



PROGRAM OVERVIEW

The Michigan Community College Leadership Academy is a cohort-based, nine-month learning journey designed for faculty and mid- to senior-level community college administrators who are ready to move into a higher level of leadership. Vice Presidents, Deans, Professors, Associate Professors, Program Chairs, Associate Deans, or Directors are encouraged to apply if interested in developing their leadership skills. Participants must be nominated by their president or chancellor. The inaugural class of the Leadership Academy in 2016-17 had 31 fellows, and the current 2017-18 cohort has 38 fellows.

The 2018-19 Leadership Academy will begin accepting nominations on February 15, 2018; nominations by presidents and chancellors must be submitted to Adriana Phelan, MCCA Vice President, via email (aphelan@mcca.org) by April 30, 2018. Please see the nomination form at the end of this document. The program will include:

- 3, 2-day classroom sessions with graduation ceremony taking place in conjunction with the annual MCCA Summer Conference.
 - September 13 & 14, 2018
 - January 31 & February 1, 2019
 - May 16 & 17, 2019
 - Graduation: July 25, 2019
- Action-based learning projects in between live sessions
- Experiential learning activities
- Coaching and mentoring

LEARNING OBJECTIVES

The overall goal for the program is to introduce skills to leaders that help position them for advancement in the community college system.

Learning objectives include:

- Assist leaders in understanding and developing their personal leadership styles;
- Understand the five components of Emotional Intelligence and how to build both intrapersonal and interpersonal skills;
- Share best practices for delivering and receiving feedback, as well as facilitating conflict and leading negotiations;
- Understand the skills commensurate with enacting team and organizational leadership; and
- Develop awareness and knowledge of role-specific managerial skills that will help leaders with career progression (topics will include: legislative advocacy, the capital outlay process, building a professional network, the community college appropriations formula and effective board management).

PROGRAM OUTLINE

The following is an agenda that provides a high-level view of topics that will be presented during the learning journey.

Pre-Event

Prior to the session, all participants will be invited to take a DiSC assessment that provides them insight into their leadership styles and tendencies. Participants will also receive a pre-read that includes a selection of short, insightful leadership articles that primes their thinking on leadership before the course begins.

Session #1: Self Leadership (2-Days)

The first 1.5 days of all live sessions will include leadership-specific topics. The last .5 of the day will focus on role-specific managerial skills.

Modules include:

Introduction	The history and philosophies of community colleges will be presented, as well as why this course is being offered (context setting).
Emotional Intelligence	EQ is a stronger predictor of success than IQ. EQ is comprised of the following five elements: <i>Self Awareness, Self-Management, Motivation, Empathy, and Social Skills</i> . This module will incorporate the DiSC Model to help leaders expand their self-awareness, and a method for which they can develop their leadership skills.
Credibility	Credibility is a combination of competence and character. Leaders must demonstrate both in order to develop trust within their relationships. Leaders will spend time reflecting on and discussing the behaviors that make a leader credible within their roles.
Personal and Team Accountability	Before leaders can inspire accountability within their organization, they have to demonstrate it when presented with problems and challenges. The <i>See It, Own It, Act</i> model will be introduced as a framework for demonstrating personal accountability; the cohort will discuss how to expand this model to the groups they are a part of.
The Politics of Community Colleges	A presentation and panel will be offered for all participants to understand various stakeholders in the community college system, as well as the power dynamics within the system.

Intersession #1 (4 months)

During the intersession experience, fellows will be assigned to small groups to work on a practical, action-based research project addressing timely and important community college issues. Fellows will also have a chance to join a series of webinars throughout the intersession on focused topics such as:

- Confidence
- High Impact Practices to Improve Community College Student Success
- Community College Appropriations and the Do's and Don'ts of Legislative Advocacy

There will also be a separate track for women leaders – e.g., 1-2 webinars focused specifically on challenges women experience as they develop their skills within the community college system.

