Orientation for New Department Chairs
August 14, 2015
12:00-2:30
Adelbert Hall, M2

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 CWRU 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

12:30-1:15  Overview of the University’s Personnel, Information, and Decision Flows  Lynn Singer, Deputy Provost and Vice President for Academic Programs

1:15 – 2:00  Chairs’ Panel Discussion: Things I Would Have Liked to Know When I Started as Department Chair  Diana Bilimoria, Chair, Organizational Behavior  David Schiraldi, Chair, Macromolecular Science and Engineering  Kathy Kash, Chair, Physics

2:00 – 2:30  Common HR Issues and Mistakes  Carolyn Gregory, Vice President, Human Resources