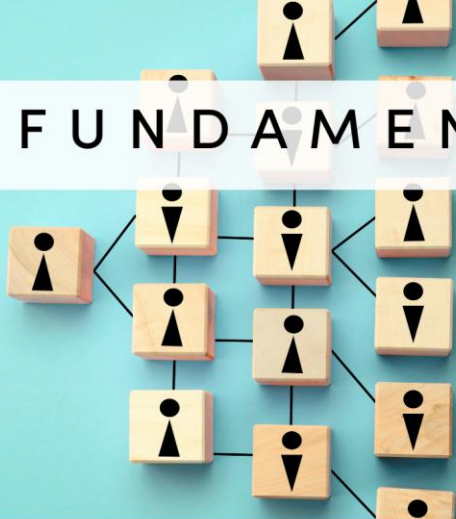


FUNDAMENTALS OF MANAGEMENT



In 2026, the Office for Faculty will conduct monthly **half-day virtual workshops** on topics relevant to organizational management. This workshop series provides a fundamental understanding on a range of managerial topics. This series is open to faculty, staff, and learners. The topic and dates are below.

Date (all sessions 9:00am – 12:00pm)		Theme
January 12	Monday	Management vs. Leadership
February 10	Tuesday	Finance & Budgeting
March 18	Wednesday	Strengths & Teamwork
April 13	Monday	Recruiting & Development
May 12	Tuesday	Management Communication
June 10	Wednesday	Difficult Conversations
July 13	Monday	Analysis & Decision Making
August 18	Tuesday	Process Improvement
September 9	Wednesday	Vision & Strategy
October 12	Monday	Advocating for Resources
November 17	Tuesday	Goal Setting
December 9	Wednesday	Implementation

The cost for the series is \$100 for the entire 12 sessions. (Each session will be recorded, and the recording of each session, along with additional resources, will be sent to those who are registered.) **The registration also covers one personalized 1x1 leadership coaching session.** For questions, please contact Tony Tsai (tony.tsai@hsc.utah.edu).

