

UB Academy for Higher Education Leadership

August 14-16, 2016

Beaver Hollow Conference Center

August 14, Arrival

Evening Session - *Arrival, Introductions & Orientation*

3:00-5:00 p.m.	Arrival and Registration (see attached directions and details on registration)
5:00-7:00 p.m.	Welcome, Introductions and Stage-Setting In this opening session, participants and facilitators will introduce each other in an icebreaker exercise and identify objectives, expectations, and program norms. Program facilitators will review the program and objectives for the retreat with participants.
7:00-8:30 p.m.	Dinner & Evening Speaker, Provost Charles Zukoski During this welcome dinner, Provost Zukoski will share his thoughts on trends in higher education and engage with participants on different views on leadership.
8:30 p.m.	Bonfire and Evening Social Hour

August 15, Day 1

Morning Session - *Role of the Chair & Building One's Identity as an Academic Leader*

8:00-8:30 a.m.	Continental Breakfast
8:30-9:30 a.m.	Leadership and the Role of the Department Chair This session will use participants' personal definitions of leadership to highlight the distinctions and complementarities between the leadership and management functions of the department chair role. This will help set the stage for coverage of leadership styles and strengths and strategic roles of leadership as a department chair.
9:30-12:00 p.m. [Half-Way Break around 10:30]	Leadership Styles, Strengths and Developmental Opportunities This session will use an established, validated assessment tool and an interactive exercise to help participants identify their leadership strengths and development opportunities, including how to avoid derailment.
12:00 – 1:00 p.m.	Lunch

Afternoon Session - *Building Teamwork and Collaboration*

1:00 – 5:00 p.m.	Keys to Effective Teamwork and Collaboration Participants will be introduced to concepts of effective teamwork and collaboration using a theoretical framework and a set of exercises and activities.
5:45 – 6:45 p.m.	Reception and Networking
6:45 p.m.	Dinner

8:00 p.m.

Bonfire and Evening Social Hour

August 16, Day 2

Morning Session - *Developing and Implementing a Strategic Vision as Chair*

8:00-8:30 a.m.

Continental Breakfast

8:30-9:30 a.m.

Review and Synthesis from Day 1

Participants will review the key lessons from Day 1 to apply to their own definition of leadership and personal leadership development.

9:30 a.m. -12:00 p.m.

*[Half-Way Break
around 10:30]*

Envisioning the Future: Strategic and Design Thinking

In this interactive session, participants will become acquainted with the topics of strategic and design thinking and apply concepts, frameworks and tools to develop a strategic vision for their department. *[Exercises include a SWOT analysis prepared by participants prior to the retreat, which will be transformed into an actionable TWOS matrix during this session, as well as developing a timeline for strategic planning.]*

12:00 – 1:30 p.m.

Working Lunch: Managing Up – Working with Your Dean

Participants will hear from experienced former UB deans who will share lessons learned on leadership in the role of the department chair.

Afternoon Session - *Leading a High Performance Department Culture*

1:30 – 2:30 p.m.

Leading Change

Participants will complete an exercise illustrating a framework for implementing change in their department to help achieve their department's long-term strategic vision.

2:30 – 2:45 p.m.

Break

2:45 – 4:00 p.m.

Leadership and Building Culture

Using a video-based leadership scenario, this session will address the key elements of a high performance culture and how department chairs can encourage shared/distributed leadership in their departments and utilize promotion and tenure, faculty reviews, and development to cultivate a high performance culture.

4:00 – 4:30 p.m.

Leadership Lessons

Participants will review the key leadership lessons from the program and apply them to their own leadership development.

4:30 p.m.

Program Adjournment & Link to Evaluations

Department Chair Leadership Luncheons

Vice Provost for Faculty Affairs

552 Capen Hall

A series of two-hour sessions, scheduled once per month, which cover specific critical topics of relevance to department chairs. These sessions will typically involve UB leaders as area subject matter experts

September	<i>Topic: Communication and Conflict Resolution Strategies</i> Tips on effective communication and dealing with difficult faculty
October	<i>Topic: Tenure and Promotion</i> The role of the chair in annual reviews and the tenure and promotion process
November	<i>Topic: Faculty Support, Diversity, and Inclusion</i> Best practices in faculty recruitment and retention, mentoring and support for faculty equity and inclusion
December	<i>Topic: Planning and Managing Finances</i> The university budget model & process, department and college budgets, fundraising, development and alumni engagement
January	<i>Topic: Compliance Issues in SUNY and in Higher Education</i> Title 9, leaves, disability, tenure clock stoppage, research and lab issues
February	<i>Topic: Curriculum Development, Innovation and Program Review</i> Teaching and enhancing student learning outcomes, preparing for program review
March	<i>Topic: Enhancing Research Productivity</i> Exploring models for faculty and departmental research productivity
April	<i>Topic: Fostering a High Functioning Department</i> Collegiality, managing faculty, motivating faculty performance, avoiding derailment