

HAPPY NEW YEAR !!!

Ed COI NEWSLETTER

EDUCATION COMMUNITY OF INTEREST

Jan/February 2015

10 REASONS FOR BEING AN ARTICLE CONTRIBUTOR by TE



The purpose of this is to capture your attention. Do I have your attention? I want you to read our newsletter for informal learning purposes.

More importantly, I hope to succeed in getting you to participate in 2015 as an article contributor. Believe me you possess all the knowledge, skills and abilities into transforming it into a one page article. Also, we are available to assist in any way possible (see Peer mentors on last page).

If you are interested on commenting on anything in this newsletter or want to be an article contributor send an email directly to me or to usmc_ed&trng_coi@usmc.mil.

I hope that you enjoy the humor presented and then continue to read the rest of the newsletter.

Now, with out further ado—the ten reasons for being an article contributor.

Drum roll....

10. **You want to see your article in the headlines for others to read**
9. **Ask not what your Ed COI can do for you, but what you can do as an article contributor**
8. **An article contributor doesn't fall far from the tree**
7. **Always a community member, never the article contributor**
6. **Signed, sealed and article contributed**
5. **Looking at the world through rose colored article contributing**
4. **Another day, another article**
3. **We are known by the articles we keep**
2. **An article a day keeps the emails away**
1. **Tired of seeing the emails, notes and memos regarding being an article contributor**

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Motivate, Inspire and Empower

Okay—I get it the weather may be frightful and you long for more time with your family and friends. Think about the new year and what you want to accomplish in terms of your professional career goals.

Here are some things to consider:

- Start with a positive attitude

and believe in the good nature of others

- We all have some talents. Tap into your individual talents and see how it may benefit your organization or division
- Help others—assist someone that needs your help in a

professional and respectful way

- Set goals and stay focused
- Review your competencies individually and with your supervisor and make changes accordingly
- Be the best “you” and inspire others everywhere

NOTE:

You may also want to take a look at my 2014 Article Reviews on pages 2– 3

Best articles of 2014 Year-End list! By TE

Welcome to the very first review of my best year-end list of the most notable articles of 2014!

It's been a year of great participation and the beginning of even more anticipated participation from fellow article contributors.

Thank you to everyone who took the time and effort to compose an article. But, this review is my own personal list of all time favorites for various reasons. Keep reading.

Start 2015 off by reviewing each of articles listed again and tell me your thoughts and comments or your favorites in the form of another article or email. I value all your opinions respectively. Simply click on the [Ed COI website](#), then click on the "View Newsletter Archived" and select the preferred month to find the articles.

1. **Making The Education Community of Interest Relevant** by Dennis Thompson (September/October)

What a great title and article from our Community Leader! To paraphrase ...his goals are to streamline the roles, responsibilities, and functionalities of the Ed COI. He stated, "I want to make the COI value added to the 1700 community." Please read the article in its entirety to determine what you can do as a community member in concert with his initiatives.

2. **Manage and Grow the Workforce** by Mr. Jeffrey W. Bearor (March)

Mr. Bearor (former Ed COI leader) addresses an issue that is relevant and an ongoing process. We have to think in terms of the present (talent management) and future (succession planning)

in order to remain relevant. Mr. Bearor states, "most leaders get the supervise part—but the "manage and grow" the workforce in terms of planning for skills and leaders/managers development is still not part of how supervisors see their interface with their civilian employees." Please read for more information.

3. **The Benefits of Positive Leadership** by Beth Cabrera, PhD (Nov/Dec)

Dr. Cabrera's article is condensed but full of value added information regarding the significance of being a positive leader and to circulate positivity to others within the organization. She outlines the mental, psychological, social, and health benefits to positive workplaces. A must read!

4. **How to Get Management Buy-In for Civilian Professional Development** by Lynette Ward (July/August)

Lynette's intended goal was to generate interest by starting dialogue within our community on some solid strategies for getting management on board regarding civilian professional development. She successfully outlined some of her ways throughout the article. This is an opportunity to respond to Lynette and write an article about your strategies and collectively we can be more informed. Let's use this as an opportunity! Read her article.

5. **My IDP The Individual Development Plan (IDP) Tool** by Kelly Sims (January)

Kelly begins the article off asking the following questions, "Do you have a plan for developing your career? What route will you take to get there? Do you have a career map to lead you in the right direction? Some of you have heard about IDPs on many occasions. But, the signif-

icance of this plan needs to be highlighted at every opportunity. (I'm working on mine as well) Kelly discusses the ease of creating an IDP in TWMS and the association to the SF 182, training authorization agreement regarding training. She further emphasizes its importance in 2014 "...the number of Commands that require Civilian Marines to establish IDPs will grow significantly due to several factors..." such as the Department of Defense issued Instruction 1400.25...please read her article for further details and I highly encourage you to complete your IDP accordingly.

6. **The Power of Teamwork!** By Lea Griggs (September/October)

Lea knows how to keep the reader intrigued from the title to the conclusion of her articles—I always walk away more informed. In this article, Lea discusses some things learned based on the book, "The Power of Teamwork" inspired by the Blue Angels by Scott Beare and Michael McMillan. Furthermore, she exemplifies this through her frequent participation as an article contributor you may also be interested in another article Lea called, "Enter the Zone—Discovery Zone" in the July/August newsletter.

