

## Fundraising Workshop Held



**John Stalvey (Univ. of Alaska Anchorage), Anne Bezuidenhout, (Univ. of South Carolina) and Reinhard Andress (Loyola Univ. Chicago) discuss a workshop exercise.**

Over 70 deans and their development officers attended this spring's special topic workshop, "Making the Case for Supporting the Liberal Arts" in Phoenix, March 27-28. The workshop was held in conjunction with the release of a new CCAS publication, *Deans and Development: Making the Case for Supporting the Liberal Arts and Sciences*, edited by Anne-Marie McCartan and Carl Strikwerda. The contributing authors of this volume served as the faculty for the workshop, speaking to the topics covered in the book, including

### HIGHLIGHTS FROM

Matthew Moen's address on "11 things to think about when doing fundraising for the Arts & Sciences"

- Arts and Sciences donors are terrific from a philanthropic perspective ... unlike gifts to professional schools from businesses and firms, where there is a bit more of an implicit quid pro quo ... our donors often are purely philanthropic, worried about the humanities, science education, or civic engagement.
- Every fundraising model is ultimately some sort of institutional hybrid, so rather than worrying about structure, just embrace what you are given and make it work ... increased flexibility comes with success.

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DAVID BOOCKER (Univ. of Nebraska Omaha) on "You Have the Gift—Now How do you Steward It?"

Bret Danilowicz (Oklahoma State Univ.) on "Organizing Your Office for Development"

Richard Finkelstein (Univ. of Mary Washington) on "College Advisory Boards and Their Role in Development"

Pamela Gates (Central Michigan Univ.) on "Making Your Chairs/Heads/Directors Part of the Development Process"

Matt Moen (Univ. of South Dakota) on "Arts and Sciences on Campus"

Lori Vermeulen (West Chester Univ.) on "Integrating Faculty into Fundraising Activities"

Keynote speaker CARL J. STRIKWERDA, former dean of the faculty of arts and sciences at The College

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## CCAS Publishes Deans and Development

The CCAS Board of Directors is pleased to announce publication of *Deans and Development: Making the Case for Supporting the Liberal Arts and Sciences*. The book, edited by Anne-Marie McCartan and Carl J. Strikwerda, was developed to fill a need expressed by many deans – particularly new ones – that there were few resources to guide them in raising money to support the good things that are happening in their colleges and schools. The contributing authors – all CCAS deans or former deans – offer advice and examples about how to

- negotiate an advantageous position for arts and sciences on your campus
- organize an effective development operation within your college
- find potential donors among your graduates and the broader community
- articulate the case for why potential donors would want to contribute to

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## Fundraising *continued*

of William and Mary and now serving as president of Elizabethtown College (PA), spoke to “*Developing Deans to be Development Deans.*” He urged attendees, among other things, to have an “elevator speech” at the ready – a concise statement of your College priorities that allows you to make a coherent and persuasive pitch to donors. He also cautioned against becoming mired in event planning and alumni relations, which can distract deans from raising funds for the larger, focused needs of your College.

Attendees also received the results of a self-assessment instrument they completed on ten fundraising competencies. The authors of the assessment instrument, Susan Brock Wilkes and Tara Telfair, provided attendees with individualized results and went into depth on how to address shortcomings in some of the competency areas, such as Donor-Centric Activities and Strategic Thinking Skills.

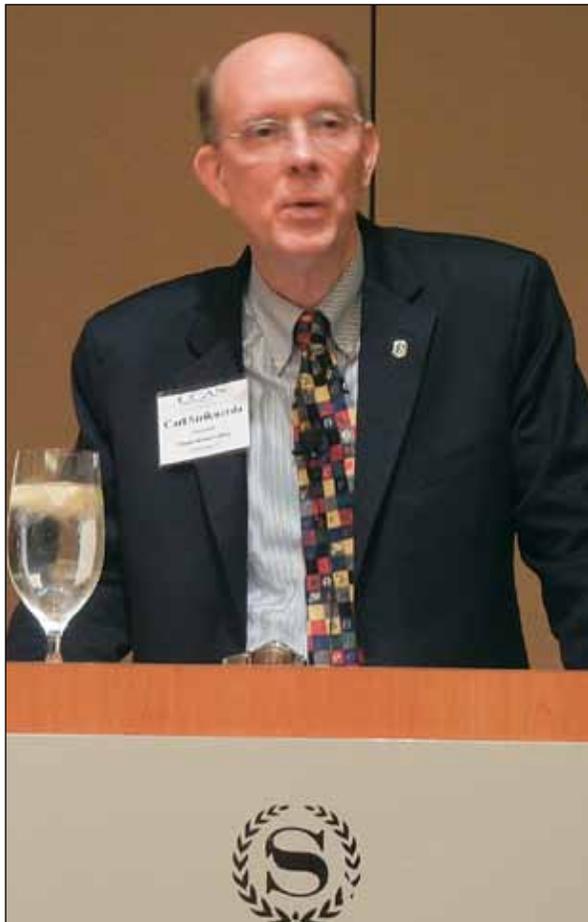
The workshop was co-directed by Boocker and McCartan.



