



Council of Graduate Schools
**SUMMER
WORKSHOP**
For Graduate Deans and
NEW DEANS INSTITUTE

July 7–11, 2012

Boston, Massachusetts

New Deans Institute ♦ July 7, 2012

Summer Workshop for Graduate Deans ♦ July 8-11, 2012

Fairmont Copley Plaza

In July, CGS- will conduct a Summer Workshop for Graduate Deans with a fresh focus on hot topics that affect every facet of graduate education. Complementing the Workshop is the New Deans Institute, a program tailored to orient new deans and integrate the Workshop experience. CGS invites graduate deans, associate and assistant deans, and other faculty and staff from colleges, universities and associations to network with their colleagues in historic Boston. The CGS Board of Directors, staff and other specialists serve as core faculty for the New Deans Institute and Summer Workshop. CGS welcomes you to this unique opportunity to share knowledge and work on issues facing graduate education.

Explore Boston and you'll see why this New England city attracts millions of visitors each year. Boston is a unique blend of historic charm and contemporary vitality with a wide range of cultural and historical attractions. Walk the cobblestone streets of Beacon Hill to the Back Bay's shopping district or visit the bustling waterfront and fascinating museums. Whatever you choose to do, whether learning the story behind the Tea Party of 1773, enjoying a ride on the pedal-powered Swan Boats in the Public Garden or exploring the unique shops and restaurants of Faneuil Hall Marketplace, a visit to Boston will be filled with unforgettable experiences.



**Mark your calendar
and register today for the
*2012 New Deans Institute and
Summer Workshop for Graduate Deans*
Visit www.cgsnet.org to register online**



July 7-11, 2012
Fairmont Copley Plaza ♦ Boston, Massachusetts
REGISTRATION FORM

PARTICIPANT INFORMATION: (Please feel free to attach business card)

Name: _____ Badge Name (first name): _____
Position Title: _____ E-mail: _____
Institution: _____ Day Phone: _____
Address: _____ Fax: _____

Guest Name(s): _____
(guests may purchase and attend ticketed events only)

- ☐ Check here if you are a first-time attendee
☐ Check here if you have special dietary or physical needs; please specify: _____

FEES:	Early-Bird (until 4/30/12)	Regular (after 4/30/12)	Amount
	Member / Non-Member	Member / Non-Member	
REGISTRATION FEES			
New Deans Institute + Summer Workshop:	\$875 / \$1080	\$945 / \$1150	\$ _____
Summer Workshop ONLY:	\$750 / \$975	\$800 / \$1050	\$ _____

Summer Workshop fee includes registration, materials, two lunches, opening reception & dinner, and morning/afternoon breaks.
The combination New Deans Institute/Summer Workshop also includes registration, lunch, and break.

EVENT TICKETS

Freedom Trail Walking Tour (Sun, 7/8): _____ tickets at \$30 each \$ _____
Guest Opening Evening Events (Sun, 7/8): _____ tickets at \$75 each (guests only) _____
Workshop for Dean Spouses (Mon, 7/9): _____ number to attend (complimentary) _____
Guest Lunch (Mon, 7/9): _____ tickets at \$50 each (guests only) _____
Arnold Arboretum Tour & Recept. (Mon, 7/9): _____ tickets at \$78 each _____
Guest Lunch (Tues, 7/10): _____ tickets at \$50 each (guests only) _____

TOTAL DUE: \$ _____

HOT TOPICS

Please check up to six (6) topics that you would like to discuss at the workshop.

- | | |
|--|--|
| <input type="checkbox"/> Models of Interdisciplinarity | <input type="checkbox"/> Managing Budgets |
| <input type="checkbox"/> Diversity: Strategies that Work | <input type="checkbox"/> Prof. Doctorate |
| <input type="checkbox"/> Grad. Dean Leadership | <input type="checkbox"/> PSM Transition |
| <input type="checkbox"/> Grad. Std. Financial Support | <input type="checkbox"/> Online Education |
| <input type="checkbox"/> Alumni in Fundraising | <input type="checkbox"/> Perspec. from NSF |
| <input type="checkbox"/> Grad. Student Research Fairs | |
| <input type="checkbox"/> International Student Recruiting | |
| <input type="checkbox"/> Joint Programs, MD/PhD et al. | |
| <input type="checkbox"/> Creation/Renewal of Grad. Schools | |
| <input type="checkbox"/> Other _____ | |

Attendee Bios:

Please email cgsbios@cgs.nche.edu, in 250 words or less, a paragraph about yourself and your interests, no later than Friday, June 1, 2012.

