



# ACE's Advancing to the Presidency Workshop

## Preliminary Agenda

**October 5-6, 2009**  
**The Westin Washington, DC City Center**  
1400 M Street, NW  
Washington, DC 20005

### **Monday, October 5, 2009**

- 7:15 – 8:00 a.m. Registration and Breakfast**
- 8:00 – 9:00 a.m. Welcome and Introductions**
- 9:00 – 9:30 a.m. The Presidency: Who They Are, How They Get There, What They Do**  
An overview of who presidents are, what they do and where they come from.
- 9:30 – 9:45 a.m. Break**
- 9:45 – 12:15 p.m. Key Strategies for an Effective Search Process: Gaining the Competitive Edge, Clarifying What is Really Important, and Making Wise Choices**
- Panel of search consultants (9:45—11:00 a.m.)
  - Small group discussions on clarifying values, expectations and personal preferences essential to smart searches based on the pre-meeting hand-out, *Put It in Writing: Clarifying the Important Professional and Personal Aspects of a Presidential Search*. (11:15 a.m.—12:15 p.m.)
- 12:15 – 1:00 p.m. Lunch**
- 1:00 – 1:30 p.m. Coffee and Dessert with Search Consultants—pick a consultant; pick a room**
- 1:30 – 3:30 p.m. Best Foot Forward: CV/Résumé and Cover Letter Review**  
Participants will receive feedback from search consultants and other participants on their professional CV/résumés and cover letters in small working groups.
- 3:30 – 3:45 p.m. Break**
- 3:45 – 6:30 p.m. Presenting Oneself Successfully: Mock Interviews**  
Each participant will have the opportunity to participate in a mock interview. Other participants may play the roles of search committee members. At the conclusion of each brief interview, participants will receive feedback from others as well as a videotape of their individual interview.
- 7:00 p.m. Reception and Dinner**



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**Tuesday, October 6, 2009**

**7:45 – 8:30 a.m. Breakfast**

**8:30 – 10:00 a.m. Presidents' Lessons on the Presidential Search Process: Personal Experiences with Successful (and Not-So-Successful) Searches (Plenary of Presidents)**

**10:00 – 10:30 a.m. Break**

**10:30 – 12:15 p.m. Presidential Answers to Your Questions: Small Group Conversations with Presidents**

- **Group Assignments 1: 10:30—11:20 a.m.**
- **Group Assignments 2: 11:20—12:15 p.m.**

**12:15 – 1:30 p.m. Lunch**

**1:30 – 2:45 p.m. Reaching an Agreement: Making the Right Choice and Negotiating that Contract (Plenary with Legal Experts)**

**2:45 – 3:00 p.m. Break**

**3:00 – 4:00 p.m. Managing the Transition and that All-Important First Year (Plenary of Presidents)**

- Leaving: How to leave your current position gracefully and effectively
- No longer a VP: Establishing oneself as president
- Building the administrative team (and terminating ineffective team members)
- Managing board relations and campus expectations

**4:00 – 4:30 p.m. Conclusion and Wrap-Up**