ABOVE: Kelly Brandt (Director of Development) and Catherine Albrecht (Dean), Ohio Northern Univ; and Ann McCabe Beamon (Director of Development), North Carolina A&S State Univ.



LEFT: Dave Boocker (Univ of Nebraska at Omaha) addressed the issue of “Making the Case for the Liberal Arts” along with Pamela Gates (Central Michigan Univ.)



Elizabethtown College President (and former CCAS dean) Carl Strikwerda was the keynote speaker.



Bret Danilowicz (Oklahoma State Univ.) engaged the audience in a discussion of “Organizing the Dean’s Office for Development.”



Seminar Faculty: From left: Dave Boocker, Anne-Marie McCartan, Bret Danilowicz, Pam Gates, and Matt Moen. *Not pictured: Mary Bernier, Richard Finkelstein, and Lori Vermeulen.*

## CCAS Deans Advocate for the Humanities in Washington

In our continuing efforts to support the humanities, I, along with two CCAS board members, attended this year's Humanities Advocacy Day, held March 10-11 in Washington, D.C. This yearly event is held in conjunction with the annual meeting of the National Humanities Alliance (NHA), to which CCAS belongs. CCAS also serves as an event sponsor.

This annual meeting keynote speakers included David Scobey, executive dean of The New School for Public Engagement, who spoke on "Why American Communities Need the Humanities," and outgoing University of Texas System chancellor Francisco Cigarroa, on "The Humanities: Confronting all that is vague, changeful, unpredictable, immeasurable, unknown, and unknowable." A panel

of national experts briefed attendees on the current and future status of federal fund-

ing for humanities agencies such as the National Endowment for the Humanities, the Institute of Museum & Library Services, HEA-Title VI/Fulbright Hays International Education Programs, and GAANN (Graduate Assistance in Areas of National Needs). Most importantly, funding for NEH is slated to stay level – which is about the best to be expected in an era of sequestration and declining government support at all levels.

This briefing served as the basis for the following day's visits, by state delegation, to Capitol Hill. The NHA staff had arranged for scheduled meetings with members of the House and the Senate, or in their absence, members of their staff. The Virginia delegation, of which I was a member, was greeted openly and warmly at each office. Our meeting with Senator Mark Warner was particularly important as he was a member of the Commission on the Humanities and Social Sciences, which authored *The Heart of the Matter: The humanities and social sciences for a vibrant, competitive, and secure nation* (American Academy of Arts & Sciences, 2013).

I found this two-day event to be intellectually edifying and politically encouraging. Next year we will do a better job of publicizing it to our deans who care about the humanities and social sciences, because it is well worth attending.

—Anne Marie McCartan



Virginia Senator Mark Warner (back row, center) was among the members of Congress who met with Humanities Advocacy Day attendees to discuss our issues. CCAS Executive Director Anne-Marie McCartan appears third from the right, along with representatives from the Virginia Foundation for the Humanities, the American Academy of Arts and Sciences, and the Virginia House of Delegates.



Elizabeth Say (CSU-Northridge), Jeff Braden (North Carolina State), and Mary Anne Fitzpatrick (South Carolina) were some of the CCAS members who attended Humanities Advocacy Day. Others included Charles Carter (Seton Hall), Derek Maher (East Carolina), Sharon Nell (St. Edward's), Terry Rhodes (UNC Chapel Hill), John Rosenburg (Brigham Young), and David Schaberg (UCLA), along with Executive Director Anne-Marie McCartan.



