

**DEVELOPMENTAL FOCUS***Institutional***LENGTH****3 days**

A Chairperson's Institute provides a foundation for administrative effectiveness. This event helps current and future chairpersons strengthen their academic environments by 1) Taking a leading role in the change process, 2) Assisting with improvements in teaching and learning practices, 3) Embracing a student-centered philosophy, 4) Creating productive environments for faculty success and 5) Putting together effective Quality Enhancement Projects to improve student learning and success.

Definitions of effective academic leaders/ managers and their roles (e.g., Covey, Senge, Gmelch, Bollman & Deal) will be examined from the perspectives of:

Structure and rules • Models and symbolic frameworks • Mental models and systems thinking • Empowerment
 Vision & pathfinding • Personal mastery • Alignment & political framework
 Leadership, team skills, & relating with others

Personnel /Base level competency

Hiring/recruiting/orienting
 Disciplining, supervising & terminating
 Understanding affirmative action/accreditation/
 certification/ADA
 Complying with external rules and internal policies

Systems Thinking – Mental Models

Learning, curricular background/credibility, and
 assessment of student learning
 Are students getting most up to date and highest
 quality services available?

Departmental Vision/Mission/Goals

Aligning with institutional vision/mission/goals
 Strategic plan development/implementation
 Tactical plan/implementation

Growing departmental capacity

Nurturing, coaching, self-growth and staff
 development

Business

Budgeting, balancing, prioritizing, generating
 revenue, grant writing and fund raising
 Managing FTE's, managing advisory boards and
 recruiting students

OUTCOMES

- Understand the relationship between federal policy making and student learning.
- Provide opportunities for group discussions about faculty scholarship and department administration, and ways to integrate the two.
- Gain familiarity with strategies (regarding standards, curriculum, accountability, and assessment) to lead change both inside and outside the departments.
- Forge a network with other department chairs.
- Establish a draft of departmental goals for student learning.
- Create “enriched learning environments.” Empower faculty to propose projects for improving students learning and success, including writing and receiving educational grants.
- Clarify the differences between assessment and evaluation. Be able to implement an annual assessment report that is derived from using quality program assessment systems.
- Improve student success by improving faculty knowledge and skills with respect to assessment, mentoring, and facilitation. Encourage and make use of communities of practice

PERFORMANCE AREAS

Assessor
Learner

Collaborator
Measurer

Designer
Mentor

Evaluator
Planner

Facilitator
Problem Solver

Innovator
Researcher

Leader
Teacher