

# 20th Annual



**Wednesday, November 7, 2018**  
**Union South**



**Learning and  
Talent Development**  
OFFICE OF HUMAN RESOURCES  
UNIVERSITY OF WISCONSIN-MADISON

# Mark Your Calendars!

## 2019 Leadership & Management Development Conference

November 13, 2019

Union South

*Registration now open!* <https://go.wisc.edu/j8w012>

Visit [www.talent.wisc.edu](http://www.talent.wisc.edu) for information on this event and  
additional professional development programs.

## 2018 Brief Conference Schedule

7:00 a.m.	<b>Registration Opens &amp; Breakfast</b>
8:00 a.m.–9:15 a.m.	<b>Welcome &amp; Keynote Address</b>
9:30 a.m.–10:45 a.m.	<b>Breakout Session 1</b>
11:00 a.m.–12:15 p.m.	<b>Breakout Session 2</b>
12:15 p.m.–1:15 p.m.	<b>Lunch and Roundtable Discussions</b>
1:15 p.m.–2:30 p.m.	<b>Breakout Session 3</b>
2:45 p.m.–4:00 p.m.	<b>Breakout Session 4</b>

# Keynote Address

8:00 a.m.—9:15 a.m.



## **Curiosity and Vulnerability: Traits of a Fearless and Inclusive Leader**

*Binu Palta Hill, Assistant Dean for Diversity and Inclusion,  
Wisconsin School of Business*

Inclusive leadership is essential in cultivating a culture of innovation, high performance as well as employee satisfaction. Research shows that leaders who exhibit empathy and compassion are better able to develop an inclusive culture where all employees feel like they are an integral part of the organization. This session will focus on the mindset and behaviors that encompass inclusive leadership.

With more than 20 years of work experience in the University of Wisconsin System, Binu Palta Hill joined the Wisconsin School of Business (WSB) in 2006. In her role as Assistant Dean for Diversity and Inclusion, she works closely with the Dean to develop a diversity strategy congruent with the mission and business strategy of the School. Ms. Hill leads the school's Diversity Advisory Board, comprised of senior executives from the corporate sector.

Under her leadership, WSB has made significant progress diversifying its faculty, staff, and student population and cultivating inclusion. Ms. Hill founded "Diversity Lunch & Learns," discussion forums on sensitive topics such as ethnicity, race, gender, and sexual orientation. These forums integrate academic research with lived experiences of faculty, staff and students at UW–Madison. As the school's chief diversity officer, Ms. Hill represents WSB on the UW–Madison campus diversity leadership team. In May 2015, Ms. Hill represented WSB at the White House as Wisconsin became one of the first business schools to commit to best practices for increasing opportunities in business for women and preparing a culturally competent 21<sup>st</sup> Century workforce. She has also served on the advisory boards for WI Governor's Youth Summit and Information Technology Academy Pre-College Program. In recognition for her contributions to UW–Madison and the Madison community, she was awarded UW–Madison's Outstanding Woman of Color award in spring 2017. In fall 2017, Ms. Hill was selected to participate in UW–Madison's Kauffman Seminar for Leadership Development. Most recently, the broad impact of Ms. Hill's work was recognized as she was awarded the 2018 Wisconsin Alumni Association Leadership Award.

Ms. Hill has been an invited speaker at conferences throughout the United States, and in Europe. These include the National Conference on Race and Ethnicity (NCORE), Women and Leadership Symposium, UW–Madison Diversity Forum, All-State's The Power of Diversity Conference, Ascend's Changing Demographics and the Global Conference on Diversity and Inclusion. Ms. Hill also consults with public and private firms to help executives strengthen their leadership skills through experiential workshops focusing on consciously cultivating inclusion. Participants learn tangible skills related to inclusive leadership. The core of her work centers on embodying curiosity and a learner mindset to mitigate unconscious bias in decision-making. Ms. Hill's work has been featured in The Capital Times several times. Ms. Hill holds a Bachelor's degree from UW–Madison and a Master's in Business Administration from UW–Whitewater.

Keynote: 8:00 a.m.—9:15 a.m.

# Breakout Session 1 Descriptions

9:30 a.m.–10:45 a.m.

## **Growing as a Leader: Where Do I Start?**

*Merideth Trahan & Christy Reveles | Varsity Hall I, Second Floor*

As a supervisor, manager, and leader, it is often unclear the specific and tangible areas that one can improve on, especially in the realm of "soft" skills that are critical to a manager's or leader's success. This interactive session will walk participants through a self-reflection tool to help them identify the specific areas of leadership they want to grow in. This tool will also be useful for managers who supervise other managers to help inform their goal-setting and performance management.

## **Creating a More Positive Workplace: The Benefits and How to Get More**

*Tina Hallis | Northwoods Room, Third Floor*

Negativity hurts performance, productivity and profitability. This program focuses on two key factors that can shift a work culture towards more positivity: work environment and individual perspectives. Tina shares actionable strategies leaders can use to help employees (and themselves) develop a more positive perspective that leads to greater teamwork, engagement, and resilience. The program includes discussion on creating a positive work environment that drives positive performance.