## Deans & Development Book *continued*

the work being done by liberal arts faculty

The book also includes a chapter on basic development terminology and a list of books and organizations that can provide further resources.



A complimentary copy of the book will be sent along with your membership renewal packet in early May. Additional copies will be on sale at cost for members after May 15. If you'd like to be notified when they are available, drop us a quick note at [ccas@wm.edu](mailto:ccas@wm.edu).

## Highlights *continued*

- Arts & Sciences is a structure that varies by College/School, so don't put much emotional investment into that structure regarding donors; instead, think about the trade-offs between raising money for the good of the order (College) where dollars can be spread all around but donors have to be brought along with some aggregate message versus the specific departments, where there is more loyalty from donors but more uneven outcomes.
- Unlike the professional schools, where a donation is seen as benefitting the whole school, a donation to one Arts and Sciences department does not always interest other units very much, so building momentum all across the College based on the prosperity of some units can be hard outside of a capital campaign.
- Explaining the Arts and Sciences mission to donors is complicated and takes great effort, but is a necessary part of long-term success.
- Arts & Sciences fundraising can be a tremendous learning opportunity for the deans because our alumni have taken so many paths ...to keep it fresh, keep learning from donors in addition to working to raise funds.



## CALL FOR VIDEOS

### On the Value of the Humanities

To help make the case for the value of the humanities, the National Humanities Alliance (NHA) has issued a "call for videos demonstrating the value of the humanities." [http://www.nhalliance.org/bm~doc/nha\\_videosamplesflyer\\_v4.pdf](http://www.nhalliance.org/bm~doc/nha_videosamplesflyer_v4.pdf).

The Call provides suggestions for organizing and producing short videos of your students, alumni, and others that can be uploaded to your website and social media. It also provides a helpful set of questions and probes to use in interviews. Selected videos will also be available on the NHA website, [www.nhalliance.org](http://www.nhalliance.org)

## THERE'S STILL TIME...

to answer the call for panels for the 2014 CCAS Annual Meeting. **Submissions will be accepted for 3-person panels or Critical Issue Forums until April 10.**

[Click here for the Call for Proposals](#)



## Announcing Membership in 2014 STANDING COMMITTEES

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### Committee on Associate/Assistant Deans

CHAIR: Andrew McMichael, *Western Kentucky University*  
BOARD LIAISON: Tom Otieno, *Eastern Kentucky University*

Harmon Abrahamson, *University of North Dakota*  
Doug Biggs, *University of Nebraska at Kearney*  
Lisa Bond-Maupin, *New Mexico State University*  
Shelly Chabon, *Portland State University*  
David Curtis, *Belmont University*  
Kavita Dhanwana, *University of Northern Iowa*  
Teresa Dorman, *University of Central Florida*  
Beverly Grier, *North Carolina A&T State University*  
Lisa Hunter, *SUNY Buffalo State*  
Clare Lawlor, *Lewis University*  
Dietrich Maune, *James Madison University*  
Michael McGuire, *Brandman University*  
Jonathan Millen, *Rider University*  
Sally Parry, *Illinois State University*  
Beth Pollack, *New Mexico State University*  
Susan Roberson, *Texas A&M, Kingsville*  
Hamoud Salhi, *California State University, Dominguez Hills*  
Nancy Scannell, *Valparaiso University*  
Laura Schramm, *St. John's University*  
Mary Schutten, *Grand Valley State University*  
Larry Snyder, *Western Kentucky University*  
Michele Sweeney, *Salem State University*  
Lena Walton, *University of the District of Columbia*  
Joe Wilferth, *University of Tennessee at Chattanooga*  
Zhanbo Yang, *University of the Incarnate Word*

### Committee on Comprehensive Institutions

CHAIR: Wolfgang Natter, *St. Bonaventure University*  
BOARD LIAISON: Joyce Taylor Gibson, *University of Southern Maine, Lewiston-Auburn Campus*

