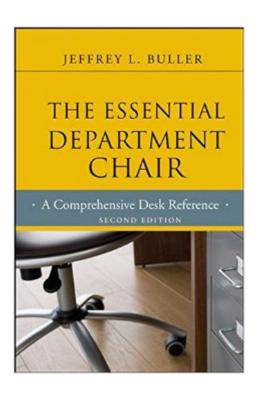
The book was found

The Essential Department Chair: A Comprehensive Desk Reference





Synopsis

This second edition of the informative and influential The Essential Department Chair offers academic chairs and department heads the information they need to excel in their roles. This book is about the "how" of academic administration: for instance, how do you cultivate a potential donor for much-needed departmental resources? How do you persuade your department members to work together more harmoniously? How do you keep the people who report to you motivated and capable of seeing the big picture? Thoroughly revised, updated, and expanded, this classic resource covers a broad spectrum of timely topics and is now truly more than a guide—it's a much-needed desk reference that tells you "everything you need to know to be a department chair." The Essential Department Chair contains information on topics such as essentials of creating a strategic plan, developing and overseeing a budget, key elements of fundraising, preparing for the role of chair, meeting the challenges of mentoring to increase productivity, and creating a more collegial atmosphere. The book also explores the chair's role in the search process, shows how to conduct a successful interview and what to do when it's time to let someone go. And the author includes suggestions for the best practices to adopt when doing an evaluation or assessment. The Essential Department Chair, Second Edition, contains a wealth of new, realistic case studies to equip leaders in this pivotal position to excel in departmental and institutional life.

Book Information

Hardcover: 496 pages

Publisher: Jossey-Bass; 2 edition (January 24, 2012)

Language: English

ISBN-10: 1118123743

ISBN-13: 978-1118123744

Product Dimensions: 6.3 x 1.6 x 9.3 inches

Shipping Weight: 1.3 pounds (View shipping rates and policies)

Average Customer Review: 4.3 out of 5 stars Â See all reviews (3 customer reviews)

Best Sellers Rank: #394,919 in Books (See Top 100 in Books) #49 in Books > Education &

Teaching > Higher & Continuing Education > Administration #609 in Books > Textbooks >

Education > Administration #1013 in Books > Education & Teaching > Schools & Teaching >

Education Theory > Administration

Customer Reviews

This is an easy read and provides great insight into the role of the department chair. It is organized

in such a way that it will serve as an easy go-to book when different kinds of situations arise.

I wanted / needed a mentor; this book is a wise mentor -- Thank you Dr. Buller

Item arrived in good shape and good time. I am sharing this book with my Division Deans; good information for everyday situations.

Download to continue reading...

The Essential Department Chair: A Comprehensive Desk Reference 2015 Physicians' Desk Reference, 69th Edition (Physicians' Desk Reference (Pdr)) The Oxford American Desk Thesaurus (Oxford Desk Reference Series) Tarascon Emergency Department Quick Reference Guide Far Side Desk Calendar: 2003 (Desk Calendar) ICMI's Pocket Guide to Call Center Management Terms: The Essential Reference for Contact Center, Help Desk and Customer Care Professionals Commemorative Landscape Painting in China (Publications of the Department of Art and Archaeology, Princeton University) Coca-Cola Its Vehicles in Photographs 1930-1969: Photographs from the Archives Department of the Coca-Cola Company (Iconografix Photo Archive Series) Clinical Anesthesia Procedures of the Massachusetts General Hospital: Department of Anesthesia, Critical Care and Pain Medicine, Massachusetts General Hospital, Harvard Medical School 8th (eighth) Edition published by Lippincott Williams & Wilkins (2010) Department of the Army Pamphlet DA PAM 670-1 Guide to the Wear and Appearance of Army Uniforms and Insignia April 2015 When Ladies Go A-Thieving: Middle-Class Shoplifters in the Victorian Department Store A Guide to the Snakes of Virginia (Virginia Department of Game and Inland Fisheries, Wildlife Diversity Division, Special Publication No. 2.1) Understanding Obamacare: The Simplified Guide to Making Sense of the New Insurance Policy (Affordable Care Act, Health Insurance Marketplace, U.S Department of Health) Perry's Department Store: an importing simulation Licensed to Lie: Exposing Corruption in the Department of Justice Perry's Department Store: A Buying Simulation: Studio Access Card Department of Defense FAR Supplement (DFARS) - as of January 1, 2015 HTML & XHTML Pocket Reference: Quick, Comprehensive, Indispensible (Pocket Reference (O'Reilly)) Home Networking All-in-One Desk Reference For Dummies Java All-In-One Desk Reference For Dummies

Dmca