

Books are available at the MS Library Commission or the CPM Library. If no location is listed, you will have to acquire the book with your own resources. Please refer the Required Reading Abstract for further information about your reading projects.

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Book Title	Author(s)	Publisher	Year of Publication	Location
The Accountable Organization: Reclaiming Integrity and Restoring Trust	John Marchica	Davies-Black	2004	CPM Library
The Age of Speed	Vince Poscente	Bard Press	2008	CPM Library
Becoming a Conflict Competent Leader	Tim A. Flanagan Craig E. Runde	Jossey-Bass	2007	CPM Library
Benchmarking: for Best Practices in the Public Sector: Achieving Performance Breakthrough in Federal State, and Local Agencies	Patricia Keehley	Jossey-Bass	1997	CPM Library
Breaking through Bureaucracy: A New Vision for Managing in Government	Michael Barzelay	University of California Press	1992	CPM Library
Cigars, Whiskey, and Winning: Leadership Lesson from General Ulysses S. Grant	Al Kaltmen	Prentice Hall Press	1998	CPM Library
Coaching for Commitment: Managerial Strategies for Obtaining Superior Performance	Dennis Kinlaw	Pfeiffer	1989	CPM Library
The Complete Communicator: Change Your Communication, Change Your Life!	William Lampton	Hillsboro Press	1999	CPM Library
Crisis Management: Planning for the Inevitable	Steven Fink	American Manage. Association	1986	CPM Library
Crucial Confrontations	Kerry Patterson Joseph Grenny	McGraw-Hill	2002	CPM Library
Crucial Conversations	Kerry Patterson Joseph Grenny	McGraw-Hill	2002	CPM Library
The Dream Manager	Matthew Kelly Patrick M. Lencioni	Beacon Publishing	2007	CPM Library
The Eighth Habit: From Effectiveness to Greatness	Stephen R. Covey	Simon & Schuster	2004	CPM Library
11 Lessons in Self Leadership	Larry Holeman	Wyncom	1995	CPM Library
The Empowered Manager: Positive Political Skills at Work	Peter Block	Jossey-Bass	1987	CPM Library
Empowering Yourself, 2nd ed. Coleman, Harvey. J.	Harvey J. Coleman	Kendall/Hunt Publishing	2010	CPM Library
Excellence by Design: Leadership – The Six Key Characteristics of Outstanding Leaders	John Spence	JK Spence	2002	CPM Library
The Fifth Discipline: The Art and Practice of the Learning Organization	Peter M. Senge	Doubleday/Currency	1990	CPM Library
First, Break All the Rules: What the World’s Greatest	Marcus Buckingham	Simon & Schuster	1999	CPM Library