George Acquaah, *Bowie State University*  
J. Chris Arndt, *James Madison University*  
Doug Biggs, *University of Nebraska at Kearney*  
Steven F. Brown, *Mississippi State University-Meridian Campus*  
Samantha Earley, *Indiana University Southeast*  
Katherine Pruett Frank, *Indiana University East*  
Frank Goza, *University of Wisconsin, Whitewater*  
Mark Hollingsworth, *East Central University*  
Robert Knight, *California State University, Chico*  
Karl Kunkel, *Pittsburg State University*  
John La Duke, *University of Nebraska at Kearney*  
Thierry Leger, *Kennesaw State University*

Susan Maher, *University of Minnesota Duluth*  
James Mike, *Shippensburg University*  
Neva Specht, *Appalachian State University*  
Bobby Winters, *Pittsburg State University*  
Abbey Zink, *Texas A&M University, Kingsville*

### Committee on Cultural Diversity

CHAIR: Andrew Kanu, *Virginia State University*  
BOARD LIAISON: Kate Conley, *The College of William & Mary*

Membership not available at time of publication.

### Committee on Gender Issues

CHAIR: Donna Murasko, *Drexel University*  
BOARD LIAISON: Pat Mosto, *Rider University*

Michelle Behr, *University of Northern Colorado*  
Monica Devers, *St. Cloud State University*  
Gina Sanchez Gibau, *Indiana University, Purdue University Indianapolis*  
Jeanne Gillespie, *University of Southern Mississippi*  
Elizabeth Kavran, *Ursuline College*  
David Manderscheid, *University of Nebraska, Lincoln*  
Mary McGee, *Alfred University*  
Shaily Menon, *Grand Valley State University*  
Elizabeth Say, *California State University, Northridge*  
Pamela Scott-Johnson, *Morgan State University*  
Alan White, *East Carolina University*  
Patricia Witherspoon, *University of Texas at El Paso*

### Committee on Liberal Arts Institutions

CHAIR: Mary McGee, *Alfred University*  
BOARD LIAISON: Gerald Greenberg, *Syracuse University*

Kristin Fossum, *Pomona College*  
Elizabeth Kavran, *Ursuline College*  
Anil Kukreja, *Xavier University of Louisiana*  
Elisabeth Mermann-Jozwiak, *Gonzaga University*  
Kerry Pannell, *Agnes Scott College*  
Russ Pottle, *Misericordia University*  
Kathleen Tiemann, *Merrimack College*

# Announcing Membership in 2014 STANDING COMMITTEES

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## Committee on Metropolitan-Urban Institutions

CHAIR: Barbara Feldman, *New Jersey City University*

BOARD LIAISON: Christopher McCord, *Northern Illinois University*

Roy Barnes, *University of Michigan, Flint*

David Boocker, *University of Nebraska at Omaha*

Laura Koppes Bryan, *University of Baltimore*

Shelly Chabon, *Portland State University*

DoVeanna Fulton, *University of Houston, Downtown*

Gina Sanchez Gibau, *Indiana University, Purdue University Indianapolis*

Drake Mitchell, *Portland State University*

Wamucii Njogu, *Northeastern Illinois University*

Barbara Schneider, *The University of Toledo*

## Committee on Private Institutions

CHAIR: Kim Martin Long, *Delaware Valley College*

BOARD LIAISON: Steve Peters, *Friends University*

Reinhard Andress, *Loyola University Chicago*

Jeff Arrington, *Abilene Christian University*

Bonnie Gunzenhauser, *Roosevelt University*

Anne Herzog, *Springfield College*

Bridgett Keegan, *Creighton University*

Jon Kilpinen, *Valparaiso University*

Noelle Norton, *University of San Diego*

Karen Oates, *Worcester Polytechnic Institute*

Nate Phinney, *Malone University*

Carol Richardson, *National University*

Laura Schramm, *St. John's University*

Bryce Sullivan, *Belmont University*

Doreen Turnbo, *Wilmington University, Delaware*

## Committee on Research Institutions

CHAIR: Bret Danilowicz, *Oklahoma State University*

BOARD LIAISON: David Manderscheid, *The Ohio State University*

Danny Anderson, *University of Kansas*

Leonidas Bachas, *University of Miami*

Luis M. Falcón, *University of Massachusetts Lowell*

Jeanne Gillespie, *University of Southern Mississippi*

Nanette Hanks, *University of Minnesota*

Dawn Kirby, *Utah State University*

Theresa Lee, *The University of Tennessee*

Paula Lutz, *University of Wyoming*

Tracy Morris, *West Virginia University*

Janice Nerger, *Colorado State University*

John Pratte, *Arkansas State University*

Nicol Rae, *Montana State University*

Simon Rhodes, *Indiana University, Purdue University Indianapolis*



CCAS membership is based on the institution and not the Dean or the individual College. If a Dean moves from a CCAS member institution to a non-member institution, the Dean must apply for CCAS membership for new institution to continue CCAS membership benefits.

