SESSION I— Thursday, September 8, 2022, 8:30 am - 1:30 pm
Topics: Faculty in Leadership Roles, Legal Issues, and Equal Opportunities
Pre-Session Reading: The College Administrator’s Survival Guide, Introduction, Chapter 1: Embrace Your Fate; Chapter 8: Problems, Rules, and Laws; Chapter 9: Violations

8:30 Continental Breakfast
9:00 Insights into Leadership at UGA (S. Jack Hu)
9:30 Embrace Your Fate and Cultivate Leadership (Weeks and Carney)
10:15 Break
10:30 “What Does It Mean to Be Faculty in Administrative Leadership?” (Panel)
11:30 Break
11:45 Guidance on Legal Issues and Equal Opportunities (Marshall Chalmers and Qiana Wilson)
12:30 Working Lunch: Legal Issues Interactive Session
1:30 Conclude

SESSION II— Monday, September 26, 2022, 8:30 am - 1:30 pm
Topics: Fiscal Management, Emergency Preparedness, Human Resources, and Student Concerns
Pre-Session Reading: The College Administrator’s Survival Guide, Chapter 2: Boundaries and Expectations; Chapter 3: Colleagues; Chapter 6: Bullies

8:30 Continental Breakfast
9:00 Budget Management for Leaders (Toni Rogers)
9:30 Strategic Financial Management (Panel with Toni Rogers)
10:15 Break
10:30 Facilities Management (Kim Thomas)
10:45 Emergency Preparedness (John Newton)
11:00 Human Resources and Conflict Management Case Studies (Tracey O’Malley)
11:30 Break
11:45 Student Concerns (Carrie Smith)
12:30 Working Lunch: Student Concerns Case Studies
1:30 Conclude

SESSION III— Wednesday, October 19, 2022, 8:30 am - 1:30 pm
Topics: Decision-Making, Data Resources, Curriculum Development, and Communication
Pre-Session Reading: The College Administrator’s Survival Guide, Chapter 4: Complaints; Chapter 7: Troubled Units

8:30 Continental Breakfast
SESSION IV— Wednesday, November 9, 2022, 8:30 am - 1:30 pm

Topics: Search, Hire, Evaluation, Tenure, and Promotion

Pre-Session Reading: The College Administrator’s Survival Guide, Chapter 5: Negotiations; Chapter 10: Centering, also handout from The Department Chair as Transformative Diversity Leader: Building Inclusive Learning Environments in Higher Education

8:30   Continental Breakfast
9:00   USG & UGA Policies about Personnel (Elizabeth Weeks)
9:15   Faculty Search and Hiring Practices and Resources (Elizabeth Weeks & Carly Surratt)
9:45   Negotiating Offer Letters Panel & Interactive Breakout Session
10:30  Break
10:45  Promotion & Tenure Policies & Practice (Elizabeth Weeks)
11:00  Faculty Evaluations, Mentoring, and Elements (Elizabeth Weeks & Carly Surratt)
11:30  Working Lunch: Performance Evaluations and Faculty Mentoring Panel and Interactive Session
1:30   Conclude