PAYMENT TYPE:

☐ Check ☐ VISA ☐ MasterCard ☐ AmEx

_____ Exp. Date _____

CVV# _____ Signature _____

Cardholder Name _____

Please print clearly

Please complete and mail...

this registration form, along with payment, to the:
**Council of Graduate Schools, One Dupont Circle,
NW, Suite 230, Washington, DC 20036**

Or, if paying by credit card, fax your form to
CGS at 202-296-9194. Credit card payment must
include the card and cvv numbers, expiration date,
cardholder name, and signature.

Due to limited space, registrants will be processed in
the order in which paid registration forms are received.

To register online, visit www.cgsnet.org.

Institute & Workshop Program

The New Deans Institute (NDI) will begin on Saturday, July 7 at 8:30 am and end at 5:00 pm that day. The day will conclude with Dine Arounds at 7:00 pm. The Institute is tailored to those who have been in their graduate dean role for two years or less. Other members of the graduate education community are welcome to attend. What if you attended last year and want to attend again? Return participants are welcome...the Institute format may be familiar, but will incorporate past discussions and aim to provide all participants with a fulfilling experience. Register early!!! Space is limited!!!

The main program of the Summer Workshop will begin on Sunday, July 8, at 1:00 pm and run through 1:45 pm on Tuesday, with two technical workshops and an interactive forum being offered through noon on Wednesday. Our Summer Workshop program includes informative plenary sessions and many opportunities for networking and interactive discussions on the issues most pressing to the graduate education community.

Distinguished Speaker

Kathleen L. McGinn is the Cahners-Rabb Professor of Business Administration and Chair of Harvard Business School's Doctoral Programs. Dr. McGinn advises firms and not-for-profit organizations in the areas of negotiation, decision making and employment relations in addition to teaching courses on negotiation and power and influence to MBAs and Executives.

Plenary Sessions

- ♦ Social Networking and Technology: Opportunities and Risks
- ♦ Pathways through Graduate School and into Careers
- ♦ The Art and Science of Leading through Negotiations

Dean Dialogues

Dean Dialogues are unique opportunities for meeting participants to learn more about graduate education issues in a distinctive, interactive format. These 90-minute sessions begin with a 20-minute presentation, followed by an opportunity for participants to break into small groups for more in-depth discussions about the topic, and conclude with presentations from the small groups summarizing their discussions. *Dean Dialogues* will occur on Sunday and Monday afternoons with two different *Dialogues* running concurrently.

This year, the *Dean Dialogue* topics are:

Sunday

- ♦ The Graduate School Role in Managing Students in Crisis
- ♦ Tools for Graduate Deans: Enrollment Management and Outcomes Assessment

Monday

- ♦ Completion and Attrition in Graduate Programs: Ensuring Success for All Students
- ♦ New Directions in Theses and Dissertations

Hot Topics

These sessions are designed to provide a small, interactive setting for members of the graduate education community to discuss pressing issues. "Hot Topics" facilitators are CGS board members, staff and others knowledgeable in these topic areas. When registering for the Workshop, be sure to indicate which are your hottest "Hot Topics." Based on responses, we will determine which areas to address at the Summer Workshop.

Technical Workshops

Tuesday afternoon, 2:00 – 5:00 pm, *Preparing Future Faculty to Assess Learning: Preparing a Successful Proposal*. Discuss background and RFP of new grant opportunity to embed skills in assessing undergraduate learning into PFF or similar programs.

Wednesday morning, 9:00 – noon, *Ethics Education in International STEM Collaborations: Preparing a Successful Proposal*. Discuss background, objectives, and RFP criteria of a new NSF-funded Best Practice grant opportunity.

