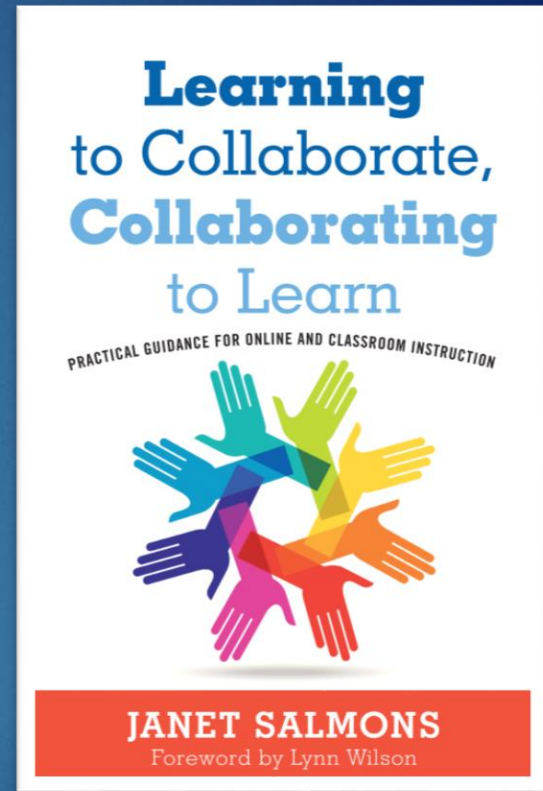


Working Collaboratively With Faculty and Staff An NISOD Webinar

Janet Salmons, PhD

www.vision2lead.com



I got my start at a
community college!



Agenda



- Defining terms and thinking about *collaboration*.
- Taxonomy of Collaboration

- Planning and launching collaborative efforts

- Managing and assessing committees and projects

Q & A



What is collaboration?

▶ Collaboration:

▶ "an **interactive process** that engages **two or more participants** who work together to achieve **outcomes** they could not **accomplish independently.**"

Why do participants collaborate?

Emergent

Emergent collaborations arise when parties with a common interest voluntarily choose bring together their varied expertise together.

Strategic

Strategic collaborations happen when the solution to a specific issue benefits from input from particular disciplines, perspectives or representation.

Mandated

Mandated collaborations take place when participants are required to work together.

Who do you trust? Why?