## **Managing Priorities**

*Jenny Faust | Landmark Room, Third Floor*

Do you find that you often have more on your "to do" list at the end of a day than at the beginning? Are you interrupted so often that you don't have time to focus on what is important? Do you have trouble finding time for your family and friends? All busy leaders struggle with these issues, but they can be especially challenging for those transitioning into new positions and for those who have a hard time saying "no." In this interactive, case-based workshop, we will focus on strategies for managing this common set of problems that we all face. You will leave with practical solutions and resources that you can begin to apply immediately. Topics include: setting realistic goals, putting project time on your calendar, strategies to ensure that you get (uninterrupted) work time daily, and developing "yes criteria."

## **Managing Others Through Change and Transition**

*Lindsay Falkowski | Industry Room, Third Floor*

Change is constant in our lives and an essential element of the workplace. Navigating times of change can provoke a wide range of emotions including anxiety, excitement and confusion. This workshop provides managers and supervisors with tools to understand the different types of change people experience in the workplace. The workshop will differentiate transition from change, focusing on the three stages of transition. Participants will have the opportunity to develop a plan to help employees through each stage. Be prepared to personally reflect and engage in dialogue with colleagues about your workplace situation of change. This session will encourage you to lead others toward embracing a resilient mindset.

## **Promoting Diversity and Inclusiveness: What Works?**

*Mitchell Campbell | Agriculture Room, Third Floor*

Learn about effective pro-diversity strategies that work according to the research. Unfortunately, most pro-diversity initiatives have never been tested with regard to their effectiveness. If we want to create change, we must design initiatives that take into account basic principles from the behavioral sciences. Promoting diversity and inclusiveness is difficult because it challenges people's social identities, deeply held beliefs, and entrenched habits. Behavioral scientists have generated influential strategies that can overcome this resistance to change and that specifically address people's social identity concerns. They have empirically evaluated the effectiveness of a variety of pro-diversity initiatives through randomized experiments in the field, showing that individuals who are exposed to these initiatives behave more inclusively than individuals who do not. The goal is to expose the workshop participants to these strategies and provide them with a toolkit that helps them become effective, inclusive leaders.

# Breakout Session 2 Descriptions

11:00 a.m.–12:15 p.m.

## **Inclusive and Collaborative Leadership in Decision Making**

*Jeremy Kautza | Varsity Hall I, Second Floor*

Based on the best-selling book *Getting to Yes* by Fisher, Ury and Patton, organizations are adopting an interest-based approach for making decisions, as well as resolving issues in individual departments. In this session, you'll experience the elements of an interest-based approach that you can use to make decisions in any work situation (it works at home too!) and acquire materials to take back to your unit to spark your transformation.

## **Make Your Mark: Establishing Yourself as a Thought Leader**

*Laura Gmeinder | Northwoods Room, Third Floor*

Stepping up as a thought leader is a great way to build your brand and your confidence. And while it can be scary sharing your opinions and feelings, there is no better way to shine than to share what makes you YOU — it's your competitive advantage. Being a thought leader is what will attract the right people and opportunities into your life. Join Laura Gmeinder, leadership coach and business consultant, for this high energy session to learn how to establish yourself as a thought leader and leave with actionable strategies you can implement immediately.

## **Moving Beyond Ratings: Creating a Culture of Feedback**

*Heather Ferguson | Landmark Room, Third Floor*

Giving and receiving feedback is an essential part of both individual and program development. However, creating and implementing a comprehensive employee feedback process can be daunting for supervisors and staff alike.

This interactive session will provide supervisors the opportunity to:

- \*Understand the importance of feedback in staff development
- \*Reflect on ways to create an office culture of feedback
- \*Practice giving meaningful feedback
- \*Consider ways to adapt feedback structures to serve office needs

Come discover how to close the feedback loop and open up office-wide communication! This session will include a sample 360-degree employee feedback model that employers can adapt for their environments.

## **The Brilliance of Resilience: The Relationship of Adversity, Resilience, and Growth**

*Jacy Imilkowski | Industry Room, Third Floor*

Let's face it: Change is, well... CHALLENGING. So how do you keep you and your team moving forward smoothly when a project deadline is moved up and everyone has to scramble to meet it? Or when a key team member left and you're struggling to fill the gap? Answer: Be a strong, adaptable leader that cultivates resilient teams.

This session explores the relationships between adversity, resilience, and growth. Approached from a growth mindset, challenges are actually reasons to learn. They show us where our current limits are, then guide us through those limitations into a realm of new tools, skills, and experiences. This open, honest, and funny talk teaches how to choose growth and learning over burnout and frustration in our biggest leadership challenges.

Participants will leave able to:

- \* Differentiate types of adversity and responses to them
- \* Generate powerful conversations that shatter stigmas around challenge and adversity
- \* Explore your own relationship with adversity, resilience, and growth
- \* Utilize tools and strategies to overcome and grow from your challenges (instead of fight them)

## **Hostile and Intimidating Behavior (HIB) Prevention: What is it? What can YOU do?**

*Heather Daniels & Tamie Klumppan | Agriculture Room, Third Floor*

This workshop is designed to help university employees (faculty, staff, graduate-student employees, and post-docs) identify hostile and intimidating behavior when it happens, understand how to create conditions that prevent it, know the policies in place to address it, and become familiar with the resources on campus that can help. In a 75-minute interactive workshop, participants will work through a number of scenarios to help identify what hostile and intimidating behavior is (and isn't), and work with one another to understand what their responsibilities are when they hear about or experience incidents of hostile and intimidating behavior.