Interactive Forum

Running concurrently on Tuesday, *Problems in Search of Solutions: An Interactive Forum to Identify "Business Analytics" Needs in Graduate Education and Administration* from 2:00 – 4:30 pm. While motivated to engage in evidence-based decision making, graduate deans often find existing data and analytical tools lacking in terms of addressing the most important challenges. This interactive forum is designed to build the graduate education "issues agenda" and highlight promising "business analytics" deans can use to drive fact-based management and decision-making.

Welcome to Boston...

History

Boston was founded in 1630 when a fleet of 11 ships carrying 700 people sailed from England to Massachusetts. The new settlement was named Boston after the town of Boston in England from which many of the settlers came. By 1631 the first sailing ship built in America was launched from Boston and soon the shipbuilding industry thrived as well as the whaling and fishing industries. The population in Boston continued to grow over the next hundred years from 4,000 in 1676 to 13,000 in 1730.

Boston is often called the “Cradle of American History” due in part to its role in the American Revolution. It was here, in 1773, that the Boston Tea Party occurred when colonists boarded the British East India Company ships and dumped the tea into Boston Harbor. This was a key event in the growth of the American Revolution. Parliament responded in 1774 with the Coercive Acts, which closed Boston's commerce until the British East India Company had been repaid for the destroyed tea. Colonists in turn responded with additional acts of protest. The crisis escalated, and the American Revolutionary War began near Boston in 1775.

By the early 19th century, Boston's population was 43,000 and large amounts of land was gained by land filling. During this time, in 1822, Boston officially became a city. The Boston Public Library, the oldest free library in the US was founded in 1852 and the first American subway, the “T,” opened in 1897.

By the mid-20th century, Boston's economy declined. Late in the century, however, the city was revived thanks to finance, hi-tech industries and tourism. Today, Boston is one of the most popular visitor destinations in the world with history, culture, acclaimed restaurants, superb shopping and a variety of entertainment offerings.

For more information about Boston, visit: www.bostonusa.com or www.cityofboston.gov/visitors/.

Getting to Boston

The Fairmont Copley Plaza is located 5 miles from Logan International Airport (BOS) which is serviced by all of the major US airlines. Cab service from the airport is approximately \$35 each way. For further information you may visit the airport website at: www.massport.com.

Planning Your Visit

Daytime temperatures average in the low 80s with moderate humidity while nights cool down to the mid 60s. A sweater or jacket may be needed in air-conditioned hotel meeting rooms. Workshop and Institute participants usually wear business casual clothing and find that relaxed, comfortable summer attire is appropriate for all of the sessions and meals. Casual clothing is acceptable for touring.

SPECIAL EVENTS AND TOURS

Freedom Trail Walking Tour: Sunday, July 8 from 9:00 am to 12:00 pm The Freedom Trail is a 2.5 mile red-brick walking trail that leads you to 16 historic sites, every one an authentic American treasure. On the Trail you'll see a unique collection of museums, churches, meeting houses, burying grounds, parks, and historic markers that tell the story of the American Revolution and beyond. The tour involves a considerable amount of walking on hills and cobblestones. Walking shoes are encouraged. (Note, tour excludes Charlestown due to time.) Tour will begin and end at the Fairmont Copley Plaza. Ticket price: \$30. *Pre-registration is recommended. On-site ticket sales are not guaranteed.*

Tour of Arnold Arboretum and Cocktail Reception: Monday, July 9 from 3:30 to 7:30 pm Depart by bus from the Fairmont lobby at 3:30 pm for a short ride to The Arnold Arboretum of Harvard University, the oldest public arboretum in North America and one of the world's leading centers for the study of plant biodiversity. Once on-site, the evening will begin with an overview by Arboretum Director, Ned Friedman, followed by tours through a portion of the 265-acre landscape. Tours will be led by Arboretum curatorial and scientific staff and will highlight the fascinating history, horticultural management, and scientific research of the living collection. The evening will conclude with a cocktail reception at Weld Hill, the Arboretum's new scientific research building. Comfortable shoes and weather-appropriate dress are recommended. Ticket price: \$78. *As space is limited, pre-registration is recommended. On-site ticket sales are not guaranteed.*

Workshop for Dean Spouses and Partners: Monday, July 9, from 10:00 am to 11:30 am

Join dean spouses and partners for a panel discussion on what it means to be a spouse/partner of a graduate dean! *Complimentary.*

