



# LOS MEDANOS COLLEGE LEADERSHIP ACADEMY

## Fall 2011 Leadership Academy

*We believe that all employees are called upon to be leaders every day, regardless of their job title and position responsibilities. It is important to understand yourself, your work styles, your work relationships and our college environment in order to excel as a leader.*

*-The LMC Professional Development Advisory Committee Leadership Team*

**Leadership Academy Overview:** The Los Medanos College Leadership Academy (LMC LA) is a resource laboratory designed to energize emerging leaders, or those who wish to become leaders. Departing from the traditional view that leadership is a high-profile activity and that a leader is one who stands in front, the LMC LA believes that leadership is far more complex and subtle. A leader may take charge, energize, organize, inspire, or even remain quiet and allow great things to happen around them. The defining feature of a leader is that things get done because of that person.

While every leader is unique, we believe that they all share common characteristics. They understand themselves and their coworkers. They have extensive institutional knowledge, and they are familiar with the broader community in which their institution is based. They appreciate the value of working with people who have different perspectives and abilities and are comfortable reaching across departments to seek out these people.

**Leadership Academy Mission:** The Los Medanos Leadership Academy (LMC LA) will create an environment which supports and energizes emerging campus leaders to facilitate innovation and change at LMC through fostering a spirit of collaboration and shared leadership.

**Leadership Academy Guiding Principles:** The LMC LA will develop personal, relationship and organizational development through:

- Being learner centered and holistic in its approach,
- Providing a safe learning environment,
- Employing and demonstrating the use of technology,
- Integrating mentorships,
- Generating creativity, excitement and fun,
- Increasing confidence and competence through authentic practice,
- Allowing for flexibility in the curriculum, which will be modified as needed,
- Personal and professional reflection.

**Leadership Academy Content Themes:** (Based on the Competencies for Community College Leaders, as defined by the American Association of Community Colleges)

- Organizational Strategy
- Resource Management
- Communication
- Collaboration
- Community College Advocacy
- Professionalism

**Participant Goals:**

- Gain self-knowledge that reveals personal leadership styles, strengths and values,
- Build institutional and community knowledge,
- Acquire skills and build confidence to successfully assume situational and formal leadership roles,
- *Others as determined by the participants.*

**Desired Outcomes:**

- Increase LMC's leadership capacity; (graduates actively participate in campus leadership),
- Increase organizational participation and effectiveness; (graduates observe that their involvement in leadership influences others to be involved in campus leadership and change),
- Improve job satisfaction of LMC employees; (graduates report increased job satisfaction).



## CURRICULUM OVERVIEW

***RETREAT - Monday, August 8, 9:00 a.m. – 5:00 p.m.***

***LMC Leadership Academy Context and Overview***

***Supervisor Federal Glover's Office, 315 E. Leland Rd, Pittsburg, CA, Ph: (925) 427-8138***

- Welcome
- Intros – What do you want/expect?
- Program Overview
- Review of our DISC Work Styles
- Leadership 101 – David Fraser, CSU East Bay
- Lunch and Teamwork
- East County Perspectives and Partnerships – Richard Livingston
- Travel to LMC.

### **LMC Library Lab, Room 213**

- Using InSite
- The Value of Mentorships and Reflection
- Pluses and Wishes

**ALL FUTURE SESSIONS WILL BE HELD IN LIBRARY ROOM 109**

***Friday, September 2 - LA (1-5)***

***Understanding LMC's History and Founding Values As We Move Into the Future***

- Check-In
- LMC History; Principles We Don't Want to Lose - Jack Carhart - LMC Founding President
- Shared Governance and How Decisions are Made - Richard Livingston
- Break
- Preparing for Your Projects
- Pluses and Wishes

### **Friday, September 16 – Leadership Workshop (1-3)**

- **Effective Communication and Constructive Confrontation** - Shelley Murdock, UC Cooperative Extension)

***Friday, September 30 – LA (1-5)***

***How to Play Well With Others to Accomplish Goals***

- Check-in
- Engaging Others (TOPS Facilitation/Ruth)
- Project Work
- Team Project Reports
- Pluses and Wishes

**Friday, October 14 – Leadership Workshop (1-3)**

- **Meetings, Facilitation and Moving Forward** – Ken Otter, St. Mary's College Masters in Leadership, Program Director and Ruth Goodin

***Friday, October 28 – LA (1-5)***

***Leadership – What's Ethics Got to Do With It?***

- Check-in
- Living Leadership Styles – *Making and Managing Change: What's Ethics Got to Do With It?*  
A Candid Conversation - Helen Benjamin, Chancellor, CCCC and Peter Garcia, President, DVC  
Moderated by Richard Livingston, LMC Interim President
- Break
- What about Values?, Doug Paxton, St. Mary's College Leadership Center, Director
- Pluses and Wishes

**Friday, November 4 – Leadership Workshop (1-3)**

- Budgeting with Bruce 101 – Bruce Cutler, VP Administrative Services, LMC
- Data and Evidenced Based Decision-Making – Mojdeh Mehdizadeh, Associate Vice-Chancellor/CIO, CCCC

***Friday, November 18 (1-5)***

***Our Project Deadline is Fast Approaching and I Can't Get Everyone to Think Like Me!***

- Check-In
- Intercultural Development - Fe Moncloa, UC Cooperative Extension
- Break
- Planning for December – Leadership Academy Participants
- Group Work
- Pluses and Wishes

***December – To Be Announced – LA***

- Check-In
- Project Updates
- Balancing our Lives
- Reflections and Acknowledgements
- Celebration