# Breakout Session 3 Descriptions

1:15 p.m.–2:30 p.m.

## Strategies to Set and Measure Clear Expectations

*Dorothy Johnson & Bonniejean Zitske | Varsity Hall I, Second Floor*

Leading people is not easy. It takes time, can be frustrating, may have a steep learning curve, is complex, and involves emotions and expectations. Have you dealt with challenging employees and wished you were better prepared for managing the situation? In this session, participants will be introduced to a set of tools that will help supervisors set clear expectations for employees and gain confidence in their ability to measure progress toward the established goals.

## Increase Your Effectiveness with New Habits that Last

*Julie Wood | Northwoods Room, Third Floor*

Habits are hard to change and the new ones are easy to break. Find out the key to creating new habits and keeping them. This session, based on the Covey 7 Habits of Highly Effective People will include the principles of effectiveness, the key to creating lasting change, and things you can do on a daily basis to become more effective in the workplace and at home. This session will focus on Habit 1: Be Proactive and Habit 2: Start with the End in Mind.

In this session you will learn:

- 1) The Principles of Effectiveness
- 2) The key factor to creating new habits that will last
- 3) How being proactive can help you reduce stress
- 4) How creating a vision and mission can help you stay on course.

This interactive session is for individuals and managers who want to increase their effectiveness professionally and personally.

## Brave Leadership: Be a Leader Worth Following

*Jenni Peters | Landmark Room, Third Floor*

Create a new path forward by embracing a more modern and effective leadership approach. Join Jenni Peters, HR Leader and Certified Coach, and challenge yourself to cultivate leadership qualities such as courage, vulnerability, authenticity and mindfulness. In this interactive session, you will discover tools and practice techniques to build trust, improve your presence, overcome perfectionism and recover from setbacks. You will leave feeling inspired, empowered and more able to connect with others.

## Are You Having the Right Conversation With the Wrong Person?

*Shelly Vils Havel | Industry Room, Third Floor*

Almost all of us are guilty of this: Giving feedback about someone's performance or behaviors to anyone other than that person. Preparing for a difficult conversation with someone can be extremely helpful. However, unloading about someone to anyone other than that someone is a waste of time. Attend this interactive and enlightening session to learn not only best practices to focus on delivering the right message to the right person but also how to coach others to do the same. Additionally, uncover strategies to focus on receiving feedback and reacting to the message AND NOT the person giving it.

## Understanding & Appreciating Our Differences for Improved Communication, Collaboration, & Connection

*Tina Hallis | Agriculture, Third Floor*

We don't observe the world; we interpret it based on our personal perspectives. Having teams with diverse perspectives, shaped by different life experiences and personalities, can be great for innovation; however, it can also make interactions challenging. Understanding and reminding ourselves that these differences are not bad – but interesting – improves our ability to connect, collaborate, and communicate with the people around us. This program helps people understand their perspectives, and identify and adapt to those of others.

# Breakout Session 4 Descriptions

2:45 p.m.—4:00 p.m.

## Motivating Staff and Why It Matters

*Bonnie Shucha & Kris Turner | Varsity Hall I, Second Floor*

Employees who feel valued and recognized for the work that they do are more motivated and productive than those who don't. This program will help supervisors and managers understand what motivates employees, including student workers, and how to meaningfully recognize and reward staff achievement.

## Fair is Fair Until it Isn't: Core Values-Based Team Leadership

*Jacy Imilkowski | Northwoods Room, Third Floor*

Does “fair” mean that everyone is treated the same, or that everyone is treated as an individual? The answer is: Yes. Core values are more than just “something that’s meaningful to you.” They are the guiding principles that dictate one’s behavior and action. This high-energy, interactive session challenges you to examine the core values that drive you and your team, then step into that power to create connection and engage your team and stakeholders in a whole new way.

Throughout this dynamic workshop, you’ll explore your own core values, as well as learn to identify the core values around you by:

- \* Listening to what people say, and not just the words they use
- \* Seeing personal and environmental cues that can indicate expression of core values
- \* Inquiring about values with positivity, respect, and acceptance

With these new skills in hand we’ll discuss ways to immediately apply the new knowledge of values, including how to:

- \* Identify strengths and potential pitfalls of some common values
- \* Leverage values for resource selection and team development
- \* Use values to prevent or resolve conflict

## Mindfulness as a Method of Combating Cognitive Bias

*Isaac Knoflicek | Landmark Room, Third Floor*

2500 years ago the Buddha argued that the human condition is afflicted with unsatisfactoriness as a result of our inability to see reality as it is. Modern research into human judgement and decision-making seems to provide support for this diagnosis, identifying many situations where we tend to behave irrationally. In this session, we will learn about some of these situations including hindsight bias, the availability heuristic, the just-world fallacy and the fundamental attribution error. We will discuss how these biases play out, affecting our relationships and how we do our jobs. Finally, we will consider the Buddha’s prescription including mindfulness and meditation, as well as other tools that might help us see reality more as it is.

