



## 2021 Department Chairs Retreat

Monday, May 24: 3:00-5:00 pm

Tuesday, May 25: 3:00-5:00 pm

### *Day 1*

Mon., May 24	
3:00 - 3:55	<p><b>Topic:</b> <i>Department Chair Basics: What Experienced Chairs Wished They Had Known</i></p> <ul style="list-style-type: none"> <li>● Role of the Chair: what it is and what it isn't</li> <li>● The transition from colleague to leader</li> <li>● Faculty evaluation, performance, and expectations</li> </ul> <p>Presenters:</p> <ul style="list-style-type: none"> <li>● Krista Ingram (Colgate/Biology)</li> <li>● Stacie Raucci (Union/Classics)</li> </ul>
3:55-4:00	<b>Break</b>
4:00-4:50	<p><b>Topic:</b> <i>Fostering an Inclusive Department</i></p> <ul style="list-style-type: none"> <li>● Supporting and retaining BIPOC faculty and BIPOC department chairs</li> <li>● Running inclusive searches</li> <li>● Fostering connection and shared purpose among faculty</li> <li>● Student advising and retention</li> </ul> <p>Presenters:</p> <ul style="list-style-type: none"> <li>● Khuram Hussain (HWS/Vice President for DEI)</li> <li>● Christina Tønnesen-Friedman (Union/Mathematics)</li> </ul>
4:50-5:00	Open discussion— to be extended as informal conversation/happy hour for anyone who would like to participate

## *Day 2*

<b>Tues., May 25</b>	
<b>3:00-3:40</b>	<b>Topic: <i>Establishing Departmental Norms and Procedures</i></b> <ul style="list-style-type: none"><li>● Meeting protocols</li><li>● Handbooks, policies, and bylaws</li><li>● Distribution of labor</li><li>● Mentoring junior faculty</li></ul> Presenter: <ul style="list-style-type: none"><li>● Tim Harper (Skidmore/Management and Business)</li></ul>
<b>3:40-3:45</b>	<b>Break</b>
<b>3:45-4:30</b>	<b>Topic: <i>Managing Difficult Conversations and Departmental Conflict</i></b> <ul style="list-style-type: none"><li>● Departmental dynamics and difficult conversations</li><li>● Strategies for interacting with senior and junior faculty</li><li>● Specific scenarios</li></ul> Presenter: <ul style="list-style-type: none"><li>● Tim Harper (Skidmore/Management and Business)</li></ul>
<b>4:30-4:55</b>	<b>Topic: <i>Open Discussion of Participant Questions</i></b> Panelists: <ul style="list-style-type: none"><li>● Janet Casey (Skidmore)</li><li>● David Cotter (Union)</li><li>● Lesleigh Cushing (Colgate)</li><li>● Evelyn Jennings (SLU)</li><li>● Karl Schonberg (SLU)</li><li>● Penny Yee (Hamilton)</li></ul>
<b>4:55-5:00</b>	Concluding remarks