

1. Record Nr.	UNINA9910824081703321
Autore	Buller Jeffrey L.
Titolo	A toolkit for department chairs / / Jeffrey L. Buller and Robert E. Cipriano
Pubbl/distr/stampa	Lanham : , : Rowman & Littlefield, , [2015] ©2015
ISBN	1-4758-1420-8
Descrizione fisica	1 online resource (149 p.)
Disciplina	378.1/11
Soggetti	College department heads Educational leadership Universities and colleges - United States - Administration
Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Description based upon print version of record.
Nota di bibliografia	Includes bibliographical references.
Nota di contenuto	Contents; Preface; Acknowledgments; Introduction; 1 Hiring and Evaluating Faculty Members; 2 Mentoring Faculty Members; 3 Promoting Teamwork and Collegiality; 4 Communicating Effectively; 5 Managing Conflict; 6 Making Decisions; 7 Budgeting; Epilogue; Appendix A; References; About the Authors
Sommario/riassunto	A Toolkit for Department Chairs is designed to give academic administrators the skills they need in order to do their jobs more effectively. Combining case studies, scenarios, practical advice, and problem solving activities, the book offers chairs a valuable resource for negotiating the real-life challenges they face as academic leaders. Many of the case studies and scenarios included in this book have been field tested by the co-authors in over thirty years of administrative training workshops.