



SUNY BUSINESS OFFICERS' ALL ACCESS LEARNING



ALL ACCESS PASS COST
+ APPLICABLE DISCOUNTS

~~\$500~~
CPD Member
all access pass

\$600
Non-CPD
Member rate

Applicable discounts

\$250 off

SUBOA subsidy

\$125 off

for serving as a mentor

\$50 off

for completing the talent
assessment survey

\$50 off

Team discount for sending more than
one person from the campus

Recordings included

ALL ACCESS PASS INCLUDES:

SEPTEMBER

**Mentoring: An Essential for
Leadership Success**

September 27, 9:00 -1:30 p.m.

**(9-9:30 a.m. networking, 9:30 a.m. - 1:30 p.m.
hot lunch with your mentor/protege)**

In-person, SUNY System
Administration, in Albany

Topics to include:

- › Role of Mentor/Role of Protégé
- › Conversation Starters
- › Imposter Syndrome
- › Panel with existing Mentor/Protégé
pairs: Where are they now?
- › Best Practices Showcase
- › Lunch with your mentor/protégé

INTENDED AUDIENCE

- › Those supporting the business functions in a college or university setting seeking advanced knowledge.
- › All levels of roles are welcome, including current coordinators, managers, directors, AVPs/Vice Presidents with responsibility for related to business administration at their institution.
- › Those who provide either administrative support or leadership for ensuring quality and success of business operations of their campuses.
- › Those looking to transition to a business officer role at an institution of higher education from an outside industry.



OCTOBER

Speaking and Influencing as a Leader

Four-part series on Tuesdays in October from 10:00 a.m. – 12:00 p.m.

Virtual Sessions

Participants will be able to:

- › Learn and flex skills of storytelling to appropriately respond to various challenges;
- › Gain public speaking strategies to communicate with impact, help gain buy-in, and continue to build confidence;
- › Shift awareness to one's personal executive presence to influence as a leader;
- › Explore best practices of media relations; and,
- › Be prepared to appropriately respond to a campus crisis.

Topics to include:

- › Session One (**October 4**): Public Speaking for Leaders
- › Session Two (**October 11**): Influencing & Executive Presence
- › Session Three (**October 18**): Media Relations
- › Session Four (**October 25**): Crisis Management

NOVEMBER:

Legal Issues-An Overview for Business Officer Leaders

Participants in this four-part series will gain an understanding of critical issues impacting higher education business office operations.

Participants will be able to:

- › Gain an understanding of the similarities and differences for the various SUNY affiliated entities
- › Gain an understanding of the SUNY contract requirements and guidelines for SUNY affiliated entities
- › Discuss agency account compliance
- › Overview of FOIL applicability issues
- › Procurement issues including competitive bidding issues
- › Contract basics
- › Discussion around foundations, housing corporations, auxiliaries



Virtual Sessions on

November 2, 4, 14, 16 1:00 -3:00 p.m.

Participants will be able to:

- › Session One (**November 2**): Negotiations
- › Session Two (**November 4**): Contracts, FOIL, and Procurements, Oh my!
- › Session Three (**November 14**): Employee Relations
- › Session Four (**November 16**): Student Matters

DECEMBER

Research Foundation (RF) Sponsored Programs for the Campus Business Officers

Virtual Sessions on

December 1, 7, 12 10:00 a.m.- 12:00 p.m.

Session One (**December 1**)

Mini OM Training & Understanding the Dollars

- › Understand the makeup of awards across the campuses.
- › Gain an introduction to departments, the assessment process, and all the essentials that Research Foundation Operations Managers must know.
- › Learn what is calculated in (and not) to the all-important F&A base rate.
- › Learn the essentials of service centers.
- › Understand the delegation of authority.

Session Two (**December 7**)

What Every CFO Should Know About HR

- › Understand the essential functions of Human Resource, including hiring, retaining, workforce development and employee engagement.
- › Learn about RF appointment types and associated fringe benefit rates.
- › Hear about learning and development opportunities available for RF employees.

Session Three (**December 12**)

Financial & Sponsored Grants Risk

- › Gain an appreciation of how risk is assessed to better understand problematic research compliance areas.
- › Understand financial fundamentals and financial opportunities and risk for your campus.

Learn more at: www.sunysail.org