## Crash Course in Coaching

*Theresa Kim | Industry Room, Third Floor*

Everyone understands the value of coaching as a leader, but doesn’t always know how and when to put it into practice. Come to this interactive session to get clear on when and why you should be coaching, and practice coaching techniques. Walk away with clarity and more confidence in your abilities to coach.

## Cloud-based Collaboration Services for UW-Madison

*Beth Wendt, Christina Gomez, & Dave Karnowski | Agriculture Room, Third Floor*

Participants will be introduced to the cloud-based collaboration tools available to them as faculty and staff at UW - Madison. We will focus the session on the major feature differences between Microsoft OneDrive, Google Drive, and Box as well as exploring various use cases for each service. Also, participants will have the opportunity to ask questions specific to how they use these services.

# Presenter Biographies

**Mitchell Campbell** is a fourth year graduate student in the department of psychology working with Dr Markus Brauer. He is interested in prejudice and discrimination broadly, but specifically researches modern methods for promoting inclusive behaviors and reducing discriminatory behaviors. His work incorporates the perspective of other fields, including social marketing, clinical psychology, and even engineering. Mitchell thinks critically about what outcomes speak meaningfully to a given method's effectiveness, and works to develop more compelling measurements alongside his pro-diversity interventions. He has presented his research at a number of conferences in both academic and community settings, and has sat on working groups tasked with improving campus climate.

**Heather Daniels** is the Secretary of the Academic Staff. As Secretary of the Academic Staff, Heather facilitates the work of the Academic Staff Executive Committee (ASEC), Standing Committees, and the Academic Staff Assembly. The Secretary's office is responsible for administering the Professional Development grants, Executive Education grants, Academic Staff Excellence Awards, appeals, and University Roundtable luncheon series. Heather received her B.A. in biology from Coe College, and a M.A. in biology from Boston University and a M.L.S. from UW-Madison.

**Christina Gomez** is a Service Support and Communications Specialist for the Division of Information Technology (DoIT). She graduated from UW-Madison with a degree in Economics and has worked on campus for 5 years. In her current role, Christina focuses on improving the campus experience with the Office 365, G Suite, and Box services.

**Lindsay Falkowski** is the Thrive@UW Program Manager in the Office of Learning and Talent Development. She has facilitated workshops in Thrive@UW, Fully Prepared to Lead and Principles of Supervision and Management. Lindsay loves helping UW staff discover and build upon their strengths. She has personally experienced the challenges and rewards change brings to the workplace. She holds a BS in Education from UW-Madison and an MA in Education from Edgewood College. Prior to teaching at UW, she taught K-12 students, led professional development and mentored new employees in the Madison Metropolitan School District.

**Dr. Jennifer (Jenny) Faust** currently serves as the Associate Vice Provost for Strategic Initiatives and Director of the Office of Strategic Consulting at the University of Wisconsin-Madison. The Office of Strategic Consulting serves both academic and administrative units across campus, assisting with strategic planning, process improvement, organizational design, professional development, and enhancing departmental culture and climate. Prior to her current position, she served for twenty years as a faculty member in philosophy, a department chair, and an academic administrator. The common thread running through her career in higher education, from faculty member to academic administrator to consultant, is a commitment to faculty, staff, and student success in high quality academic programs. Leadership development has continued to be an avenue of interest, as this is where she can "pay it forward."

**Heather Ferguson** is a lifelong learner with 10 years of professional experiences in higher education. Her work experiences range from recruitment and orientation to career services and classroom teaching. In each of these areas, it is her goal to maximize the transformative potential of the higher education environment by creating a culture of continuous growth and engagement among students and staff. One tangible way she has worked toward this goal is to create and engage in feedback processes, including developing a 360-degree feedback model for staff development.



# Presenter Biographies

**Laura Gmeinder** is a passion igniter; those in-the-know would tell you she's a top rated coach, business consultant and motivational speaker. Laura's passion lies at the intersection of leadership development and business strategy. Her story? She survived a quarter life crisis, harnessed her reawakened sense of adventure, left her corporate HR job (after 14 years) and set out to make an impact in the world. She is an In Business Magazine "40 Under 40" and a BRAVA 2018 Woman to Watch. She is co-producer of "If you Won't, Who Will?" a documentary short. Laura is a regular contributor for the International Coach Federation; her expertise has been shared in the media for outlets like Huffington Post, US News & World Report and Wall Street Journal MarketWatch. She strives to live an interesting life; the above was accomplished in the spirit of "Do one thing every day that scares you."

**Tina Hallis, Ph.D.** is certified in Positive Psychology through the WholeBeing Institute, an Authorized Partner for Everything DiSC®, and a Professional Member of the National Speakers Association. She is the author of *Sharpen Your Positive Edge: Shifting Your Thoughts for More Positivity & Success*. Tina worked for 20+ years in Biotechnology at small start-up companies and large corporations. Because of her experience in R&D, operations, product management, and contract services, she has great insight into the different priorities and challenges of individual departments. In 2011 she discovered a new science called Positive Psychology that focuses on how all of us can live our best, most meaningful lives. Seeing the powerful impact this information had on improving people and organizations, she decided to create her own company, The Positive Edge. Her focus is to share insights and strategies that make work more enjoyable and help organizations become more successful.

