

CRA New Chairs Workshop

Snowbird

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Goal Setting

- What does the department need ?
 - This is separate from what individual faculty might need
 - Stakeholders outside faculty
 - What does the administration want ?
 - What is your own opinion.
 - How might you know what people think? Can you persuade them ?
 - Synthesis is a hard art

The First Six Months

- Engaging with faculty and staff in a new role
 - You're both administrator and faculty
 - You probably already know the general “politics” of the department, but there are always surprises, especially in larger departments
 - There is college/university issues – understand how your department fits into the bigger picture
 - Link back to goals, get people on board
 - Be transparent, listen respectfully, especially when you say no

Critical Skills and Processes

- Understand the processes, systems, and people
- Understand your university's "University 101"
 - You're unlikely to have dealt with them except in some perfunctory way as a chair
 - Who decides in the department, and what "power" do you have ?
- Understand budget!
 - Especially your university's revenue model
- Not everyone will agree with you. Manage conflict, it can't always be avoided