DEANS & CHAIRS ANNUAL RETREAT
Thursday, August 22, 2013  ❖  8:00 am – 5:30 pm
Clark Kerr Campus
AGENDA
Times are approximate.

RETREAT OUTCOMES

• To provide an opportunity for Deans and Chairs to reconnect with one another prior to the start of the academic year.

• To update Deans and Chairs on the state of the campus, including some key campus initiatives.

• To provide an opportunity for Deans and Chairs to discuss several timely and relevant topics in smaller break-out sessions.
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~ CONTINENTAL BREAKFAST IN THE FOYER~
Available at 8 am

8:30 – 9:30, Krutch Auditorium
Welcome and State of the Campus
Executive Vice Chancellor & Provost George Breslauer will open the retreat with reflections on the state of the campus and the challenges ahead.

9:30 – 10:15, Krutch Auditorium
Early Thoughts from the Chancellor and Q&A
Chancellor Nicholas Dirks will share his first impressions of the Berkeley campus and respond to questions from the Deans and Chairs.

~BREAK~

10:45 - Noon
Breakout Sessions (Attend one, per advance registration)

1. Revenue Generation: Getting Started - ROOM 102
Peggy Huston, Director of the Operational Excellence Program Office
Katherine Mitchell, Organization Development Consultant
Andrew Szeri, Vice Provost for Graduate Studies and Dean of the Graduate Division, Operational Excellence Program Head, and Professor of Mechanical Engineering

Are you interested in new revenue to support your department’s core activities? If you want to explore revenue generation through means other than philanthropy or contracts and grants, this session will help you to begin. The Operational Excellence Program Office can partner with you and your department, school, or college to provide expertise, services and tools, connections to on- and off-campus resources, and financing to support project implementation. The goal of this session is to help you think about how to generate new revenue above and beyond the necessary costs.
2. **Documenting Teaching Effectiveness in Academic Personnel Review - ROOM 104**

   *Cathy Koshland, Vice Provost for Teaching, Learning, Academic Planning, and Facilities*
   *Gary Firestone, Professor of Molecular and Cell Biology*
   *Richard Freishtat, Senior Consultant with the Center for Teaching and Learning*
   *Cynthia Schrager, Assistant Vice Provost for Teaching and Learning*
   *Philip Stark, Professor and Chair Statistics*

   The Academic Personnel Manual (APM) calls for using a broad range of evidence in the evaluation of teaching for merit, tenure, and promotion cases. While departments report collection of various types of evidence, in practice end-of-term course evaluations are the primary focus in such reviews. Additionally, there is little in the way of shared standards or sharing of best practices on campus around the various types of evidence. In this workshop, we will present a resource packet for documenting teaching effectiveness utilizing various sources and methods, and focus on a pilot conducted this past spring semester on one such method – peer review of course instruction. Input will be solicited about possible challenges and opportunities in making practices like this more widespread on the campus.

3. **Planning for Campus Shared Services (CSS) Implementation and the Impact on Your Unit - ROOM 203**

   *Barbara Broque, Senior Organizational Consultant, Transformation Support Services (TSS)*
   *Keith Gilless, Dean of the College of Natural Resources*
   *Thera Kalmijn, Chief Operating Officer, CSS*
   *Mary Worthington, Implementation Director, CSS*

   This interactive discussion with leaders from Campus Shared Services (CSS), early adopters, and Transformation Support Services will help you prepare for your unit's transition to Campus Shared Services (CSS) by discussing key activities, helping you understand your role in the transition, and answering your questions. Additionally, you will learn more about how Transformation Support Services (TSS) can help you assess and address the impact on your unit through diagnosis of staffing needs, organizational alignment with unit goals, issues and considerations related to employee and labor relations, and the transfer of knowledge from those who are leaving the department to those who remain.
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4. How to Engage, Focus, and Develop High Performing Staff - ROOM 204
   Liz Elliott, Director of Learning + Organizational Development
   Heidi Hoffman, Assistant Dean for the College of Letters & Science
   Jeannine Raymond, Assistant Vice Chancellor for Human Resources

   Operations at Berkeley are changing rapidly bringing many challenges and opportunities for staff in schools, colleges, and departments. As a result, deans and chairs face their own leadership challenges in helping staff adapt to change and adopt new ways of working to support the mission of their units. This session explores current and emerging trends in our workforce that may impact the way you encourage and manage your staff.

   ~LUNCH IN THE GREAT HALL~

1:30 – 2:45
Breakout Sessions (Attend one, per advance registration)

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   Katherine Mitchell, Organizational Consultant
   Andrew Szeri, Vice Provost for Graduate Studies and Dean of the Graduate Division, Operational Excellence Program Head

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   leadership challenges in helping staff adapt to change and adopt new ways of working to
   support the mission of their units. This session explores current and emerging trends in our
   workforce that may impact the way you encourage and manage your staff.

   ~BREAK~

3:00 – 3:45, Krutch Auditorium
Cal Answers: Improving Information about our Curriculum
   Erin Gore, Associate Vice Chancellor and Chief Financial Officer
   Pamela Brown, Executive Director of the Office of Planning and Analysis

   Getting better curricular information is critical to predict student demand, plan instructional
   needs, and assess student outcomes. Building on what we learned from the Common Good
   Curriculum project, Berkeley’s Cal Answers Student Curriculum – an Operational Excellence
   project – is bringing together course enrollment data to help the campus inform the way we
   analyze, support, communicate and plan our curriculum. At this session, you will see a
   demonstration of dashboards for long term curriculum planning, weekly enrollment tracking and
   grades distribution. We will also preview proposed reporting tools on majors taking my courses,
   along with courses my student majors take.

   In advance of the retreat, you might want to view a brief video describing the dashboards to
   learn more about how these dashboards can help your unit with curriculum-related work.
3:45 – 4:45, Krutch Auditorium
Enhancing Undergraduate Education: A Moderated Panel and Discussion
Chancellor Nicholas Dirks, Professor of History and Professor of Anthropology
Richard Freishtat, Senior Consultant with the Center for Teaching and Learning
Cathy Koshland, Vice Provost for Teaching, Learning, Academic Planning and Facilities
Maura Nolan, Associate Professor and Director of Berkeley Connect
Saul Perlmutter, Professor of Physics
Mark Richards, Executive Dean of the College of Letters and Science and Dean of Mathematical and Physical Sciences
Alexandra Saum-Pascual, Assistant Professor of Spanish
Mary Ann Smart, Professor of Music

Chancellor Dirks will moderate a panel, and lead a discussion with the Deans and Chairs, with the goal of starting a campus-wide conversation about Berkeley’s commitment to undergraduate education and the undergraduate experience. The discussion is intended to engage Deans and Chairs in thinking together about undergraduate education to provide additional insight and perspective on this topic.

4:45 – 5:00, Krutch Auditorium
Wrap-up
EVCP Breslauer

~WINE IN THE FOYER~