

LIST OF SUGGESTED READINGS

PREPARED BY
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BOOKS

Allen, Jan *The New Faculty and Graduate Mentor: A Guide to Developing Teacher-Scholars for Mentors, Faculty, Administrators and Graduate Students* (2005).

Arreola Roaoul A. *Developing a Comprehensive Faculty Evaluation System* (2nd ed. 2000).

Bennett, John B. *Collegial Professionalism: the Academy, Individualism, and the Common good* (1998).

Bennett, John B. and Figuli, D. J., eds. *Enhancing Departmental Leadership: The Roles of the Chairperson* (1990).

Bensimon, Estela Mara et al. *The Department Chair's Role in Developing New Faculty Into Teachers and Scholars* (2000).

Bland, C.J., & Bergquist, W. H. (1997). *The Vitality of Senior Faculty Members. Snow on the Roof-Fire in the Furnace*. ASHE-ERIC Higher Education Report, Vol.25, No. 7.

Chan, Janis Fisher. *Academic Administrator's Guide to Meetings*. (2003).

Chism, Nancy Van Note. *Peer Review of Teaching: A Sourcebook*. (1999).

Chliwniak, Luba. *Higher Education Leadership: An Analysis of the Gender Gap* (2000).

Conway, John. *On Being Department Head: A Personal View* (American Mathematical Society October 1996).

Cooper, Terry L. *The Responsible Administrator: An Approach to Ethics for the Administrative Role* (4th ed. 1998).

Creswell, John w., et al. *The Academic Chairperson's Handbook* (1990).

Diamond, Robert M. *Serving on Promotion and Tenure Committees: A Faculty Guide* (2nd ed. 2002).

Diamond, Robert M. and Adam, Bronwyn E. *The Disciplines Speak I: Rewarding the Scholarly, Professional, and Creative Work of Faculty* (1995).

Diamond, Robert M. and Adam, Bronwyn E. *The Disciplines Speak II: More Statements on Rewarding the Scholarly, Professional, and Creative Work of Faculty* (2000).

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Gillespie, Kay Herr *A Guide to Faculty Development* (2002).

Glassick, Charles E., et al. *Scholarship Assessed: Evaluation of the Professoriate* (1997).

Gmelch, Walter H. and Miskin, Val D. (2004) *Chairing an Academic Department*. Madison, Wisconsin: Atwood Publishing.

Gmelch, Walter H. & Miskin, Val D. (1993) *Leadership Skills for Department Chairs* Anker Press, Bolton, Massachusetts

Gmelch, Walter H. & Schuh, John S. (2004). *The life Cycle of a Department Chair*. San Francisco: Jossey-Bass.

Hecht, Irene W.D., Mary Lou Higgerson, Walter H. Gmelch, Allan Tucker. *The Department Chair as Academic Leader* (1999).

Higgerson, Mary Lou. *Communication Skills for Department Chairs* (1996).

Holton, Susan A. (Editor) *Mending the Ivory Tower: Strategies for Conflict Management in Higher Education* (1998).

Karpiak, I. E. (1997). University Professors at mid-Life: Being a Part of...But Feeling Apart. *To Improve the Academy*, 21-40.

Kegan, Robert, and Lisa Laskow Lahey. *How the Way We Talk Can Change the Way We Work: Seven Languages for Transformation*. (2001).

Knight, Peter T & Trowler, Paul R. *Departmental Leadership in Higher Education* (2001).

Leaming, Deryl R. (Editor) *Managing People: A Guide for Department Chairs and Deans* (2002).

Lucas, Ann F. and Associates. (2000). *Leading Academic Change: Essential Roles for Department Chairs*. San Francisco, CA: Jossey-Bass.

Lucas, Ann F. *Strengthening Departmental Leadership: A Team-Building Guide for Chairs in colleges and Universities* (1994)

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Maxwell, J.C. (2001). *The 17 Indisputable Laws of Teamwork*. Nashville, TN: Thomas Nelson Publishers.

McDaniel, Thomas, R. *Winning Over your Detractors: A Guide for Department Chairs and Deans* (2003).

