Orientation for New Department Chairs  
August 30, 2010  
Room M2, Adelbert Hall

Objectives
• Increase knowledge of CWRU, its personnel and financial systems, and university resources  
• Clarify the role of the department chair at CWRU and what is necessary to function effectively in the position  
• Enhance academic leadership skills and gain practical skills in the day-to-day management of the department  
• Enhance network of contacts within the university for ongoing problem solving, support and information sharing.

AGENDA

12:00 – 12:30 Welcome and Thoughts on Department Chair Leadership  
W.A. “Bud” Baeslack III, Provost and Executive Vice President

12:30-1:00 Overview of the University’s Personnel, Information, and Decision Flows  
Lynn Singer, Deputy Provost and Vice President for Academic Programs

1:00 – 1:50 Chairs’ Panel Discussion: Things I Would Have Liked to Know When I Started as Chair  
Daniel Akerib, Past Chair, Physics  
Mary Barkley, Chair, Chemistry  
David Schiraldi, Chair, Macromolecular Science and Engineering

1:50 – 2:00 BREAK

2:00 – 2:40 Common HR Issues and Mistakes  
Carolyn Gregory, Vice President, Human Resources

2:40– 3:00 Leading as a Department Chair  
Diana Bilimoria, Professor, Organizational Behavior