Registration Information

Fees

Early-Bird Registration (until April 30, 2012)

New Deans Institute and Summer Workshop
\$875 for members; \$1080 for non-members

Summer Workshop ONLY

\$750 for members; \$975 for non-members

Regular Registration (after April 30, 2012)

New Deans Institute and Summer Workshop
\$945 for members; \$1150 for non-members

Summer Workshop ONLY

\$800 for members; \$1050 for non-members

Cancellation/Refund Policy

CGS will fully refund registration and ticket fees if cancellation notification is received, in writing, on or before May 31, 2012. After May 31, all refunds will be subject to a \$100 processing fee.

No refunds will be honored after June 22, 2012.

*Participants are encouraged to register by **May 31** to guarantee inclusion in the participant list and bios listing.*

Workshop Attendee Bios

We have found that biographical sketches of all meeting presenters and attendees are useful for introducing fellow participants. Please email CGS with a brief paragraph

(no more than 250 words) about yourself and your interests to cgsbios@cgs.nche.edu

(MS Word attachments are acceptable), no later than **Friday, June 1**.

Bios will be compiled and provided to New Deans Institute and Summer Workshop attendees in their registration packets.

HOTEL RESERVATIONS

The Fairmont Copley Plaza has been a symbol of Boston's rich history since its opening in 1912. Centrally located at 138 St. James Avenue in Boston's historic Back Bay, the Fairmont Copley Plaza sits steps away from the Boston Public Library, Beacon Hill, and the Freedom Trail. The landmark hotel is also located only a few blocks from Copley Place Mall and the boutiques of Newbury Street.

CGS is offering attendees a special meeting rate of \$189 per night for single or double occupancy. Please make your reservation by June 12, 2012 by contacting the Fairmont Global Reservations Centre at 800-441-1414 and referencing the Council of Graduate Schools or the conference code: COUN0712 when making your reservation. To reserve your room online, please visit the CGS web site at www.cgsnet.org.

A 14.45% tax will apply to the rate. The room rate will be available for three days prior to and after the meeting based on availability. Please make your room reservations as early as possible, reservation requests received after June 12 will be accepted by the Fairmont on a space-available basis.



PRELIMINARY PROGRAM

New Deans Institute

Saturday, July 7

- 7:30 am Breakfast
- 9:00 am Freshmen Deans' Reflections
- 9:45 am Governance & Organization
- 11:00 am Budget and Staff Management Strategies
- 12:15 pm Networking Lunch
- 1:45 pm Political Engagement
- 1:45 pm Experiences of Associate/Assistant Deans
- 3:30 pm Program Quality Assessment

Summer Workshop

Sunday, July 8

- 9:00 am *Freedom Trail Walking Tour*
- 1:00 pm Welcome and Overview of CGS
- 1:30 pm Plenary 1: Social Networking and Technology: Opportunities and Risks
- 3:30 pm Dean Dialogue 1: The Graduate School Role in Managing Students in Crisis
Dean Dialogue 2: Tools for Graduate Deans
- 6:00 pm Opening Reception
- 7:00 pm Opening Dinner

Monday, July 9

- 7:30 am Breakfast

- 9:00 am Plenary 2: Pathways through Graduate School and into Careers
- 10:00 am *Special Event: Spouse/Partner Workshop*
- 11:00 am Hot Topics Sessions
- 12:15 pm Networking Lunch
- 1:30 pm Dean Dialogue 3: Completion and Attrition in Graduate Programs
Dean Dialogue 4: New Directions in Theses and Dissertations
- 3:30 pm *Special Event: Arnold Arboretum Event*

Tuesday, July 10

- 7:30 am Breakfast
- 9:00 am Plenary 3: The Art and Science of Leading through Negotiations
- 11:00 am Hot Topics Sessions
- 12:15 pm Networking Lunch
- 2:00 pm Technical Workshop: Preparing Future Faculty to Assess Learning
- 2:00 pm Interactive Forum: Problems in Search of Solutions

Wednesday, July 11

- 9:00 am Technical Workshop: Ethics Education in International STEM Collaborations



One Dupont Circle, NW, Suite 230
Washington, DC 20036
www.cgsnet.org

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