**Membership Dues**

SIZE .....	DUES
Very Small .....	\$375.00
Small .....	\$375.00
Medium.....	\$500.00
Large .....	\$740.00

**The Executive Office Staff**

Executive Director  
*Anne-Marie McCartan*

Member Services Coordinator  
*Gayle Helmling*

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*Nichelle Wright*

Graphic Designer  
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[www.ccas.net](http://www.ccas.net)

**On-campus Workshops for Chairs/Heads**

**ARE YOU READY TO TAKE ADVANTAGE OF A UNIQUE BENEFIT FOR CCAS MEMBERS?** The CCAS Leadership Development Workshops for Chairs/Heads brings our national training curriculum for chairs to campus. Designed for deans who are looking for a team-centered approach to enhancing the skills and confidence of its chairs, this workshop consists of a one-day visit from a dean-consultant whom you have determined best matches the needs of your type of institution. You select from training topics, which include

- The Chair as Academic Leader
- Managing People and Conflict
- Working with the Dean
- Recruiting, Retaining, and Developing Faculty
- Managing Resources

Case studies are used with each topic, and sessions are tailored to meet the needs of your setting.

More than 20 deans have contracted with CCAS to bring this program to campus. We highly recommend that you select a date (often right before a term begins) when all your chairs/heads will be available to attend. The more lead time you can give us to identify the dean-consultant, the better.

Workshop costs consist of a \$1500 fee for the dean-consultant (plus travel expenses) and an administrative fee of \$750 to CCAS. Often this cost is shared with other Colleges or Schools at your institution who wish to have their chairs attend along with yours. For further information, [click here](#).

To discuss holding a workshop on campus, contact CCAS Executive Director Anne-Marie McCartan at [ammcca@wm.edu](mailto:ammcca@wm.edu).

**Mark Your Calendar**

**NOVEMBER 5-8**

49TH ANNUAL MEETING,  
SAN ANTONIO MARRIOTT RIVERCENTER



CCAS returns to San Antonio for its 49th Annual Meeting. The conference hotel, San Antonio Marriott Rivercenter, is located in the heart of the Riverwalk. Timothy Johnston (University of North Carolina at Greensboro) is the 2014 Program Chair.



# 2014 SEMINARS for DEPARTMENT CHAIRS

July 10-12 in Cleveland, OH

October 5-7 in San Diego, CA

The CCAS SEMINAR FOR DEPARTMENT CHAIRS/HEADS provides a forum in which chairs—new and experienced—can examine the art of departmental administration through close interaction with colleagues from multiple disciplines and from institutions around the country. Presentations by experienced department chairs will focus upon actual techniques that chairs use, as well as ideal models of administration. Group discussion is critical to the seminar format; therefore, registration is limited. Two social hours, breakfast and lunch on the second day, and breakfast on the third day provide opportunities for interchange among participants. All banquet functions are included in the registration fee.

## Seminar DIRECTORS



MICHAEL D. JOHNSON, Dean  
*College of Sciences,  
University of  
Central Florida*



KAREN M. KEDROWSKI, Dean  
*College of  
Arts & Sciences,  
Winthrop University*

## FACILITATORS

Four experienced department chairs and associate deans from a variety of disciplines and institutional types will offer small-group and individual sessions with seminar participants.

## REGISTRATION

The Seminar is open to chairs/heads at accredited baccalaureate degree-granting CCAS member institutions. Due to space limitations, **no more than TWO chairs from the same institution** will be admitted. **The first 40 registration requests will be accepted; additional requests will be wait-listed in order of receipt.**

**To register:** [www.ccas.net](http://www.ccas.net). Under Events, click the event you wish to attend. Register as a New Customer.

