

Becoming a Faculty Senate President: The First Days as a Leader, The First Steps of an Advocate-Activist-Aide-Archon (or how did I get into this fix?)

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Topics

- Planning and preparing
- Accepting change
- First steps
- First days
- Presidential legacy

Planning and Preparing to be a Faculty Senate President

- Becoming one presumes the individual has thought about the position
 - the organization mission
 - Requirements of the office
 - the time and effort demands
 - expectations of constituents
- Being elected or selected means others believe the individual is capable of performing acceptably
- Change begins as soon as the election concludes

Change

- The “change” affects you and everyone around you



- Denial
- Anger
- Reconsideration
- Acceptance

First Steps (before assuming the office)

- Get organized
 - Determine how you handle multiple tasks

 - Determine how you will communicate on multiple activities to multiple people
- Gather information
 - Organization records – bylaws and minutes
 - Previous officers
 - Other team members
 - Determine your operating style
 - What are your priorities?
 - What is your governance style?

Faculty Governance

- Two extremes of governing
 - Consultation of faculty representatives on every aspect of institution operations
 - Dictatorial (“We talked with the faculty and they agreed”)
- Management and leadership traits
 - Management needed for bureaucratic functions and recordkeeping
 - Leadership needed to complete activities, advance roles of faculty, develop new initiatives

