

NEW DEPARTMENT CHAIRS ORIENTATION

AGENDA

THURSDAY, AUGUST 18, 2022

Note: Today's portion of the orientation is in person and will be held at **The Colleagues Room – 2nd Floor Sierra Center.**

- 8:30 am** **Morning Snacks**
- 8:45 am** **WELCOME AND INTRODUCTIONS**
Diane Guido, Associate Vice President for Faculty Affairs
- 9:00 am** **DEPARTMENT BUDGET OVERVIEW: TOOLS AND RESOURCES**
Callie A. Juarez, Director, Academic Budget Management
Diane S. Stephens, Associate Vice President for Academic Resource and Planning
- 10:15 am** **Break**
- 10:30 am** **DEPARTMENT CHAIR APPOINTMENTS AND LECTURER MATTERS: ENTITLEMENTS AND ORDER OF ASSIGNMENT**
Ashley Thompson, Academic Personnel Analyst
Michelle Kilmnick, Director of Faculty Affairs
- 11:45 am** **BREAK FOR LUNCH AND LEG STRETCH**
- 1:00 pm** **THINGS I WISH I HAD KNOWN AS A NEW DEPARTMENT CHAIR**
Adam Kaplan, Department Chair, Computer Science
Ashley Geng, Department Chair, Electrical and Computer Engineering
- 2:00 pm** **NUTS and BOLTS: FACULTY LEAVES, AND ADDITIONAL PAY**
Michelle Kilmnick, Director of Faculty Affairs
Yesenia Corona, Academic Personnel Analyst
- 3:00 pm** **FACULTY DISCIPLINE AND GRIEVANCES**
Diane Guido, Associate Vice President, Faculty Affairs
Michelle Kilmnick, Director, Faculty Affairs
- 4:00 pm** **WRAP UP**

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FRIDAY, AUGUST 19, 2022

Note: Today's portion of the orientation is a virtual event; all sessions can be accessed at <https://csun.zoom.us/j/81775458511?pwd=OEw3Vk1JMKh5SkMxaFhOQ1FTTzNjUT09>

- 8:30 am** **Welcome, Informal Q&A**
- 9:00 am** **MANDATED REPORTING AND DIFFICULT SITUATIONS**
Mark Benavidez, Deputy Chief, Police Services
Barrett S. Morris, Director, Equity and Compliance
Zeina Otaky-Ramirez, Assistant Dean of Students
Anne Eipe, Assistant Director, University Counseling Services
- 10:00 am** **RETENTION, TENURE, AND PROMOTION (RTP) AND THE DEPARTMENT CHAIR'S ROLE**
Diane Guido, Associate Vice President for Faculty Affairs
Ken Luna, Chair, Department of Linguistics; Chair of the Council of Chairs
- 11:00 am** **Q&A WITH PROVOST AND PAST DEAN**
Mary Beth Walker, Provost and Vice President for Academic Affairs
Jackie E. Stallcup, Past Dean, College of Humanities
- Noon** **New Chair Orientation Concludes**