**Jacy Imilkowski PMP, CPCC, ACC** is an energetic speaker, born storyteller, and self-admitted communication nerd. She is also an adjunct instructor on communication and leadership for the University of Wisconsin Madison and Madison Area Technical College. A communication expert specialized in the neuroscience of conversation, Jacy combines emotional intelligence and brain science to create new perspectives on how emotion impacts all parties in our business relationships. Jacy has spent 20+ years as a trainer, team leader, and coach, including 10 years with a Fortune 50 healthcare account. She has experience in IT and change project management, customer service contact center leadership and training, custom medical provider training, and high-dollar medical claim resolution. Jacy is a certified project manager, Myers-Briggs® administrator, Co-Active® coach, and Conversational Intelligence Enhanced Practitioner. She was also honored by In Business Magazine as one of 2018's 40 Under 40 young professionals recognized for business and community engagement.

**Dorothy Johnson** is the Manager of the Department of Health and Human Services (DHHS) team in the Office of Research and Sponsored Programs. Prior to joining the University in May 2018, she gained extensive university research administration experience through her positions at Macalester College, Bucknell University, and the University of Wisconsin-Milwaukee. Her numerous certifications include Certified Research Administrator, Certified Financial Research Administrator, and Certified Public Accountant. Dorothy has a Master's of Science in Research Administration from Johns Hopkins University in Baltimore, Maryland. She has presented at both regional and national meetings on a wide range of research topics.

**Dave Karnowski** is a graduate of UW-Madison who has worked with DoIT's email/calendaring teams for the past 15 years and with the UW G Suite team since its inception in 2009.

**Jeremy Kautza** brings over 20 years of facilitation experience to his work in the Office of Strategic Consulting at UW-Madison where he provides expertise that helps schools, colleges, and divisions support and advance the mission, vision, and goals of the university. Prior to his work at UW-Madison, Jeremy led the Office of Interest-Based Problem Solving at Madison College where teams of facilitators supported departments and cross-functional groups in policy writing, conflict resolution, strategic planning, and process improvement. Under his leadership, the organizational culture of the college shifted to one of participatory decision making, stronger relationships, and more sustainable solutions. Jeremy is committed to inclusive, collaborative, and transparent processes that foster a sense of shared responsibility and accountability, with a bias toward active participation from all participants. He has a B.S. in Mathematics, an M.S. in Curriculum and Instruction, and an M.S. in Education Leadership and Policy Analysis, all from UW-Madison.

# Presenter Biographies

**Theresa Kim, PLCC, ACC** is an Employee Learning Specialist for the Learning and Talent Development group at UW-Madison. She is a certified coach, and the founder of Theresa Kim Coaching. Previously she was a corporate trainer in the pharmaceutical industry. Her coaching focus is on using creativity to help people gain awareness and move forward into their best lives.

**Tamie Klumpyan** serves as Program Manager/Facilitator/Consultant in the Office of Learning and Talent Development. Tamie has the privilege of guiding the design of a new employee learning program, "Building Inclusion @ UW", that aims to position all employees with the knowledge, skills, and behaviors to positively influence their work relationships and workplaces across campus. Tamie holds a master's degree in College Student Personnel from Western Illinois University and a bachelor's degree in Organizational and Interpersonal Communication from the University of Wisconsin-Stevens Point.

**Isaac Knoflicek** received his B.S. in Information Technology from Herzing College (2004), his Master's Certificate in Project Management from the Wisconsin School of Business at UW-Madison (2016), his MBA from Edgewood College (2018) and has been studying and practicing mindfulness meditation since 2016. Isaac has been at UW-Madison for 6 years; providing IT and Financial services for the Laboratory of Genetics (SMPH/CALS) and serving on the CALS Committee on Academic Staff Issues. Isaac is an avid reader who is also interested in photography and woodworking and he lives in Madison with his wife and two daughters.

**Jenni Peters, PHR, ACC, MA** is a human resources leader, a Professional in Human Resources and an Associate Certified Coach with the International Coaching Federation. She is also an entrepreneur who owns a coaching and inspirational jewelry business called Screw Perfect. Jenni earned her Masters degree in Organizational Psychology from Marshall University. She has worked in the mental health and human resources fields for 20+ years in a variety of roles and settings including non-profit, government and private industry. She led her last employer to be listed as one of the Best Places to Work in the U.S. by SHRM and the Best Places to Work Institute. Jenni is passionate about creating inclusive work environments that thrive on empowerment, accountability and authenticity.

**Christy Reveles** is an Organizational Development Specialist and Project Manager for WIDA at the Wisconsin Center for Education Research (School of Education, UW-Madison), where she facilitates and coaches for strategic planning, team projects, goal-setting, and also coordinates relations between WIDA and external affiliated organizations. Previously, Christy served as the Director of WIDA Professional Learning for over 4 years, overseeing a department of 25 professionals dedicated to providing high quality adult learning experiences to ESL educators around the globe. Her experience also includes having served in roles as a school principal, leadership coach, staff developer, and program director. She spent 10 years as a consultant, specializing in leadership and instructional coaching, SMART Goals, professional learning communities, and continuous school improvement. Christy earned her B.A. in Spanish; M.A. in Education Administration and Supervision; and Ed.D in Educational Leadership and Management.