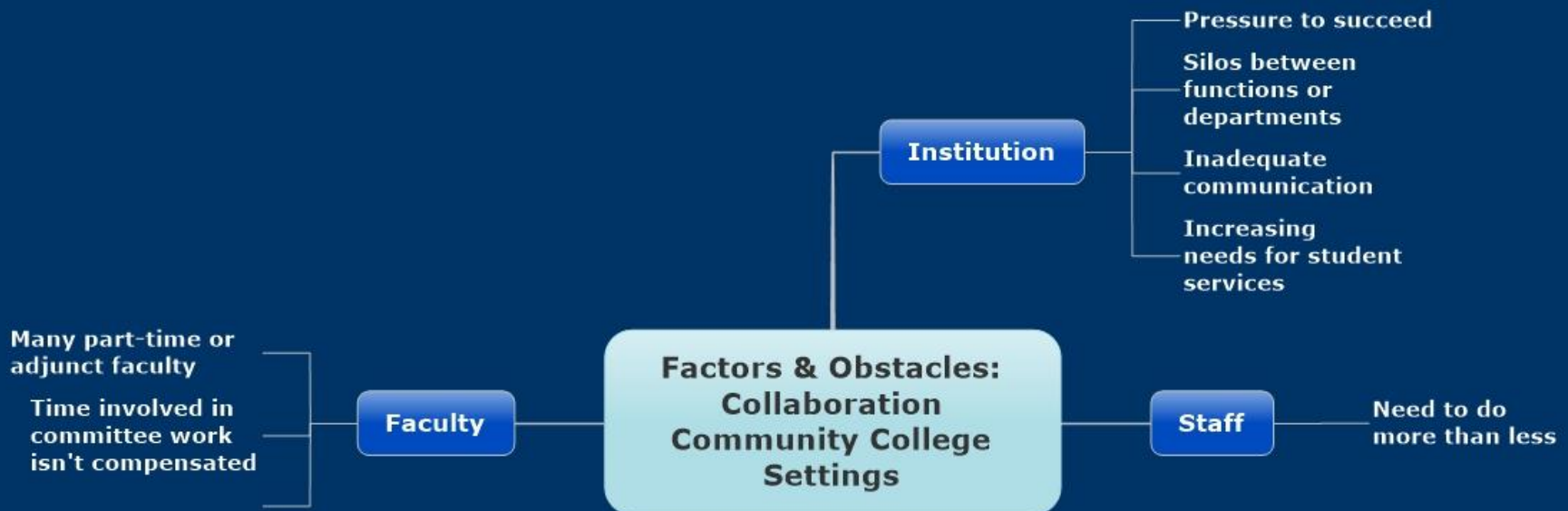


Personal

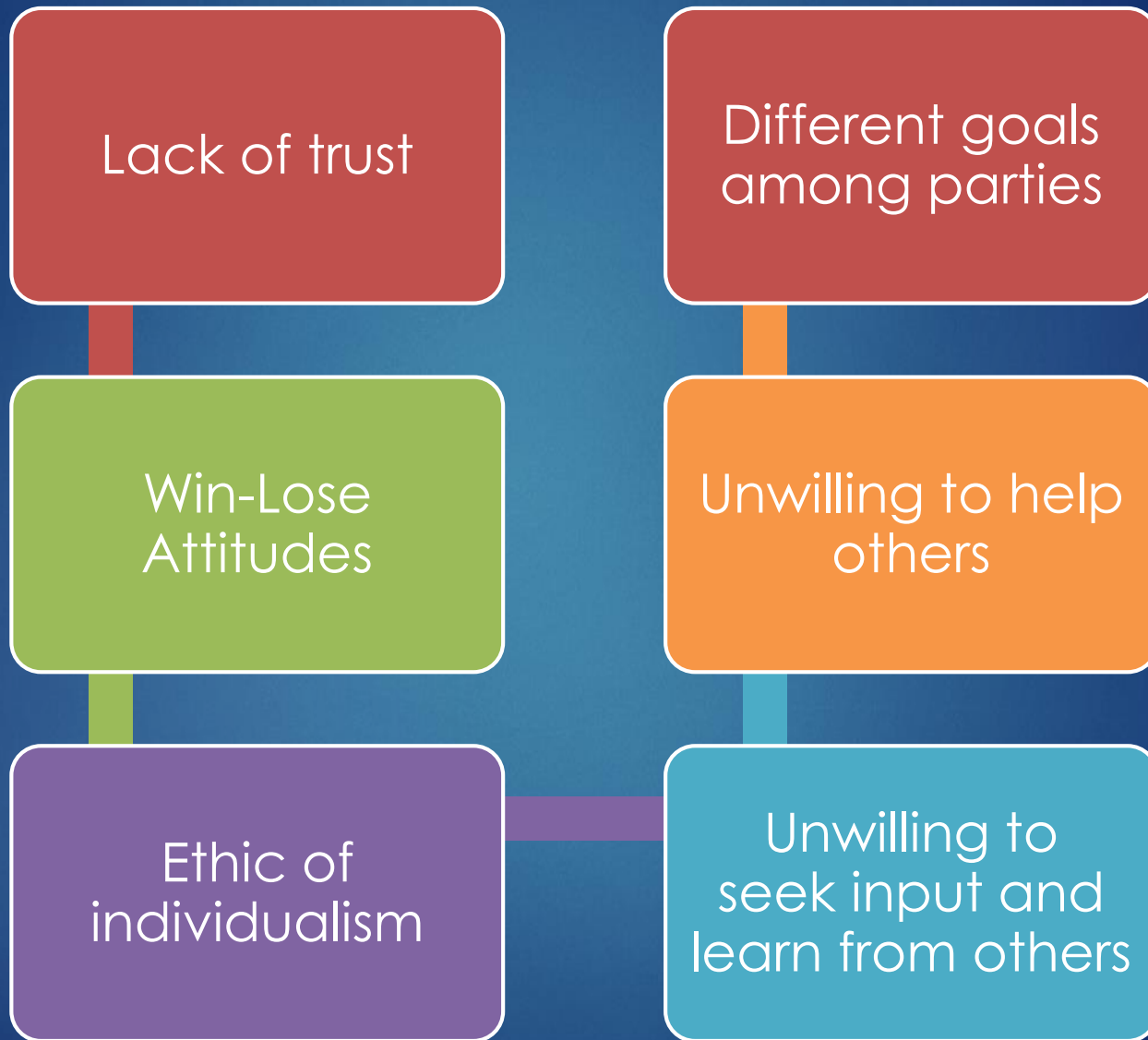
Leaders

**Institution,
Policies,
Shared
Goals**

Obstacles to Collaboration in the Community College Setting



Obstacles at the Individual Level



Some factors
are in your
control, others
are not.

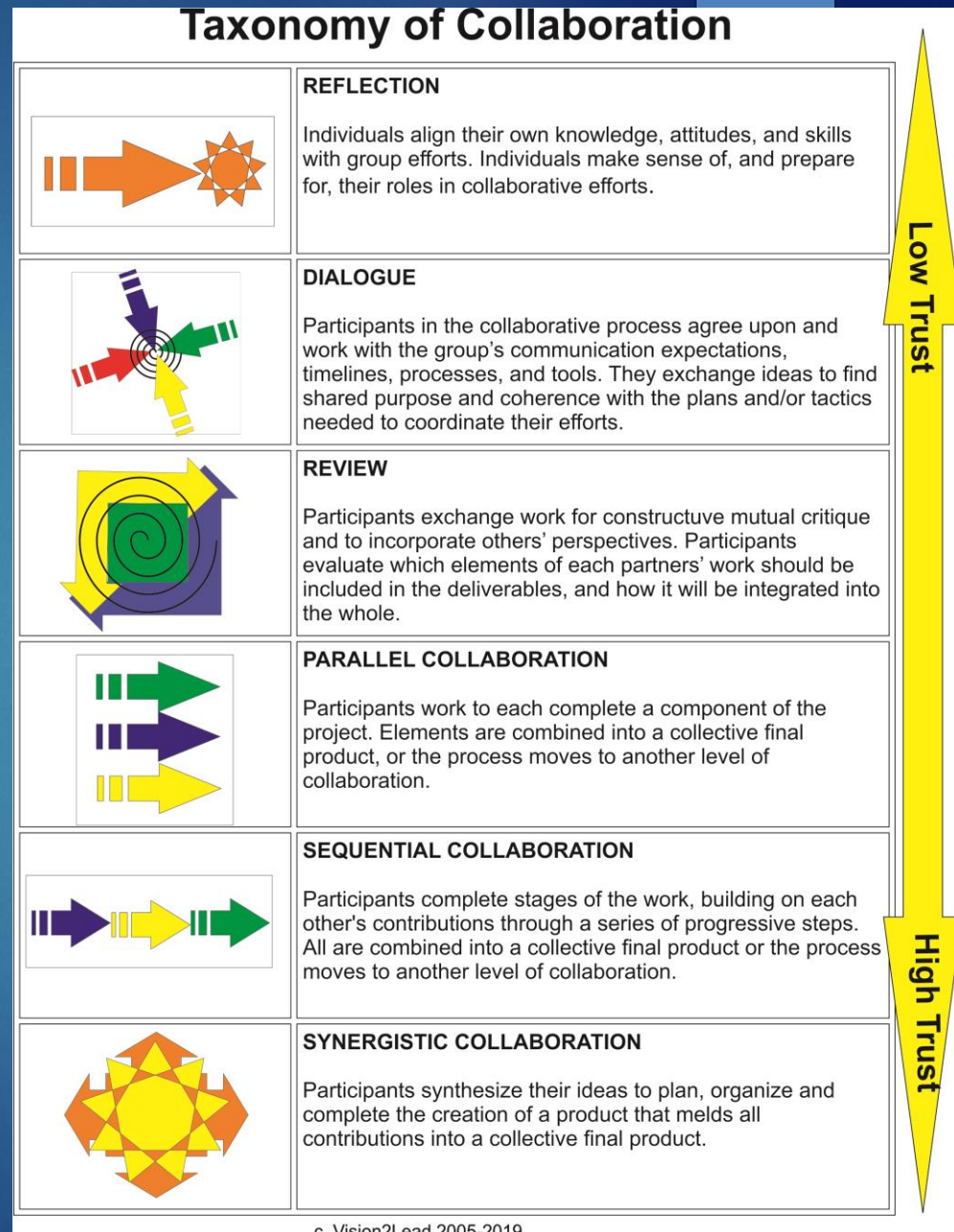
Think about
what you
CAN do!



Taxonomy of Collaboration

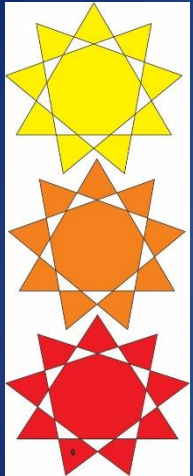
A **conceptual framework** for designing, planning, and assessing collaborative learning and collaborative work.

A **visual language** for mapping projects and communicating about the collaborative process.



What kinds of outcomes?

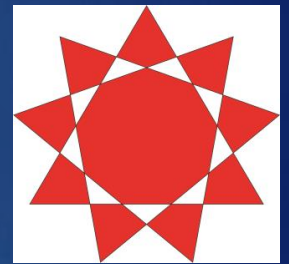
Individual



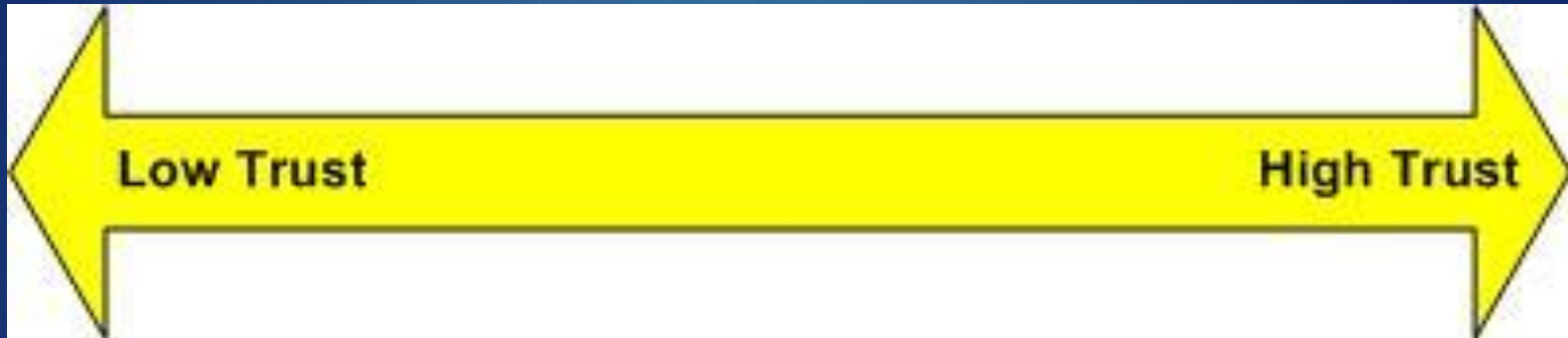
- ▶ Collaborate with others to learn, gain access to resources, approvals or other benefits but **develop outcomes individually.**

Collective

- ▶ Collaborate with others to complete **outcomes as a group.**



Trust Continuum



As complexity collaboration increases, so does the need for trust. In collaborative efforts, trust is:

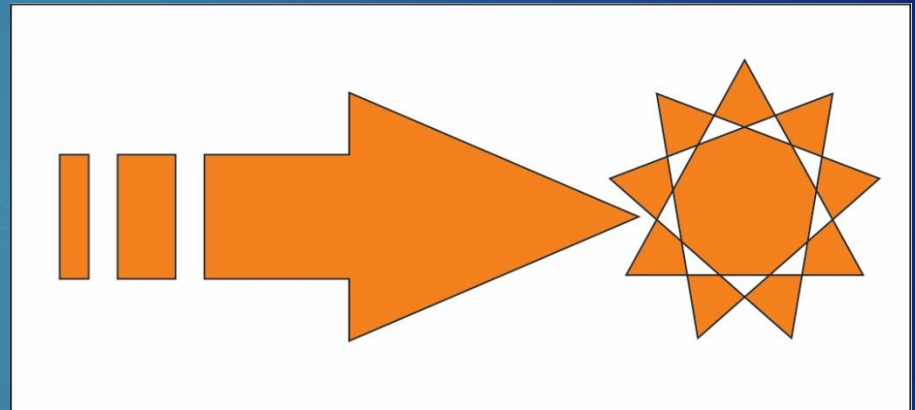
"the confidence that a person is competent to reach a goal and is committed to reaching it."

(Handy, 1995)

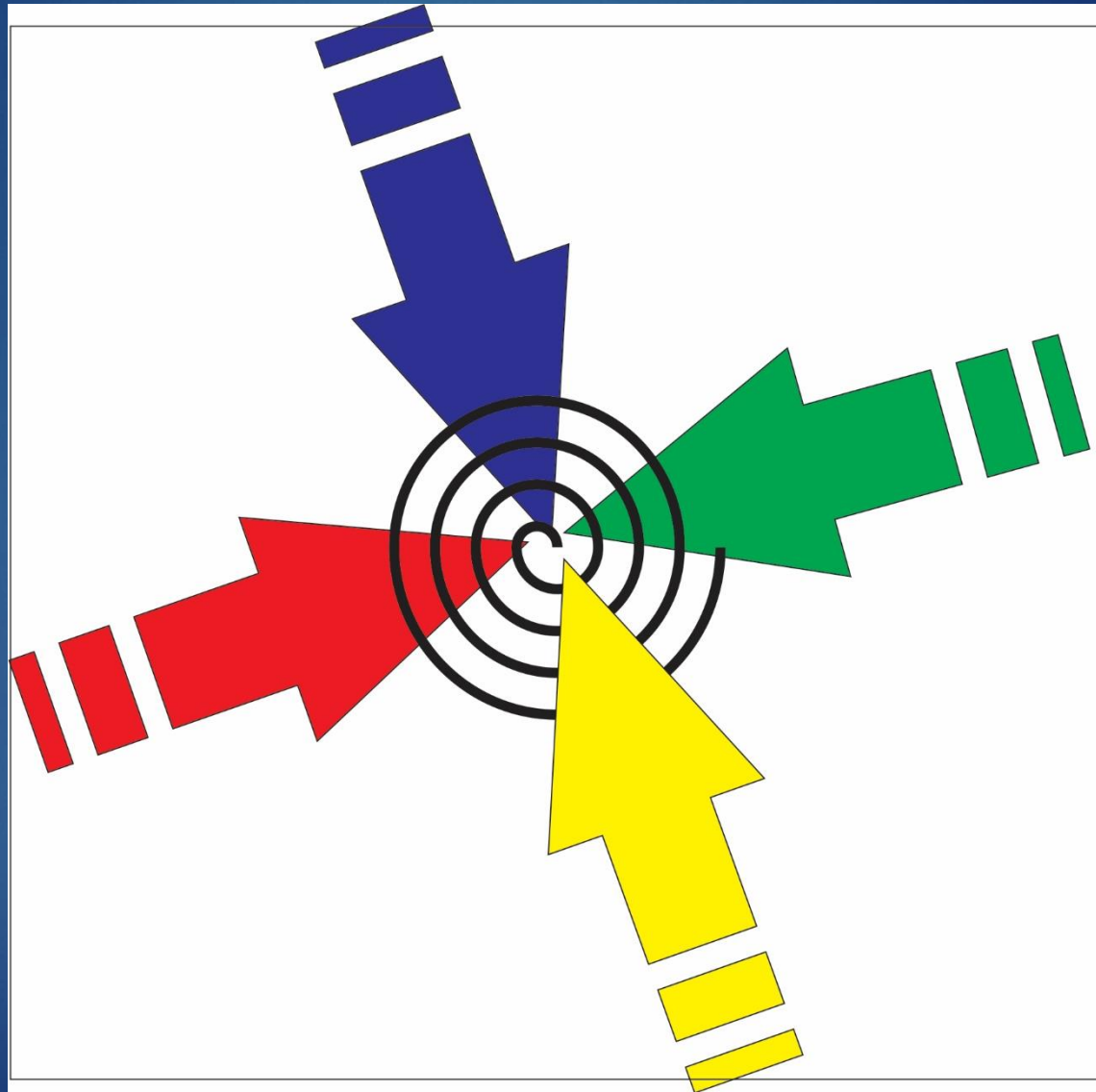
Reflection

The individual in the collaborative process:

Sensemaking and identity, moving from “I” to “we.”



Level of Collaboration 1: Dialogue



Communication is Essential

Dialogue

Verbal and listening skills used in respectful, constructive discussion.



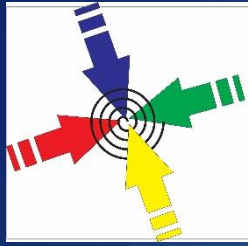
Dialogue as Step in Collaborative Process

Find shared purpose and coherence in the plans and/or tactics needed to coordinate their efforts.

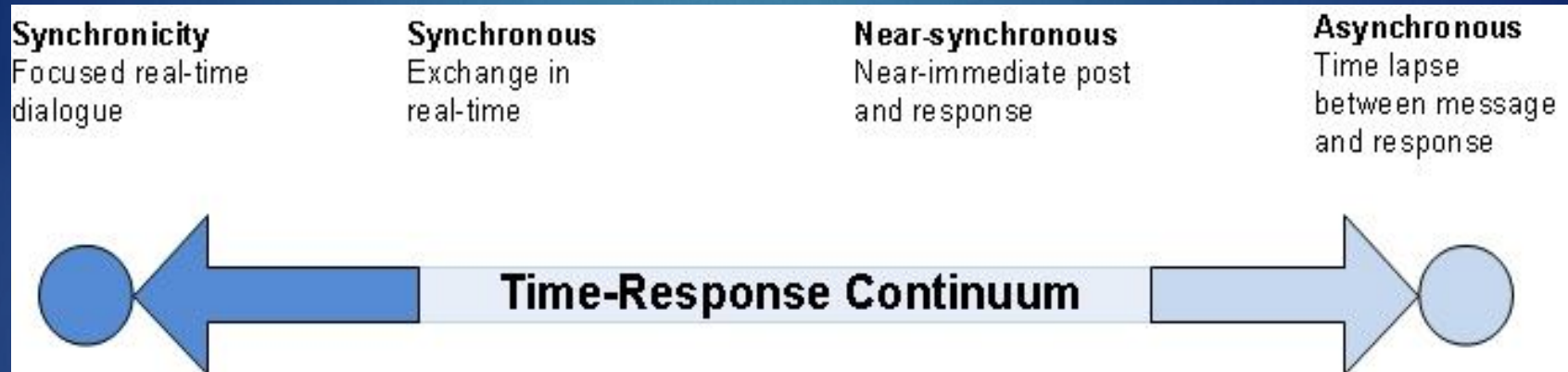


Online or Face-to-Face Dialogue

Use discussion, conferencing or mobile tools to communicate.



Strategies for Supporting Effective Use of Dialogue?

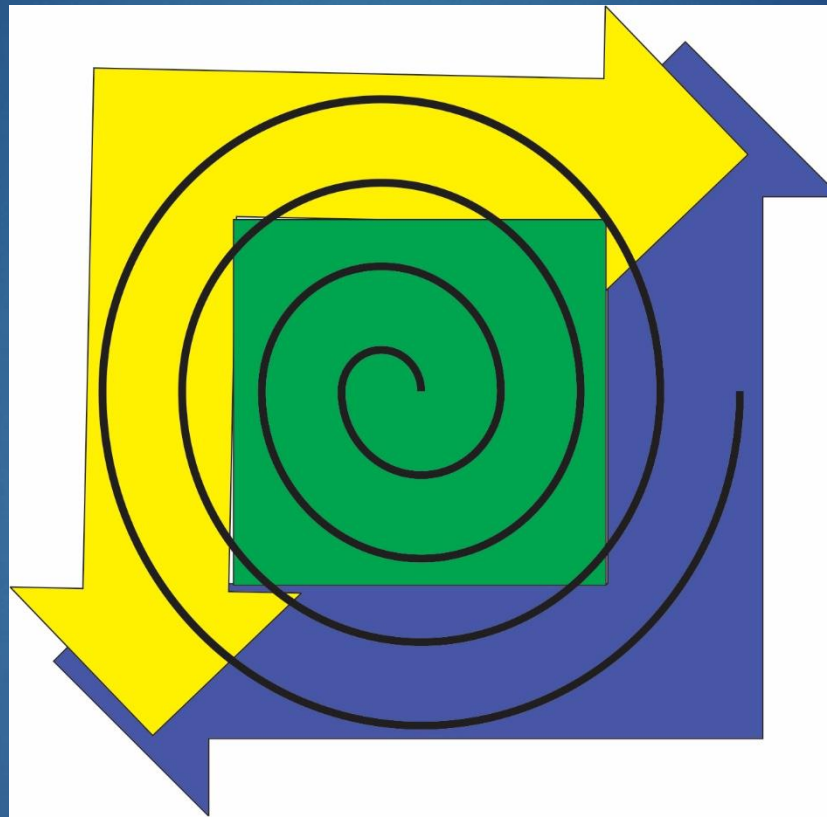


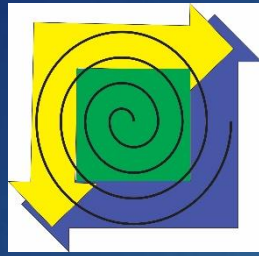
Agree on expectations for timing and type of online or face-to-face communication.

When and how should we communicate?

Synchronous	Asynchronous
How often do we need to meet?	What is a realistic turnaround time for responses?
What should we try to get done in our meetings?	
What technologies should we use?	

Essential Skill for Collaboration: Review





Level 2

Peer Review

Critical review of each other's work. Work within mutually acceptable boundaries and set criteria.



Peer Review as Step in Collaborative Process

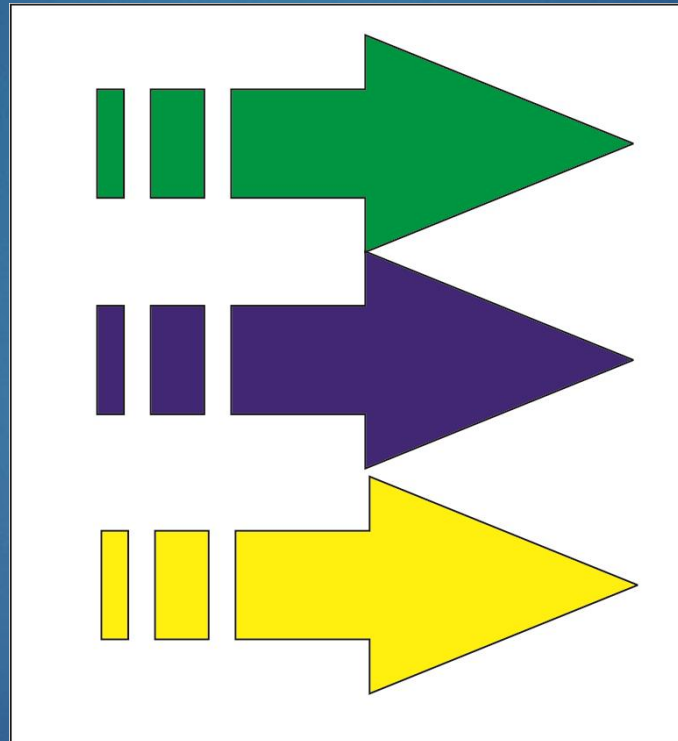
Exchange work for respectful, mutual critique to determine which contributions should be utilized or revised for inclusion in a collective outcome.

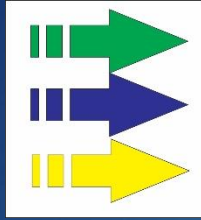


Online Peer Review

Work with attachments and shared document tools.

Level of Collaboration 3: Parallel





Level 3

Parallel

Organizing work into pieces completed side-by-side.



Parallel Organization of Collaborative Process

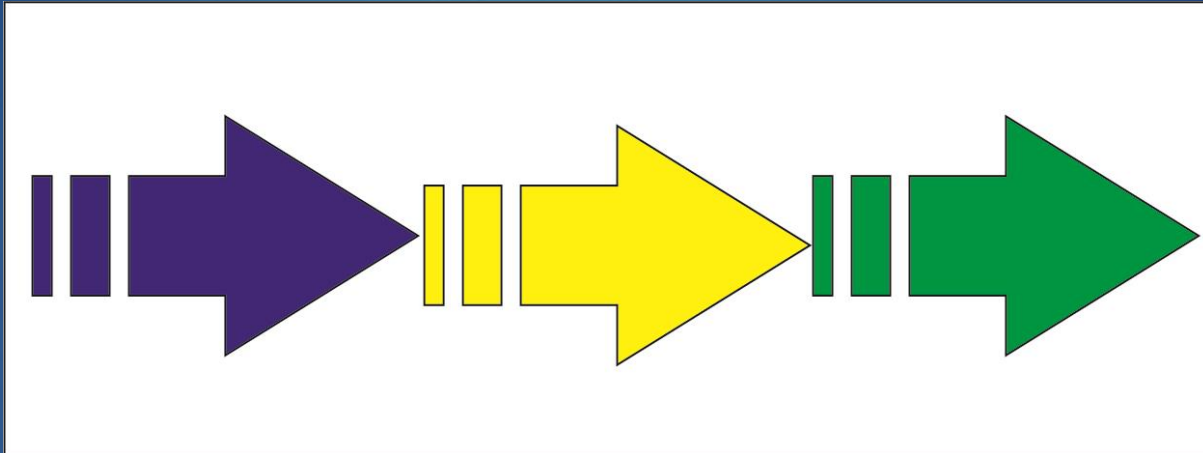
Each completes a component of the project; elements are combined into a collective final product, or the process moves to another level of collaboration.

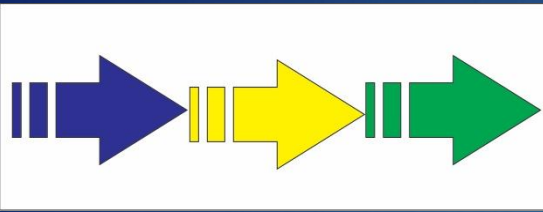


Parallel Work Online

Coordinate multiple strands of project; organize, manage and integrate information from multiple inputs.

Level of Collaboration 4: Sequential





Level 4

Sequential Steps

Organizing work into a logical series of steps.



Sequential Organization of Collaborative Process

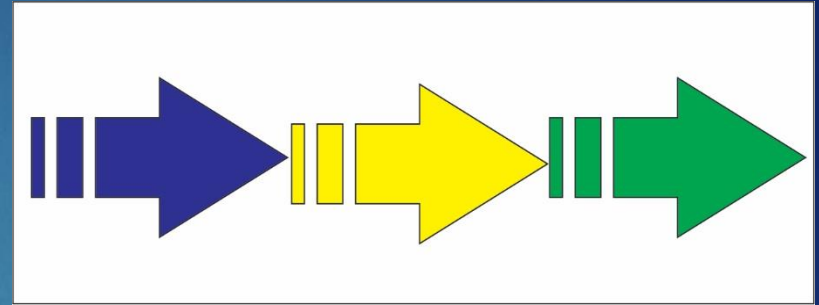
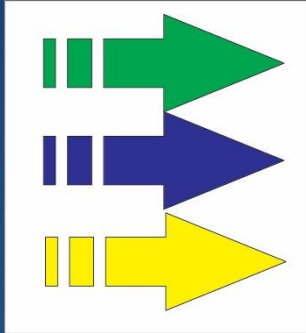
Build on each other's contributions through a series of progressive steps; elements are combined into a collective final product, or the process moves to another level of collaboration.



