July 16-20, 2018 | Oklahoma City

The Executive Development Program for State Officials

Improve your knowledge and skills and broaden your perspective in your role as a leader.

This program is designed around the Executive Leadership Competencies:

• Business Acumen
• Leading Change
• Leading People
• Results Driven
• Building Coalitions/Communication

In cooperation with Oklahoma State University and the University of Oklahoma
THE CHALLENGE
Leaders from all public agencies are under increased pressure to produce results. With limited resources and flexibility, how can public executives achieve such improvements?

THE PROGRAM
You are invited to attend The Executive Development Program for State Officials, uniquely designed for top executives. The program is a collaboration of Oklahoma State University and the University of Oklahoma. This extensive four-and-a-half-day residence program is designed around five Executive Leadership Competencies: Business Acumen, Leading Change, Leading People, Results Driven, and Building Coalitions/Communication.

THE BENEFITS
The Executive Development Program offers the following benefits:
- An educational experience designed to improve the way you think and make decisions
- An opportunity for you to exchange ideas and learn new skills in an interactive setting
- A pooling of resources from Oklahoma State University and the University of Oklahoma to deliver a top-quality program

WHO SHOULD ATTEND?
The program is designed for cabinet secretaries, agency directors, and top-level executives within state government and other organizations.

WHAT YOU WILL LEARN
Within the five core competencies, participants will be able to develop and enhance the following:
- Understand the scope of the executive
- Be able to develop and implement decisions and understand the potential impact of decision-making
- Understand organizational change and how it affects others
- Identify a sense of strengths and development areas in specific behaviors, which can help you achieve goals
- Become aware of cultural and environmental changes that will affect the future of the agency
- Identify the keys to relationships, communication and interpersonal team building, and inter-organizational cooperation to implement programs effectively

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BUSINESS ACUMEN

Decision Making and Critical Thinking: Key Factors
The job of a manager is to make decisions. In fact, the success of your organization and your career hinge on your decision-making ability. Unfortunately, our brains often get in the way of effective decision making by playing tricks on how we perceive and interpret information. You will learn to think more carefully about the decisions and judgments that you and other people make and increase your awareness of how the brain tricks us into thinking we are being rational about decisions.

Organizational Problem Solving Using Action Learning
This session provides a unique opportunity for state leaders to tackle real-time agency problems using action learning. Using reflective questioning in addressing organizational challenges, attendees develop and refine the leadership competencies necessary to lead effectively in the workplace. Individuals and/or teams then put forth carefully conceived, practical action plans for real-time agency challenges. All the while, individuals hone personal leadership skills and build an interconnected fabric of professionalism that enhances the performance and learning culture of their respective organizations.

Managing Ethical Challenges
Ethical decision making in an organization does not occur in a vacuum. As individuals and as organizational leaders, we formulate our “ethics” based upon a number of converging concepts, ideals and variables. Effective leaders must understand how the success of their organizations is intertwined with broader ethical and social issues. This lesson will provide you with an appreciation and understanding of the principles, policies and practices related to ethical decision-making, social responsibility, compliance mechanisms, and the benefits of developing strategic and tactical programs. In addition, it provides the opportunity for a case-based analysis of the common ethical challenges one is likely to encounter in their career and how to handle them.

LEADING PEOPLE

DiSCover Your Leadership Strengths
Personality aside, individuals have their own styles of responding and adapting to work settings and other people. The best leaders understand why and how people act the way they do. Use the DiSC model to gain this crucial knowledge. You will discern how to lead successfully by appropriately handling individual behaviors. DISC is a widely used self-discovery tool and model of human behavior that people use to understand why and how they and others say and do things based on their style tendencies. Once people understand these behavioral styles, they can gain new and valuable S.O.S. insights — awareness of Self, Others, and Situations they encounter.

Emotional Intelligence: Competencies of Star Performers
Emotional Intelligence (EI) is the set of emotional and social skills that influence the way we perceive and express ourselves, develop and maintain relationships, cope with challenges and use emotional information in an effective and meaningful way. During this EI session, you will learn how these competencies affect behavior, motivation and conflict management. You will be provided with precise feedback from the EQ-i 2.0, an emotional intelligence assessment that can be used to understand and design development plans for your EI.

