

CIBE SUB-COMMITTEE ACTION PROJECT PLANNING TEMPLATE

Sub-Committee Name:	Sub-Committee Co-Chairs:
Employee Recruitment, Culture and Retention subcommittee	Crystal McMorris & Nathan Blecke
Sub-Committee Members:	Sub-Committee Administrative Liaison:
Anna Williams, Michele Pratt, Donna Militello, Meredith Bladecki, Nathan Blecke, Angela Guy-Lee, Christina Miller-Bellor	Darrin Johnson
1) Sub-committee's charge.	
To incorporate Delta College's Mission, Vision and Values through employee recruitment and retention by identifying opportunities that will ensure personal and professional growth, and collaborative experiences to sustain a culture of BEDI for all employees.	
2) Action Project Title	
Workforce-Inclusive Networking Groups (WING)	
3) Description of Action Project	
<p>WING aims foster a culture of trust, respect, and collegiality among employees across workgroups on campus. A unified team is better able to promote student success. We propose recruiting faculty and staff to take part in small groups meeting monthly to engage in guided discussions while enjoying self-selected activities. Groups would be formed based on availability, with face-to-face and online options. At the end of the semester, all groups will gather to celebrate a semester of collegial exchanges.</p>	
4) How does this action project align with the Strategic Focus Area (Student Success, Community Focus, Sustainability, People Focus)?	
<p>This initiative focuses on employee culture. Especially in our post-Covid, largely online workspace, the connections that were once common across campus have become rarer. Getting to know employees from other workgroups and departments builds a sense of teamwork, respect, and collegiality. By understanding the role of each worker in promoting student success, each of us will become better equipped to serve our students. Additionally, recruitment and retention goals are furthered by WING; workers thrive and want to belong to a culture of shared mission, collegiality, and mutual respect.</p>	
5) How does this action project align with the BEDI Framework Focus Areas (Students, Employees, Culture, Bias)?	

Students benefit from being served by a team that is unified, cohesive, and collegial. They benefit from having people they come in contact with on campus be more knowledgeable about college operations, resources, and people. Employees likewise benefit from building relationships that can help them navigate their work tasks. We create the culture we desire through deliberate actions to collaborate and increase understanding. Biases disintegrate when replaced by understanding, which is built through communication and friendship.

6) Approach for Implementation

After presenting the proposal to colleagues at a collegewide CIBE meeting, we will receive feedback and make any necessary changes before seeking advisory board approval. The project phases will include recruitment/sign-up, development of pre- and post- group surveys to measure effectiveness, development of a discussion guide, assignment of groups, launching of groups, and preparation and execution for the end-of-semester celebration.

7) Persons Responsible

Dr. Pamela Ross-McClain, Chief Officer of Culture, Belonging, and Community-Building, has offered to oversee implementation of WING.

8) Affected Units or CIBE Sub-Committees

All college employees will be invited to participate in Project DUCK discussion groups. Building bridges, opening lines of communication, and getting to know each other across work groups will have a positive impact on all members of our campus community.

9) Resources Requested (What resources will you need? Please provide an estimate of the budgetary needs. Can the action project be accomplished through the reallocation of resources or will it require new funds?)

To promote participation, a \$20 dining services gift card would be presented to each participant. A luncheon for the final meeting of the semester is also requested.

10) Project Length

Ongoing.

11) Tasks Associated with the Action Project

1. Receive input from CIBE advisory committee.
2. Introduce concept at collegewide CIBE meeting and gather input
3. Receive approval from advisory board.

4. Develop discussion guide and set meeting date calendar
5. Develop pre- and post-surveys.
6. Recruit discussion group members (face-to-face and Zoom options)
7. Implement group meetings in September 2024 or January 2025., with meetings to occur monthly throughout the semester.
8. Evaluate effectiveness.

12) Project Baseline Measures

Pre- and post-WING surveys will determine whether participation contributes to a sense of belonging.

13) Project Target Outcomes

- Increase sense of belonging
- Amplify unheard perspectives
- Generate of ideas for collaboration
- Establish trust between work groups
- Improve collegiality
- Take first step toward breaking down silos

14) Indicators of Success of Action Project – How will you measure success? (e.g. enrollment, retention completion, equity data)

Pre- and post-participation surveys.

PROGRESS MONITORING

Please submit a progress update when you reach the mid-point in your action plan implementation.

CHECK/ASSESS

Overall Action Project Results

Identify Strengths

Identify Opportunities for Improvement

INNOVATE/ACT

Based in results, strengths, and opportunities what action will be taken as a result of this project? Is there an opportunity to innovate? What would an innovation entail? What are the budget implications?

Is this project complete? If yes, please begin the planning cycle again.