**Bonnie Shucha** is the Associate Dean for Library and Information Services and Director of the UW Law Library. She is responsible for all aspects of library operations and leads the Law Library team in supporting research and learning at the Law School. Ms. Shucha has presented and published on many topics including management, legal research, technology, and women's history. She is also the creator and author of the UW Law Library blog, WisBlawg, which provides legal research news and information with an emphasis on Wisconsin. Ms. Shucha received a J.D. from the UW Law School, a M.L.I.S. and M.A. in History from UW-Milwaukee, and a B.A. in History from UW-Eau Claire.

# Presenter Biographies

**Merideth Trahan** is the Chief of Staff for WIDA ([www.wida.wisc.edu](http://www.wida.wisc.edu)) at the Wisconsin Center for Education Research (School of Education, UW-Madison), where she directs the human resources and project management teams. In this role she leans on her expertise in talent development, strategic planning, program design and evaluation, and internal communication. As the facilitator of WIDA's leadership team, Merideth collaborates with the executive director and departmental directors to set the vision, define priorities and keep a pulse on employee engagement. Prior to joining WIDA 12 years ago, she managed a federally funded family engagement program at UW-Madison and a juvenile justice evaluation center in Washington, DC. Merideth earned her B.A. in Marketing; M.A. in Management; and M.A. in Sociology. Recently she completed the UW-Madison Professional Life Coaching Certificate to enhance her capacity to partner with leaders as they uncover their very best selves.

**Kris Turner** began working at the Law School Library in January 2012 as a Circulation Assistant and Daytime Supervisor, and also worked as the Reference and Technology Services Librarian and the Head of Reference before becoming the Assistant Director of Public Services. Kris is responsible for managing the reference and circulation departments and enhancing the legal research services that the library offers or may offer in the future.

**Shelly Vils Havel** is energized about helping people build new skills to increase their influence and achieve greater results. In her current role as the Performance Management Consultant / Program Manager with the Talent Recruitment & Engagement team at UW-Madison, she consults with divisions across campus to assist in implementing and evaluating their performance management/development programs as well as creating and facilitating skill-based training and education. Shelly also works with campus professionals to create training opportunities for campus as well as conferences and special event and is a registered speaker of the UW-Madison Speaker's Bureau. Shelly is a seasoned instructional designer and coach, with focus on performance, development and industry hot topics. She has been a facilitator for workshops and special events all over campus and in previous roles with the private sector led workshops and spoke across the United States delivering coaching and educational programs. Her goal is to engage listeners and deliver the message in a way that leaves participants more knowledgeable and excited about the subject at hand.

**Beth Wendt** is the Service Lead for the Enterprise Collaboration and Communications Team at DoIT.

**Julie Wood** is the Education Program Manager and Youth Entrepreneur Camp Director at the UW-Madison Small Business Development Center (SBDC). She is the Author of the book *More Than a Lemonade Stand*, the e-book *You're Never Too Young to Start a Business* and the owner of E-seedling specializing in cultivating tomorrow's entrepreneurs. Before coming to the SBDC, Julie was director of operations at Oriel Incorporated and a financial software consultant at SVA Consulting. She also started and ran Checks + Balances, Inc., an accounting consulting business. Julie has a M.S. in Curriculum & Instruction with a specialization in Educational Communications and Technology and B.S. in Elementary Education both from UW-Madison and is a certified FranklinCovey facilitator. She teaches the Franklin Covey classes at the UW-Madison SBDC and for corporations and has presented at conferences at the state, regional and national level.

**Bonniejean Zitske** has been an active member of the UW – Madison community for over twenty years: first as an undergraduate student, then as the manager of Audience Services at Wisconsin Public Radio and Television, and now as research administrator. She currently serves as the Assistant Director for Research Financial Services at the Office of Research and Sponsored Programs, which manages over \$1B in research expenditures annually. She is the Regional Chair of the National Council for University Research Administrators. Additionally, she is studying Higher, Post-Secondary, and Continuing Education with the Educational Leadership and Policy Analysis program at UW – Madison.

# Roundtable Lunch

## Discussion Topics



During lunch, please meet with other conference colleagues and have peer-to-peer conversations on topics impacting your current or future position.

Varsity Hall II/III will have one of the below topics at a table. The lunch roundtable discussions will be self-regulated and possible discussion questions will be provided.

Communicating with Supervisors

Creating an Environment that Supports Employee Well-being

Dealing with Challenging Staff

Effective Public Speaking

Empowering Others

Giving Performance Reviews

New to Leadership

Supervising Students

Team Building Ideas

Setting Goals

Work/life Balance

# Campus Leadership Opportunities



The **framework** is founded on three guiding principles of leadership. It focuses on three institutional values and seven essential leadership competencies, which when enacted, lead to outcomes that create positive change. The framework is flexible in nature and can be used in various settings from project teams, to classrooms, to staff development opportunities, to trainings/workshops and beyond.


The purpose of Leadership @ UW is to:


- Facilitate a shared vision and common language for leadership.
- Identify and promote practices, approaches, and behavior that cultivate positive change.
- Provide consultative services for framework integration.

