

**American Mathematical Society**  
**Workshop for Department Chairs and Department Leaders**  
**Tuesday, January 9, 2018**  
**Marriott Marquis San Diego Marina**  
**Marina Ballroom E, 3<sup>rd</sup> Floor, South Tower**

**PROGRAM**

8:00 am      *Continental Breakfast*

8:30 am      **Improving students' experience**

**Leader: Malcolm Adams, University of Georgia**

Description: The first part of the session will be a discussion of the Calculus Sequence as gateway or gatekeeper. After a brief review of some of the recent contributions to the discussion on improving the Calculus pipeline we will break into small groups to share our own departments' successes, failures, and concerns in the teaching of calculus. The second part of the session will focus on the mathematics major program. What are the essential elements to providing a relevant program in today's world? After examining a few models, we will again break into small groups to share our own local experiences.

10:00 am      *Break*

10:30 am      **Outreach and communication: building effective internal partnerships**

**Leader: Irina Mitrea, Temple University**

Description: The goal of this interactive session is to explore mathematical outreach activities as a means to build internal bridges with other departments, alumni, the Honors program, government relations office, career and internship offices, development office, and the dean and upper administration, in order to enhance the university-wide, regional, and national visibility of the department. We will collaboratively build a list of best practices -- rooted in experience -- for building departmental, college and university interest and support in and for our programs; for seeking university sources of funding; for effectively advertising these efforts to the university community; and for using outreach activities as a professional development tool both for students and faculty.

12:00 pm      *Luncheon Buffet*

1:30 pm      **Outreach and communication: building effective external partnerships**

**Leader: Doug Mupasiri, University of Northern Iowa**

Description: In this interactive session we will explore outreach and communication for the purpose of building effective external partnerships. Since successful and sustainable outreach efforts invariably require the participation of more than one person in a department, some key questions need to be answered before starting them. Why does the department need to engage in outreach at all, what sorts of outreach makes sense for the department to undertake, who are the intended targets of the outreach, and what potential benefits are expected to accrue to the department from the outreach? The next important task is to determine smart ways to carry out the selected outreach. Communication is a key component of any outreach activity. But what sort of communication and what are some good ways to do it? Some models of outreach and communication used at different types of institutions will be provided.

3:00 pm ***Break***

3:30 pm **View from the top: what responsibilities, duties and expectations do Deans, Provosts and other chief academic officers have for their chairs?**

**Leader: Krista Maxson, University of Science & Arts of Oklahoma**

Description: Academic Administrators want their chairs to be successful in leading their department. This session will cover topics from faculty development and evaluation to managing the department budget and resources. Chairs provide the buffer between faculty and administration by advocating for their departments while being exposed to the bigger picture of the college and university. Examples of both good and bad experiences will be shared and participants will be encouraged to discuss with their table and report out to the whole during this interactive session.

5:00 pm ***Reception***

-6:30 pm

*Previous Workshop participants and AMS Project NExT Fellows have been invited to join us for the post-workshop reception.*