



COLLEGE ADVANCEMENT MEETING

4/26/2010

3:00 – 4:30pm

Location: AGB
President's Large
Conference Room

Facilitator: Estella Castillo-Garrison

Attendees: Michelle Anstadt, Morgan Barrows, Dixie Bullock, Ana Maria Cobos, Eric Garant, Jerry Hannula, Jennifer Hedgecock, Michael Hoggatt, Leslie Humphrey-Quirk, Hiro Konishi, Jennie McCue, Sophie Miller, Terence Nelson, James Pyle, Jan Ventura, Nina Welch, Adam Williams

Pre-meeting:

Please read: CAPG Emails

Please bring: (recommended) Binder for paperwork

AGENDA ITEMS

Topic	Presenter	Time allotted
✓ Welcome	Chair	
✓ Review of Collaborative Norms	Committee	
✓ Planning & Budget Steering Committee (PBSC) Report	Chair	
✓ Strategic Plan Timeline/Status/Resource Allocation & Rubric	Chair	
✓ CAPG Status	Chair	
✓ Survey\Reflection	Chair	
✓ Congratulations CAPG!	Chair	
✓ <i>8 submitted goals, 3 of 11 total adopted</i>		
✓ <i>25 submitted strategies, 9 of 29 total adopted</i>		

OTHER INFORMATION

Next Meeting: TBD

Observers:

Resources:

Special notes: See follow up email regarding *Parking Lot of ideas from CA*
College-Wide Strategic Plan Forum – Thursday, May 6th, 1:00 – 2:00pm, SSC 212

Seven Norms of Collaboration

1. Promoting a Spirit of Inquiry

Exploring perceptions, assumptions, beliefs, and interpretations promotes the development of understanding. Inquiring into the ideas of others before advocating for one's own ideas is important to productive dialogue and discussion.

2. Pausing

Pausing before responding or asking a question allows time for thinking and enhances dialogue, discussion, and decision-making.

3. Paraphrasing

Using a paraphrase starter that is comfortable for you – “So...” or “As you are...” or “You’re thinking...” – and following the starter with an efficient paraphrase assists members of the group in hearing and understanding one another as they converse and make decisions.

4. Probing

Using gentle open-ended probes or inquiries – “Please say more about...” or “I’m interested in...” or “I’d like to hear more about...” or “Then you are saying...” increases the clarity and precision of the group’s thinking.

5. Putting ideas on the Table

Ideas are the heart of meaningful dialogue and discussion. Label the intention of your comments. For example: “Here is one idea...” or “One thought I have is...” or “Here is a possible approach...” or “Another consideration might be...”.

6. Paying Attention to Self and Others

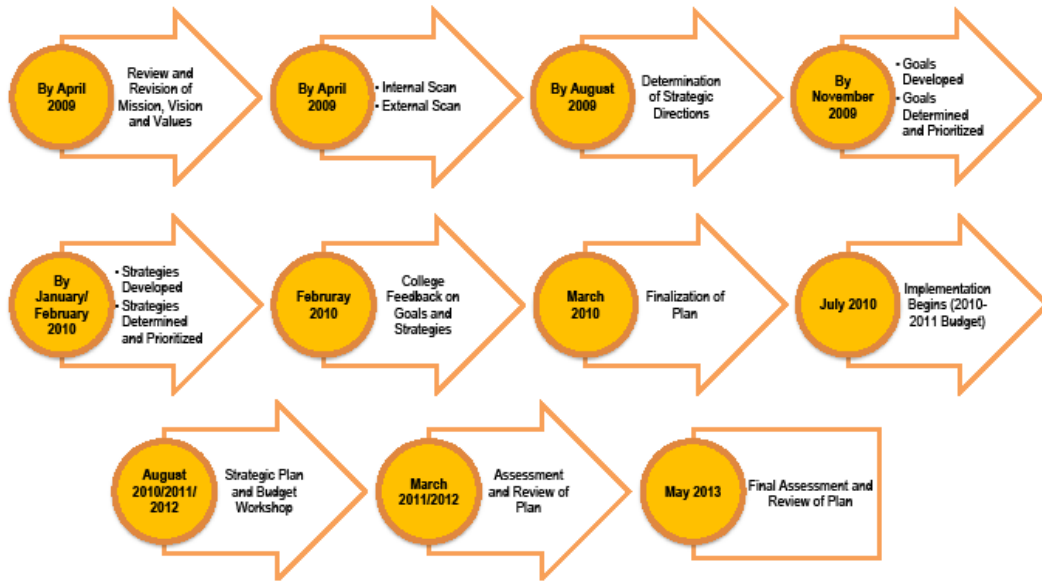
Meaningful dialogue and discussion are facilitated when each group member is conscious of self and of others, and is aware of what (s)he is saying and how it is said as well as how others are responding. This includes paying attention to learning styles when planning, facilitating, and participating in group meetings and conversations.

7. Presuming Positive Intentions

Assuming that others’ intentions are positive promotes and facilitates meaningful dialogue and discussion, and prevents unintentional put-downs. Using positive intentions in speech is one manifestation of this norm.

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Strategic Planning Timeline for 2010-2013



Approval Date: 6/23/09
Revision Date: 8/6/09