MEMORANDUM
TO: UW-Madison Academic Staff Members
FROM: Professional Development and Recognition Committee (PDRC)
Stephanie Kutz and Nick Ewoldt, Co-Chairs
RE: 2016 Executive Education Course Grants

The Center for Professional and Executive Development at the Wisconsin School of Business – in coordination with the Office of the Secretary of the Academic Staff – is offering FIVE single-course enrollments for UW-Madison Academic Staff professional development. For the first time the Department of Engineering Professional Development will also support FIVE single-course (non-degree) registrations.

The main objectives of the grant program are individual professional development, improved program quality, and improved institutional effectiveness.

The course enrollments are limited to either a two (2) or three (3) day course offered in areas such as:

- Business Analysis
- Lean Six Sigma
- Management & Leadership
- Project Management
- Facilities
- Energy
- Infrastructure and Environment
- Product and Processes

Individual courses – no longer than three days – may be selected from many of the 200 Executive Education and Engineering Professional Development programs offered. There is no cost to your department or division. Courses can be taken July 1, 2016 – June 30, 2017. View the latest offerings, fees, topics and course descriptions at: http://bus.wisc.edu/cped/courses-for-individuals or https://epd.wisc.edu/.

The PDRC will select FIVE grant recipients for the Executive Education course and FIVE for the College of Engineering short courses. Criteria will be based on how the course will help you improve effectiveness in your current position, importance to your unit, department or division.

Applications must include:

1. Completed application form
2. Resume
3. One or two letters of support from your supervisor or a colleague identifying how this course will impact the applicant, unit, department or division

DEADLINE FOR APPLICATION – Friday, April 1st.
Please submit all of the required information by the end of the day on Friday April 1, 2016, online at: https://apps.ohr.wisc.edu/staffdev/

If you have questions, please contact PDRC members Alison Rice, alison.rice@wisc.edu; or Matthew Vieth, matt.vieth@wisc.edu.