



TLC Times

A publication of the South Central Training & Learning Center

Training Advisory Group (TAG) Workshop 22-24 June

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Upcoming Courses

Joint Travel Regulations via VTT
27-28 April
Redstone Arsenal, AL and Ft Gordon, GA

Evelyn Wood
Reading Dynamics
29 April
USASOC
Ft Bragg, NC

Getting Started with FERS
10 May \$99
Ft Jackson, SC

Mid Career
11 May (CSRS)
12 May (FERS)
\$99
Ft Jackson, SC

Pre-Retirement
13 May (CSRS)
14 May (FERS)
\$99
Ft Jackson, SC

Briefing & Presentation Skills "Getting Your Point Across"
18-20 May \$234
Redstone Arsenal, AL

Mid-Career Planning CSRS/FERS
1 June \$99
Ft Benning, GA

Source Selection
21-25 June \$550
Redstone Arsenal, AL

The South Central Training and Learning Center (SC-TLC) will host its annual Training Advisory Group (TAG) Workshop June 22-24, 2004, at the Radisson Suite Hotel in Huntsville, Alabama. This is our ninth workshop and it promises to be the best one yet! Training proponents representing 40,000 employees from 19 Army installations will attend this workshop.

Army professionals in all organizations must be prepared for constantly changing and evolving mission requirements. This workshop will explore methods to educate and prepare our employees for

change and how to provide employees with the best developmental and learning opportunities. Participants at the TAG will work together to develop program strategies, learn from guest speakers about return on investment, evaluation, regulatory guidance and network with training providers to obtain information on educational programs.

Some of the presentations in this three-day workshop are:

- * E-Learning (includes E-learning mandatory programs)
- * Where to find Free/Low Cost Learning
- * Leadership Programs

- * Regulatory Review
- * Understanding the link between human resource development and organizational effectiveness.
- * Return on Investment
- * Tools to assist you in your local program
- * Strategies that your organization can use to prepare for 'the retirement bubble' and future manning requirements.
- * What is the difference between 'tuition assistance' and 'academic degree' programs?

For more information or to register, please contact Louise Olszewski at (256) 842-6540/DSN 788-6540. Her email address is louise.olszewski@us.army.mil.

Marsha Samples Retires from Civilian Service

The TLC congratulates Marsha Samples, a premier US Army employee development specialist, on her retirement with 25 years of civilian service. Marsha joined South Central CPOC's Human Resources Development Division in June of 1998. She had also served at the Professional Development Support Center, Huntsville Corps of Engineers and the Office of Personnel Management. Her ebullient personality, dedication to personnel development, and commitment to the Army resulted in service marked by initiative, integrity and excellence. Marsha plans to travel to Scotland and England, start reconstruction phase 15 on her home and garden, con-

tinue her active role in community service plus spend time with her grandchildren. Best wishes Marsha; we miss you already.



TLC's Marsha Samples receives her official retirement certificate from Dave Brooks, Civilian Human Resources Regional Director on 12 April 2004

More Upcoming Courses

Retirement Planning for Federal Employees (CSRS/FERS)
22-23 June
Huntsville, AL

Staffing, Pay & Leave Fundamentals
22-24 June \$325
Ft Benning, GA

Leadership for Non-Supervisors
8 July \$135
Ft Benning, GA

Handling Difficult People & Resolving Conflict
27 July \$160
Ft Benning, GA

Effective Communication Skills
25 Aug \$125
Ft Benning, GA

Pre-Retirement FERS
5-6 October \$176
Huntsville, AL

Pre-Retirement CSRS
5-6 October \$176
Huntsville, AL

FY 05 Regional ILDC Schedule
Redstone Arsenal, AL

15-19 Nov 04

24-28 Jan 05

18-22 Apr 05

6-10 Jun 05

25-29 Jul 05

12-16 Sep 05

SENIOR ARMY WORKFORCE - *Leaders for the Future*

The Senior Army Workforce (SAW) was developed to ensure the Army's civilian leadership meets the challenges of the 21st century. Investing in the present and future civilian leadership enables the Army to strategically manage and align senior-level civilian assets.

Consisting of a core group of about 17,000 people in the civilian grades GS 12-15 (and their pay-banded equivalents), the SAW will

include team leaders, supervisors, managers, and program managers.

The SAW will be phased in beginning with GS 15s in FY05 and continue on a timeline down to the GS 12 level in subsequent fiscal years through FY09. Employees who do not wish to be a part of the SAW will be "grandfathered" in place. Once the identified SAW position becomes vacant, it will be filled with a SAW member.

On January 28, 2004, the ASA (M&RA) approved the SAW concept. Focus groups are meeting to ensure the development of workforce education plans to ensure the SAW meets its mission to

"Provide the Army with multifunctional civilian leaders in support of the Soldier, the Army and the Nation."

For more information, visit the SAW website inside www.cpol.army.mil.

Are your education records correct?

As the Army continues to move to bigger and faster database systems for greater efficiency, some information has been lost from employee records. It seems that as data elements are transferred from one infrastructure to another, all elements must align perfectly to the gaining system or historical data is lost. Another problem may occur if an employee had training or education processed while on an overseas assignment; much or all of this information may be lost when electronic records are moved to the central data-

base. As employees review their records for possible promotions or prepare their Individual Development Plans (IDPs) for annual review, they may find missing or incorrect education levels.

The South Central TLC has made it easy for you to update your education records. On our WebPages you can find a fillable Portable Document Format (PDF) form, which lists all of the required data necessary to update your education records. The form entitled [Edu Updtd v4.pdf](#) may be

attached to an email and sent to the Training and Learning Center for processing. Open the form; fill in all necessary information and click on the icon that looks like a small floppy disk. Save the file to your computer with a unique file name; then attach this file to an email message addressed to the South Central TLC (address below) for entry into your electronic personnel records (DCPDS).

For assistance or additional information, contact Bill Albert at tlc@cpocscr.army.mil.

Priority Placement Program Training Scheduled

The TLC will host regional sessions of the "Basic Priority Placement Program (PPP)" (3 ½ days) and "Advanced PPP" (1 day) courses in May and September of 2004. These sessions will be conducted by the DoD Civilian Assistance and Re-Employment (CARE) Division. The **25-28 May** sessions will be held at

Redstone Arsenal, AL, and the **14-17 September** sessions will be held at Fort Eustis, VA.

The basic training is targeted toward staffing specialists, assistants, clerks and any others who work with PPP. The advanced session is for employees with significant experience in working with PPP.

Travel and per diem expenses of participants from outside these local areas are the responsibility of their organization.

Nominations may be submitted to TLC POC Carol Brigance at carol.brigance@us.army.mil or call (256) 842-6528 or DSN 788- for information.