

THRIVING AS AN ACADEMIC SPECIALIST
Monday, January 28, 2019, Heritage Room, University Club
WORKSHOP AGENDA

- 8:00 a.m. **Registration, Networking, and Continental Breakfast**
- 8:30 a.m. **Welcome**
Theodore H. Curry, Associate Provost and Associate Vice President, Academic Human Resources
June Youatt, Provost and Executive Vice President for Academic Affairs
- 8:40 a.m. - 9:20 a.m. **Academic Specialist: History, Roles, Appointment Types and Advancing as a Specialist**
Theodore H. Curry, Associate Provost and Associate Vice President, Academic Human Resources

This section will focus on the system for Academic Specialists at Michigan State University. It will include the history of the system, purpose, process and how the system has evolved over time. An overview of the promotional process from Academic Specialists to Senior Academic Specialist will be included.
- 9:20 a.m. - 9:50 a.m. **Approaching the Process**
Sonja Fritzsche, Associate Dean for Personnel, Administration, and Undergraduate Education, College of Arts and Letters

This section will focus on approaching the promotional process, which will include how to utilize your annual evaluation and discussing performance expectations with your supervisor, methodology for the reflective essay, and how to track and document your accomplishments. We will also discuss basic types of evidence and documentation that should be gathered over time, including letters of support, in preparation of transitioning into the next phase of your career.
- 9:50 a.m. – 10:00 a.m. **Break**
- 10:00 a.m. – 10:45 a.m. **Making an Impact as an Academic Specialist Panel Discussion**
Dwight Handspike, Associate Director and Continuing Advising Specialist, BUS
Laurie Linscott, Senior Continuing Outreach Specialist, CSS
Amy Pollock, Senior Continuing Teaching Specialist, CNS
Scott Schopieray, Assistant Dean and Continuing Curriculum Development Specialist, CAL

Panel discussion featuring Academic Specialists who are thriving at Michigan State University while making an impact on the university in creative ways.
- 10:45 a.m. – 10:50 a.m. **Academic Specialist Advisory Committee (ASAC) Overview**
Kari Kammel, Chair, Academic Specialist Advisory Committee
- 10:50 a.m. – 10:55 a.m. **Wrap-up, Evaluation Reminder, and Breakout Session Description**
Theodore H. Curry, Associate Provost and Associate Vice President, Academic Human Resources
- 11:10 a.m. - 12:30 p.m.
(Two – 35 minute Sessions) **Appointment Type Breakout Sessions**
Informal breakout sessions for facilitated conversations about the Academic Specialist system, promotion, questions, and networking based on appointment type.
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| <u>Outreach (Room B119)</u>
<i>Rex LaMore</i> , Sr. Cont. Specialist, UOE
<i>Laurie Linscott</i> , Sr. Cont. Specialist, CSS | <u>Advising (Room B120)</u>
<i>Shannon Brecheisen</i> , Cont. Specialist, BUS
<i>Sarah Handspike</i> , Sr. Cont. Specialist, CSS |
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- Session One
11:10 a.m. - 11:45 a.m.
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| <u>Teaching including Designation B (Room B108/110)</u>
<i>Sonja Fritzsche</i> , Associate Dean, CAL
<i>Michael Everett</i> , Sr. Cont. Specialist, CANR | <u>Curriculum Development (B113/121)</u>
<i>Scott Schopieray</i> , Cont. Specialist, CAL
<i>Stephen Thomas</i> , Cont. Specialist, CNS |
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- Session Two
11:55 a.m. - 12:30 p.m.
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| <u>Research (Heritage Room)</u>
<i>Steven J. Pierce</i> , Cont. Specialist, CSTAT
<i>Becky Matz</i> , Cont. Specialist, HUB | <u>Academic Human Resources (Heritage Room)</u>
(Offered in Session Two Only)
<i>Theodore H. Curry</i> , Asc. Provost and Asc. VP
<i>Melanie Trowbridge</i> , Director |
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Please visit the [Thriving as an Academic Specialists Resource Webpage](https://tinyurl.com/MSUAcadSpec).
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