

## Focus Group End of Year Report for 2020

Name of Focus Group: Academic Administration and Leadership focus group

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Chair/Co-chairs: Jacqueline Wilkins, Karina Shreffler, Thomas Pavkov

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1. What were your focus groups major activities or accomplishments this year?

**1) Co-hosting an AFS/ACADEMIC ADMINISTRATION AND LEADERSHIP interactive workshop: Leading Undergraduate Programs: Challenges and Resources**

This session is a follow-up to our co-sponsored symposium last year with the Advancing Family Science section. The goals of this interactive workshop are to provide opportunities for administrators of undergraduate programs to discuss the problems they face, identify resources and collaborative measures to address those problems, and to draft an agenda for NCFR to implement to address the needs of these leaders. The session will use a community capacity building model.

After the workshop, we will summarize the discussion, organize the problem issues and potential supports, establish communication with and identify leadership for possible working groups, and distribute the resulting materials and information to all participants. A report of the workshop will be submitted to the Focus Group on Academic Administration and Leadership. If the results warrant, the organizers will provide a report for distribution to NCFR membership.

**2) The Academic Administration and Leadership Focus Group** meeting will center on leading during the global pandemic. We will share lessons learned, strategies for leading during tough times (fiscal, health, remote learning, etc.) and implications for 2021 and beyond. We will also share an update on the initial insights from the Leading Undergraduate Programs: Challenges and Resources we are co-sponsoring.

Please plan to participate and engage in valuable conversations around our experiences during COVID-19 this year and offer suggestions around administration and leadership for the future.

2. What has your focus group done during the past year to further NCFR's inclusion and diversity initiatives?

We continued to consider ways to address inclusivity and diversity. Specifically, we invited speakers who will address the needs of both established (current) leaders as well as emerging leaders, and leaders across a variety of academic and non-academic positions. We also continued the planning for addressing equity, diversity, and inclusion during the hiring process and hope to initiate a job fair in conjunction with NCFR to attract and retain diverse talent and find ways to "grow our own" leaders and administrators.

3. Please list any concerns, questions or suggestions.

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Return by October 15, 2020. [Prior to the NCFR annual conference.](#)

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