Mentoring and coaching will also be available to the leaders during this time period based upon their needs and career goals.

Session #2: Communication (2-Days)

Introduction	The introduction will serve as a bridge between the Intersession and the focus for Session #2: Communication.
Verbal and Non-Verbal Communications	Many leaders communicate without considering the impact their verbal and non-verbal communications have in their environments. This module will explore different types of communication and how a leader can leverage their strengths to position their communications for success.
Delivering & Receiving Feedback	Strong organizations have feedback cultures – cultures where delivering and receiving feedback is welcomed and delivered in a constructive manner. This module will center on the “Situation, Behavior, Impact” model for delivering feedback, which is designed to help leaders deliver feedback that inspires growth. A portion of this module will also include how to invite and receive feedback for personal growth and development

Ally Mindset	The quality of your working relationships determines the quality of results you achieve. How work gets done is as important as what gets done. We'll explore pathways for developing an "ally mindset," which allows you to work well with and for others to achieve successful outcomes. As people, we live in narratives. As leaders, we need to be aware of what storylines we are playing out in our relationships and how our actions (or inactions) set us up to be allies or adversaries. Interdependent working relationships are built one effective conversation at a time. We'll focus on how our intentional actions and behaviors allow us to deliver quality and results.
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Intersession #2 (4 months)

During the second intersession experience, fellows will continue working in their small group practical, action-based research projects, with findings being presented to a panel of presidents who will serve as discussants during Session 3. A series of focused webinars will also be offered throughout the intersession period, such as:

- Negotiations.
- Narrative Intelligence.
- Striking Work Life Balance.

Mentoring and coaching will continue during this time period based upon the fellows' needs and career goals.

Session #3: Team and Organizational Leadership (2-Days)

Intersession Presentations	All Intersession groups will be given 15 minutes to present their action-based research projects to a panel of community college presidents. The facilitator will then transition the group into the theme for the last session: Team and Organizational Leadership.
Service-Based Leadership	Building a cohesive team requires meeting needs of team members so they can focus on the work and striving for excellence. This segment presents simple actions leaders can take to build trust and uncover un-met needs, which can be barriers to high performance.
Organizational Leadership	Whereas the emphasis of the leadership academy has been on self and team leadership, this last module will utilize a panel discussion to focus on the qualities and behaviors commensurate with Organizational Leadership.
Building and Leading Your Board	This session will be presented through a panel.
Conclusion: Managing the Change	The sendoff will serve as a call to action – the presenter will highlight the change dynamics within the community college system and reinforce that the organization needs leaders to step up and lead to ensure a prosperous, successful community college system for the future.

Graduation and Learning Continuum

Upon completion of the leadership academy course, all alumni will be asked to create a personal manifesto that will define for them what actions they'll take to continue their leadership development. The graduation celebration will take place in conjunction with the annual MCCA Summer Conference in Traverse City on July 25 & 26, 2019. Fellows will also be invited to serve as mentors for future leadership academy program participants.



LEADERSHIP DEVELOPMENT PROGRAM NOMINATION FORM

Instructions: Please print legibly or type the information requested, and return the completed nomination form by Monday, April 30, 2018 via email to Adriana Phelan, MCCA Vice President, at aphelan@mcca.org. Questions can be directed to either Adriana or Mike Hansen, MCCA President, at mhansen@mcca.org.

Name of Nominator _____

Community College _____

Yes, my organization is committed to the nominee's participation in the 9-month program, including three two-day sessions in Lansing (September 13 & 14, 2018; January 31 & February 1, 2019; and May 16 & 17, 2019), and a capstone/graduation experience in Traverse City on July 25, 2018 in conjunction with the MCCA Annual Conference. Cost is \$1,800 per participant, exclusive of travel and hotel.

Name of Nominee _____

Title _____

Community College _____

Work Address _____

Work Phone _____

Cell Phone _____

Email: _____

In your view, how do you think this candidate will benefit from participation in the *Michigan Community College Leadership Academy*?