



New Chairs/Administrators Orientation

Thursday, July 9, 2015 | EPIC Building, Room 2344

AGENDA



8:30 – 9:00	BREAKFAST
9:00 – 9:30	Yvette Huet , Faculty Director, ADVANCE Faculty Affairs and Diversity Office <i>Welcome and Introduction to ADVANCE Office Functions for Chairs/Administrators and Discussion of their Roles in Climate</i>
9:30 – 10:30	Lori McMahon , Associate Provost for Academic Budget and Personnel <ul style="list-style-type: none"> • <i>Terms Chairs/Administrators Need to Know</i> • <i>Recruitment Strategies</i>
10:30 – 10:45	Beth Rugg , Assistant Vice Chancellor for Client Engagement <i>IT 101—What Chairs/Administrators Need to Know</i>
10:45 – 10:55	BREAK
10:55 – 11:30	Ellen Zavala , Director, Research Services and Outreach and Deborah Fraser , Manager of Compliance & Control – Office of Research & Economic Development <i>“Grant Applications: Helping Your Faculty Throughout the Life Cycle of a Grant”</i>
11:30 – 11:45	Joan Lorden , Provost and Vice Chancellor for Academic Affairs <i>Welcome from the Office of the Provost</i>
11:45 – 12:00	LUNCH
12:00 – 1:15	Christine Robinson , Executive Director, Office of Assessment and Accreditation Leslie Zenk , Assistant Provost Bruce Taylor , Associate Dean for QEP <i>“Academic Policy Hot Topics” and “What you need to know about QEPs/SLOs”</i>
1:15 – 2:00	Jesh Humphrey , Deputy General Counsel and Dawn Floyd , Title IX Coordinator, Title IX Office <i>“Current Legal Topics in Higher Education, including Title IX and Campus SaVE”</i>
2:00 – 2:10	BREAK
2:10 – 2:45	Dr. Nancy Gutierrez , Dean, College of Liberal Arts and Sciences, and Dr. Shannon Sullivan , Chair, Department of Philosophy <i>“Best Practices for RPT”</i>
2:45 – 3:30	Christine Reed Davis , Associate Vice Chancellor for Student Affairs and Dean of Students <i>“What Chairs/Administrators Should Know About Policies Relating to Student Issues” (Behavior and Academic Integrity)</i>
3:30 – 4:30	<i>Seasoned Administrators Roundtable Discussion</i>
4:30 – 5:30	Wine and Cheese Reception with Deans and Seasoned Chairs