

THRIVING AS AN ACADEMIC SPECIALIST
Tuesday, February 11, 2020, 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
Teresa A. Sullivan, Interim 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. – 9:35 a.m. **Academic Specialist Advisory Committee (ASAC) Overview**
Justin St. Charles, Chair, Academic Specialist Advisory Committee
- 9:35 a.m. - 10:05 a.m. **Approaching the Process**
Sonja Fritzsche, Associate Dean for Personnel and Administration, 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.
- 10:05 a.m. – 10:15 a.m. **Break**
- 10:15 a.m. – 10:55 a.m. **Strategies for Professional Growth as an Academic Specialist**
Cori Fata-Hartley, Assistant Dean for Academic Affairs, CNS
Dwight Handspike, Associate Director and Continuing Advising Specialist, BUS
Laurie Linscott, Senior Continuing Outreach Specialist, CSS
Amol Pavangadkar, Senior Fixed-Term Teaching Specialist, CAS
- 10:55 a.m. – 11:00 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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| <p><u>Outreach (Room B119)</u>
<i>Joy Landis, Sr. Cont. Specialist, CANR</i>
<i>Laurie Linscott, Sr. Cont. Specialist, CSS</i></p> | <p><u>Advising (Room B120)</u>
<i>Shannon Brecheisen, Cont. Specialist, BUS</i>
<i>Sarah Handspike, Sr. Cont. Specialist, CSS</i></p> |
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| <p>Session One
11:10 a.m. - 11:45 a.m.</p> | <p><u>Teaching including Designation B (Room B108/110)</u>
<i>Sonja Fritzsche, Associate Dean, CAL</i>
<i>Michael Everett, Sr. Cont. Specialist, CANR</i></p> | <p><u>Curriculum Development (B113/121)</u>
<i>Scott Schopieray, Cont. Specialist, CAL</i>
<i>Stephen Thomas, Cont. Specialist, CNS</i></p> |
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| <p>Session Two
11:55 a.m. - 12:30 p.m.</p> | <p><u>Research (Heritage Room)</u>
<i>Justin Micomonaco, Honors College,</i>
<i>Steven J. Pierce, Cont. Specialist, CSTAT</i></p> | <p><u>AHR - Fixed-Term Specialists (Heritage Room)</u>
(Offered in Session Two Only)
<i>Theodore H. Curry, Asc. Provost and Asc. VP</i>
<i>Kathy Lewless, Director</i></p> |
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- Review of Form C - Academic Specialist Advisory Committee (B122/124)**
Nicola Imbraccio, Specialist, CAL
Kari Kammel, Specialist, CSS
Danielle Flores Lopez, CNS

Please visit the [Thriving as an Academic Specialists Resource Webpage](https://tinyurl.com/MSUAcadSpec).
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