

PROFESSIONALISM AND COLLEGIALITY CLIMATE STUDY WORKGROUP

Purpose

The purpose of the professionalism and collegiality climate study work group is to investigate and recommend standards of collegiality and provide resources to support these recommendations with the ultimate goal of aligning our professional engagement with the Mission, Purpose, and Values of NHTI.

Final Report

The Professionalism and Collegiality Climate Study workgroup has worked throughout the summer on creating recommendations based around our purpose statement above in coordination with the ongoing work of the college. We have finalized our recommendations in this report into four categories that will be outlined below starting with our Collegiality Statement.

COLLEGIALITY STATEMENT

The employees of NHTI - Concord's Community College embrace companionship and cooperation between colleagues who share a responsibility to one another, our students, and our community. In this, collegiality serves as a guideline for engagement. Collegiality strives to build consensus in decision making and supports principled agreements by allowing all points of view to be aired and considered. As such, we pledge to conduct ourselves within the values of the institution:

Mutual Respect: We cultivate an environment in which acceptance, kindness, and collegiality create a valuable exchange of ideas cultivating diversity, equity and inclusion.

- We conduct ourselves honorably
- We recognize that there are different perspectives
- We strive to avoid acting on judgment and assumption

Engagement: We collaborate with each other, businesses, and community organizations to develop principled and ethical citizens.

- We participate fully
- We cooperate
- We actively listen

Accountability: We commit to individual and institutional responsibility in the stewardship of our human, intellectual, physical, and fiscal resources.

- We keep our commitments to each other and our work
- We respectfully communicate with colleagues if commitments are not met
- We are open to and actively seek input from others in order to improve our interpersonal skills and interactions

Innovation: We support the development and pursuit of new ideas to thrive in an ever-changing world.

- We strive to build consensus
- We are open to discussion and evaluation of new ideas
- We accept change

Integrity: We uphold fairness, honesty, and ethical behavior.

- We hold ourselves accountable for our actions
- We conduct ourselves with authenticity
- We conduct ourselves with morality

This collegiality statement will be vetted through Focus Groups next week where we will provide opportunities for members of the campus community to come and give feedback to members of the working group on the collegiality statement. We encourage all to take the opportunity to provide the necessary feedback to us at those opportunities.

PROFESSIONALISM AND COLLEGIALITY TEAM

We recommend The Professionalism and Collegiality Team be enacted in order to advance the ongoing work of providing opportunities to advance collegiality in the workplace, find and offer professional development opportunities to the college community, develop training for increasing responsiveness in issues of collegiality, and providing tools for re-assessment of progress towards collegiality in the Mission, Purpose, and Values of the institution. Below you will also find a table outlining work recommended for this group.

Item	Completed	Short Term	Long Term
Create our definition of collegiality	Yes		
Better representation of our Mission, Purpose and Values throughout campus and in our culture	Yes		

Creation of a professionalism and collegiality development team	Yes		
Focus group opportunities	In progress	Short Term: 4-6 during welcome back weeks.	
Develop a training program: How to deescalate – Training on how to deescalate situations as a bystander	In progress	Short Term: Based on feedback from focus groups, training development in process	
Create and maintain a centralized location for faculty and staff to find opportunities to enhance professionalism and collegiality in the workplace.	To be started	Short Term: Create by December 2021	Long Term: Maintain
Establishing clear norms and expectations for communication	In progress	Short Term: Completed by December 2021	
Develop tools for assessment of collegiality	To be started	Short Term: Develop a baseline (Pursue Great Colleges survey)	Long Term: End of Spring 2022 with implementation Fall 2023

PROFESSIONAL TRAINING

The Professionalism and Collegiality Working Group recommends professional training sessions that would be over several weeks potentially with an instructor from our Business Training Center for 2 different groups. One training specifically for managers, and one training for individuals who do not have direct reports. This training would focus on professional workplace enhancement, civility, and how to be the best we can be moving forward. This training would also focus on being a train the trainer style training so that we can build a sustainable movement with in house trainers then being prepared.

GREAT COLLEGES TO WORK FOR BENCHMARK

Our final recommendation is to utilize the Great Colleges to Work For survey as a benchmark moving forward to understand the progress we are making in our efforts. We recognize that some aspects of this are out of our control. We also recognize that there are ways to make advancements and understanding where we are succeeding will enable us to make pointed efforts to enhance the workplace for all who work at NHTI.

CONCLUSION

In conclusion, The Professionalism and Collegiality Working Group sees a way forward and has outlined four pillars of how we can start a movement on this campus. The four pillars being the collegiality statement and committing to that, the professionalism and collegiality team formation to continue the movement, the professional training to enhance the knowledge base and build it into our culture, and the great colleges to work for benchmark to understand where our efforts will be best utilized. We recognize that work like this takes time and effort, but this is necessary work for our students and our working place.