

# IAL INSTITUTE FOR ACADEMIC LEADERSHIP

The Florida State University  
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## AGENDA DEPARTMENT CHAIRPERSONS WORKSHOP

The Mission Inn  
Howey-in-the-Hills, Florida  
October 6-9, 2024

### SUNDAY EVENING

- 3:45 - 5:00 p.m.      **Registration** – Ballroom Foyer (Conference Center)
- 5:30 - 6:30 p.m.      **General Session** – Coronado/Serra Room – Conference Center
- Topic: “Academic Freedom”**  
**Presentation by Clay Calvert**  
**Nonresident Senior Fellow in Technology Policy Studies**  
**American Enterprise Institute**
- 6:30 – 7:00 p.m.      **Reception and Social** – La Hacienda
- 7:00 - 8:30 p.m.      **Dinner** – La Hacienda

### IMPORTANT INFORMATION

During each scheduled reading period, participants will read material found in the IAL handbook. In preparation for small group discussions, participants will contemplate responses to questions at the end of each reading.

During each scheduled discussion period, the small groups will review and discuss the material just read, including responses to the questions. Each small discussion group should select a recorder who will present one or two points of interest from the small group discussion or present a question for discussion.

## MONDAY MORNING

- 6:45 – 7:55 a.m. **Breakfast Buffet** – La Hacienda (any time during period)
- 8:00 – 8:10 a.m. **General Session** – Coronado Room/Serra Room
- Workshop Introduction** –Lawrence Abele, IAL Director
- 8:10 - 8:30 a.m. **TOPIC - "Faculty Evaluation & Performance Counseling"**
- Introduction by Craig Stanley**  
**Associate Dean, College of Social Work**  
**Florida State University**
- 8:30 - 8:55 a.m. **Small Groups** – See list in notebook for group assignment and location.
- Take a few minutes for participants to introduce themselves, include number in department, how you were selected, and how long as chair.
- 9:00 - 9:55 a.m. **Reading Period**  
Read material on Evaluation and Performance found in handbook. Review evaluation letters and review questions.
- Refreshment available 9:00 a.m. – Plaza de las Palmas (Courtyard)**
- 10:00 – 11:25 a.m. **Small Group Sessions**
- Discuss questions and letters of evaluation.
- 11:30 - 11:55 a.m. **General Session** – Coronado Room/Serra Room  
Presentation of selected item from small group discussion.
- 12:00 – 12:55 p.m. **Group Lunch – La Hacienda**
- 1:00 – 1:20 p.m. **General Session** – Coronado Room/Serra Room
- Topic – "Assigning Faculty Activities"**  
**Introduction by Lawrence Abele**
- 1:25 - 1:55 p.m. **Reading Period**  
Read chapter on Assigning Faculty Activities in the handbook. Contemplate questions.

## MONDAY AFTERNOON Continued

**Refreshment** available at 1:15 p.m.

2:00 – 3:05 p.m.

**Small Group Discussion**

Discuss reading material and questions.

3:10 - 3:30 p.m.

**General Session** – Coronado/Serra Room

Presentation of selected items from small group discussion.

3:30 – 5:30 p.m.

**Recess** for relaxation and/or informal discussion.

## MONDAY EVENING

5:30 – 6:30 p.m.

**GENERAL SESSION** – Coronado/Serra Room

**Topic – “Artificial Intelligence”**

**Presentation by Dr. Kyle Jensen**

**Professor of English and Director of Writing Programs  
Arizona State University**

6:30 - 8:30 p.m.

**Dinner** - La Hacienda

## TUESDAY MORNING

6:45 – 7:55 a.m.

**Breakfast Buffet** – La Hacienda

8:00 – 8:20 a.m.

**General Session** – Coronado/Serra Room

**Topic – “Legal Implications of Being a Chair”**

**Introductory remarks by Ryan Fuller**

**Associate Vice President and Deputy General Counsel  
University of Florida**

8:25 – 8:55 a.m.

**Reading Period**

Read case studies found in handbook. Select cases you would like to discuss.

**Refreshment** available 9:00 – 11:00 a.m.

## TUESDAY MORNING Continued

- 9:00 – 11:25 a.m. **Small Group Discussion**  
A legal facilitator will participate in each small group.  
Analyze and discuss legal case studies.
- 11:30 – 12:00 p.m. **General Session – Coronado/Serra Room**  
Reporting of a case or two from small group discussions  
found especially interesting, applicable or challenging.
- 12:00 – 12:55 p.m. **Lunch – La Hacienda**

## TUESDAY AFTERNOON

- 1:00 - 1:20 p.m. **General Session – Coronado/Serra Room**  
  
**Topic: - “Delegating and Using Committees”**  
  
**Introduction by Veronica Yon**  
**Chair, English and Modern Languages**  
**Florida A&M University**
- 1:25 - 1:55 p.m. **Reading Period**  
  
Read chapter in handbook and review questions.  
  
**Refreshment** available 1:15 – 3:00.
- 2:00 - 3:10 p.m. **Small Group Discussion**  
Discuss questions at end of chapter and in handbook.
- 3:15 - 3:30 p.m. **General Session – Coronado/Serra Room**  
Presentation from small group discussion.
- 3:30 - 5:30 p.m. **Recess** for relaxation and/or informal discussion.

## TUESDAY EVENING

- 5:30 - 6:30 p.m. **General Session – Coronado/Serra Room**  
  
**Topic: “Leading with Trust”**  
  
**Presentation by Jeff Moore, Dean**  
**College of Arts and Humanities**  
**University of Central Florida**

6:30 - 8:30 p.m.    **Group Dinner** - La Hacienda

**WEDNESDAY MORNING**

6:45 - 7:55 a.m.    **Breakfast Buffet** - La Hacienda

8:00 - 8:30 a.m.    **General Session** - Coronado/Serra Room

**Topic - "Dealing with Deans"**

**Introduction by Janet Kistner  
Vice President for Faculty Development and  
Advancement  
Florida State University**

8:30 - 9:30 a.m.    **Reading Period**

Read chapter on "Dealing with Deans" in the handbook.  
Contemplate questions.

**Refreshment** available 9:00 - 11:00.

9:35 - 10:45 a.m.    **Small Group Discussion**

Discuss questions related to reading.

10:50 - 11:30 a.m.    **General Session** - Coronado/Serra Room

Presentation of selected item from small group  
discussion.

Wrap up and adjourn.

11:30 - 12:30 p.m.    **Group Lunch** - La Hacienda

**We are glad you could participate. Have a safe trip home.**