**SAVE THE DATE:** Annual Spring Open House on **Thursday, May 2<sup>nd</sup>** from **2-4 pm** in the Alumni Lounge, Pyle Center. All are welcome, free of charge!

**Find us at:** Web: <https://leadership.wisc.edu/>

Email: [leadership@wisc.edu](mailto:leadership@wisc.edu)

**Campus Supervisors Network**

[campussupervisorsnetwork.wisc.edu](http://campussupervisorsnetwork.wisc.edu)  
 [www.linkedin.com/groups/12034490](https://www.linkedin.com/groups/12034490)

**OUR MISSION:** *Support supervisors and managers in a welcome and safe environment to promote leadership and effective personnel management.*

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## Resources for Managers and Supervisors at UW-Madison

**Campus Supervisors Network (CSN)** is a Community of Practice, formed out of the desire to encourage communication and discussion between managers in the various divisions and units of our vast organization.

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### Network with your peers

CSN facilitates **free networking and professional development events** that allow you to engage with other supervisors who are dealing with similar challenges as you. From guest speakers and leadership forums, to book clubs that focus on leadership and management, our sessions are designed to help you succeed. Visit our website for information on upcoming events that may interest you!

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### Links to resources

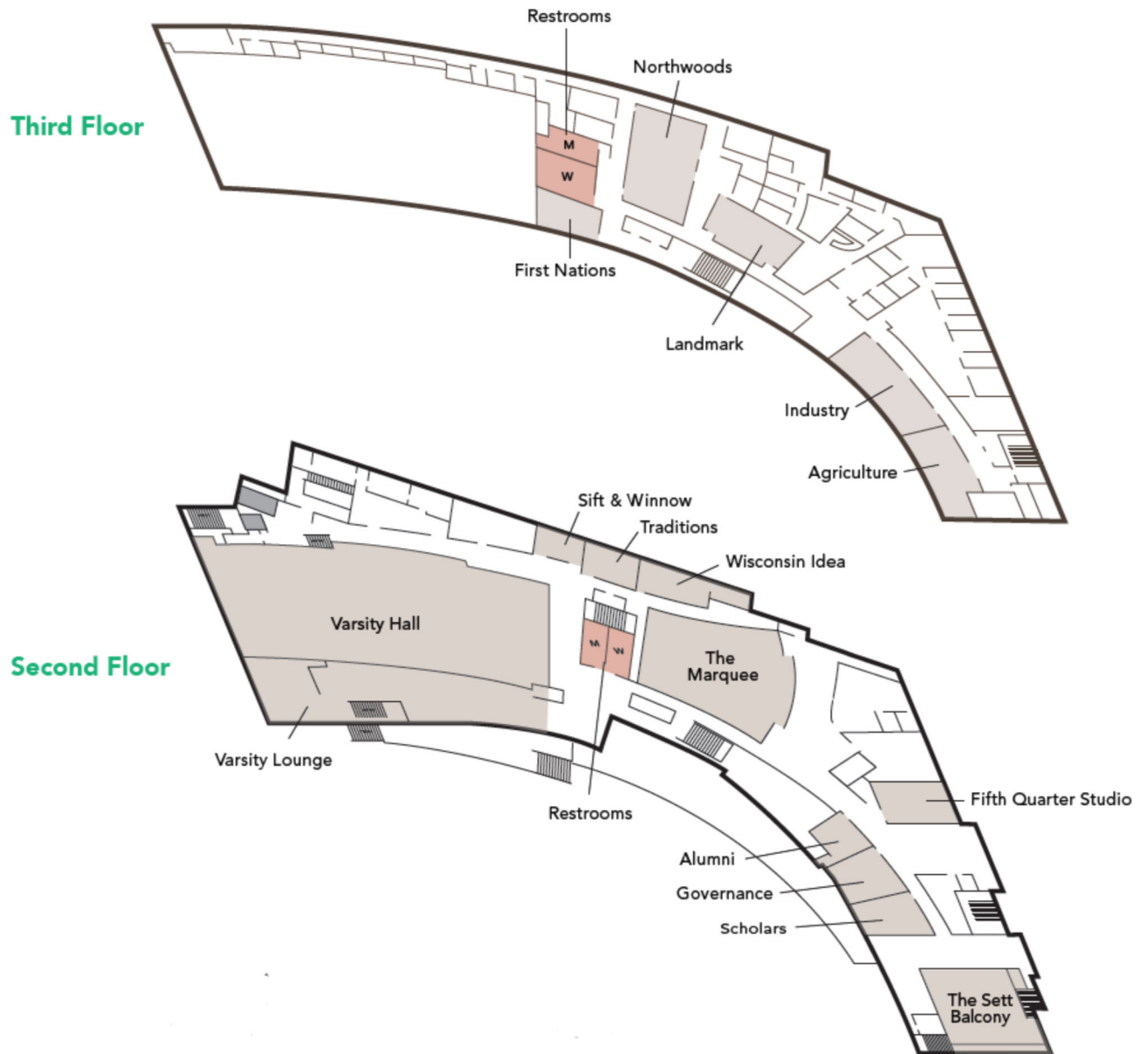
Our website connects you with resources on campus that will help you do your job more effectively.

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### Join our mailing list!

