

HEASC Staff Training and Project Committees Kickoff

Wednesday, January 10 1:00 pm – 4:30 pm

1:00 – 1:15 (15 mins)	Welcome and Introductions Overview of Training and Project Committees Kickoff	Tony Cortese Deb Rowe
1:15 – 1:30 (15 mins)	Why Sustainability is Important to Higher Education Associations	Deb Rowe
1:30 – 2:45 (75 mins)	Principles of Sustainability and How They Apply to Your Organizations (with Q&A)	Tony Cortese
2:45 – 3:00 (15 mins)	Break	
3:00 – 4:00 (60 mins)	Some of the History of Sustainability, Accomplishments and Plans in Higher Education Associations	Kathleen Kerr and Kathleen Gardner (ACPA) Terry Calhoun (SCUP)
4:00 – 4:45 (45 mins)	Group Discussion and Brainstorming How do we apply principles of sustainability to our own organizations and how can this affect our constituency?	Group Exercise
4:45 – 5:00 (15 mins)	Overview of Project Committees <ul style="list-style-type: none">• Creating the Vision• Defining the goals for the next year• Creating a project plan• How HEASC will support you	Mary Reilly

Thursday, January 11

9:30 am – 3:30 pm

9:30 – 9:45 (15 mins)	Review of Yesterday's Session	Tony Cortese
9:45 – 10:15 (30 mins)	Overview of Project Committees and what we want to accomplish today: <ul style="list-style-type: none">• Vision• Goals – five, two and one-year• Develop project plans for top goals – people, resources, assistance needed• Start Project Plans - create task-lists, timelines and designations	Deb Rowe
10:15 – 11:30 (75 mins)	Four Project Committee Breakouts <ul style="list-style-type: none">• Create a vision statement for your committee• Develop five, two and one-year goals• 1st cut at project plans for top goals	All
11:30 - 12:00 (30 mins)	Project Committees Report Out Committees report to the group on their goals and objectives and get feedback from all groups and identify inter-group collaboration possibilities	Deb Rowe/ Tony Cortese facilitate
12:00 – 1:00 (60 mins)	Lunch	
1:00 – 2:00 (60 mins)	Project Committee Breakouts <ul style="list-style-type: none">• Refinement of project plans• Start Project Plans - create task-lists, timelines and designations• Identify additional needs, challenges and broadening of committee membership	All
2:00 – 2:30 (30 mins)	Project Committees Report Out	Deb/Tony facilitate
2:30 – 3:15 (45 mins)	Other Committees (overview and plans) Financing Sustainability Committee	Matt Hamill and Tony Cortese
	Sustainability Awards Committee	Judy Walton
3:15 – 3:30 (15 mins)	Wrap-Up	Mary Reilly