

HERS Institutes

Sample Assignments

RESOURCE PORTFOLIO ASSIGNMENTS

1. Mission Statement & Strategic Priorities for your Institution
2. Mission Statement & Strategic Priorities for your Unit
3. Personal Mission Statement and Strategic Plans
4. Organizational Chart for your Institution
5. Institutional Demographics Questionnaire
6. Budget & Finance Questionnaire
7. Institutional budgets for current and next fiscal year
8. Institution's Audited Financial Statement for previous fiscal year

SENIOR OFFICER INTERVIEWS

1. Chief Academic Officer
2. Chief Financial Officer
3. Chief Information Officer
4. Chief Student Affairs Officer
5. Chief Diversity Officer
6. President/Chancellor/System Head
7. Major Issues Tally
8. Comparative Summary

HERS LEADERSHIP PROJECT

1. Preliminary Description: 200-300 Words
2. Summary Description : 50-75 Words
3. Challenging Conflict Situation

LEADERSHIP MAPPING EXERCISES

1. Myers-Briggs Type Inventory (MBTI), Step II, Form Q
2. Personal Mission Statement and Strategic Plan

READINGS

NOTE: Reading materials will be mailed or posted on the HERS website