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. Appointment Type Breakout Sessions
Informal breakout sessions for facilitated conversations about the Academic Specialist system, promotion, questions, and networking based on appointment type.

Outreach (Room B119)
Rex LaMore, Sr. Cont. Specialist, UOE
Laurie Linscott, Sr. Cont. Specialist, CSS

Advising (Room B120)
Shannon Brecheisen, Cont. Specialist, BUS
Sarah Handspike, Sr. Cont. Specialist, CSS

Session One
Teaching including Designation B (Room B108/110)
Sonja Fritzsche, Associate Dean, CAL
Michael Everett, Sr. Cont. Specialist, CANR

Curriculum Development (B113/121)
Scott Schopieray, Cont. Specialist, CAL
Stephen Thomas, Cont. Specialist, CNS

Session Two
Research (Heritage Room)
Steven J. Pierce, Cont. Specialist, CSTAT
Becky Matz, Cont. Specialist, HUB

Academic Human Resources (Heritage Room)
(The Offered in Session Two Only)
Theodore H. Curry, Asst. Provost and Asst. VP
Melanie Trowbridge, Director

11:55 a.m. - 12:30 p.m. Academic Human Resources (Heritage Room)