

**DEPARTMENT CHAIRS AND UNIT HEADS  
ACADEMIC LEADERSHIP WORKSHOP  
AUGUST 14, 1997 8:00 A.M. – 4:00 P.M.**

‘Ō helo Banquet Room

**AGENDA**

8:00 a.m.	Refreshments	15 minutes
8:15 a.m.	Icebreaker (Susan)	15 minutes
8:30 a.m.	New Faculty: □Part I (Louise) The Role of Mentoring (ISO website <a href="http://leahi.kcc.hawaii.edu/~iso">http://leahi.kcc.hawaii.edu/~iso</a> ) Departmental Support	50 minutes
9:20 a.m.	Team Building (Susan)	10 minutes
<b>9:30 a.m.</b>	<b>Break</b>	<b>15 minutes</b>
9:45 a.m.	New Faculty: □Part II (Louise) Peer Evaluations The Hiring Process	50 minutes
<b>10:35 a.m.</b>	<b>Break</b>	<b>10 minutes</b>
10:45 a.m.	Air Conditioning Work in Kauila, ‘Iliahi, and ‘Ilima (Mike)	30 minutes
11:15	Update on Enrollment (Mona)	30 minutes
<b>11:45 a.m.</b>	<b>Lunch</b>	
12:45 p.m.	Budget (Leon)	45 minutes
1:30 p.m.	Course Outlines (Susan & Leon)	15 minutes
1:45 p.m.	Workload Report (Mike)	45 minutes
2:30 a.m.	Team Building (Susan)	15 minutes
<b>2:45 a.m.</b>	<b>Break</b>	<b>10 minutes</b>
2:55 p.m.	New Forms and Procedures for Rooms (Mike)	35 minutes
3:30 p.m.	Questions, Issues for discussion at Fall 1997 DACs	30 minutes

**Already in the "wall safe:"** UHM & transfer of Voc Ed 100-level courses, monitoring 11-month faculty's vacation, new schedule, control of the curriculum, recruitment/retention of students

4:00 p.m.

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