

**Dietrich School Staff Development Series 2017-2018**

Spring Workshops - Updated April 2, 2018

For questions about the staff development series, please contact Elspeth Wissner (wissner@pitt.edu).

<b>Workshop Title</b>	<b>Presenters</b>	<b>Description</b>	<b>Target Audience</b>	<b>Dates/times</b>
<b>Grad Student Leaves of Absence</b>	Patrick Fogarty, Grad Studies Office	The DS Grad Studies Office will present a workshop on Graduate Student Leaves of Absence. The session will cover important information when it comes to taking a leave of absence, as well as the differences and regulations that pertain to personal vs. medical leaves.	Limited to Department Directors of Grad Studies and Grad Admins	Tuesday, April 3 <sup>rd</sup> , 10–11 am Martin Colloquium Center, 4127 Sennott Square <a href="#">DS Staff Development - Grad Student Leaves of Absence</a>
Supporting the Promotion and Tenure Process in the Dietrich School	Jennifer Bates	This will be a Q&A session regarding the Promotion and Tenure Process. If you have questions you would like to have discussed, please submit them with your registration.	Staff, Department Chairs	Friday, April 13, 2018 10:00 – 11:30am 910CL <a href="#">RSVP - Q&amp;A on Supporting the Promotion and Tenure Process</a>
The basics of Project Management in Higher Education	Rebecca Roadman	Many of us participate in project-based work, but formal project management is not prevalent in higher education. In this workshop, we will discuss fundamentals in the field of project management that can be used and adapted to projects that you coordinate every day. Unlike operations, projects are temporary endeavors undertaken to create unique products or services. This development workshop is intended for staff who do some project work, or who are interested in learning about project-based work. The workshop will address the foundations of project management. Participants will receive resources that can be used and adapted to their project work.	All staff	May 10, 2018 3:00 – 4:30pm 910CL  <a href="https://pitt.co1.qualtrics.com/jfe/form/SV_3f1WtzytBNF8Roh">https://pitt.co1.qualtrics.com/jfe/form/SV_3f1WtzytBNF8Roh</a>