



November 21, 2017

Dear Professors:

I write to invite you to consider applying to be part of the 2018 cohort of the Faculty-Administrator Leadership Program. This program, sponsored by my office, is designed for tenured associate and full professors interested in higher ed administration, including those considering taking on roles as a department head or chair, associate dean or dean, or vice provost, at some point in the future. It is intended as a way to allow faculty to learn more about the administration at UIC and to strengthen capacity-building and grow and diversify the pool of potential administrators at UIC.

The inaugural year of the Faculty-Administrator Leadership Program (FALP) went well. We began with 14 participants, mostly full professors with some associate professors. The FALP participants engaged in a range of activities (described below) and have generally expressed enthusiasm for all that they did and learned over the course of the the year. We are excited to be offering the program again, and encourage you to consider participating.

The program consists of the following four components:

1) **INDIVIDUAL MENTORING RELATIONSHIP** – Each participant will be assigned a mentor currently serving UIC in a senior leadership capacity. Together, the team will work on a **leadership development plan** for each participant. Mentoring relationships will involve a monthly lunch meeting that includes updates on progress toward a **program project** that the participant will work on during the participants' time in the leadership program.

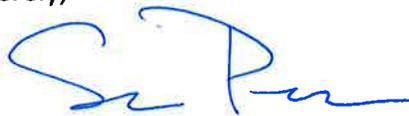
2) **PROGRAM PROJECT WORKSHOP** – All participants will attend an introductory workshop during which they will review their leadership development plans with the larger cohort of participants. These plans will outline goals and areas for learning, describing a pathway for developing administrative experience and knowledge over the course of the academic year. The described pathway should culminate in an end product or other deliverable (i.e., **program project**) that addresses an institutional need within a department, college, or administrative unit.

3) **INTERVIEWS AND JOB SHADOWING** – Faculty will interview and/or job shadow UIC administrators in order to better understand and experience the roles and duties of different types of administrators.

4) **ATTENDANCE AT INTERNAL AND EXTERNAL LEADERSHIP EVENTS** - Participating faculty will be required to attend at least six sessions of the Faculty Affairs Administrative Brown Bag series (occurring throughout the year) as well as the orientation for new deans, heads, and chairs (occurring at the beginning of each academic year). Additionally, participants will be encouraged to attend at least one national conference or workshop for administrators (e.g., ACE, APLU) in an area of interest.

The 2018 cohort will consist of 15 faculty members. Additional information about this program and the application may be found on the program webpage <http://faculty.uic.edu/faculty-administrator-leadership-program/>. Applications are due no later than **noon on Monday, November 27**. If you should have any questions about the program, please contact the Vice Provost for Faculty Affairs, Renée Taylor ([rtaylor@uic.edu](mailto:rtaylor@uic.edu)).

Sincerely,



Susan Poser  
Provost and Vice Chancellor for Academic Affairs

