AICUO Executive Assistant Leadership Seminar

Thursday, November 5, 2026

Franklin University

Ross Auditorium

9:00 a.m. to 2:30 p.m.

9:00 a.m.	**Registration (Light breakfast offered)**
9:40 a.m.	**Welcome** C. Todd Jones, President & General Counsel // *AICUO* Dr. Jonathan McCombs, VP of Academic Affairs // *Franklin University*
9:50 a.m.	**Session 1: Overwhelming Ownership: Why You're Exhausted (and How to Stop Doing Everyone's Job)** Jamie Lewis Smith, Ph.D., CEO // *Pixel Leadership Group*
11:20 a.m.	**Break**
11:30 a.m.	**Session 2: Navigating Change: Leading from Where You Are** Laney Preston Alexander, Executive Assistant to the President // *Capital University*
12:30 p.m.	**Networking Lunch**
1:00 p.m.	**Wellness Exercise**
1:10 p.m.	**Session 3: AI In Action: Practical Tools** Moderator: Lori Robbins, Head of AI Strategy // *Denison University* Panelists: • Erin Lovelien, Executive Assistant to the VP, Institutional Advancement // *Denison University* • Tara Canestraro, Executive Assistant to the President and Board of Trustees // *University of Mount Union* • Carrie Abahazi, Executive Assistant to the President // *Ohio Wesleyan University*
2:30 p.m.	**Adjourn**