Receive regular updates on events that may interest you and help you to excel in your role as a manager on the UW campus. Send an email to [join-campus\\_supervisors\\_network@lists.wisc.edu](mailto:join-campus_supervisors_network@lists.wisc.edu) to start getting these messages.

# Map of Union South



# Leadership Professional Development Opportunities

## Fully Prepared to Manage



**Who:** All UW-Madison and UW-Extension managers and supervisors

**What:** Fully Prepared to Manage is a professional development program for managers and supervisors. The program will identify resources available to managers and supervisors and help them practice skills to thoughtfully and effectively manage their team.

**Why:** According to Gallup, 50% of US adults have left their job to get away from their manager. By learning practical skills to support your team, you can be a manager employees want to work for!

**Contact:** Julie Kovalaske, [julie.kovalaske@wisc.edu](mailto:julie.kovalaske@wisc.edu), 608-890-0806

## Fully Prepared to Lead



**Who:** All UW-Madison employees

**What:** Fully Prepared to Lead (FP2L) is a competency-based professional development program integrated with the Leadership @ UW Framework to maintain a consistent, common leadership language across campus. FP2L defines leadership as personal thoughts, actions, and behaviors to help influence positive change. Leadership can be practiced by anyone, at any level, at UW-Madison.

**Why:** Explore your own leadership skills and discover ways to influence positive change. You will learn and practice practical ways to make a difference in your current role. Formal position or authority does not define leadership, therefore all employees have the ability to demonstrate and practice leadership.

**Contact:** Jessica Swenson, [jeswenson2@wisc.edu](mailto:jeswenson2@wisc.edu), (608) 890-4715

## Thrive @ UW-Madison



**Who:** All UW-Madison employees

**What:** Thrive @ UW-Madison is a series of six courses, which can be taken in any order, that allow employees to develop critical knowledge and skills to effectively contribute to their teams and organizations.

**Why:** Thrive courses are designed to offer active, collaborative learning opportunities for you to develop skills and strategies for contributing to a healthy work environment, regardless of your role.

**Contact:** Lindsay Falkowski, [lindsay.falkowski@wisc.edu](mailto:lindsay.falkowski@wisc.edu), 608-262-4564

# Conference Schedule

7:00 a.m.	<b>Registration and Breakfast</b> Varsity Hall II& III				
8:00 a.m.–9:15 a.m.	<b>Keynote Address:</b> Curiosity and Vulnerability: Traits of a Fearless and Inclusive Leader <i>Binnu Palta Hill</i> Varsity Hall II & III				
	<b>Varsity Hall I</b> <i>Second Floor</i>	<b>Northwoods</b> <i>Third Floor</i>	<b>Landmark</b> <i>Third Floor</i>	<b>Industry</b> <i>Third Floor</i>	<b>Agriculture</b> <i>Third Floor</i>
9:30 a.m.–10:45 a.m. <b>Breakout Session 1</b>	Growing as a Leader: Where Do I Start?  <i>Merideth Trahan &amp; Christy Reveles</i>	Creating a More Positive Workplace: The Benefits and How to Get More  <i>Tina Hallis</i>	Managing Priorities  <i>Jenny Faust</i>	Managing Others Through Change and Transition  <i>Lindsay Falkowski</i>	Promoting Diversity and Inclusiveness: What Works?  <i>Mitchell Campbell</i>
11:00 a.m.–12:15 p.m. <b>Breakout Session 2</b>	Inclusive and Collaborative Leadership in Decision Making  <i>Jeremy Kautza</i>	Make Your Mark: Establishing Yourself as a Thought Leader  <i>Laura Gmeinder</i>	Moving Beyond Ratings: Creating a Culture of Feedback  <i>Heather Ferguson</i>	The Brilliance of Resilience: The Relationship of Adversity, Resilience, and Growth  <i>Jacy Imilkowski</i>	Hostile and Intimidating Behavior (HIB) Prevention: What is it? What can YOU do?  <i>Heather Daniels &amp; Tamie Klumphyan</i>
12:15 p.m.–1:15 p.m.	<b>Lunch &amp; Roundtable Discussions</b> - Varsity Hall II & III				
1:15 p.m.–2:30 p.m. <b>Breakout Session 3</b>	Strategies to Set and Measure Clear Expectations  <i>Dorothy Johnson &amp; Bonniejean Zitske</i>	Increase Your Effectiveness With New Habits That Last  <i>Julie Wood</i>	Brave Leadership: Be a Leader Worth Following  <i>Jenni Peters</i>	Are You Having the Right Conversation With the Wrong Person?  <i>Shelly Vils Havel</i>	Understanding & Appreciating Our Differences for Improved Communication, Collaboration, & Connection  <i>Tina Hallis</i>
2:45 p.m.–4:00 p.m. <b>Breakout Session 4</b>	Motivating Staff and Why It Matters  <i>Bonnie Shucha &amp; Kris Turner</i>	Fair Is Fair Until It Isn't: Core Values-Based Team Leadership  <i>Jacy Imilkowski</i>	Mindfulness as a Method of Combating Cognitive Bias  <i>Isaac Knoflicek</i>	Crash Course in Coaching  <i>Theresa Kim</i>	Cloud-based Collaboration Services for UW-Madison  <i>Beth Wendt, Christina Gomez &amp; Dave Karnowski</i>