



MODULE ONE
September 22-24, 2010
Los Angeles Airport Embassy Suites Hotel

Keys to Transformation

SCHEDULE

Wednesday, September 22, 2010

(The first day of the session begins at 9 a.m. There will be a hotel option for those wishing to arrive the night before at no additional cost. For session starting days beginning at 10 a.m. or after, the hotel cost will be on your own.)

- 8:00-9:00 a.m. Coffee/Registration
- 9:00 a.m. Program Orientation

Susan Bray, Executive Director of ACCCA; **Rose DelGaudio**, Vice President for Human Resources, Long Beach CCD and Admin 201 Program Coordinator, and **Kendra Jeffcoat**, Professor, San Diego State University and co-Moderator of Session One.

- 10:00-10:30 a.m. **The National Perspective**

Martha Kanter, Undersecretary for Education will share President Obama's vision for community colleges and higher education.

- 10:30-10:45 a.m. Break
- 10:45 a.m. to Noon **The History of the System**

Dr. Robert Gabriner, on faculty at San Francisco State University will discuss the philosophy and historical markers of the community college system in California.

- 12:00-1:00 p.m. Luncheon

- 1:00-3:00 p.m. **The Past, Present and Future of the Master Plan for Community Colleges**

A panel discussion from independent perspectives on how we got where we are and where we must go in the future to sustain the dream of higher education opportunity for all as defined in California.

Panelists include **Robert Gabriner**; **Brian Murphy**, President, DeAnza College; **Eloy Oakley**, President/ Superintendent, Long Beach CCD; **Paul Steenhausen**, community college policy analyst, California Legislative Analyst's Office and **Tom Hayden**, former author, activist and former Senator from California.

- 3:00-3:15 p.m. Break
- 3:15-4:45 p.m. **Eyes Wide Open: System Politics & Culture**

To close the day we will hear from two perspectives on the dynamic that politics and the culture of an institution play in making transformational change in challenging times. Our presenters are **Dr. Frances White**, recently retired Superintendent/President of the Marin CCD and the honorable **Christopher Cabaldon**, Mayor of the City of West Sacramento.

- 5:30 p.m. Reception/Dinner

Thursday, September 23, 2010

The topic is **Transformational Leadership**, but the approach is different. Two outstanding communicators will facilitate a case study exercise aimed at the development of leadership qualities essential to creating transformational change. Your presenters are **Dr. Brice Harris**, Chancellor of the Los Rios CCD and **Dr. Francisco Rodriguez**, Superintendent/President, Mira Costa CCD.

- 8:30 a.m. Coffee/Conversation
- 9:00 a.m. Case Study Overview
- 10:00 a.m. Cohort Assignments
- 10:45 a.m. Break
- 11:00 a.m. Group Activity
- 12:00 noon Luncheon
- 1:30 p.m. Group Presentations
- 5:00 p.m. Adjournment
- 6:30 p.m. Sponsored/Optional Dinner

Friday, September 24, 2010

Engaging in personal change is critical in achieving effective institutional change. Before you can sell a concept, let alone a fundamental and systemic change in an institution or a process, you need to understand what it is about YOU that works for you or against you in that process

If you don't inspire confidence, what are the techniques you can employ to give yourself the best chance at success? Only by recognizing our own tendencies and addressing them can we move forward and bring others along.

To this end, ACCCA has partnered with the Elkind Group to provide a proven assessment tool-**The Birkman Method**®--a survey based assessment process which is administered to students in advance of the first session.

Their individual results and analysis are thoroughly explained in a session presented by the Elkind Group CEO **Kerry Wiener Elkind** in Part One of her program "*Unlocking Your Potential: Improving Your Emotional I.Q.*"

Part Two of the program which focuses on applying strategies moving forward will come at the end of the 201 experience, but the first part focuses on understanding the Birkman Method® and analyzing your individual results.

- 8:30 a.m. Leadership Assessment Analysis
- 11:00 a.m. Establishing Personal Change Values and Goals
- 12:30-1:30 p.m. Luncheon
- 1:30-3:30 p.m. Cohort Group Discussion of final team project options

MODULE TWO
November 16-17, 2010
Pasadena Sheraton Hotel
(In conjunction with the CCLC Convention)

**RESOURCE DEVELOPMENT AND RESOURCE
MANAGEMENT**

Co-Moderators: **Lisa Sugimoto**, Vice President of Student Services, Pasadena City College and **Barbara Blanchard**, Vice President Instruction, Grossmont-Cuyamaca CCD

Tuesday, November 16, 2010

Human Resources Management: Our presenters are **Mary Dowell**, Partner with Liebert Cassidy & Whitmore; **Rose DelGaudio**, Vice President of Human Resources, Long Beach CCD; **Linda Beam**, Director of Human Resources, South Orange County CCD

Topics of discussion and group work include:

- *Understanding key aspects of the Educational Employment Relations Act*
- *Preparing for negotiations, mediation, fact finding and the conflicts of impasse*
- *Contract Administration*
- *Diversity: The Challenges and Solutions for Implementing Institutional Change*

Wednesday, November 17, 2010

Financial Resources Management: Our presenters are **Jim Austin**, CBO at Mira Costa CCD; **Peter Hardash**, CBO at Rancho Santiago CCD and **Tom Fallo**, Superintendent/President, El Camino CCD. Going beyond the nuts and bolts of basic finance, our team will take you on a funding journey. Along the way you'll visit:

- *Exploring current funding and SB 361*
- *How SB 361 drives district decision-making*
- *It could happen! Alternative funding methods*
- *The operational implications of various funding models*
- *Strategic Retrenchment: How to cut when the "low hanging fruit" is all gone*

MODULE THREE
February 21-23, 2011
Long Beach Westin Hotel

(In conjunction with the ACCCA Conference)

STRATEGIES FOR CHANGE IMPLEMENTATION

Moderators: **Linda Beam**, Executive Dean of Human Resources, Marin CCD and **Arvid Spor**, Dean of Enrollment Services, El Camino CCD

Monday, February 21 and Tuesday, February 22, 2011

Strategic Planning and Facilities Development and Management: Our presenters are **Deborah Shepley**, Partner, HMC Architects and **Pat Caldwell**, former community college administrator and consultant to HMC Architects.