From Traditionals to Generation Z: Leading Generations at Work
Ever wonder how new hires could be so impatient or how your boss could never have heard of Snapchat? The answer largely lies here: For the first time, five generations are converging in the workplace. Examine how the different life experiences of Traditionals, Baby Boomers, Generation X, Millennials and Generation Z create challenges in communicating and collaborating. You will also consider ways to bridge the generational divide.

RESULTS DRIVEN

The Rise and Fall of Entitlement
Entitlement may be defined as “receiving a reward based on who you are not what you do.” Entitlement is a severe threat to productivity and individual initiative. This session investigates how such cultures are specifically created within organizations, how to recognize such creation variables, and what may be done to stem the growth of entitlement.

Performance Management
The effective leader knows how to motivate followers with quantitative and qualitative rewards. Due to financial constraints, monetary compensation is not always an option as a reward. However, recognition can also be a very effective motivational tool. In this session, we will discuss rewards and several approaches to motivation including goal setting, reinforcement theory and equity.

LEADING CHANGE

Developing Influence in Public-Sector Organizations
The process of bringing about incremental or radical change in public-sector organizations is very different from the process in the private-sector. Unlike the private sector where executives can rely on tangible incentives, public-sector executives have to rely on intangible rewards, shared values, and personal influence tactics to bring about change. This session helps participants identify their sources of power, learn how to develop influence, and use that influence to help bring about change in governmental organizations.

BUILDING COALITIONS/COMMUNICATION

Building Powerful Communication Skills
This session explores leadership communication from the perspectives of crafting effective messages and listening with intensity. First, the session reveals two key strategies for giving corrective feedback to employees—feedback which can encourage cultural development and reinforcement in powerful ways. Then, the session explores how the supervisor-subordinate relationship slows the transmission of bad news upward. Recommendations and techniques for listening through employees’ indirect messaging are discussed so that you can get the bad news you need to lead.

Storytelling to Enhance Organizational Performance
There has never been a society that did not use the telling of stories to establish its culture. Within organizations, storytelling is also a valuable technique to create and maintain “culture” while motivating employees. Additionally, stories are used to resolve conflict and to generate customer “evangelists.” This session provides you with ideas regarding storytelling in your organization as a valuable management tool.
The Thirteenth Annual Executive Development Program is a customized executive education program developed especially for top-level state officials. The government/academic partnership allows bridges to be built. The program is presented by outstanding faculty, all of whom are widely acknowledged experts in their respective fields. Senior faculty from Oklahoma State University and the University of Oklahoma are involved in the program and accessible to the participants.

<table>
<thead>
<tr>
<th>Monday, July 16</th>
<th>Tuesday, July 17</th>
<th>Wednesday, July 18</th>
<th>Thursday, July 19</th>
<th>Friday, July 20</th>
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<tbody>
<tr>
<td>Registration begins 8 a.m.</td>
<td>Organizational Problem Solving Using Action Learning 8-10 a.m. Patrick Malone, American University</td>
<td>Building Powerful Communication Skills 8-10 a.m. Ryan Bisel, OU</td>
<td>Performance Management 8-10 a.m. Bryan Edwards, OSU</td>
<td>Developing Influence in Public Sector Organizations 8-10 a.m. Raj Basu, OSU</td>
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<td>Welcome and Introductions 8:45 a.m.</td>
<td>(10-10:15 a.m. Break)</td>
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<td>Teambuilding and networking 9-10 a.m.</td>
<td>The Rise and Fall of Entitlement: Creating a Culture of Accountability 10:15 a.m.-12:15 p.m. Lee Manzer, OSU</td>
<td>Organizational Problem Solving using Action Learning 10:15 a.m.-12:15 p.m. Patrick Malone, American University</td>
<td>Storytelling to Enhance Organizational Performance 10:15 a.m.-12:15 p.m. Lee Manzer, OSU</td>
<td>Developing Influence in Public Sector Organizations 10:15-11:15 Raj Basu, OSU</td>
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<td>Lunch provided 12:15 - 1:00 pm</td>
<td>Lunch on your own 12:15 - 1:30 pm</td>
<td>Lunch on your own 12:15 - 1:30 pm</td>
<td>Lunch on your own 12:15 - 1:30 pm</td>
<td>Lunch and Certificate Presentations 12:15 - 1:30 pm</td>
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<td>DiSCover Your Leadership Strengths 1-3 p.m.</td>
<td>DiSCover Your Leadership Strengths 1-3 p.m. Ken Eastman, OSU</td>
<td>Organizational Problem Solving Using Action Learning 1:30-3:30 p.m. Patrick Malone, American University</td>
<td>Decision Making &amp; Critical Thinking; Key Factors 1:30-3:30 p.m. Mac McCrory, OSU</td>
<td>Emotional Intelligence: Competencies of Star Performers 1:30-3:30 p.m. Lex Smith-Washington, OSU</td>
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<td>Reception with hors d’oeuvres 5:15 p.m.</td>
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APPLICATION
Please complete the enclosed application form and return it to Oklahoma State University. There is an early bird discount for registrations received by June 14, 2018. All registrations must be received by July 6, 2018. Enrollment confirmations will be sent to participants.