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Managers Do Differently				
First Things First: To Live, To Love, To Learn, To Leave a Legacy	Stephen R. Covey	Simon & Schuster	1994	CPM Library
Fish! – A Remarkable Way to Boost Morale and Improve Results	Stephen C. Lundin	G.K. Hall	2001	MS Library Commission CPM Library
The Five Dysfunctions of a Team	Patrick Lencioni	Jossey-Bass	2002	CPM Library
Getting to Yes: Negotiating Agreement Without Giving In 2 nd Edition	Roger Fisher	Penguin	1991	CPM Library MS Library Commission
Gifts Differing	Isabel Myers-Briggs	Consulting Psych. Press	1980	CPM Library
Good to Great: Why Some Companies Make the Leap... And Others Don't	Jim Collins	HarperCollins Publishing	2001	CPM Library MS Library Commission
Good to Great and the Social Sectors	Jim Collins	HarperCollins Publishing	2005	CPM Library
The Goal: A Process of Ongoing Improvement	Eliyahu M. Goldratt	North River Press	1992	CPM Library MS Library Commission
Great by Choice: Uncertainty, Chaos, and Luck--Why Some Thrive Despite Them All	Jim Collins	HarperCollins	2011	MS Library Commission
Growing Great Employees	Erika Anderson	Penguin	2006	CPM Library
Guide to Strategic Thinking, Guide to Long Range Planning, Guide to Tactical Planning (Morrisey on Planning. Set of three.)	George Morrisey	Jossey-Bass	1996	CPM Library
Gung Ho!	Kenneth H. Blanchard	Morrow	1998	CPM Library
Hard Wired Leadership: Unleashing the Power of Personality to Become a New Millennium Leader	Roder R. Pearman	Davies-Black	1998	CPM Library
How to Stay Cool, Calm, & Collected When the Pressure's On: A Stress Control Plan for Businesspeople	John E. Newman	American Management Association	1992	
The Human Resources Scorecard – Measuring the Return on Investment	Jack J. Phillips Ron D. Stone Patricia P. Phillips	Butterworth-Heinemann	2001	CPM Library
Influencer: The Power to Change Anything	Patterson, Kenny, Grenny, Joseph, Maxfield, David, McMillan, Ron and Switzler, Al.	McGraw-Hill	2008	CPM Library
Into the Storm: A Study in Command	Tom Clancy	Putnam	1997	
Leadership and the One Minute Manager	Kenneth Blanchard	Morrow	1985	CPM Library
The Leadership Challenge: How to Keep Getting Extraordinary Things Done in Organizations, 2 nd Ed.	James M. Kouzes	Jossey-Bass	1995	CPM Library
Leadership Pipeline: How to Build the Leadership-Powered Company	Ram Charan	Jossey-Bass	2001	CPM Library
Leading Quietly: An Unorthodox Guide to Doing the Right Thing	Joseph Badaracco	Harvard Business School Press	2002	
Lincoln on Leadership: Executive Strategies for Tough Times	Donald T. Phillips	Warner Books	1993	CPM Library

Required Reading List

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Listening with Empathy: Creating Genuine Connections with Customers and Colleagues	John Selby	Hampton Roads	2007	CPM Library
Make It So: Leadership Lessons From Star Trek, The Next Generation	Wess Roberts	Pocket Books	1996	CPM Library
Making Change Irresistible: Overcoming Resistance to Change in Your Organization	Ken Hultman	Davies-Black	1998	
Management Methods of Jesus: Ancient Wisdom for Modern Business	Bob T. Briner	Nelson	1996	CPM Library
Management: Tasks, Responsibilities, Practices	Deter Drucker	Butterworth-Heinemann	1974	CPM Library
Managing from the Heart	Hyler Bracey	Dell	1990	CPM Library
Managing the Hidden Organization	Terrence Deal	Warner	1994	
Monday Morning Leadership	David Cottrell	Cornerstone	2002	CPM Library
More Than Words: 9 Siler Rules for Powerful Yet Considerate Communication	Edward Horrell	Center for Spoken Communication	1995	CPM Library
Motivation Management: Fueling Performance by Discovering What People Believe in Themselves and Their Organizations	Thad B. Green	Davies-Black	2000	
The 9 Natural Laws of Leadership	Warren Blank	AMACOM	1995	
Never Check E-mail in the Morning	Julie Morgenstern	Fireside	2005	CPM Library
The New Managerial Mentor: Becoming a Learning Leader to Build Communities of Purpose	Patricia J. Fritts	Davies-Black	1998	CPM Library
The No A-hole Rule: Building a Civilized Workplace and Surviving One that Isn't	Robert I. Sutton, Ph.D.	Warner Business Books	2007	CPM Library
Now, Discover Your Strengths	Marcus Buckingham Dr. Donald Clifton	The Free Press	2001	CPM Library
On Becoming a Leader	Warren Bennis	Addison-Wesley	1994	CPM Library
The One Minute Manager Builds High Performance Teams	Kenneth Blanchard	Morrow	1990	CPM Library
The One Minute Manager Meets the Monkey	Kenneth Blanchard	Morrow	1989	CPM Library
The Power of Eagles: Nature's Way to Individual Accomplishment	Twyman L. Towery	Wessex House	2000	CPM Library
The Power of Ethical Management	Kenneth Blanchard	Morrow	1988	CPM Library
Primal Leadership	Daniel Goleman	Harvard Press	2002	CPM Library MS Library Commission
Principle-Centered Leadership	Stephen R. Covey	Summit Books	1991	CPM Library
Putting the One Minute Manager to Work	Kenneth Blanchard	Berkely	1985	CPM Library
The Rules of Management	Richard Templar	Prentice Hall	2005	CPM Library
Seamless Government: A Practical Guide to Re-Engineering in the Public Sector	Russell M. Linden	Jossey-Bass	1994	CPM Library
Send: The Essential Guide to Email for Office and Home	David Shipley Will Schwalbe	Alfred A. Knopf	2007	CPM Library
The Seven Habit of Highly Effective People	Stephen R. Covey	Simon & Schuster	1989	MS Library Commission
The 17 Indisputable Laws of Teamwork: Embrace Them and Empower Your Team	John T. Maxwell	Nelson Books	1989	
Social Intelligence: The New Science Human Relationships	Daniel Goleman	Bantam	2006	CPM Library

