

AGENDA

CSU SOUTH
8TH ANNUAL CHAIRS WORKSHOP
November 19, 2004, Friday

8:00 - 8:20

REGISTRATION & CONTINENTAL BREAKFAST

8:20

WELCOME

ROBERT C. MAXSON, PRESIDENT, CSU LONG BEACH
JACKIE McCLAIN, VICE CHANCELLOR, HUMAN RESOURCES, CSU
CHANCELLOR'S OFFICE

8:30 - 9:30

PRESENTATION

THE CHAIRPERSON IN TRANSITION
BARBARA HACKER, AVP, CSPU POMONA - Co-FACILITATOR
BONNIE ZIMMERMAN, AVP, SAN DIEGO STATE UNIVERSITY - Co-FACILITATOR

9:30 - 9:45

MORNING BREAK

9:45 - 11:15

CONCURRENT SESSIONS

Check the next page for the Concurrent Session Agenda topics and participants.

11:30 - 12:30

BUFFET LUNCH

12:30 - 1:45

PRESENTATION

LECTURER APPOINTMENT ISSUES
SAM STRAFACI, ASSISTANT VICE CHANCELLOR, HUMAN RESOURCES, CSU
CHANCELLOR'S OFFICE
CORDELIA ONTIVEROS, SENIOR DIRECTOR, ACADEMIC HUMAN RESOURCES,
CSU CHANCELLOR'S OFFICE

1:45 - 2:00

AFTERNOON BREAK

2:00 - 3:15

**CASE
STUDIES**

DEALING WITH CHALLENGING PERSONNEL ISSUES
MARGARET ATWELL, AVP, CSU FULLERTON
KENT PORTER, AVP, FACULTY AFFAIRS, CSUDH
PAUL VICKNAIR, AVP, ACADEMIC PERSONNEL, CSUSB

3:15

ADJOURN

CONCURRENT SESSIONS

Located in three different rooms in the College of Business Administration Building

9:45 - 11:15

LOCATIONS

LILIANE FUCALORO

*Chair, English and Foreign Languages
CSPU POMONA*

DENNIS MURAOKA

Professor, Economics, CHANNEL ISLANDS

KEVIN RUMINSON

*Manager, Employment Information and
Faculty Compensation Analysis
CSU CHANCELLOR'S OFFICE*

PENELOPE JENNINGS

AVP, CSU NORTHRIDGE – FACILITATOR

**BUILDING A
DEPARTMENT COMMUNITY**

Participants will hear from an experienced chair about how to conduct faculty recruitments that are as efficient and successful as possible. Another panelist will discuss how to build department community in a large, complex, and diverse department. And you will hear about the annual report on recruitment and retention in the CSU.

CBA-114

JACKIE MCCLAIN

*Vice Chancellor, Human Resources
CSU CHANCELLOR'S OFFICE*

MARIA SANTOS

*Senior Director, Employee Relations
CSU CHANCELLOR'S OFFICE*

ED SASAKI

AVP, CSU BAKERSFIELD – FACILITATOR

LEGAL ISSUES

Department Chairs are frequently the first point-of-contact for students, faculty, and staff regarding concerns/complaints about programmatic, personnel, and/or physical plant issues. Many of these issues have legal implications involving CSU executive orders, union collective bargaining agreements, California Education Code or Senate/Assembly bills, and/or Federal acts, codes, and policies. This breakout session will provide an introduction to several contemporary issues and some "do's and don'ts" to avoid legal "land mines."

CBA-122

SUSAN CAYLEFF

*Chair, Women's Studies
SAN DIEGO STATE UNIVERSITY*

SHARON DOWNEY

*Associate Dean, College of Liberal Arts,
former Chair, Communication Studies
CSU LONG BEACH*

SANDY STUPHEN

*Professor Emeritus, former Chair, Political
Science and Criminal Justice; former Director
of the Faculty Development Center
CSU FULLERTON*

BARBARA HACKER

AVP, CSPU POMONA – FACILITATOR

NUTS 'N BOLTS

Managing the day-to-day affairs of an academic department falls on the shoulders of the department chair. This session will provide practical advice on the nuts and bolts of the job. Topics covered will include overseeing faculty evaluations and the RTP process, handling student issues, and creating faculty work schedules that balance the needs of students, the expertise and wishes of the faculty with enrollment targets and budget constraints.

CBA-123