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

- **Country Club Manager** (high people – low task)
- **Team Manager** (high people – high task)
- **Middle of the Road Manager** (medium people and task)
  - Focus on work output as well as people morale
- **Impoverished Manager** (low people – low task)
- **Authority-Obedience Manager** (low people – high task)

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
- 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
• 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