

WHAT DEANS ARE READING

that they have found useful or inspirational

for work

Numbers in brackets [#] indicate where more than one dean recommended a book.

ACADEMIC LEADERSHIP

The College Administrator's Survival Guide,

C. K. Gunsalus (2006) [8]

Gunsalus offers conceptual tools and practical skills to help academic administrators handle personnel problems. Starting each chapter with a case study (often with department chair as decision maker), she offers pragmatic advice in such areas as complaints, negotiation, and bullies.

The Academic Deanship: Individual Careers and Institutional Roles, *David R. Bright and Mary P. Richards* (2001) [2]

The Essential Academic Dean: A Practical Guide to College Leadership, *Jeffrey L. Buller* (2007) [2]

Academic Life: Hospitality, Ethics, and Spirituality, *John B. Bennett* (2008) [2]

Building the Academic Deanship: Strategies for Success, *Gary S. Krahenbuhl* (2006)

ACAD's Resource Handbook for Academic Deans (2nd ed.), edited by *Samuel M. Hines* (2006)

Prioritizing Academic Programs and Service: Reallocating Resources to Achieve Strategic Balance, *Robert C. Dickeson* (1999)

Academic Freedom and Educational Responsibility. NOTE FROM DEAN: This is not a book but an essay published by AAC&U which I give to new faculty. I take them to lunch and discuss it. The essay does a good job defining what academic freedom is and is not.

The Administrative Portfolio: A Practical Guide to Improved Administrative Performance and Personnel Decisions, *Peter Seldin and Mary Lou Higgerson* (2002)

Rethinking Faculty Work: Higher Education's Strategic Imperative, *J. M. Gappa, A. E. Austin and A. G. Trice* (2007)

Changing Course: Making the Hard Decision to Eliminate Academic Programs, *Peter D. Eckel* (2003)

Prioritizing Academic Programs and Services: Reallocating Resources to Achieve Strategic Balance, *Robert C. Dickeson* (1999)

Academic Leadership: A Practical Guide to Chairing the Department, *Deryl R. Leaming* (2006)

The Department Chair Primer: Leading and Managing Academic Departments, *Don Chu* (2006)

Departments that Work: Building and Sustaining Cultures of Excellence in Academic Programs, *Jon F. Wergin and Estela Mara Bensimon* (2002)

Effective Leadership Communication: A Guide for Department Chairs and Deans for Managing Difficult Situations and People, *Mary Lou Higgerson and Teddi A. Joyce* (2007)

The Joseph story-arc within the book of Genesis.

NOTE FROM DEAN: It is a nice little exposition of management and managers.

LEADERSHIP AND LEADERS

Leadership on the Line: Staying Alive Through the Dangers of Leading, *Ronald A. Heifetz and Marty Linsky* (2002) [3]

The authors posit that effective leadership often entails danger. Since it is easy to act timidly or make mistakes in the midst of the need for change, they offer strategies to help embolden people at any level of an organization (or in their personal life) to take risks.

The Art of War, *Sun Tzu* (3)

Written by the Chinese warrior Sun Tzu circa 500 BC, this small volume contains thirteen chapters of advice for sure victory on the battlefield. Many see parallels for succeeding in other settings, such as business, government, and higher education.

On Becoming a Leader, *Warren Bennis* (2009)

Now, Discover Your Strengths, *Marcus Buckingham and Don O. Clifton* (2001)

Positive Leadership: Strategies for Extraordinary Performance, *Kim S. Cameron* (2008)

On Leadership, *John W. Gardner* (1993)

Leadership Secrets of Attila the Hun, *Wess Roberts* (1990)

Leadership and the New Science: Discovering Order in a Chaotic World, *Margaret J. Wheatley* (1992; 2006)

Grow Your Own Leaders: How to Identify, Develop, and Retain Leadership Talent, *William C. Byham, Audrey B. Smith, and Matthew J. Paese* (2002)

