FALL DEPARTMENT CHAIR CONFERENCE
Monday, September 22, 2014
10:00 AM to 4:00 PM
Stevenson Event Center

AGENDA

10:00 - 12:30     Morning Session

Introductory Remarks     Alison Galloway
Overview of the Day’s Agenda     Pamela Peterson
Represented Employees in an Academic Setting     Susan Fellows
Accommodating Students with Disabilities     Peggy Church
Conflict Resolution Resources     Nancy Heischman

Introduction to the new Harassment & Discrimination Prevention & Investigation Unit and the
Title IX Office     Tracey Tsugawa

12:30 - 1:15     Lunch

1:15 - 4:00     Afternoon Session

Welcome Back: Afternoon Remarks     Alison Galloway
Ladder-rank Review Matters     Nancy Furber
    Time off the tenure clock
    Best practices for addressing leaves/time off the clock for external letter writers
    Mid-career appraisal

Policy Issues     Susan Fellows
    Mandatory reviews
    APM 025
    Family care policies

Committee on Academic Personnel Key Topics     Lyndy Dean
    Evaluation of teaching
    Contents of review files

Online Course Evaluations     Herbie Lee

DivData Review: What department chairs must know to use the online review system     Cris Imai

Presenters
Alison Galloway, Campus Provost and Executive Vice Chancellor
Peggy Church, Director, Disability Resource Center
Lyndy Dean, CAP Chair
Susan Fellows, Director, Employee Relations, Academic Personnel Office
Nancy Furber, Manager, Academic Recruitment and Advancement, Academic Personnel Office
Nancy Heischman, Director, Conflict Resolution Services
Cris Imai, Project Manager, Academic Personnel Office
Herbie Lee, Vice Provost, Academic Affairs
Pamela Peterson, Assistant Vice Chancellor, Academic Personnel
Tracey Tsugawa, Title IX Officer, Director, Harassment & Discrimination Prevention & Investigation Unit