Chu, Don. *The Department Chair Premier: Leading and Managing Academic Departments*. (2006)

Perlman, Baron and McCann, Lee I. *Recruiting Good College Faculty: Practical Advice for a Successful Search* (1996).

Rhoades, Gary. *Managed Professionals: Unionized Faculty and Restructuring Academic Labor* (1998).

Rosse, Joseph G., and Robert A. Levin. *Academic Administrator's Guide to Hiring* (2003).

Sandler, Bernice R. and Robert J. Shoop. *Sexual Harassment on Campus: A Guide for Administrators, Faculty, and Students* (1996).

Stevens, Ed *Due Process and Higher Education: A Systematic Approach to Fair Decision Making* (2000).

Tierney, William G and Bensimon, Estela Mara. *Promotion and Tenure, Community and Socialization in Academe* (1996).

Toma, J. Douglas and Palm, Richard L. *The Academic Administrator and the Law: What every Dean and Department Chair Needs to Know* (2000).

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Ury, William. (1993). *Getting Past No: Negotiating Your Way from Confrontation to Cooperation*. Bantam Books, New York.

Weeks, Kent M.. *Managing Departments: Chairpersons and the Law*.

Wergin, Jon F. *Departments That Work: Building and Sustaining Cultures of Excellence in Academic Programs* (2003).

Wergin Jon F. and Swingen, Judi N. *Departmental Assessment: How Some Campuses Are Effectively Evaluating the Collective work of Faculty* (2000).

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Wergin, Jon F. *The Collaborative Department: How Five Campuses Are Inching toward Cultures of Collective Responsibility*

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Wilcox, John R. and Ebbs, Susan L. *The Leadership Compass: Values and Ethics in Higher Education* (2000).

Wolverton, M., Gmelch, W.H. & Sorenson, D. (1998). *The department as double agent: The call for department as double agency; The call for department change and renewal.* Innovative higher Education. 22 (3), 203-216.

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Zachary, Lois J. **Creating a Mentoring Culture** (2005).

Zachary, Lois J. **The Mentor's Guide** (2000).

LISTSERV: TOMORROW'S PROFESSOR MAILING LIST

<http://ctl.stanford.edu/Tomprof/index.shtml>

OTHER SOURCES

Academic Leader: The Newsletter for Academic Deans and Department Chairs

Helps deans, chairs, and other academic decision-makers provide effective leadership within their colleges or departments and fulfill their institutions' primary missions of teaching and scholarship. Includes news of successful programs (concerning faculty development, roles and rewards, and performance reviews, program/departmental assessment, curriculum, and governance) on campuses nationwide. 12 issues per year.

SUBSCRIPTION INFORMATION: Magna Publications, Inc., 2718 Dryden Drive, Madison, WI 53704-3086;
<http://www.magnapubs.com/archive/al/index.html>

ASHE-ERIC Higher Education Report

Since 1983, the ASHE-ERIC Higher Education Report series has been published in cooperation with the Association for the Study of Higher Education (ASHE). Starting in 2000, the series has been published by Jossey-Bass.

Each monograph is the definitive analysis of a tough higher education problem, based on thorough research of pertinent literature and institutional experiences. Topics are identified by a national survey. Noted practitioners and scholars are then commissioned to write the reports, with experts providing critical reviews of each manuscript before publication.

SUBSCRIPTION INFORMATION: The George Washington University, One Dupont Circle, Suite 630, Washington, DC 20036-1183;
<http://www.ashe.missouri.edu/resources.htm>

The Department Chair Newsletter

A Resource for Academic Administrators

SUBSCRIPTION INFORMATION: Anker Publishing Co., 176 Ballville Road, P.O. Box 249, Bolton, MA 01740-0249;
<http://www.ankerpub.com/news.html>

Effective Practices for Academic Leaders

Monthly briefings on key leadership, management, and governance practices for academic administrators and department chairs.

SUBSCRIPTION INFORMATION: Stylus Publishing, LLC
P.O. Box 605, Herdon, VA 20172-0605;
<http://styluspub.com>