The Jossey-Bass Academic Administrator's Guide to Exemplary Leadership, *James M. Kouzes and Barry Z. Posner* (2003)

The Contrarians Guide to Leadership, *Steve B. Sample and Warren Bennis* (2003)

High Altitude Leadership: What the World's Most Forbidding Peaks Teach Us About Success, *Chris Warner and Don Schmincke* (2008)

Lincoln on Leadership: Executive Strategies for Tough Times, *Donald T. Phillips* (1993)

Churchill, *Roy Jenkins* (2002)

Theodore Roosevelt: A Strenuous Life, *Kathleen Dalton* (2004)

The Prince, *Niccolò Machiavelli* (various editions)

HIGHER EDUCATION

Our Underachieving Colleges, *Derek Bok* (2006) [3]

This book focuses on the progress of college students toward the widely accepted goals of an undergraduate education in the liberal arts and sciences, arguing that colleges and universities are falling well short in areas such as writing, critical thinking, quantitative skills, and moral reasoning.

Millennials Go To College: Strategies for a New Generation on Campus, *Neil Howe and William Strauss* (2003) [2]

Management Fads in Higher Education: Where They Come From, What They Do, Why They Fail, *Robert Birnbaum* (2000) [2]

Crossing the Finish Line: Completing College at America's Public Universities, *William G. Bowen, Matthew M. Chingos, and Michael S. McPherson* (2009) [2]

How Colleges Work: The Cybernetics of Academic Organization and Leadership, *Robert Birnbaum* (1999)

The Shape of the River: Long-Term Consequences of Considering Race in College and University Admissions, *William G. Bowen, Derek Bok, and Glenn C. Lowery* (2000)

Life on the Tenure Track: Lessons from the First Year, *James Lang* (2005)

Failing the Future: A Dean Looks at Higher Education in the Twenty-First Century (portions of essays and certain chapters), *Annette Kolodny* (2000)

The Academic Community: A Manual for Change, *Don Hall* (2007)

The Future of Higher Education: Rhetoric, Reality and the Rise of the Market, *Frank Newman, Lara Couturier, and Jamie Scurry* (2004)

The University: An Owner's Manual, *Henry Rosovsky* (1991)

For the Common Good: Principles of American Academic Freedom, *M. W. Finkin and R. C. Post* (2009)

A History of American Higher Education, *John R. Thelin* (2004)

The University in Ruins, *Bill Readings* (1996)

The Academic Tribes, *Hazard Adams* (1987 - 2nd Edition)

Shakespeare, Einstein and the Bottom Line: The Marketing of Higher Education, *David Kirp* (2003)

Declining Degrees: Higher Education at Risk, *Richard Hersh, John Morrow, and Tom Wolfe* (2006)

The Creation of the Future: The Role of the American University, *Frank Harold Trevor Rhodes* (2001)

Universities in the Marketplace: The Commercialization of Higher Education, *Derek Bok* (2003)

Liberal Education (journal)

AAC&U Publications (particularly *College Learning for the New Global Century*)

TEACHING & LEARNING

Teaching at the People's University: An Introduction to the State Comprehensive University, *Bruce B. Henderson* (2006) [2]

What the Best College Teachers Do, *Ken Bain* (2004)

Teaching Tips : Strategies, Research, and Theory for College and University Teachers, *Wilbert J. McKeachie and Graham Gibbs* (1998)

Assessment Clear and Simple: A Practical Guide for Institutions, Departments, and General Education, *Barbara E. Walvoord* (2004) [2]

Achieving and Sustaining Institutional Excellence for the First Year of College, *Betsy O. Barefoot, John N. Gardner, Marc Cutright, and Libby V. Morris* (2005)

Creating Significant Learning Experiences: An Integrated Approach to Designing College Courses, *L. Dee Fink* (2003)

Effective Grading: A Tool for Learning and Assessment, *Barbara E. Walvoord, Virginia Johnson Anderson, Thomas A. Angelo, and Virginia Johnson Anderson* (1998)