DATE AND FEES
Date: July 16–20, 2018

**Early Bird Registration received by June 14, 2018**
$2,650 per person, which includes instruction, refreshments, two lunches, an opening night reception, goody bag and all electronic program materials.

**Registrations received between June 15 and July 6, 2018**
$2,850 per person, which includes instruction, refreshments, two lunches, an opening night reception, goody bag and all electronic program materials.

LOCATION
The program will be held at The University of Oklahoma Health Science Center PHF Conference Center located at 655 Research Parkway in Oklahoma City. The registration fee does not include hotel rooms.

PROGRAM MATERIALS
The program fee includes the materials in electronic format. If you would prefer a hard copy of conference materials in a binder, there is a $50 additional fee.

CANCELLATION POLICY
All cancellations must be received in writing from the sponsoring organization. A full refund will be made for cancellations received by June 15, 2018. Cancellations received after that date may be charged fees based on expenses already paid in the participant’s behalf. Substitutions may be made until July 6, 2018.

FACULTY/INSTRUCTORS
Dr. Meagan Baskin, Director of Assessment, Assistant Professor of Management, College of Business, University of Central Oklahoma and Ph.D. Graduate, University of Oklahoma

Dr. Raj Basu, Associate Professor of Management, Spears School of Business, Oklahoma State University

Dr. Ryan Bisel, Associate Professor of Organizational Communication, Department of Communication, University of Oklahoma

Dr. Ken Eastman, Dean, Norman & Suzanne Myers Endowed Chair For Excellence in Business Administration, and Richard W. Poole Professorship for Excellence, Spears School of Business, Oklahoma State University

Dr. Bryan Edwards, Associate Professor of Management and Joe Synar Chair, Director of the Eastin Center for Career Readiness, Spears School of Business, Oklahoma State University.

Dr. Patrick Malone, Director, Key Executive Leadership Programs, Department of Public Administration and Policy, American University, Washington, D.C.

Dr. Lee Manzer, Professor of Marketing, Spears School of Business, Oklahoma State University

Dr. Mac McCrory, Adjunct Instructor, Department of Management, Spears School of Business, Oklahoma State University

Dr. Lex Smith-Washington, Assistant Professor, Department of Management, Spears School of Business, Oklahoma State University
Quotes from past participants of the Executive Development Program for State Officials

“The State’s Executive Development Program is a truly extraordinary journey filled with inspiring presentations by incredible presenters, which expands one’s self awareness and builds one’s leadership skills.”

Janelle Bretten, Chief of Programs, State of Oklahoma, Office of Juvenile Affairs

“This program offers something for everyone in the class. It pushes and challenges you to expand personal and professional boundaries.”

Jeremy Seiger, Director, Agricultural Environmental Management Services, Oklahoma Department of Agriculture, Food, and Forestry

“In almost every session, I learned something I can use immediately on the job. There were many ‘ah-ha’s’ that deepened my understanding of and skill leading.”

Gail Wettstein, Director of Adult Protective Services, Oklahoma Department of Human Services

“This program was intimate and personal. We dealt with real issues in our organizations and met a network of people to rely on and provide support to.”

Lori Johnson, Assistant Chief, Oklahoma Water Resources Board

“I’ve been to many, many leadership conferences starting in middle school. Never have they been more motivating or inspiring. The group of instructors were the cream of the crop and have given me a whole new perspective on my role.”

Tanna Kilpatrick, Director of Laboratory Services, Oklahoma Department Agriculture, Food, and Forestry

FOR MORE INFORMATION AND TO REGISTER:
OSU Center for Executive and Professional Development
Spears School of Business  |  Oklahoma State University
Telephone: 405.744.5208  |  E-mail: cepd@okstate.edu
Register online: cepd.okstate.edu
Selected sessions of the Executive Development Program can be adapted to bring on-site to your organization.