



NEAR EAST SOUTH ASIA CENTER FOR STRATEGIC STUDIES

NESA-UAE NDC FACULTY INDUCTION

3, 4 AND 5 SEP 2013 – VERSION 1.2 AS OF 9 AUG 2013

NEAR EAST SOUTH ASIA CENTER FOR STRATEGIC STUDIES

DRAFT FACULTY INDUCTION SCHEDULE

NESEA-UAE NDC FACULTY INDUCTION WORKSHOP *[SEPTEMBER 3 TO 5, 2013]*



Workshop Director: Prof. Bob Sharp
Program Planner: Mr. Scott Dorsey
Participants (3): Dr. Jen Jefferis, Dr. Bill Bradford and Dr. Rob Stewart-Ingersoll

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INDEX

Seminar Calendar

Seminar Schedule

Participant Bios

NESA Faculty and Staff Bios

Briefs and Presentations [To Follow]

Objective:

- Understand NESA, UAE NDC and Faculty roles supporting both
- Integrate new Faculty

Schedule

[Sep, 3] – Tue.	[Sep, 4] – Wed.	[Sep, 5] – Thu.	[Sep, 6] – Fri.
<p>Translang Administrative Morning:</p> <p>NDU Badges CAC Cards Coastguard Badges</p> <p>Library Access</p> <p>Tour Facilities</p> <p>Phone, Blackberry and IT</p> <p>How to:</p> <p>Timesheet Claims Travel Per Diem</p>	<p>Full NESAs Brief by Deputy Director</p> <p>Office Calls in rotation with:</p> <p>Director</p> <p>Deputy Director</p> <p>[Dean]</p>	<p>VTC Conference with Dean Ballard and UAE NDC</p> <p>Faculty Focus Groups Discussion of NESAs Programs:</p> <p>SES, ES and CT</p> <p>N/Africa-Maghreb Faculty</p>	<p>Office</p>
<p>Lunch Coast Guard HQ</p>	<p>All: Faculty Round Table Brown Bag Lunch</p>	<p>Lunch Coast Guard HQ</p>	<p>Lunch Coast Guard HQ</p>
<p>Office/Unpacking</p>	<p>Departmental Briefings:</p> <p>Admin Program Support Outreach</p>	<p>Faculty Focus Groups Discussion of NESAs Programs (continued):</p> <p>Levant/East Med</p> <p>Arab Peninsula+</p> <p>Central Asia</p> <p>South Asia</p>	

Sep, 3 - Tuesday – Day 1 – Translang Administration Day

0830 **Arrive NESA** – Directions at <http://www.nesa-center.org/directions>

Met by Program Planner – Mr. Scott Dorsey – contactable at:

Email: dorseys@ndu.edu

Office: 202 685 3847

Blackberry: 202 320 9249

0900-1230 **Translang Administration to include:**

NDU Badges

CAC Cards

Coast Guard Badges

Library Access

Tour NESA Facilities

Phone, Blackberry and IT

How to:

Timesheet

Claims

Travel

Per Diem

1230-1330 **Lunch Coast Guard HQ (CGHQ)**

1330-1630 Unpacking in Offices etc. Office allocations (to follow shortly):

Room xxxx

Dr. Jen Jefferis

Room xxxx

Dr. Bill Bradford

Room xxxx

Dr. Rob Stewart-Ingersoll

Sep, 4 - Wednesday – Day 2 – NESAs Day

- 0830 **Arrive NESAs**
Met by Program Planner – Mr. Scott Dorsey – contactable at:
Email: dorseys@ndu.edu
Office: 202 685 3847
Blackberry: 202 320 9249
- 0830-0900 In Offices
- 0900-1030 **NESAs Full Brief**, Director’s Conference Room
Speaker: **Col Dave Lamm USA (ret.)**, NESAs Deputy Director/Chief of Staff
- Question and Answer
- 1030-1100 Break
- 1100-1230 Welcome Meetings with NESAs Seniors in their Offices:
- | | Director | Deputy | [Dean] |
|-----------|---------------------------|-----------------------|-------------------------|
| | Amb. James Larocco | Col Dave Lamm | Dr. Roger Kangas |
| | Room 4300J | Room 4300G | Room 4118E |
| 1115-1145 | Dr. Jefferis | Dr. Bradford | Dr. Stewart-ingersoll |
| 1145-1215 | Dr. Stewart-ingersoll | Dr. Jefferis | Dr. Bradford |
| 1215-1245 | Dr. Bradford | Dr. Stewart-ingersoll | Dr. Jefferis |
- 1300-1400 **NESAs Faculty Brown Bag (Bring your Own) Lunch Welcome Discussion**, Director’s Conference Room
- All available NESAs Faculty
- 1415-1445 **Administration Brief**, Director’s Conference Room
Speaker: **Ms. Anne Barnes**, Chief of Resource Management, NESAs
- 1500-1530 **Operations/Program Support Brief**, Director’s Conference Room
Speaker: **Col Bill Turner USA(Ret.)**, Chief of Program Support Branch, NESAs
- 1545-1615 **Outreach Brief**, Director’s Conference Room
Speaker: **Col Rosaline Cardarelli USA (Ret.)**, Chief of Outreach, NESAs
- 1630 Day 2 End

Question and Answer

1630 Day 3 and Workshop End

Sep, 6 - Friday – In Office

0815 **Arrive NESAs**

Met by Program Planner – Mr. Scott Dorsey – contactable at:

Email: dorseys@ndu.edu

Office: 202 685 3847

Blackberry: 202 320 9249

Sep, 9 - Monday – Office Calls with Dean Kangas (if required)

If not completed earlier:

Dean

Dr. Roger Kangas

Room 4118E

0830-0930

Dr. Jen Jefferis

1000-1100

Dr. Rob Stewart-Ingersoll

1130-1230

Dr. Bill Bradford