success, or alike styles of coaching has become prevalent within the past decade within higher education. The theoretical framework and structure created to offer this at UVU emphasizes individualized and holistic support. Participants can expect to leave with an understanding of the purpose of WSC in addition to the why and impact of offering Success Coaching to UVU students.

Wednesday, February 9, 3:30 pm to 4:30 pm

Title: Academic Standards Overview (1 AEU)

Presenters: Giovana Alisa, Emily Argyle, Marianna Henry, Kristen Nuesmeyer, Lisa Williamson

Description: Come meet the new faces of Academic Standards and get an overview of our newest policies and procedures. With so many challenges students are facing today, it often impacts their academic standing. In this session you'll learn about how the academic standards policy impacts students, how you can help students navigate the standing requirements and some best practices for supporting struggling students.

Advisors are inclusive in nature and care about the individual needs and circumstances of every student

Wednesday, January 26, 3:30 pm to 4:30 pm (30 max)

Friday, February 4, 8:30 am to 9:30 am (30 max)

Thursday, February 17, 12:00 pm to 1:00 pm (15 max)

Title: Beyond the Binary: Gender Identity Basics for Advising (1 AEU)

Presenters: Charlie Curtis

Description: Transgender, nonbinary, and other gender expansive identities are becoming more common among college students. As advisors, we can help these students navigate some of the unique challenges that may impact their college success. This session will cover key terms and concepts related to gender identity, discuss advising-specific scenarios, and provide an opportunity to ask questions. We will also provide resources to which you can refer students as well as for further learning about gender identity.

Wednesday, January 26, 1:00 pm to 2:30 pm

Thursday, February 10, 9:00 am to 10:30 am

Wednesday, March 13, 1:00 pm to 2:30 pm

Thursday, April 13, 1:30 pm to 3:00 pm

Title: FOI: Supporting UVU's Undocumented Students (1.5 AEU)

Presenters: Various

Description: This session reviews the history of Undocumented students in education in the United States. It examines the national and regional policies that impact students who are Undocumented and explains the current challenges they experience when navigating admission, finances, and career pathways. It also provides resources currently available to help attendees navigate issues their students may encounter and suggestions to avoid creating barriers for Undocumented students.