Participants will be asked to bring their college's strategic plans and master plans (both educational and facilities), if they have them. Through group work these plans will be critiqued throughout the day.

The presenters will take the class through two days of strategic planning exercises designed to provide an experience that touches on all aspects of the process including:

- *Why we plan...*
- *The Strategic Planning Process*
- *State and Federal planning requirements*
- *Key measures of success*
- *The educational plan versus the facilities plan*
- *An integrated planning model*
- *Capital Outlay Planning*
- *The design and construction process*

Wednesday, February 23, 2011

Strategic Communications and Collaboration: Our presenter/facilitator is **Richard Butterfield**, CEO of Butterfield Communications. Richard will present and facilitate an interactive session on the power of persuasion and take participants through the steps of accessing their own innate power to persuade others; discovering and developing the message and finally, in mastering the craft as a communicator.

The Third Module will end as the ACCCA Conference begins with the kick off luncheon.

MODULE FOUR
May 5-6, 2011
Sacramento Embassy Suites Hotel

MASTERING THE BALANCING ACT
Bringing it all together!

Moderators: David Bugay, Vice Chancellor of Human Resources, South Orange County CCD, and **Thomas Greene**, Vice President of Instruction, Lake Tahoe CCD

Thursday, May 5, 2011

(This module begins at 9 a.m. and so a hotel option will be offered on the night before)

9 a.m. to 1:00 p.m. **Unlocking Your Potential: Improving Your Emotional I.Q. Part Two**

Presenter: Kerry Weiner Elkind, CEO of the Elkind Group, has helped companies and organizations achieve extraordinary results in building and maintaining strong relationships with their constituencies, customers and employees by optimizing their performance and improving individual skill sets through the application of ***The Birkman Method***®.

Her presentation "*Unlocking Your Potential*" is a continuation of the work begun with the class in the first module where students received an analysis of their Birkman results. Part Two focuses on helping students improve their skills in negotiating conflict and building partnerships through a four hour highly interactive workshop where the main goal is to share and practice techniques for helping individuals and teams learn how to negotiate win/win solutions. The learning objectives for the final session are:

- *Changing your mindset about conflict*
- *Increasing self awareness about conflict behaviors*
- *Examine the five conflict strategies and applying the appropriate strategy to each situation*
- *Demonstrating how to use your Birkman results to negotiate a win/win*

1:00-2:15 p.m. **Luncheon**

2:30-5:30 p.m. **The Happiness Advantage: Changing the Culture of an Organization**

Our presenter/facilitator, **Dr. Shawn Achor**, is a Harvard Professor and Researcher who will facilitate a workshop focusing on his research findings which demonstrate the sheer power and resulting productivity of simply being happy. Shawn is also the founder and CEO of Aspirant, an applied research and consulting firm that works with organizations seeking to create a more positive and productive workplace.

What is the “**Happiness Advantage?**” Through his research Shawn and his team found that our most commonly held formula for success is broken. Conventional wisdom holds that if we work hard we will be more successful, and if we are more successful, THEN we’ll be happy. We believe that if we can just find that great job, win that next promotion, lose those five pounds, happiness will follow. But recent discoveries in the field of positive psychology have shown that this formula is actually backward. Happiness *fuels* success, not the other way around.

When we are positive, our brains become more engaged, creative, motivated, energetic, resilient, and productive at work. This isn’t just an empty mantra. This discovery has been repeatedly borne out by rigorous research in psychology and neuroscience, management studies, and the bottom lines of organizations around the globe, and particularly at Harvard where Achor heads up the research department. It turns out that our brains are literally hardwired to perform at their best not when they are negative or even neutral, but positive.

Doctors put in a positive mood before making a diagnosis show almost three times more intelligence and creativity than doctors in a neutral state, and they make accurate diagnoses 19% faster (Estrada, Isen & Young, 1997.)

Optimistic salespeople outsell their pessimistic counterparts by 56% (Seligman, 1991.)

Happy workers have higher levels of productivity, produce higher sales, perform better in leadership positions, and receive higher performance ratings and higher pay. They also enjoy more job security and are less likely to take sick days, to quit or become burned out (Lyubomirsky, et.al., 2005)

Shawn has worked with Fortune 500 companies, nonprofits and government agencies on understanding and internalizing the research that proved his theory, and on techniques for transforming the workplace to the advantage of the organization.

6:30 p.m.

Cocktail Reception and Celebration Dinner

Friday, May 6, 2011
(Timing to be determined)

PRESENTATION OF FINAL PROJECTS

The Admin 201 class is divided into cohorts or small work groups at the beginning of the program in September 2010, and each cohort determines the subject for their final project.

Throughout the year these cohorts will work together to create a presentation on their topic by applying the concepts learned in the program and integrating independent research, knowledge and resources to make recommendations on solutions for their issue.

On this final day of the year-long program, Admin 201 students will team-present their final projects before a panel of distinguished experts including representatives of the Chancellor's Office, Board of Governors and state agency representatives and will receive their critical feedback.

The winning team presentation(s) will be published and/or widely distributed to the field by ACCCA.