The Learning Paradigm College, *John Tagg and Peter T. Ewell* (2003)

Making the Most of College: Students Speak Their Minds, *Richard J. Light* (2001)

The Courage to Teach: Exploring the Inner Landscape of a Teacher's Life, *Parker J. Palmer* (1997)

The Art of Changing the Brain: Enriching the Practice of Teaching by Exploring the Biology of Learning, *James Zull* (2002)

Everything put out by AAC&U

PHILOSOPHY, ETHICS, & MISCELLANEOUS

Available Light –Anthropological Reflections on Philosophical Topics, *Clifford Geertz* (2001)

Better: A Surgeon's Notes on Performance, *Atul Gawande* (2007)

Cosmopolitanism: Ethics in a World of Strangers (Issues of Our Time), *Kwame Anthony Appiah* (2007)

Development as Freedom, *Amartya Sen* (2000)

Identity and Violence: The Illusion of Destiny, *Amartya Sen* (2007)

In a Different Voice: Psychological Theory and Women's Development, *Carol Gilligan* (1982)

Motherhood, the Elephant in the Laboratory: Women Scientists Speak Out, *edited by Emily Monosson* (2008)

No Contest: The Case Against Competition, *Alfie Kohn* (1986)

Pasteur's Quadrant: Basic Science and Technological Innovation, *Donald E. Stokes* (1997)

Predictably Irrational: The Hidden Forces That Shape Our Decisions, *Dan Ariely* (2008)

Punished Rewards: The Trouble with Gold Stars, Incentive Plans, A's, Praise, and Other Bribes, *Alfie Kohn* (1999)

The Ethics of Identity, *Kwame Anthony Appiah* (2007)

The Least Worst Place: Guantanamo's First 100 Days, *Karen J. Greenberg* (2009)

The Gift, *Lewis Hyde* (1983)

The Trickster Makes This World: Mischief, Myth, and Art, *Lewis Hyde* (1993)

Women's Ways Of Knowing: The Development Of Self, Voice, And Mind, 10th Anniversary Edition, *Mary Belenky, Blythe Clinchy, Nancy Goldberger, and Jill Tarule* (1997)

ORGANIZATIONS

Good to Great: Why Some Companies Make the Leap... and Others Don't, *Jim Collins* (2001) [3]

Collins and his team of researchers identify a set of elite companies that sustained “greatness” for at least 15 years. They deduce five attributes common to these companies, including the by-now famous “hedgehog concept.” (A sequel offered a corollary for public/non-profit organizations.)

How the Mighty Fall, and Why Some Companies Never Give In, *Jim Collins* (2009) [3]

Business guru Jim Collins posits that every institution, no matter how great, is vulnerable to decline. But organizations that find themselves failing can reverse the course. Decline, he concludes, is largely self-inflicted. Based upon careful research, he proposes five stages of decline.

Immunity to Change: How to Overcome It and Unlock the Potential in Yourself and Your Organization, *Bob Keegan and Lisa Laskow Lahey* (2009) [2]

Renovate Before You Innovate: Why Doing the New Thing Might Not Be the Right Thing, *Sergio Zyman and Armin A. Brott* (2004)

Reframing Organizations: Artistry, Choice, and Leadership, *Lee G. Bolman and Terrence E. Deal* (several editions)

The Fifth Discipline: The Art and Practice of the Learning Organization, *Peter M. Senge* (1993)

Bringing Out the Best in People: How to Enjoy Helping Others Excel, *Alan Loy McGinnis* (1985)

Quick Emotional Intelligence Activities for Busy Managers: 50 Team Exercises That Get Results in Just 15 Minutes, *Adele B. Lynn* (2007)

Blue Ocean Strategy: How to Create Uncontested Market Space and Make Competition Irrelevant, *W. Chan Kim and Renee Mauborge* (2005)

