

April 4, 2018

Dear Colleagues,

You are invited and encouraged to attend the final Department Chair Workshop for the 2017-18 Academic Year:

Thursday, April 12, 2018

Faculty Club, Atkinson Pavilion

2:00 p.m. to 4:30 p.m., followed by a wine and cheese reception on the patio

Department chairs are strongly encouraged to attend this valuable information session. Substitutes are not permitted. You may invite your MSO/DBO to accompany you, however they may not attend on a department chair's behalf. Deans and Assistant Deans are welcome to join as well.

The agenda for this workshop is as follows:

Coaching & Mentoring

Ernie Mendes

2.5 instruction hours

This training will provide attendees with the tools to effectively conduct performance enhancement discussions. Team leaders will gain facilitation skills to improve team interactions. Whether you are in a mentoring role, a department chair or supervisor, or the organizational leader, you will learn 6 basic coaching skills to move your people forward and help you to:

- Hold reflective conversations that move people to insight and change
- Facilitate team interactions
- Craft questions that elicit an individual's internal resources
- Reduce defensiveness in conversations
- Increase accountability
- Increase rapport
- Increase influence
- An understanding of a dynamic coaching model that uses a reflective approach (inquiry) and a directive approach.
- Real-time practice with the reflective style

Dr. Ernie Mendes is a professional development trainer, organizational consultant, executive coach and keynote speaker. He has been providing training & development since 1988 working with Managers, Scientists, Researchers, Law Enforcement, Educators, Engineers, Sales & Marketing Professionals, Corporate Trainers, Corporate Officers, Business Owners, and others. Dr. Mendes' diverse professional background includes a combined 23 years as a secondary and post-secondary educator and 11 years as a licensed psychotherapist in private practice. Dr. Mendes holds a Ph.D. in

Organizational Psychology. He was one of the first to do a doctoral study on Emotional Intelligence (EI). He studied The Relationship Between E.I. and Occupational Burnout. His book “Empty the Cup Before You Fill It Up” provides practical activities to build effective relationships at work and in a classroom setting using EI theory and neuroscience. His recent book Engage 4 Learning uses four main brain systems to engage K-Adult learners in the classroom and in training settings.

Please RSVP with your attendance plans to Peter Tagliaferri at phtagliaferri@ucsd.edu.

Thank you in advance for your participation.

Best regards,

Elizabeth H. Simmons
Executive Vice Chancellor and
Distinguished Professor of Physics