

DISTRIBUTIVE LEADERSHIP PROJECT RETREAT AGENDA 17th – 20th February, 2007

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DAY 1: 18TH FEBRUARY,

Time	Session	Details of Session
8:30 – 9:00	Registration	Scholars sign MOU and consent forms if they haven't already.
9:00 – 9:30am	Welcome and introductions – Gerry Lefoe (GL)	
	Participant Introductions - Dominique Parrish (DP)	Participants introduce themselves and give a brief overview of their projects.
9:30 – 10:00am	Project Overview -DP	Overview of the purpose, theoretical underpinnings and rationale behind: <ul style="list-style-type: none"> • The Distributive Leadership project; and • The leadership capacity development framework. Including requirements and responsibilities of participants and project facilitators.
10:00 – 11:00am	Leadership in Higher Education - DP	Overview of the development of leadership in Higher Education including a distributive perspective of leadership in Higher Education.
11:00 – 11.30am	MORNING TEA	
11.30 – 1:00pm	Elements, Competencies and Characteristics of Effective Leadership – DP & Heather Smigiel (HS)	Explore effective leaders and effective leadership. <ul style="list-style-type: none"> ▪ Characteristics, skills and competencies of good leaders identified and discussed ▪ Elements of emotional intelligence in the context of leadership and in relation to the skills/competencies and characteristics of effective leaders and leadership explored. Reflective images Activity – (Heather Smigiel)
1:00 – 2.00pm	LUNCH	
2.00 – 3:30pm	What Kind of Leader Am I –Heather Smigiel	Investigate reflection strategies and discuss the importance, benefits and mechanisms for reflection. A reflective journaling exercise
3:30 – 4.00pm	AFTERNOON TEA	
4.00 – 4:45pm	True Colours – DP	
4.30 – 5:00pm	Wrap Up & Day 1 Evaluation - DP	

DISTRIBUTIVE LEADERSHIP RETREAT AGENDA DAY 2: 19TH FEBRUARY.

Time	Session Focus	Details of Session
8:30 – 9:00am	Registration, Housekeeping and Organisation	
9:00 – 11:00am	Action Learning Project – DP	<ul style="list-style-type: none"> ▪ Explore effective leadership in the implementation of the action-learning project. ▪ Scholars work with past scholars and/or facilitator to review action learning plans
11:00 – 11.30am	MORNING TEA	
11:30 – 1:00pm	Addressing Issues, Obstacles and Difficulties (IODs)- DP	<ul style="list-style-type: none"> ▪ Explore possible challenges, issues, obstacles and difficulties in implementing action project and strategies for addressing these. ▪ Mentoring as a strategy for addressing challenges, issues, obstacles and difficulties in implementing action project.
1:00 – 2.00pm	LUNCH	
2.00 – 3:30pm	Roundtable Planning – DP	<ul style="list-style-type: none"> ▪ Collaboratively plan details of the Roundtable. Past Scholars will share insights, make suggestions and provide mentoring in this.
3:30 – 4.00pm	AFTERNOON TEA	
4.00 – 4:45	Preparation for Plenary	Opportunity to prepare for plenary presentation
4.45 – 5:00	Wrap Up & Day 2 Evaluation - DP	

DISTRIBUTIVE LEADERSHIP RETREAT AGENDA DAY 3: 20TH FEBRUARY

Time	Session Focus	Details of Session, Action Items
8:30 – 9:30am	Pack up and vacate rooms; Registration, Housekeeping and Organisation	
9:30 – 10:15am	Resilience and Personal Well Being in Leadership DP	Discuss the importance of resilience, personal health and well being in leadership and explore strategies for enhancing, managing and promoting these.
10:20 – 11:10am	Plenary – GL Scholars present action plans to Senior Leaders from UOW & La Trobe and receive feedback. Note: Maximum of 10mins in total per Scholar presentation which includes 5mins for presentation and approx 2 mins time allocation for feedback from each of the 2 senior leaders and 1min for change over.	
	10:20 – 10:30 Presentation 1 10:30 – 10:40 Presentation 2 10:40 – 10:50 Presentation 3	10:50 – 11:00 Presentation 4 11:00 – 11:10 Presentation 5
11:10 – 11:40am	MORNING TEA	
11:40 – 1:00pm	Plenary Continued – GL 11:40 – 11:50 Presentation 6 11:50 – 12:00 Presentation 7 12:00 – 12:10 Presentation 8 12:10 – 12:20 Presentation 9	12:20 – 12:30 Presentation 10 12:30 – 12:40 Presentation 11 12:40 – 12:50 Presentation 12 12:50 – 1:00 Presentation 13
1:00 – 2:00pm	LUNCH	
2:00 – 2:45pm	Where to From Here & Final Evaluation – Gerry Lefoe	Discussion of the formal project requirements and deliverables and establishment of timeframes.

Depart 3:00 pm