Sequential Work Online

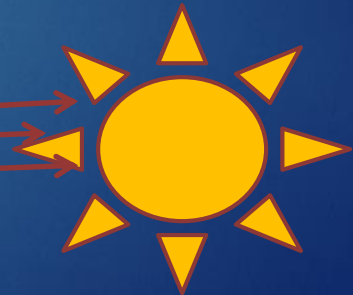
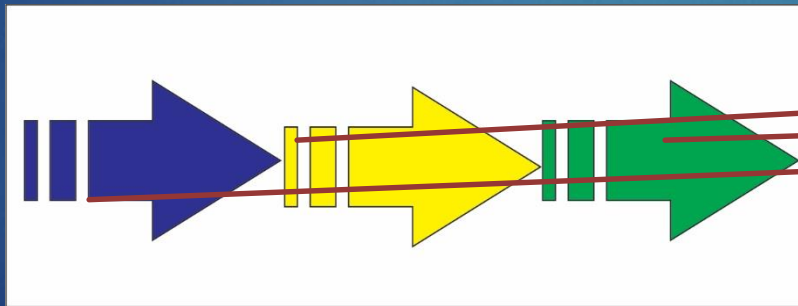
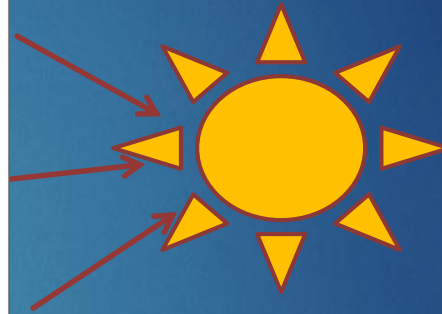
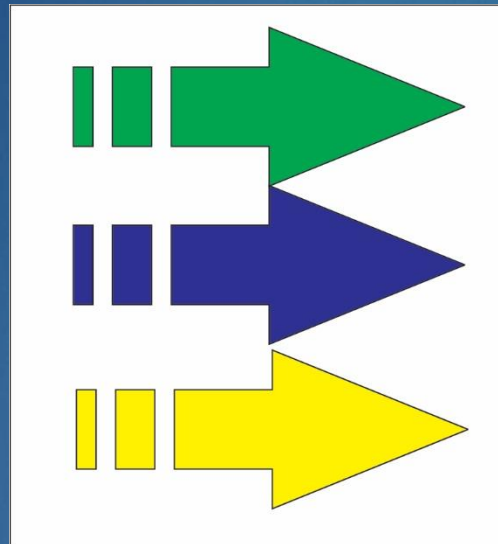
Use project management tools to track progress; use advanced editing and version control software functions.

Organizing the Collaborative Project: Parallel or Sequential

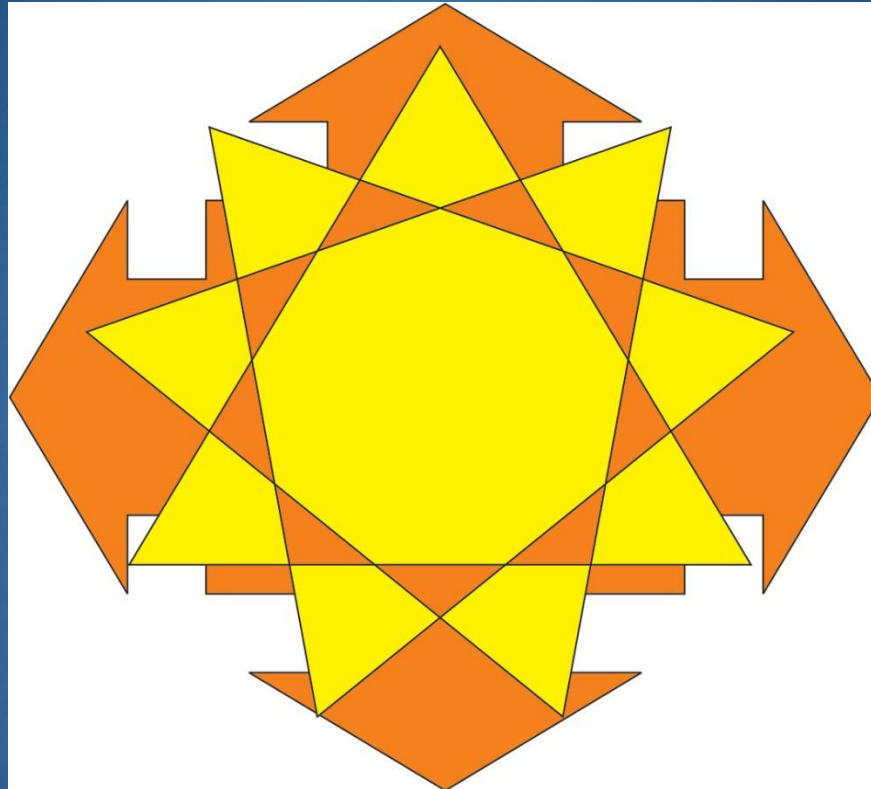


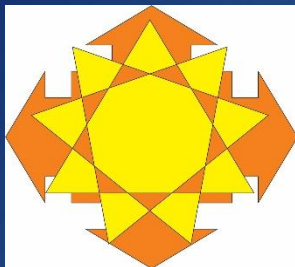
- ▣ Understand elements of the project.
- ▣ Divide and allocate tasks.
- ▣ Set timelines and standards.
- ▣ Coordinate, communicate progress.
- ▣ Develop mutual accountability; deal with underperforming team members and/or resolve conflicts
- ▣ Edit, compile, assemble outcomes.

Arrows to Stars: Pulling the Pieces Together



Level of Collaboration 5: Synergistic





Level 5

Synergy

Interactive meshing of ideas, theories and approaches.



Synergistic Organization of Collaborative Process

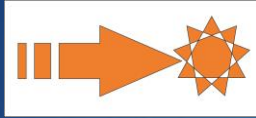
Work together through all steps and synthesize their ideas to plan, organize and complete the project together.



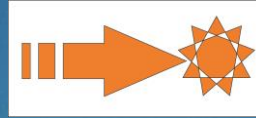
Synergistic Work Online

Understand ethics of intellectual property and use of sources; generate new information or knowledge by adapting and integrating multiple parts into collective whole.

