Practicum Timeline

Academy Contacts

- **Chair Academy Emails:**

* chair.academy@mcmail.maricopa.edu
* leadershipacademy@mcmail.maricopa.edu
* chair.conference@mcmail.maricopa.edu

When you want to send an e-mail to The Chair Academy staff

- **Chair Academy Web site:** http://www.mc.maricopa.edu/chair

When you want information about The Chair Academy Programs and Services

- **Your Academy Listserv:** dl-kangan07@mail.mc.maricopa.edu

When you want to contact your entire class

- **Your Academy Class Web site:** http://www.mc.maricopa.edu/community/chair/academy/kangan07-08/classindex.html

When you want to register, email individual class members, take surveys, view class photo's and find other information regarding your Academy

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.

Date	Activity
April 23-27, 2007	Initial Leadership Session Initial IPDPs collected will be reviewed by your facilitators, Dave Gatewood and Dianne Williams, and returned to you.
May 11, 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 2, 2007	Midyear Reflection Report Due Send to Chair Academy, your mentor, and your facilitators, Dave Gatewood and Dianne Williams.
February 2008	Register for the 2nd leadership session online at your class webpage.
March 28, 2008	Final, Comprehensive Reflection Report Due Send to the Chair Academy, your mentor and your facilitators Dave Gatewood and Dianne Williams.
March 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.
April 1 – 4, 2008	Attend the Chair Academy Annual International Conference in Denver, Colorado.
April 2008 (dates TBA)	Final Leadership Session
October 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.