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Stressed is Desserts Spelled Backwards	Brian Luke Seaward, Ph.D.	Whole Person Associates, Inc.	2008	CPM Library
The Success Principles: How to Get Where You Are to Where You Want to Be	Jack Canfield	Collins	2005	CPM Library
The 10 Natural Laws of Successful Time and Life Management: Proven Strategies for Increased Productivity and Inner Peace	Hyrum Smith	Warner	1994	
The 360° Leader	John C. Maxwell	Nelson Books	2005	CPM Library
Take Charge of Your Mind: Core Skills to Enhance Your Performance	Paul Hannam John Selby	Hampton Roads Publishing	2006	CPM Library
Tough-Minded Leadership	Joe D. Batten	AMACOM	1989	CPM Library
Toxic Coworkers: How to Deal with Dysfunctional People on the Job	Alan Cavaiola	New harbinger	2000	CPM Library
True Leaders	Bettie Price	Dearborn Trade	2001	CPM Library
Turbulence! Challenges and Opportunities in the World of Work: Are You Prepared for the Future?	Roger E. Herman	Oakhill Press	1995	CPM Library
The 21 Indispensable Qualities of a Leader: Becoming the Person Others Will Want to Follow	John C. T. Maxwell	Nelson Books	1999	MS Library Commission
Up is Not the Only Way: A Guide to Developing Workforce Talent	Beverly Kaye	Davies-Black	1997	CPM Library
Verbal Judo: The Gentle Art of Persuasion	George Thompson	Morrow	1993	
We Don't Make Widgets	Ken Miller	Governing Books	2013	CPM Library
A Whack on the Side of the Head: How You Can Be More Creative	Roger Van Oech	Warner	1998	CPM Library
Who Moved My Cheese? An Amazing Way to Deal with Change in Your Work and in Your Life	Spencer G. P. Johnson	Putnam's Sons	1998	CPM Library MS Library Commission
Wilkinomics: How Mass Collaboration Changes Everything	Don Tapscott Anthony Williams	Penguin Group	2008	CPM Library
The Wisdom of Teams: Creating the High-Performance Organization	Jon R. Katzenbach	Harvard Business School Press	1993	CPM Library
The Wisdom of Wolves: Nature's Way to Organizational Success	Twyman L. Towery	Wessex House	1995	CPM Library
Wooden on Leadership	John Wooden Steve Jamison	McGraw-Hill	2005	CPM Library
The World Is Flat	Thomas L. Friedman	Farrar, Straus, Giroux	2005	MS Library Commission
Work With Me! Resolving Everyday Conflict in Your Organization	Gini Graham Scott	Davies-Black	2000	CPM Library
Working with Emotional Intelligence	Daniel Goleman	Bantam Books	1998	CPM Library MS Library Commission
You Don't Need a Title to Be a Leader	Mark Sanborn	Doubleday	2006	CPM Library
You've Got to be Believed to be Heard	Bert Decker	St. Martin's Press	1992	CPM Library



Required Reading List



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