Dear University Business Institute Friends,

Welcome to Academic Year 2012-13 and the new University Business Institute (UBI) catalog. Please join the 432 individuals who participated in UBI last year. Workshops, Certificate Programs, Peer Learning Communities, Lunch and Learns, and UBI By the Book details can be downloaded by selecting the icon of the catalog on the right.

Monthly UBI e-Bulletin announcements provide updates to the current catalog and schedule. Please register through your portal.

CERTIFICATES & WORKSHOPS

Financial Resource Management
- Managing Funds and Accounts Certificate Program

Human Resources Management
- Optimizing Staff Performance Certificate Program
- Developing our Future Professionals Series
- Human Resources Management Brown Bag Lunch & Learns
- Human Resources Management By the Book Selections

Communication Skills
- Train the Trainer Certificate Program
- Social Media Series
- Communication Skills Brown Bag Lunch & Learns
- Communication Skills By the Book Selections
- Communication Skills Workshops

Productivity Enhancement
- Project Management Series
- Learning Lynda.com
- Peer Learning Communities
  - Excel Peer Learning Community
  - iPad Peer Learning Community
  - Student Assistant Supervisors Peer Learning Community
- Productivity Enhancement Brown Bag Lunch & Learns
- Productivity Enhancement By the Book Selections
- Productivity Enhancement Workshops

Health & Safety
- Health & Safety Workshops

Personal Development & Wellness
- Personal Development & Wellness By the Book Selections
- Personal Development & Wellness Workshops

Special thanks to our presenters who graciously volunteer to make this program a reality.