Leadership and learning are indispensable to each other.

– John F. Kennedy

Chairs’ website resources can be found here:
web.uri.edu/provost/new-chairs

Chairs’ Forum - November - TBD

RESOURCES AND PROGRAMS FOR ACADEMIC DEPARTMENT CHAIRS

Fall Workshops/Discussions

**Chairs Forum: Planning for spring 2021/Review of fall 2020 opening**
Open discussion with the Office of the Provost

- **Date:** Wednesday, 9/23/20
- **Time:** 3:00pm - 4:30pm
- **Webex calendar invite forthcoming**

**Interpreting/managing dept budgets**
This workshop focuses on the financial responsibilities of chairs. The directors of the Office of Budget and Financial Planning and Purchasing Department as well as a college business manager will share information and be available to answer chairs' questions.

- **Facilitators:** Matthew Bodah, Linda Barrett, Tracey Angell, Catherine Robinson
- **Date:** Tuesday, 10/13/20
- **Time:** 2:30pm - 4:00pm
- **Zoom calendar invite forthcoming**

**Writing effective and appropriate annual review letters**
Writing effective Chair's evaluation letters is a critical part of the annual review, tenure and promotion process. Come hear about evaluation letter best practices, with an opportunity for Q&A with experienced chairs.

- **Facilitator:** Anne Veeger
- **Date:** Friday, 10/30/20
- **Time:** 1:00pm - 2:30pm
- **Zoom calendar invite forthcoming**

**Learning from experienced chairs: An interactive dialogue**
Experienced chairs share insights about how they managed budgets, curriculum planning, interpersonal conflicts and other responsibilities. Bring your questions!

- **Facilitator:** Ann Morrissey
- **Date:** Tuesday, 12/1/20
- **Time:** Noon - 1:30pm
- **Zoom calendar invite forthcoming**