

ASC Professional Development

Professional Development Training

Presented by
Affiliate Societies Council



Taking Control of Your Day by Taking Control of Your Priorities

&

Emotional Intelligence: The Key to Professional Success and Personal Happiness



6-7 October 2016



Marcum Memorial Conference Center
Miami University, Oxford, OH

Affiliate Societies Council
5100 Springfield Street
Dayton, Ohio 45431-1231

The “ASC Fall Seminar 2016” is the 62nd in a series of Affiliate Societies Council seminars which originated in 1976.

The Affiliate Societies Council of Dayton

The Council consists of representatives of over 50 engineering and science-related professional societies whose combined membership in the Dayton area exceeds 15,000.

The mission of the Council is to:

- Provide continuing professional education opportunities for the general engineering and scientific community.
- Offer career guidance in the various fields of engineering and science.
- Make available the combined expertise of the affiliated societies to the community to assist in solving technical problems.
- Provide administrative services for affiliated societies to promote continuity in society management and a close working relationship among societies.

Professional development Series Objectives

Each year the Professional Development Committee of the Affiliate Societies Council sponsors training workshops. The primary purpose of these workshops is to provide engineers, scientists, program managers, and other professionals with interpersonal skills, and to bring together practicing professionals with students in an environment that will stimulate their growth.

This results-oriented, practical workshop will provide an opportunity to develop communication skills helpful to your job performance, improve productivity and other relationships among the people you associate with, change the way to feel about your job, experience a balanced personal and professional life.

Registration Information

Registration is limited to 50 participants. Return registration form with check, made out to “ASC Fall Seminar 2015” or credit card information to:

Affiliate Societies Council
5100 Springfield St., Dayton OH 45431
For additional information contact:
Affiliate Societies / 937-613-3645
Noon—4 pm on Monday—Friday
Email: ASC@dnaco.net

Registrants will be mailed to confirmation notice with directions to Miami University (Marcum Center—513-529-6911)

- Seminar Dress: business casual
- Miami University facilities will be available for recreational activities.
- Call or send reservations in as soon as possible.

Schedule

Thursday, 6 Oct 2016

8:30 am	Registration at Miami University, Marcum center
9:00 am	Session I w/ 15 min Break at 10:00 am
Noon	Lunch / Keynote Address
1:00 pm	Session II w/ 15 min Break at 2:30pm
4:00pm	Networking Social
6:00 pm	Dinner
7:30 pm	Free time/Networking opportunity

Friday, 7 Oct 2016

7:30 am	Breakfast
8:30 am	Session III w/ 15 min Break at 10:30 am
Noon	Lunch
1:00 pm	Session IV w/ 15 min Break at 2:15 pm
3:30 pm	Wrap-up/Feedback Survey
4:30 pm	Program concluded

Your Seminar Leader

Thursday, 6 Oct 2016

Chad Millette is a retired Air Force Lieutenant Colonel with 21 years of active duty experience, primarily in the area of acquisition program management. He is the Course Director for the Air Force Institute of Technology's (AFIT) Intermediate Project Management course. Chad has been assigned as a Program Threat Analyst with Headquarters Air Force Operational Test and Evaluation Center, the Investigative Information Management System Acquisition Lead at Headquarters Air Force Office of Special Investigations, the Infrared Countermeasures Expendables (flares) Program Manager at the Aeronautical Systems Center, Aeronautical Enterprise Program Office Executive Officer, several program management positions within the Space-Based Infrared System program office at the Space and Missile Systems Center, Capabilities Requirements Lead for Air Force Materiel Command, Chief of Intelligence, Surveillance, and Reconnaissance Sensors and Foreign Materiel Sales Division of the Air Force Life Cycle Management Center, and finally an instructor and acting Associate Dean of the School of Systems and Logistics at AFIT. Following retirement from active duty, he briefly consulted with The Perduco Group. Chad also teaches for the Advanced Technical Intelligence Center's Analyst Bootcamp. He has a Bachelor of Science in Mathematics from the University of Arizona, a Master of Science in Software Engineering Administration from Central Michigan University, and a Master of Science in Systems Management from AFIT. Chad is a certified software development professional (Learning Tree, International) and certified Project Management Professional (Project Management Institute).



Thursday's Seminar will include:

- How to take control of your day by controlling your priorities
- Discover the power of practical goal setting
- How to center your focus on things within your area of concern

- How to avoid feeling overwhelmed with all the demands on your time
- When to delegate or multi-task
- How to form better habits
- ... and more to lead you to achievement of your goals

Who Should Attend

- Practicing engineers, scientists, program managers, and other professionals, paraprofessionals, and administrative personnel interested in developing communication skills and enhancing their professional development.
- Full-time, undergraduate students interested in practical "real world" professional development training.
- Potential managers/Management trainees

Credit for Training

Air Force Professionals who complete this Seminar earn 16 Professional Development Hours / Continuing Learning Points

The Professional Development Committee

Wilson R.. Taylor, Chair
Richard Strode
Elizabeth Quinter

Philip D. Robertson
Kathleen D. Wilson

Your Seminar Leader

Friday, 7 Oct 2016

Susan A. Sandberg has been a civilian Air Force Instructor at Wright-Patterson AFB's Education and Training Flight for 24 years. She currently has over 25,000 (real time) hours delivering training in personal and professional enhancement skills, as well as a number of brass-tacks management courses which are mandatory for all new supervisors. She also facilitates instruction in fact-finding through data assessment, dealing successfully with difficult people, addressing inter-generational issues in the workplace, and briefing presentation skills. She is a licensed administrator of the personality-profile Myers-Briggs Type Indicator (MBTI) instrument, and is also officially certified as a professional facilitator of several different classes; her certification to teach and train emotional intelligence was earned in June 2004 from the EQ/EI Learning and Talent Smart Institute. Susan is a happily married wife, mother of three, and a wildly indulgent grandmother of six--she considers being these three things her highest calling. A sought-after presenter, she remains busy fulfilling speaking engagements at churches, local businesses, and professional organizations, as well as conducting training for her part-time personal consulting venture



Friday's Seminar will include:

- Why academic success has little to do with life success...IQ vs "EQ"
- Misconceptions and myths about EI explained and clarified
- Your brain is wired to work *against* you in acquiring EI – why, and how "training" your brain to learn it anyway eventually results in life-long 'default' EI behavior
- Exactly what high emotional intelligence looks like—and specifically how it changes *everything*
- The three amazing "super-qualities" necessary to begin increasing your EI—the great thing about these? Anyone can learn and emulate them!

Registration Form: Professional Development Series, 6-7 October 2016

Please PRINT legibly	
Participant Fee:	First:
<input type="checkbox"/> \$495.00 ea., single room	Middle Initial:
<input type="checkbox"/> \$100.00 for Participant's spouse	Job Title:
<input type="checkbox"/> \$100.00 ea. For full-time undergraduate student, two to a room.	State:
Student sponsorships available—call Affiliate Societies Council office for more information)	Zip Code::
Fee includes seminar materials, meals, refreshments, and lodging Thursday night.	Home or Cell Phone:
Note: All rooms are NON-Smoking	Email Address:
Registration closes and no refunds after 29 Sep 2016	\$ amount Enclosed:
	Credit * Card #:
	Exp Date:
	** Other Payment: Check, Govt IMPAC card, Other
	Signature for For Credit Card only: