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<tr>
<th>FISCAL YEAR</th>
<th>ID NUMBER</th>
<th>COLLEGE</th>
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<td>1986-87</td>
<td>251-86-02</td>
<td>American River</td>
<td>Los Rios</td>
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**PROJECT TITLE**

**Northern California Staff Development Newsletter**

<table>
<thead>
<tr>
<th>FUNDING CATEGORY &amp; AWARD</th>
<th>ELIGIBLE PROGRAM</th>
<th>PROJECT CATEGORY</th>
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<tr>
<td>Grant = $3,983</td>
<td>F --- Improvement of Fac./Staff</td>
<td>Developmental Model</td>
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<th>PROJECT PRODUCT</th>
<th>PROJECT TOPIC #1</th>
<th>PROJECT TOPIC #2</th>
<th>ACADEMIC SUBJECT</th>
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<td>Resource Materials</td>
<td>Faculty/Staff Develop</td>
<td>Newsletter</td>
<td>Inter-Disciplinary</td>
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**PROJECT DIRECTOR**

Kathleen Read

**PROJECT SUPERVISOR**

Sharon McCuen

**PROPOSAL DESCRIPTION**

The Teaching Resource Center (TRC) at American River College was initially funded by the Fund for Instructional Improvement in 1980-81 and 1981-82. The TRC has continued to expand its services and programs, and during the past year, the TRC staff was instrumental in forming a northern California network of staff development personnel, including representatives from 55 colleges located from Redding to San Luis Obispo. The intended outcome of this proposal is the establishment of a statewide newsletter for all community college personnel interested in creating or bolstering their own staff development programs.
Northern California Staff Development Newsletter

The purpose of this proposal is to develop a newsletter which will provide an important linkage for staff development personnel in northern California community colleges. A recently formed group, The Northern California Staff Development Personnel, is the impetus for this proposal. This network, formed for the sharing of successful programs, workshops, and speakers, will be a major contributing factor to the continued growth of staff development in California community colleges.

Due to the general aging of full-time faculty at most California community colleges, staff development presents a tremendous challenge to personnel involved in this endeavor. Combined with the accelerated changes in society, staff development should be a top priority for all community colleges. Developments in technology, new theories about learning, and changes in delivery systems indicate the need for the updating of curriculum and the updating of instructional staff.

In February of 1985, northern California community colleges took the initiative to form a group devoted to the sharing of ideas and concepts relating to staff development. This group's efforts would be enhanced with the development of a publication which would further their efforts to share successful staff enrichment programs.

The project will consist of the development and distribution of a quarterly newsletter which will be distributed to 55 northern California community colleges. The newsletter will provide a means of sharing successful events, programs, speakers, meeting dates, and research of interest to staff development personnel. An evaluation will be conducted at the conclusion of this project to determine the effectiveness of this mode of sharing, and to determine future support of the newsletter by California community colleges.

The newsletter will be published by the staff of the Teaching Resources Center (TRC) at American River College with cooperation from the recently formed Northern California Staff development Personnel group. The Teaching Resources Center at American River College is a highly successful staff development program which was initially funded by the Fund for Instructional Improvement in 1980-81 and 1981-82. The TRC staff was instrumental in the formation of the network of Northern California Staff Development Personnel, and is committed to maintaining excellence in education through staff enrichment programs and support services.
Northern California Staff Development Newsletter

1. Specific Educational Program Being Addressed

Educational Program or Service Addressed

The purpose of this project is to develop a newsletter that reports activities and events of staff development programs in northern California community colleges. The newsletter will provide a means of sharing successful programs, workshops, and speakers with the personnel who are involved in staff development programs in northern California community colleges.

The project specifically meets eligibility requirements under Chapter 5 of Title V, the California Administrative Code, section 56654, item e, "Staff Development - improvement of competencies for community college personnel."

Furthermore, it meets statewide priorities identified by the Board of Governor's Basic Agenda for 1986, to promote excellence in community college programs, services, and employees.

The project will be conducted singly by the staff at American River College, but with the cooperation of other Northern California community colleges. The college will expend local funds, as specified in the program budget, to insure success of the project.
2. Specific Problems Being Addressed

Specific Problem

Changes in society are being echoed on the community college campus, and faculty are being challenged to respond creatively and effectively to these societal changes. Curriculum requires updating, and new curriculum has to be developed as technology beckons to be incorporated into teaching and learning. These changing societal expectations, combined with enrollment shifts, fiscal stringencies, competition from other education providers, and the shrinking and aging of full-time faculty present a tremendous challenge to California community colleges and their commitment to excellence in education. At no other time in the history of California community colleges is there a greater need for the intensification of successful efforts in staff development.

The Teaching Resources Center (TRC) at American River College is a highly successful state development program that has received nationwide attention. It was initially funded by the Fund for Instructional Improvement in 1980-81 and 1981-82. The TRC has continued to expand its services and programs, and during the past year the TRC staff was instrumental in forming a northern California network of staff development personnel. This group was modeled after the southern California network of staff development personnel. The Northern California group includes 55 colleges ranging from Redding in the North to San Luis Obispo being the location of the southern most college.

The Northern California Staff Development Personnel plan to meet at least twice a year in order to share successful staff development activities and programs. The first meeting was held at American River College in February of 1985 and 12 colleges were represented. The second meeting was hosted by Chabot College and 15 colleges were represented. The third meeting was held at the Diablo campus and 24 colleges were represented with over 50 people in attendance. Furthermore, at all meetings colleges who could not attend have requested a report on the proceedings. Thus, the stimulus for this grant proposal was initiated at the last meeting of the group in order to increase our network of sharing.

In addition, the initial meetings have resulted in the sharing of resources as well as successful ideas. Members of the group have arranged to share in the cost of speakers by "piggybacking" a particular speaker and sharing the cost of travel arrangements.

This sharing of resources, as well as ideas, is a tremendous asset and motivator to community college personnel involved in staff development programs. This sharing could be further enhanced by the development of a statewide staff development newsletter which publicizes past successful events, future events, and speakers. It will also highlight outstanding programs and research of interest to staff development personnel.

This project will provide an important linkage for California community college staff
development personnel who are addressing the challenge of the emergent society by encouraging community college staff to become aware of new approaches and innovations in education.

The desired outcome of this project is a statewide newsletter which will be a valuable resource for all community colleges interested in creating or bolstering their own staff development programs. This mode of sharing will be accomplished by the publication and distribution of a quarterly newsletter to all northern California community colleges. The newsletter will be compiled by the coordinator of the Teaching Resources Center who is a published writer and who has six years of newsletter publication experience.
3. Population To Be Served

Population Served

The project will benefit all segments of the community college staff. Directly, it will benefit community college personnel responsible for implementing staff development programs on their campus. Indirectly, it will benefit the student population as staff become upgraded to meet the challenge of the advent of the information society.
Objectives

The goal of this project is to share staff development ideas relating to workshops, programs and speakers through a northern California newsletter which will publicize the staff development activities of the various contributing community colleges. In addition, this important linkage of staff development personnel will also lead to a significant sharing of resources.

Objectives to Meet this Goal Include:
1. Contact all northern California community colleges to determine names of personnel responsible for staff development activities on their campus. These names will comprise the newsletter mailing list.

2. Develop a method for newsletter submissions.

3. Publish four newsletters and distribute them to all northern California community colleges.

4. Develop an evaluation form to determine the newsletter effectiveness.

5. Publish a summary of the project results.
5. Workplan Narrative

Activities

Objective 1: Develop Names for Newsletter Mailing List

All northern California community colleges will be contacted to determine the name of the individual(s) responsible for staff development activities at their college. These names will be compiled on the TRC computer to form the newsletter mailing list. Many of these names are currently on the mailing list for the monthly TRC newsletter which reflects staff development activities at American River College. This list will be completed in September of 1986.

Objective 2: Develop a Method of Collecting Newsletter submissions for publication.

A form for collecting information from the colleges will be developed which specifically asks for comments on successful activities completed, and future programs, workshops, or speakers. Participating colleges will be asked to submit these forms three weeks prior to the publication of the newsletter. This form will be mailed to all northern California community colleges during the month of September. An additional form and reminder notice will be mailed prior to the publication date of each additional newsletter.

Objective 3: Publish and Distribute Staff Development Newsletter

The newsletter will be distributed four times per year. The first newsletter will be mailed in October. In addition to publicizing staff development activities and programs submitted by the participating colleges, the newsletter will also publicize the fall meeting of the Northern California Staff Development Personnel which will be held at Santa Rosa College. The additional newsletters will be published in January, March, and May. The coordinator of the Teaching Resources Center will be responsible for the publication of the newsletter. She is currently a 9-month, 75% part-time employee, and she is experienced in the publication and dissemination of educational reports and newsletters.

Objective 4: Develop an Evaluation Form for the Project

The ARC Research Coordinator will assist in the development of an evaluation procedure for determining the effectiveness of the staff development newsletter. These forms will be included in the May newsletter.
Objective 5: Publish Summary Report

A comprehensive report of the results of this project will be prepared and sent to the Chancellor’s office before June 31.
6. Expected Outcomes

Expected Impact and Transferability

It is anticipated that this project will benefit northern California community colleges, and its impact will be college-wide and immediate. This sharing of information on identifying activities and programs which bring together staff in a community of learners is essential to excellence in education, a goal that is mutually shared by all California community colleges. It is anticipated that northern California community colleges will want to continue this type of sharing, and the institutions will provide support for the newsletter publication after the expiration of the grant. If the newsletter is proven to be an effective means of communication for staff development personnel, it could be expanded to include the activities of southern California staff development personnel.
7. Evaluation Plan

Evaluation Plan:

This project will be evaluated in terms of the effectiveness of the newsletter to generate new ideas and activities for staff development at individual colleges. All northern California community colleges will be asked to complete an evaluation form of this project. The ARC Research Coordinator will be responsible for the development of this evaluation form. The results will be tabulated and submitted along with the project report.
8. Dissemination Plan

Information Dissemination:

The state will be provided with a written project report. In addition, if the evaluation of this project is favorable, community colleges will be sent this information, and also queried as to their future support of the newsletter.
9. Budget Narrative

[NO “BUDGET NARRATIVE” ACCOMPANIES THIS DOCUMENT.]