

ACE Department Chair Online Resource Center (The American Council on Education)

<http://www.acenet.edu/resources/chairs/>

This resource center is designed for those heading departments or programs and for administrators who work with department leaders. This site offers information on: the chair as leader, the chair and faculty, resource management, & legal issues.

Role of the Department Chair

Chu, Don. The Department Chair Primer: Leading and managing academic departments. Bolton, MA: Anker Publishing Company, Inc., 2006

Department Chair Online Resource Center, American Council on Education

<http://www.acenet.edu/resources/chairs>

Eckel, Peter, Madeleine Green, Barbara Hill and William Mallon. On Change III - Taking Charge of Change: A Primer for Colleges and Universities. Washington, DC: American Council on Education, 1999. Free electronic version of the report is available at www.acenet.edu/bookstore

Eckel, P., Green, M., & Hill, B. On change V: Riding the waves of change: Insights from transforming institutions. Washington DC: American Council on Education, 2001.

Hecht, Irene W. D., Mary Lou Higgerson, Walter H. Gmelch, and Allan Tucker. The Department chair as academic leader. Phoenix, AZ: The American Council on Education and The Oryx Press, 1999.

Leaming, Deryl R. Academic leadership: a practical guide to chairing the department. Bolton, MA: Anker Publishing Company, Inc., 1998.

Lucas, Ann F. Leading academic change: essential roles for department chairs. San Francisco: Jossey-Bass Publishers. 2000.

Lucas, A.F. The Department Chairperson's Role in Enhancing College Teaching. San Francisco, Jossey-Bass, Publisher. 1989.

Behavior, Communication, & Conflict

Cheldelin, Sandra I., Ann F. Lucas. The Jossey-Bass academic administrator's guide to conflict resolution. San Francisco: Jossey Bass, 2004.

Dressler, L. Consensus through conversation: How to achieve high-commitment decisions. San Francisco: Berrett-Koehler Publishers, 2006.

Higgerson, Mary Lou. Communication skills for department chairs. Bolton, MA: Anker Publishing Company, Inc., 1996.

Leaming, Deryl R. Managing people: a guide for department chairs and deans. Bolton, MA: Anker Publishing Company, Inc., 2003.

Faculty Recruitment

Moody, Jo Ann. Rising Above Cognitive Errors: Guidelines for Search, Tenure Review, and other Evaluation Committees. 2005.

NSF Advance at the University of Michigan – STRIDE <http://sitemaker.umich.edu/advance/stride>

Tutorials for Change

509 Thomas Hunter Hall

Hunter College of the City University of New York

695 Park Avenue, New York, NY 10065 USA

<http://www.hunter.cuny.edu/gendertutorial/>

UCLA Faculty Search Committee Toolkit

UCLA Faculty Diversity & Development

University of California, Los Angeles

<http://www.faculty.diversity.ucla.edu/search/searchtoolkit/index.htm>

UCOP Faculty Diversity

www.universityofcalifornia.edu/facultydiversity/

UCR Faculty Recruitment and Hiring Toolkit

Associate Vice Provost for Faculty Equity & Diversity

University of California, Riverside

<http://academicpersonnel.ucr.edu/FacultyToolkit/>

Women in Science & Engineering Leadership Institute

University of Wisconsin-Madison

<http://wiseli.engr.wisc.edu/>

Implicit Bias

Nosek, B. A., Banaji, M. R., & Greenwald, A. G. "Harvesting implicit group attitudes and beliefs from a demonstration website." Group dynamics: theory, research, and practice, 6(2002): 101-115.

Faculty Mentoring and Advancement

American Council on Education, the American Association of University Professors and United Educators Insurance Risk Retention Group. Good Practice in Tenure Evaluation: Advice for Tenured Faculty, Department Chairs and Academic Administrators. Washington, D.C.: American Council on Education, 2000. . Free electronic version of the report is available at

<http://www.acenet.edu/bookstore/pdf/tenure-evaluation.pdf>

Association for Women in Science (AWIS). Mentoring Means Future Scientists: A Guide for Developing Mentoring Programs Based on the AWIS Mentoring Project. Washington, D.C.: 1993.

Bey, Theresa and Thomas C. Holmes. Mentoring: Contemporary Principles and Issues. Reston, Virginia: Association of Teacher Educators, 1992.

Mentoring – Association for Women in Science website <http://www.awis.org/careers/mentoring.html>

MentorNet: The E-mentoring Network for Diversity in Engineering and Science:
http://www.mentornet.net/documents/files/DATASHEET_HigherEd.pdf

Olmstead, Marjorie A. Mentoring New Faculty: Advice to Department Chairs,
Dept. of Physics, University of Washington.
<http://faculty.washington.edu/olmstd/research/Mentoring.html>

Smock, P. J., & Stephenson, R. Giving and receiving career advice: A guide for junior and senior faculty. NSF Advance at the University of Michigan.

University of California San Diego Faculty Mentoring Program Guidelines:
<http://academicaffairs.ucsd.edu/faculty/programs/fmp/default.htm>

University of Washington ADVANCE Mentoring Resources:
<http://www.engr.washington.edu/advance/mentoring/index.html>

University of Washington Center for Workforce Development Mentoring Program Guidelines:
http://www.engr.washington.edu/cwd/CWDMentoringFacGrad_Mentors.html

University of Wisconsin Oshkosh Faculty Mentoring Resources:
<http://www.uwosh.edu/mentoring/faculty/>

Faculty Retention and Department Climate

Mason, M. A., & Goulden, M. "Do babies matter (part II)? Closing the baby gap." Academe November-December (2004).

The Collaborative on Academic Careers in Higher Education
Tenure-Track Faculty Job Satisfaction Survey <http://www.coache.org>

UC Faculty Family Friendly Edge: <http://ucfamilyedge.berkeley.edu/>

University of Washington Advance "Faculty Retention Toolkit" www.engr.washington.edu/advance/resources/Retention.

University of Washington LEAD "Balancing Work & Life as Department Chair" <http://www.engr.washington.edu/lead/2007BinderMaterials.htm#worklife>

University of Wisconsin-Madison WISELI "Actions for Enhancing Department Climate" http://wiseli.engr.wisc.edu/initiatives/climate/ResourceBook_07.pdf