

September 12, 8-10:00, Regents' Room, Administration Building**What do they want from me? Perspectives on the Department Head's Role**

In this and subsequent sessions, you will have the opportunity to talk with heads from across campus, including some who have stepped into administrative roles at the college level. Our discussion will focus on how heads are viewed by deans, by faculty, and students.

October 3, 8-10:00, Regents' Room, Administration Building**Building Collegiality, Anticipating Conflicts, and Improving Performances**

This session focuses on people from around campus who can help you resolve conflicts in classrooms, hallways, and meetings. We will work with scenarios to help you develop problem-solving strategies to address distracting personnel, student, and interpersonal conflicts. We will be joined by faculty leaders who have served on CAFT (the Committee on Academic Freedom and Tenure). They have observed that some grievances could have been alleviated if they had been addressed more proactively. We will also discuss how to provide feedback to staff and faculty to help them improve their effectiveness, with an eye to annual reviews that you will be doing in the spring.

October 24, 8-10:00, Regents' Room, Administration Building**Mentoring Faculty on Promotion, Research, and Teaching**

This session will focus on the vital role that heads play in supporting our colleagues including mentoring assistant professors through the promotion process. Almost half of the UA assistant professors who responded to a recent survey reported that they had not received regular input on their progress toward promotion, and yet our University Handbook for Appointed Personnel requires that we advise assistant professors on their progress as part of their annual review. We will discuss the campus resources that are available to support the teaching and research of our colleagues with a particular focus on how we can use it support assistant professors.

November 14, 8-10:00, Regents' Room, Administration Building**Balanced Budgeting: Keeping Abreast of Changing Budgetary Models and the Fiscal Challenges They Present to Departments**

Building on our previous discussion, this session will provide an opportunity for you to look at budgeting from university and state levels, and then we will follow up with experienced administrators to look at the budget of your individual department, copies of which will be provided to those who RSVP. These various points of view should help you read your budget with an eye to assessing the financial challenges and opportunities facing your department.