

# 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-ohio07-08@mail.mc.maricopa.edu](mailto:dl-ohio07-08@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/ohio07-08/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>
July 29-August 3, 2007	Initial Leadership Session Initial IPDPs collected will be reviewed by your facilitators, Dick Strand and Ann Marie Krause, and returned to you.
August 17, 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.
December 10, 2007	Midyear Reflection Report Due Send to Chair Academy, your mentor & your facilitators (Dick Strand, <a href="mailto:rstrand@oc.ctc.edu">rstrand@oc.ctc.edu</a> ; Ann Marie Krause, <a href="mailto:akrause@blackhawk.edu">akrause@blackhawk.edu</a> ).
April 1 - 4, 2008	Attend the Chair Academy Annual International Conference in Denver, Colorado.
June 2008	Register for the 2 <sup>nd</sup> leadership session online at your class webpage.
June 2008	Final, Comprehensive Reflection Report Due Send to the Chair Academy, your mentor and your facilitators (Dick Strand, <a href="mailto:rstrand@oc.ctc.edu">rstrand@oc.ctc.edu</a> ; Ann Marie Krause, <a href="mailto:akrause@blackhawk.edu">akrause@blackhawk.edu</a> ).
July 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.
July 27-August 1, 2008	Final Leadership Session
January 2009	Complete on-line Post MLQ (Multi-factor Leadership Questionnaire) and LSPS (Leadership Skills Perception Survey). Also ask supervisor and other evaluators to complete surveys.