The Celebrity Experience: Insider Secrets to Delivering Red Carpet Customer Service, *Donna Cutting* (2008)

Tribal Leadership: Leveraging Natural Groups to Build a Thriving Organization, *Dave Logan, John King, and Halee Fischer-Wright* (2008)

Our Iceberg Is Melting: Changing and Succeeding Under Any Conditions, *John Kotter* (2006)

Crucial Conversations: Tools for Talking When Stakes are High, *Kerry Patterson, Joseph Grenny, Ron McMillan, and Al Switzler* (2002)

Tribal Leadership: Leveraging Natural Groups to Build a Thriving Organization, *Dave Logan, John King, and Halee Fischer-Wright* (2008)

THE STATE OF THE WORLD

The World Is Flat: A Brief History of the Twenty-first Century, *Thomas L. Friedman* (2006) [2]

Naturalist, *E.O. Wilson* (2006). NOTE FROM DEAN: An autobiographical look at the shifting fields within biology departments in the 20th century

Earth: The Sequel: The Race to Reinvent Energy and Stop Global Warming, *Mariam Horn and Fred Krupp* (2008)

The Rise of the Creative Class: And How It's Transforming Work, Leisure, Community and Everyday Life, *Richard Florida* (2003)

The Post-American World, *Fareed Zakaria* (2009)

Risk Society: Towards a New Modernity, *Ulrich Beck* (1992)

The Tipping Point: How Little Things Can Make a Big Difference, *Malcolm Gladwell* (2000)

SELF IMPROVEMENT

A Whole New Mind – Why Right-Brainers will Rule The Future, *Daniel Pink* (2005) [4]

In this highly readable book, Pink argues that individuals, organizations, and the US economy as a whole must tap the creative (right) side of the brain in order to excel in the coming decades. Technical skills alone will not be enough. He offers exercises to help strengthen what he calls the essential “Six Senses” of creativity: Design, Story, Symphony, Empathy, Play, and Meaning.

Navigating Diversity: An Advocate's Guide Through the Maze of Race, Gender, Religion and More, *Peggy Bates-Ballard and Gregory Smith* (2008)

What Got You Here Won't Get You There: How Successful People Become Even More Successful, *Marshall Goldsmith* (2007)

Crucial Confrontations: Tools for Talking about Broken Promises, Violated Expectations, and Bad Behavior, *Kerry Patterson, Joseph Grenny, Ron McMillan, and Al Switzler* (2004)

Bargaining for Advantage: Negotiation Strategies for Reasonable People, *G. Richard Schell* (2006)

The RealAge Makeover: Take Years off Your Looks and Add Them to Your Life, *Michael F. Roizen* (1999)

Quick Emotional Intelligence Activities for Busy Managers: 50 Team Exercises That Get Results in Just 15 Minutes, *Adele B. Lynn* (2007)

The One Minute Manager, *Kenneth H. Blanchard and Spencer Johnson* (1982)

Guiding Lights: How to Mentor-and Find Life's Purpose, *Eric Liu* (2008)

Innovative Simulations for Assessing Professional Competence: From Paper-and-Pencil to Virtual Reality, *Ara Tekian, Christine H. McGuire, and William C. McGaghie* (1998)

PROSE, POETRY, AND EXPERIENCES

Three Cups of Tea: One Man's Mission to Promote Peace... One School at a Time, *Greg Mortenson and David Oliver Relin* (2007) [2]

An inspirational story of one man's efforts to address poverty, educate girls, and overcome cultural divides.

Good Poems and Good Poems for Hard Times, *Garrison Keillor*. NOTE FROM DEAN: It seems that I can find an appropriate, short poem that goes to the heart of virtually every situation that arises

Straight Man, *Richard Russo* (1998) [2]

Shakespeare, The Complete Works

My Stroke of Insight: A Brain Scientist's Personal Journey, *Jill Bolte Taylor* (2009)

The Absolutely True Diary of Part-Time Indian, *Alexie Sherman* (2007)