TITLE:
Succession Planning at Universities: Program for Preparing Early Leaders (PROPEL)

PURPOSE OF THE RESEARCH
The purpose of this research is to identify those skills and personal characteristics found in good university leaders which may be specific to the academic leadership environment. The research also aims to identify which of those skills and characteristics can be taught, thus informing the development of the PROPEL Leadership Program.

INVESTIGATORS
Prof. Sara Dolnicar       A/Prof. Wilma Vialle       Prof. Rob Castle
Faculty of Commerce       Faculty of Education       DV-C (Academic)
02 4221 3862             02 4221 4434               02-4221 3962
sarad@uow.edu.au          wvialle@uow.edu.au       rcastle@uow.edu.au

METHOD AND DEMANDS ON PARTICIPANTS
If you choose to be included, you will be asked to participate in a 15-minute interview with the Project Manager (Karen Lovasz) on behalf or the Project Leaders. Permission to make an audio recording of the interview (to ensure interview responses are accurately documented) will be requested. If permission to record the interview is not given, hand written notes will be taken. Typical questions in the interview include: What are the most outstanding POSITIVE skills and characteristics of leaders you have experienced? What are the most difficult NEGATIVE characteristics or lack of leadership skills you have experienced? Do you believe there are leadership skills or characteristics which are specific to the university environment? Of the leadership skills and characteristics you have mentioned, which do you feel are the most important? Please give each a ranking (with 1 being most important). Are there any skills or characteristics on your list which you believe cannot be taught?

POSSIBLE RISKS, INCONVENIENCES AND DISCOMFORTS
Apart from the 15 minutes of your time for the interview, we can foresee no risks for you. Your involvement in the study is voluntary and you may withdraw your participation from the study at any time prior to or during the interview. You may opt to withdraw your interview responses either in part or completely at any time prior to 5.00pm on Friday 5 February 2010. Should you decide not to participate in the study your decision will not influence your relationship with the PROPEL project and/or the researchers.

Your interview responses will be confidential. Information collected during the interview, including your Consent Form, will be handled exclusively by the Project Manager. All data from interviews will be aggregated prior to release to the Principal Investigators or any other parties. During analysis of the data, you will be identified only by a respondent number, and not by any recognisable personal details such as name, level or workplace. Confidentiality of your responses is assured, and your responses will not be used outside the needs of the current study. Only aggregated data will be included in published reports on this study.

FUNDING AND BENEFITS OF THE RESEARCH
The PROPEL project is funded by an Australian Learning and Teaching Council (ALTC) institutional leadership grant. This research will provide a basis for development of the PROPEL Leadership Program modules and the measurement and evaluation instruments to be used in assessing the Program. Findings from the study will be published in a report to ALTC and possibly published in journals/conference papers.

ETHICS REVIEW AND COMPLAINTS
This study has been reviewed by the Human Research Ethics Committee (Social Science, Humanities and Behavioural Science) of the University of Wollongong. If you have any concerns or complaints regarding the way this research has been conducted, you can contact the UoW Ethics Officer on (02) 4221 4457.

Thank you for your interest in this study.