

Suffolk 08-09 Practicum Timeline

Academy Contacts

<ul style="list-style-type: none"> • 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 (you can also call at (480) 461-6270).
<ul style="list-style-type: none"> • Facilitator Emails: * Pam Bergeron: bergerp@lcc.edu * Ann Marie Krause: akrause@blackhawk.edu 	When you want to email your facilitators.
<ul style="list-style-type: none"> • Chair Academy Web site: http://www.mc.maricopa.edu/chair 	When you want information about The Chair Academy Programs and Services
<ul style="list-style-type: none"> • Your Academy Listserv: * dl-suffolk08@mail.mc.maricopa.edu 	When you want to contact your entire class
<ul style="list-style-type: none"> • Your Academy Class Web site: http://www.mc.maricopa.edu/community/chair/academy/suffolk08-09/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 ACCOUNTS ON THEIR "WHITE LIST". THIS WILL ALLOW EMAILS FROM THE CHAIR ACADEMY TO PASS THROUGH YOUR SPAM FILTER.**

<u>Date</u>	<u>Activity</u>
Jan 16-18, 2008	Initial Leadership Session Initial IPDPs collected will be reviewed by your facilitators and returned to you.
Feb 4, 2008	Submit/Complete online Mentor Selection form; we will send you the webpage.
Within One Month	Meet with your mentor, share your IPDP, and establish regular meeting times.
May 28-30, 2008	Second Leadership Session
July 15, 2008	Midyear Reflection Report Due. Send to Chair Academy, your mentor & your facilitators.
December 15, 2008	Final, Comprehensive Reflection Report Due Send to the Chair Academy, your mentor and your facilitators.
January 1, 2009	Complete on-line Interim MLQ (Multi-factor Leadership Questionnaire) and LSPS (Leadership Skills Perception Survey). Also ask supervisor and other evaluators to complete surveys.
Jan 14-16, 2009	Final Leadership Session
June, 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.