College of Education and Human Development
Fall Staff Meeting

Location: CEHD 150
Date: Friday, September 15, 2017
Time: 9:30 a.m.-10:30 a.m.

Agenda details:

❖ Message from the Dean -Dr. Paul Alberto
❖ HR Updates – Robert Elmore
❖ CEHD PR Unit Announcements -Angela Turk
❖ Safety Updates -David Brown
❖ Announcements – Katie Lowry
  1. Live Safe App Tutorial
     https://www.youtube.com/watch?v=fuTzoX-7VnU
  2. Green Zone Training Video
     https://mediaspace.gsu.edu/media/1_405017va
  3. Climate Survey Results and action plan
     (a) Coaching Skills for Managers - Katie
     (b) Managers Certificate Training - Katie
     (c) Microsoft Excel Training – Gaby or Michael?
     (d) Implicit Bias Training – Dean or Katie
     (e) Georgia State Women’s Mentoring Program - Dana?
     (f) Staff Innovators Program – Should we bring someone in to talk about this?
  4. Holiday Party Update – Call for Gift Basket Donations – Ada?
❖ Introductions of new staff members.
Important Dates

CEHD Staff Mixer
Friday, Sept 22
5:30-7 p.m.
East Coast Wings
55 Park Place, N.E. Atlanta

TED Talks
Friday, Sept 29, Oct 27, 12/1
12-1 p.m.
Room 1030 – CEHD

Holiday Party
Thursday, Dec 7
3-5 p.m. Rialto Center for the Arts

CEHD Staff Development Day
Tuesday, March 13, 2018
9 a.m. – 4 p.m.