



Goal 5: Culture of Learning Team

April 19, 2012 Meeting Minutes

Present: Judith Kamber, Natacha Tshibangu, Kathy Ronaldson, Maggie Lucey, Nora Sheridan, Melba Acevedo and Mary Chatigny

Absent: Dalisa Diaz; Ellen Grondine

Reports of workshops offered through the Center for Instructional Technology (CIT), Center for Professional Development (CPD) and Office of Human Resources Development (HRD) were provided.

Team discussed the use of an Employee Passport similar to that used in Enrollment Services to track an individual's participation in workshops. Maggie offered to create a draft copy tying it to the strategic plan colors and Goal 5 Green Star logo.

Team briefly discussed the concept of an Individual Professional Development Plan (IPDP) and how we hope to use it with employees in the future. We will pilot IPDP use with non-unit professionals.

Update provided on where Ellen Grondine, Judith Kamber and Mary Chatigny are at with regard to interviewing cabinet members on the topic of professional development. Mary informed the team that all interviews have been done except the one with President Glenn. Ellen and Mary are scheduled to interview him on the afternoon of Tuesday, May 1st. Once that is completed, Judith, Ellen and Mary will compile the results for presentation to the cabinet.

It was agreed that HRD would begin to offer new employee orientation workshops (Strengths, DiSC Behavioral Work styles, and Respectful Behaviors in the Workplace) at the Lawrence 45 Franklin Street site. Workshops will be offered on either a Tuesday or Thursday (Natacha will research which day is best) and we will plan on one of the three workshops being offered in October, March and June.

We also discussed perhaps establishing a series of Lunch & Learn workshops to include, for example, topics such as Getting Things Done, Running an Effective Meeting, Best Practices in PowerPoint.

Finally, we agreed we need to build our cadre of trainers and so need to establish Train-the-Trainer workshops on topics such as facilitating Strengths, AI and Process Management workshops.

Judith will provide a Goal 5 Team progress update at the May 11th Strategic Plan Implementation Steering Committee meeting.

Next Culture of Learning team meeting is scheduled for Thursday May 31st at 2:00 in the HR conference room, B-219.