**Registration Fee:** \$550 Includes seminar materials, two social hours, two breakfasts, and one luncheon.

## TRAVEL PLANS

Both these cities have a plethora of attractions. **Participants from previous seminars have said that they wished they had added an extra day to explore before or after the seminar.** Both hotels have extended the group rate for several days on either side of the event, on a space-available basis. You are urged to make your hotel reservations (see below) after receiving confirmation of registration, or in no case later than the reservation deadline.

**FOR HOTEL INFORMATION CLICK THE APPROPRIATE BOX/LINE:**

Cleveland, OH

San Diego, CA

## PRELIMINARY PROGRAM

### DAY ONE

3:00–6:00pm  
**Seminar Registration**

4:00–6:00pm  
**Opening Plenary: The Chair as Academic Leader**

6:00–7:00pm  
**Networking Social Hour**  
Dinner on your own

### DAY TWO

7:30–8:30am  
**Breakfast Buffet**

8:30–10:00am  
**The Basics for New Chairs**

OR  
**Problem-Solving for Experienced Chairs**

10:30am–Noon  
**Managing People & Conflict**

Noon–2:00pm  
**Luncheon**

2:00–5:30pm  
**Recruitment, Retention, & Development of Faculty and Working with the Dean**

5:30–6:30pm  
**Networking Social Hour**

### DAY THREE

7:30–8:30am  
**Continental Breakfast**

8:30–10:30am  
**Case Studies**

11:00am–Noon  
**Taking Care of Yourself**

# Changing of the Guard

## New Members

**University of Missouri-St. Louis – College of Fine Arts and Communication**  
Jean M.K. Miller, dean

**University of Northwestern – St. Paul – College of Arts & Humanities**  
Jeremy Kolwinska, dean

**University of Northwestern – St. Paul – College of Behavioral & Natural Sciences**  
Daniel Crane, dean

**University of Wisconsin, Stout – College of Science, Technology, Engineering and Mathematics**  
Charles Bomar, interim dean

**Villanova University – College of Liberal Arts and Sciences**  
Jean Ann Linney, dean

**Michael Camille**, interim dean of arts, education and sciences at the University of Louisiana at Monroe, will be associate dean. **Sandra Lemoine** has been named dean.

**Brian Crawford**, dean of liberal arts at West Liberty University, has been appointed Provost. **Robert Kruse** is the interim dean.

**Carl Drummond**, dean of arts and sciences at Indiana University, Purdue University Fort Wayne, has been appointed Vice Chancellor for Academic Affairs. **Judith Elaine Blakemore** is the interim dean.

**Olufunke Fontenot** is interim dean of education at Georgia College and State University.

**John Hardee** from interim dean to dean of arts and sciences at Henderson State University.

**Melissa Lavitt**, dean of social sciences and public affairs at Boise State University, has been appointed Senior Associate Vice Chancellor for Academic Affairs at Indiana University, Purdue University Indianapolis. **Shelton Woods** is the interim dean.

**Charles McAdams**, dean of arts and sciences at Northwest Missouri State University, has been appointed VPAA and Provost at Delta State University. **Michael Steiner** has been named dean.

**Simon Morgan-Russell**, dean of arts and sciences at Bowling Green State University, has been named director of the newly created Honors College. **Julie Barnes** is the interim dean.

**Alison Morrison-Shetlar**, Elon College dean of arts and sciences at Elon University, has been appointed Provost and Vice Chancellor for Academic Affairs at Western Carolina University. **Gabie Smith** is the interim dean.

**Berlethia J. Pitts** is the interim dean of arts and sciences at Fort Valley State University.

**Sue Ott Rowlands**, dean of liberal arts and human sciences at Virginia Polytechnic Institute and State University, has been appointed VPAA and Provost at Northern Kentucky University. **Joan Hirt** is the interim dean.

**Wade Thomas**, dean of arts and humanities at SUNY Oneonta, has been appointed interim associate provost. **Eileen Morgan-Zayachek** is the interim dean.

**Dean Yohnk**, dean of arts and humanities at University of Wisconsin-Parkside has been appointed CEO/Dean at the University of Wisconsin-Barron County. **Megan Mullen** is the interim dean.

# NEW DEANS

CCAS Seminar for New Deans  
of Arts & Sciences

JULY 13-16 Cleveland OHIO

The Council of Colleges of Arts and Sciences (CCAS) offers seminars in which participants examine practical issues associated with academic administration. In the annual Seminar for New Deans, experienced A&S deans share their accumulated wisdom about successful deaning and facilitate discussion among participants about approaches to common problems faced by those new to the job of deaning.