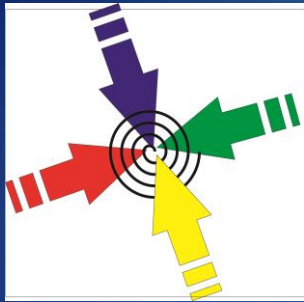
Map Your Projects



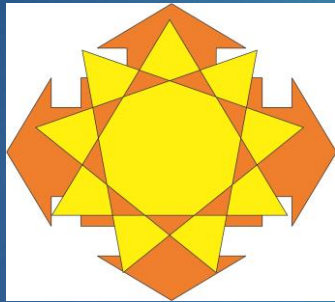
Reflect on project in journal



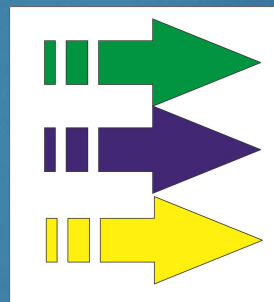
Submit journal



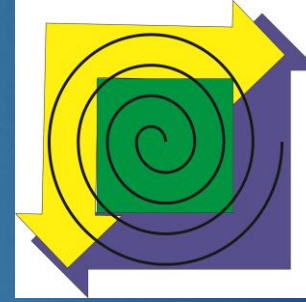
Discuss project



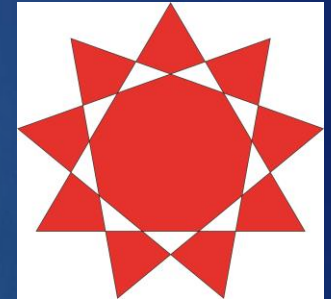
Brainstorm



Divide up tasks

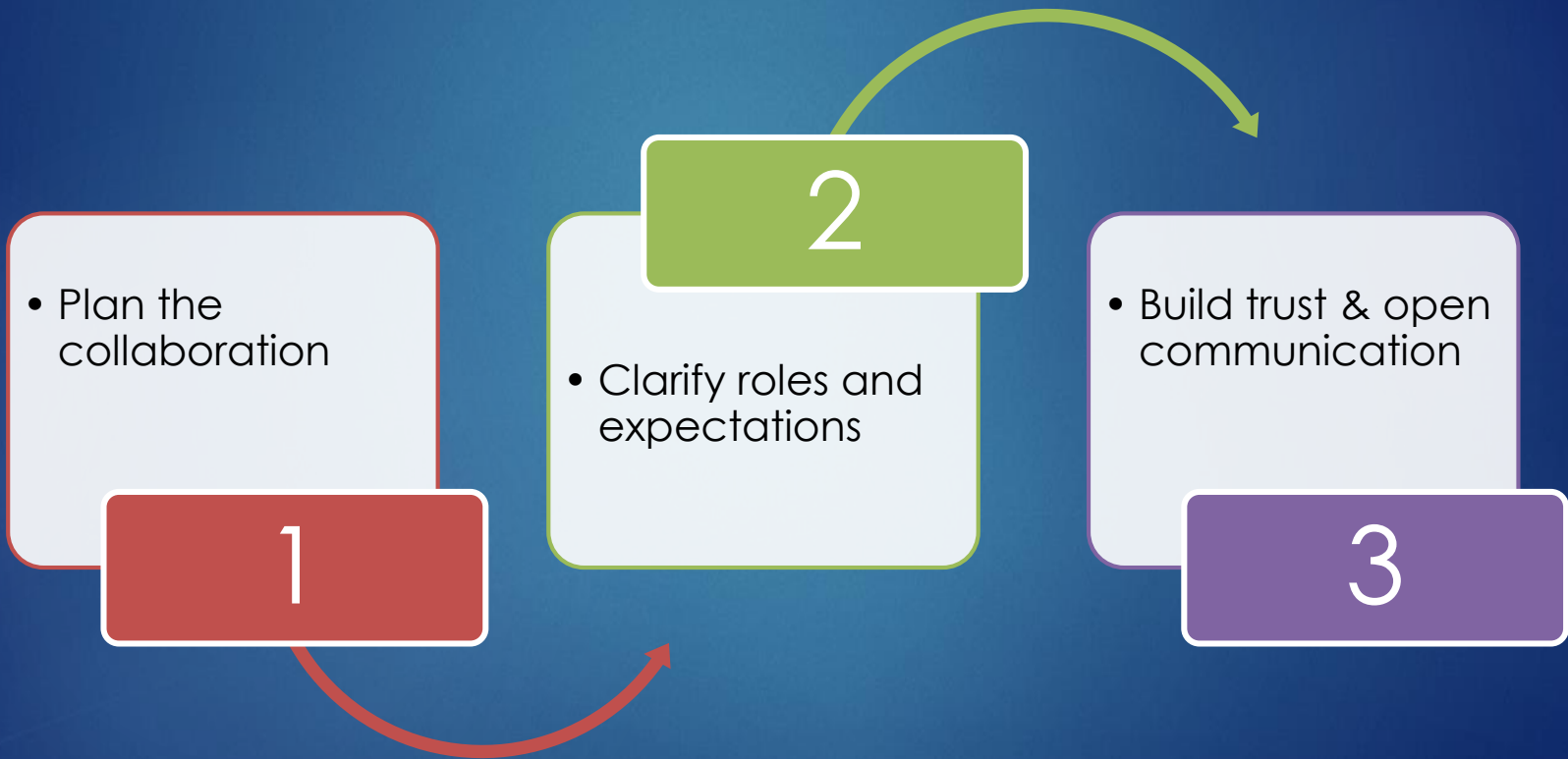


Review each other's drafts



Compile and submit group assignment

Organizing for Success



Organizing for Success



Q & A



Next steps? Learn more!



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