

DEPARTMENT CHAIR BROWN BAG SERIES 2009 – 2010 SCHEDULE

*Brown Bags are held in **203 Mrak Hall from Noon – 1:30 p.m.**, with the exception of the dates in **bold** which run from Noon – 2:00 p.m.*

The Department Chair Brown Bags are monthly 90 minute sessions focused on a different topic each time. Many of the sessions are led by experienced chairs or other administrators on campus with the specific experience or specialty in that topic. They are intended to assist department chairs in their roles as leaders of academic departments.

Topics have included: Procedures for Faculty Advancement, Nurturing New Faculty, Organizing Your Department, Navigating the MSO/Chair Relationship, Structuring and Managing a Department Budget, Best Practices for Conflict Management, Best Practices for Faculty Searches, Basics on Academic Advancement (for new Chairs), updates on issues in Academic Personnel (offered every Spring), and more. Please continue to check this site for updates to the schedule and topics.

The 2009-2010 academic year schedule is as follows:

- November 18, 2009
- December 10, 2009
- January 7, 2010
- February 4, 2010
- March 11, 2010
- **April 14, 2010 (Noon – 2pm)**
- May 6, 2010
- June 3, 2010
- **June 24, 2010 (Noon-2pm)**