Using a variety of formats, including case studies, the seminar focuses upon successful management techniques as well as ideal models of administration. New deans from around the country and many types of institutions will be in attendance. Ample networking activities allow participants to develop a set of contacts to call upon once back on campus. The seminar also introduces attendees to the plethora of services you will receive as a CCAS member to support your work as dean.

## SEMINAR FACULTY

### DIRECTOR



**Janice Nerger, Dean**  
College of Natural Sciences  
Colorado State University

### FEATURED SPEAKERS



**Mary Ellen Mazey, President**  
Bowling Green State University

**Ted A. Mallo, Vice President  
and General Counsel**  
University of Akron

**Sonali B. Wilson, General Counsel**  
Cleveland State University

### FACILITATORS

**Danny J. Anderson, Dean**  
College of Liberal Arts and Sciences  
University of Kansas

**Elizabeth Kavran, Dean**  
School of Arts and Sciences  
Ursuline College

**Gregory M. Sadlek, Dean**  
College of Liberal Arts and Social Sciences  
Cleveland State University

## REGISTRATION INFORMATION

Since small-group discussions are critical to the seminar format, registration is limited to 40.

The registration fee of \$625 includes conference materials, Sunday and Tuesday social hours, Monday, Tuesday and Wednesday breakfast buffets, and Monday lunch. Fee for non-members is \$750.

### Registration Procedure:

From [www.ccas.net](http://www.ccas.net), log in with your personal username and password under Member Login: click "Forgot your login information?" if you do not know your login credentials. Non-CCAS members may register as New Customers.

### Registration Deadline:

**June 27, 2014**, or until the seminar is filled. Payment need not accompany your registration but must be received by that date.

The first 40 registration requests will be accepted, with preference going to college deans; additional requests will be wait-listed in order of receipt. **Ten spaces are reserved for associate/assistant deans who have responsibility for faculty and curricular issues.**

### Cancellation Policy:

For written cancellations received in the CCAS office by 5:00 p.m. EST on **July 2**, CCAS will refund the registration fee, less a \$75 administrative fee. After July 2, no refunds will be granted due to catering guarantees.

## HOTEL INFORMATION

### WYNDHAM CLEVELAND AT PLAYHOUSE SQUARE

1260 Euclid Avenue | Cleveland, Ohio 44115

Recipient of the 2013 Trip Advisor Certificate of Excellence Award, the recently renovated Wyndham Cleveland at PlayhouseSquare is located in the heart of Cleveland's vibrant theatre district. It's only a short bus ride to the downtown restaurant scenes at East 4<sup>th</sup> Street or the Warehouse District.

**Group Room Rate:** \$125 plus tax, single or double

**Hotel reservation deadline: June 25, 2014**

**To make reservations:** <http://tinyurl.com/newdeansJuly2014> or call 216-615-7500 or toll free 800-996-3426 and ask for the group rate for the CCAS Department Chairs & New Deans Seminars.

## PRELIMINARY PROGRAM

### SUNDAY, JULY 13

4:00–5:30 pm  
Check-in & seminar registration

5:30–6:30 pm  
Networking reception

### MONDAY, JULY 14

7:30–8:30 am  
Breakfast

8:30–9:00 am  
Welcome, Introductions & Overview

9:00–10:00 am  
Getting Started: Shaping & Organizing College Operations

10:30 am–12:00 pm  
Leadership, Equity, & Decision-making

12:00–1:30 pm  
Luncheon

1:30–3:00 pm  
Planning & Budgeting

3:15–5:00 pm  
What Presidents and Provosts Expect From Their Deans

### TUESDAY, JULY 15

7:30–8:30 am  
Breakfast

8:30–11:45 am  
Legal Issues in Higher Education

1:15–4:30 pm  
Faculty Issues  
Deans & Development

6:00–7:00 pm  
Networking reception

### WEDNESDAY, JULY 16

7:30–8:30 am  
Breakfast

8:30–10:00 am  
Case Studies

10:30–11:30 am  
Problem-Solving Exercises  
or Role of the Associate/  
Assistant Dean

11:30–Noon  
Wrap-Up