

Admin 201:
 **Transformational
Leadership**

PROGRAM GUIDE

July 15-19, 2024 Sacramento, CA

Program Planning Team and Your Contacts:

TEAM LEADS:

Charlie Ng, Vice President of Human Resources, MiraCosta CCD, Admin 201 Team Lead
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Pre-Program Activities & Deadlines:

1. BOOK your hotel reservation

Please reserve your room before the cutoff date **June 26, 2024**.

We can not guarantee you a room after the cutoff date at the host hotel.

Embassy Suites Sacramento Riverfront Promenade

100 Capitol Mall Sacramento 95814

- Check In/Out: 4 p.m. and 11am
- Parking: \$35 per night
- Breakfast and Happy Hour included in hotel costs
- Distance from hotel to training location: 2 miles
- Transportation to training location is not provided from hotel
- Accommodations paid by participant

[HOTEL RESERVATION LINK](#)

2. COMPLETE LPI Assessment [*Leadership Practices Inventory + 360 Assessment*]

Deadline June 27, 2024

An assessment survey will be sent by [Ascendant Global Leadership LLC](#)- Ron Siers and Greg Allen, Consultants on **June 13th** with detailed instructions on your LPI steps.

3. ATTEND LPI Results Briefing & Orientation Session

June 28 at 10 a.m. to 1 p.m.

Join from PC, Mac, Linux, iOS or Android:

<https://us06web.zoom.us/j/87583171211?pwd=n1lPoa9UrNxPcEJyOhT32OJVlPvNGo.l>

This session will provide an introduction to your LPI results and how to interpret those results as you move through the program activities.

A program orientation by the team will help you understand the intersection of content with LPI and of the program's expected outcomes.

4. COMPLETE Reading Assignments

Deadline July 15, 2024

- ***Change Leadership in Higher Education*, Jeffrey L. Buller (2015), Jossey-Bass**
Focus on Chapters 1-6

(The 10 Analytical Lenses, STEEPLED Analysis, Learning Culture, Strategic Compass)

This book is included in your program fees and has been sent to your address on the application.

- ***Local Community College (LCC): A CASE STUDY***

This pdf document is posted on the cohort Resource Page along with case study instructions.

5. ANSWER Case Study Questions

Deadline July 15, 2024

There are 3 assigned Case Study questions included in the Case Study document.

Please write a response to each question, no more than one page, prior to the start of the program. This exercise will help you prepare for your team deliberations.

During the program, cohort teams will collaborate on a consensus response to each question, and your individual responses will contribute to that work.

6. REVIEW AND BOOKMARK your cohort Resource Page

[ADMIN 201 RESOURCE PAGE](#)

This portal will remain live and accessible for one year following the program.

Cohort Teams & Case Study Project

COHORT TEAMS:

You will be assigned to a five-person cohort team on day-one of the program, and there are four cohort teams going through the program at once.

KEY EXECUTIVE LEADERSHIP ROLES:

In your assigned team, you will take on various executive leadership roles and the roles will rotate throughout the program as your team prepares their team responses to case study questions and in presentations to the “Board of Trustees.”

Throughout the week, you will be encouraged to observe how your LPI assessment plays into your leadership roles. *Consider:* How does your leadership style influence your decision-making and interaction with team members?

Cohort Team Roles:

- *President*
- *Vice President Instruction*
- *Vice President Student Services*
- *Vice President Administration*
- *Vice President Equity & Inclusion*

BRIEF WRITTEN TEAM CONSENSUS REPORTS:

Each cohort team will need to submit their consensus group answers to facilitators [see email addresses] each evening in advance of the presentations [reference the program outline.] Further details on this exercise will be discussed at the orientation session on June 28.