

The Provost's Perspective

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***Developing Leadership and Administrative Excellence:
A Workshop for New Academic Administrators***

Aug. 7, 2018

Priorities

- Excellence in scholarship and research
- Student success
- Innovative and effective teaching
- Healthier work environment
- Equitable environment

Your role

Characteristics of effective administrators

- Support and facilitate significant research, scholarship, and innovation
- Collaborate to achieve outcomes
- Lead and develop leaders; guide units
- Contribute to University priorities
- Manage resources effectively
- Attract external support
- Articulate a vision and plan for your future
- Contribute to a University climate of respect, civility, and equity

Support and facilitate significant research, scholarship, and innovation

- Establish research/scholarship priorities
- Commit to areas of distinction
- Identify new areas of innovation
- Assure curriculum alignment with research/scholarship
- Recruit and retain key faculty

Collaborate to achieve outcomes

- Work with key partners (internal and external) to promote success
- Leverage resources

Lead and develop leaders; guide units

- Develop a strong leadership team in your unit
- Anticipate and prepare for leadership changes
- Champion diversity
- Align all units with mission
- Assure integrity of effort and outcomes

Contribute to University priorities

- Lead change to support undergraduate student success
- Lead change to support graduate education, graduate recruitment, and graduate student support
- Promote, facilitate, and reward excellence in teaching
- Engage in and contribute to our international activities
- Recruit, retain, and support a diverse faculty, staff, and student body
- Create an environment where faculty succeed at a level commensurate with AAU peers

Manage resources effectively

- Space
- Personnel
- Financial resources
- Strategies that promote high performance
- Compliance

Attract external support

- Provide infrastructure support for externally funded research, innovation, and scholarship
- Nurture donor, alumni, and other external relationships

Articulate a vision and plan for your future

- Articulate a strategic direction
- Align resources with direction
- Lead and manage change
- Communicate clearly

Contribute to a University climate of respect, civility, and equity

- Model transparent decision making
- Demonstrate value and implementation of community standards or norms

Successful MSU administrators lead with

- **A goal to make an impact.** What difference does this make? What real change does it bring about?
- **A sense of purpose.** What matters? What's the greater cause? Is it mission driven?
- **Integrity.** In standards, decision making, the creation of the work environment, allocation of resources, judgments, and our expectations of others.
- **Discernment about differentiation.** What could or should we be doing? How do we set ourselves apart? What could we do others could not?

My role

My Work

- Articulate directions for change
- Hold up examples of best practices
- Create planning frameworks for moving forward
- Identify and communicate relevant challenges and opportunities
- Align budget and fundraising with future directions
- Create and maintain systems and structures that support your work
- Model ethical, respectful behavior
- Support you in problem solving