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D. LEADERSHIP/SUPERVISION

LEAD/SUPV

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Audio Cassettes—2
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Audio Cassettes—12
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Book—208 pages
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0171. Audio Cassettes—4
0172. Magazine published monthly—20 pages
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Volume 2—Jan. '00—March '04
Volume 3—April '04—Dec '05
- 018 The Leadership Secrets of Santa Claus—How to Get Big Things Done in Your “Workshop” ...All Year Long, by Eric Harvey, David Cottrell, Al Lucia, and Mike Hourigan
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- 051 Translating Strategic Goals Into Action, SWT Quality workshop, 1/27,99 Dr. Bryan Cole, Texas A&M University
Videos (2)— and handouts

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- 100 Succession Planning Basics—A Complete How-to Guide to Help You: Understand the Key Benefits of Succession Planning, Design a Strategy Based on Realistic Assessments, and Implement a Complete Organization-Wide Plan, by Christee Babour Atwood
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0011. Volume 1

0012. Volume 2

0013. Monthly bulletin

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0021. Video—40 minutes and Participant Workbook

0022. Leader's Guide (2 copies)

0023. Participants Workbook

003 Breaking the Attitude Barrier: Learning to Value People With Disabilities

0031. Video—33 minutes

0032. Participants Workbook

004 Successfully Employing People With Disabilities: What Managers Need to Know—Staff Development Program, Video Conference on 4/14/93

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0042. Viewer's Handbook—37 pages

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Video

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Video

010 Ethical Problems in Higher Education—Staff Development Workshop, 11/10/93, Bill Fly and Robert Provan

Video

011 Minorities in the College Classroom—Racism in Education, by Department of Human Relations, Michigan State University

Video and Manual

012 Unfinished Business—The Diversity of Disabilities, with Tim Harrington

Video—Closed Captioned Version 1 (32 minutes) and Version 2 with open captioning and audio descriptor (32 minutes) and Leader Guide

013 The Working Woman's Legal Survival Guide—Know Your Workplace Rights Before It's Too Late, by Steven Mitchell Sack, Attorney at Law

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Handouts—15 pages and following books
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0182. 2002 Open Meetings Handbook
Book—90 pages
0183. 2002 Administrative Law Handbook
Book—151 pages
0184. 2002 Publication Information Handbook
Book—275 pages
- 019 Silent Racism—How Well-Meaning White People Perpetuate the Racial Divide, by Dr. Barbara Trepagnier, Associate Professor, Department of Sociology, Texas State University-San Marcos
Book—181 pages

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- 101 The Hiring Handbook (Second Edition), by Thomas L. Boyer, Esq., Catherine D. Fyock, William D. Mitchell, Esq., William J. Quirk; Dana Schilling, Esq.
Handbook
- 102 The Supervisor's Guide to Hiring, Firing, Motivating and Disciplining . . . Without Violating the Law, by Robert L. Brady, J.D.
Book—60 pages
- 103 Especially for Texas Employers, from the office of Mary Scott Nabers, 1992 Texas Employment Commission
1031. Hiring—Video
1032. Firing—Video
1033. The Appeals Process—Video
1034. Panel Discussion with Commissioner Nabers and Staff—Video
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- 113 Recruiting, Interviewing, Selecting & Orienting New Employees (2nd Ed.), by Diane Arthur
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114 Faculty and Staff Hiring Guidelines, a Professional Development workshop, October 16, 2003, by Dr. Gilda Garcia, Director, Texas State Office of Equity and Access and Representatives from Texas State Office of Human Resources

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