Management Traits

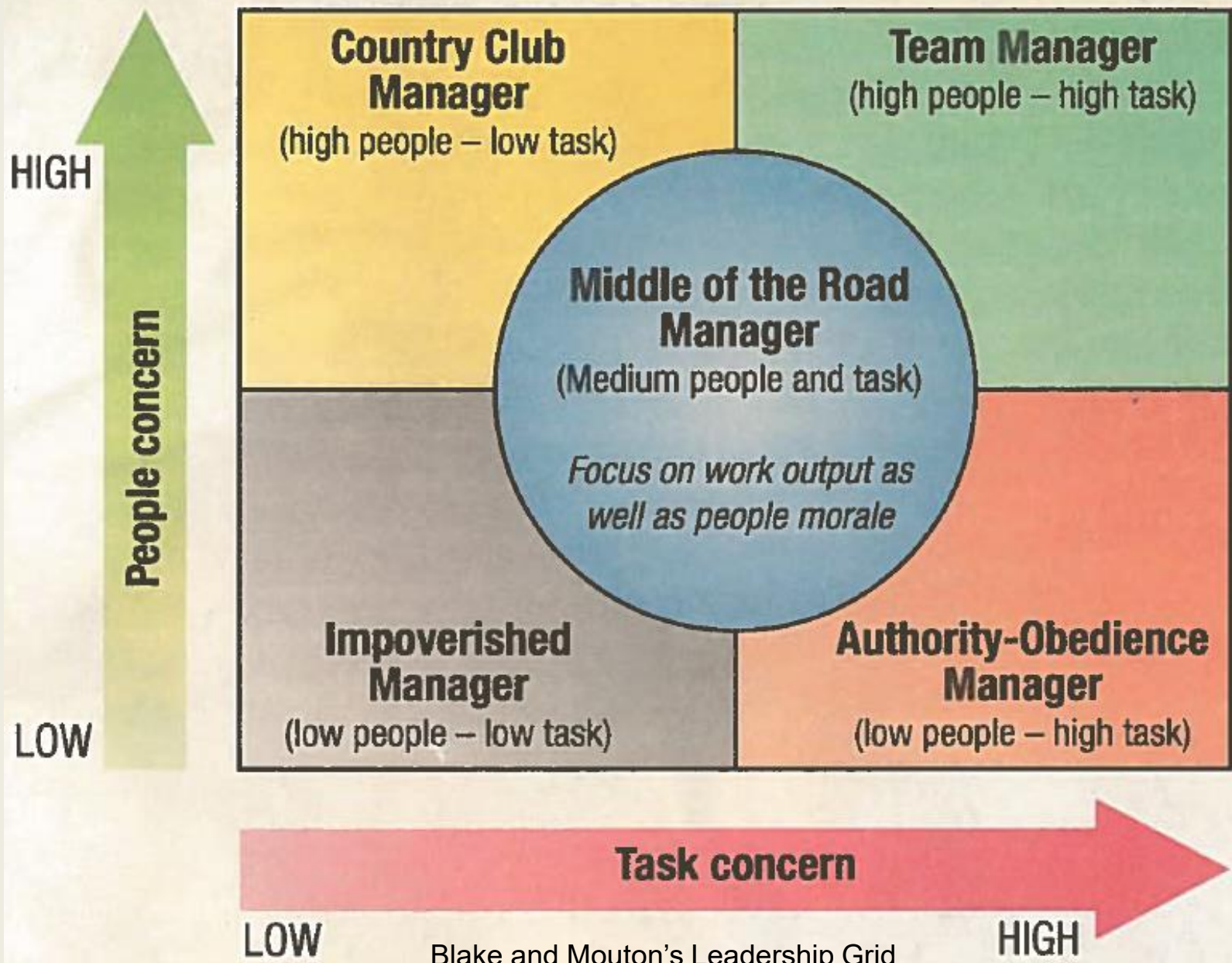
- Knowledge of organization

- Focus and discipline
- Commitment to organization functioning
- Execution of the goals or vision
- Direction of daily work efforts
- Review and anticipate needed resources
- Establish work rules, processes, standards and operating procedures
- Involve and care for people

Leadership Traits

- Vision

- Inspiration
- Honesty and integrity
- Ability to challenge
- Communication



Blake and Mouton's Leadership Grid

First Steps (before assuming the office)

- Determine and prioritize activities

 - Necessary or required
 - Optional or supplemental
- Develop appropriate time schedule for activities
- Identify needed contacts
 - Match individuals with activities
 - Develop contact information
- Clarify and define new or renewed initiatives

First Days (assuming the office)

- Don't be overwhelmed

- Stay calm
 - Determine how you handle multiple tasks
 - Determine how you will communicate on multiple activities to multiple people
- Articulate your management style and goals
- Have meetings
 - Other officers
 - Administrators
- Minimize immediate changes

First Days (assuming the office)

- Communicate with committees
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- Make necessary committee appointments
 - Revise and prioritize activity list
 - Learn to balance officer role with academic responsibilities with personal life
 - Maintain your character and integrity
 - Have fun

Advocate

- Prepare
 - Understand the environment

 - Clarify and simplify goals and mission
 - Verify facts
 - Have a strategy
 - Envision desired and possible outcomes
 - Focus on solutions
- Communicate
 - Enroll and enlist supporters
 - Be persistent
 - Document

Activist

- Be positive
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- Be pragmatic
 - Learn from mistakes
 - Practice answering difficult questions
 - Written materials emphasize major points

Aide

- Be an accurate source of information

- Correct mistakes or errors rapidly and effectively
- Be organized
- Communicate clearly
- Act professionally in dress and speech
- Make logical and explainable decisions

Archon

- Preside with confidence

- Determine complementary skills of other officers
- Unify team with common goals based on their interests and enthusiasm
- Determine appropriate speakers and reports
- Determine needed business items and presenters
- Prepare descriptive agenda

Continued Effective Governance

- Dependent upon developing relationships with decision makers
- Relationships are built upon trust
- Trust requires believability
- Believability is obtained through observable results
- Observable results are due to effective actions
- Effective actions are accomplished by diligent leaders and adept managers

Continued Effective Governance

- Communicate with faculty, students, administrators, and public

 - Obtain and use reliable information
 - Have a Faculty Senate website
- Communicate with press
 - Print and editorial writers
 - Letters to editor
 - Television when available
- Register to give public meeting comments
- Social media (Facebook, Twitter, etc).

Summary

- Learn the ropes
- Establish your role

- Maintain your character and integrity
- Place your own stamp on the office of previous leadership
- Have fun
- Effectively manage and lead

**Management is doing things right;
leadership is doing the right things."**

-- Peter Drucker