

Practicum Timeline

Academy Contacts

- **Chair Academy Emails:**
 - * chair.academy@mcmail.maricopa.edu When you want to send an e-mail to The Chair Academy staff
 - * leadershipacademy@mcmail.maricopa.edu
 - * chair.conference@mcmail.maricopa.edu
- **Chair Academy Web site:** When you want information about The Chair Academy Programs and Services
<http://www.mc.maricopa.edu/chair>
- **Your Academy Listserv:** When you want to contact your entire class
dl-global07@mail.mc.maricopa.edu
- **Your Academy Class Web site:** When you want to register, email individual class members, take surveys, view class photo's and find other information regarding your Academy
<http://www.mc.maricopa.edu/community/chair/academy/global07-08/classindex.html>

PLEASE REQUEST YOUR COLLEGE IT DEPARTMENT TO PLACE THESE EMAIL ADDRESSES ON THEIR "WHITE LIST". THIS WILL ALLOW EMAILS FROM THE CHAIR ACADEMY TO PASS THROUGH YOUR SPAM FILTER.

<u>Date</u>	<u>Activity</u>
June 17-22, 2007	Initial Leadership Session Initial IPDPs collected will be reviewed by your facilitators, Ken Robson and Marina Engelking, and returned to you.
July 6, 2007	Submit/Complete online Mentor Selection form; the webpage will be sent to you.
Within One Month	Meet with your mentor, share your IPDP, and establish regular meeting times.
November 1, 2007	Midyear Reflection Report Due Send to Chair Academy, your mentor, & your facilitators (Ken Robson, kjrobson@shaw.ca ; Marina Engelking, marina.engelking@senecac.on.ca).
April 2008	Register for the 2 nd leadership session online at your class webpage.
April 1 - 4, 2008	Attend the Chair Academy Annual International Conference in Denver, Colorado.
May 2008	Final, Comprehensive Reflection Report Due Send to the Chair Academy, your mentor and your facilitators (Ken Robson, kjrobson@shaw.ca ; Marina Engelking, marina.engelking@senecac.on.ca).
May 2008	Complete on-line Interim MLQ (Multi-factor Leadership Questionnaire) and LSPS (Leadership Skills Perception Survey). Also ask supervisor and other evaluators to complete surveys.
June 15-20, 2008	Final Leadership Session
November 2008	Complete on-line Post MLQ (Multi-factor Leadership Questionnaire) and LSPS (Leadership Skills Perception Survey). Also ask supervisor and other evaluators to complete surveys.