

ANNUAL REPORT OF THE Management Development Committee

2017-18 Successes and Challenges

Kimberlee Messina, Committee Chair

The 2017-18 Year in Review and Primary Tasks in 2018-19:

Committee Composition and Meetings: The MDC is currently comprised of the team chairs for ACCCA's professional development programs and is supported by Courtney Clark.

Team leaders:

Mentor Program: Geisce Ly and Andy MacNeil

Admin 101: Stacy Shears and Russi Egan

Great Deans: Jean Shankweller and Darren Otten

Admin 201: Charlie Ng and Joi Blake

(MDC anticipates that Admin 201 will join our regular planning calls in 2018-19)

Conference Planning: Kimberlee Messina and Rory Natividad

[The Conference Team receives support from Wyman Fong and Courtney Clark]

In 2017-18 the MDC met monthly via conference call. This past year's focus was to advance the goals of the strategic plan by creating a more structured and cohesive MDC, to review the curriculum of the programs and develop a rubric for accepting participants, as well as succession planning for each program.

Key Action Items and Accomplishments in 2017-18:

Mentor Program: New co-chairs Andy and Giece's focus was on increasing the contact with mentees, as well as communicating more with the mentors. The team has planned a summer social North and South, to fill gap between spring and fall retreats. Many of the mentees this year are also participants in Admin 101, and all the mentees will be attending a dinner during Admin 101. The team has also communicated with mentors with suggestions and assistance.

- **Program Accomplishments/Capstone:** The co-chairs have recruited 2 Team leaders, and clarified their role. The team leaders communicate once a month with their group of 6 or 7 mentees and to touch base with them once a month. Timely and well received communications.

Great Deans: The speakers and agenda are finalized for this year's program. All participants selected: 51 selected, currently at 47 confirmed. This year there were 8 applicants not

accepted, and the majority of participants are brand new deans. The co-chairs are sending them welcome kits and welcome letters.

- **Program Accomplishments/Capstone:** The new co-chairs successfully on boarded. They have incorporated suggestions from the survey results. There will be more small groups and interaction rather than classroom setting.

Admin 101: This year had more applicants than ever, and 47 people were not accepted.

- **Program Accomplishments/Capstone:** Changes to programming. Finance day will incorporate new funding formula. CCCO and CEO Workgroup will join, panel. Enrollment management transformed to student success day/guided pathways. New curriculum. The co-chairs developed and piloted a **Rubric** that is data driven and will be shared as a template for all programs.

Admin 201: Scheduled planning calls once a month and established dates for 2019. Working on curriculum revision. Potential for partnership with Alliant University like the Brandman collaboration to support the program.

- **Program Accomplishments/Capstone:** Provided the first edition of the revised Admin 201 program since 2014 with grant funding from IEPI serving 42 participants over 4 and ½ days in July 2017. New approach combines theory and practice of Leadership and Change Management focus.

Annual Conference: There is significant momentum from the last conference, and based on the survey results and input from our members and attendees, the revised format and themes were extremely well received. The conference committee is going to begin planning for the next conference this summer, in order to ensure that solicitation for proposals are in line with our revised process.

- **Event Accomplishments/Capstone:** The 2018 conference had the best attendance in many years, and the feedback was highly positive. The themes and strands aligned with the Strategic Plan as well as the goals of acquiring more active members to ACCCA.

2018-19 Goals and Objectives:

The committee looks forward to the incorporation of Admin 201. In addition, we will be applying the new rubric to all program applicants. We are continuing our efforts with succession planning. We will maintain our monthly meetings on the first Wednesday of every month.