7. **Google Apps for Government at Marine Corps University** by Robert Bromber, PhD (April)

Dr. Bromber introduced Google Apps for Government (GAfG) exploding myths, corporate association, capabilities in LMS and brought it home as to how MCU uses it among comments from users and more. This article truly represented the grassroots effort this newsletter aims to produce to the community—meaning article from experts in their respective field that can educate and inform through an article without ever enrolling into a class.

Best articles of 2014 Year-End list! By TE

8. **Academic Degree Program (ADP)** by Charles E. Andrews - (July/August)

Charles discusses how “the ADP program provides financial assistance to civilian employees seeking to obtain academic degrees, license or certifications.” The Marine Corps is doing excellent work and support for the civilian workforce through such programs. Read the article and seek information from your local CLD program manager if you’re interested.

9. **USMC Command and Staff College (CSC) Blended Seminars** by Dennis Haskin (January)

Dennis provides a brief synopsis of the CSC blended seminars. He indicates, “the main intent of the program is to provide officers with an understanding of the relationship among the strategic, operational, and tactical levels of war within a joint-multinational-interagency environment.” This is a great and interesting program...please read more about it.

10. **So You’re Developing Training** by Linda Wallace (September/October)

We appreciate the efforts of a community member that decides to write about the training they attended on behalf of the Ed COI. Linda attended the ATD course, *Essentials of Agile Design: Blending Agile and ADDIE*. She thoroughly provided a training review of the course covering the instructor facilitation, content in each session, course participants responses and the benefits of attending based on her perspective. This detailed review is positive discernment that may motivate, inspire and empower a fellow community member that maybe reluctant to take this training and/or any online training. Constructive evaluations of any training/education attended is highly recommended in terms of article writing. If you want to provide your training/

course evaluation—please read Linda’s article and then send us an email today and I will certainly help you anyway possible.

11. **How can you support your Community?** By Ray Watkins (Nov/Dec)

From the program level, Ray wonderfully expresses the importance of supporting community activities and initiatives as members of the COIs. Sometimes this message gets lost in translation and reading about this from the program manager underscores the significant of all COIs. Though, participation is voluntary in nature—he outlines clearly and concisely what those efforts can do for the community eloquently. Ray states, “I challenge everyone to start ‘talking’ about work today with your peers.” Finally, take a few minutes out of your day and read this article and start making a difference in the Ed COI.

12. **Manager’s Corner** by Jim Hilton (September/October)

Mr. Jim Hilton, the Ed COI manager of the Education Community of Interest has formerly announced the long-awaited Civilian Community of Interest Program order, MCO 12410.25 signed July 25, 2014. This is a significant achievement on behalf of the COIs. You can also find more informative information regarding the Ed COI in most of the newsletters headlined as the “Manager’s Corner” - take a look and contact Jim directly at james.hilton@usmc.mil or phone: 703 432-0861 if you have any questions related to our COI. He’s open to any of your comments, suggestions or issues regarding Ed COI.

13. **How Well Do You Know Your Students** by Peter Baverso, Dr. Jennifer McCullough and Jeffrey Pearson (July/August)

This collaborative effort from the article contributors was remarkable as they delve deep into the abyss of “How Well Do You Know Your Students? Interesting enough, they educate and recommend a method called “C3” used at the Marine Corps Systems Command. For more information, please read their article.

14. **Upward Mobility in Early Care & Education** by Kimberly R. Cephas (May)

Kimberly emphasizes that early childhood educators need to stay abreast in requirements advocating more education. She further states, “children depend on us for the best possible care and education we can provide them and parents expect high-quality care for their children and their dollars.” She includes information regarding the Child Development Associate (CDA) credentials. You can find more early childhood related articles in the archived newsletters.

15. **Farewell to TECOM’s Mr. Randy Webb** (June)

Mr. Webb has been an instrumental part of the Ed COI. He was part of the development team to “the original FEA to define the 1700 community” and served on the Executive Steering Committee. He has made a lot of significant contributions in his military and civilian careers. We enjoy spotlighting community members—send us your recommendation today!

Thank you, for reading my reviews and if you have a favorite or an past article that you would to expand on or rebuttal. Send me an email.

****Make 2015—Your year to be an article contributor and maybe you’ll make my 2016 review!

SPEAKING OPPORTUNITIES

Would you rather participate in speaking in front of a large group instead of writing?

Many of you have a plethora of knowledge, skills and abilities in various education and training areas. Here's a perfect way to convey your message and gain recognition—as a presenter at an Association for Talent Development (ATD) formerly known as ASTD conference.

Typically, ATD holds the ATD International Conference & Exposition each spring, this is the event for workplace learning and performance professionals to gather for world class EXPO opportunities with over 70 countries participating.

ATD also has other speaking opportunities and more. Find our more information about the submission process click here:

[ATD Speaking Opportunities](#)

You may also be interested in the [Blogs at ATD](#)

[Upcoming ATD Webcasts](#)

You can also find previous archived webcasts that may interest you as well.

⇒ [Helping Learners Learn in the Digital Era](#) (January 08, 2015 at 12:00p.m. ET)

⇒ [BEST Webcast Series: American Can-](#)

[cer Society—Development Professional](#) (January 15, 2015 at 2:00—3:00pm ET)

⇒ [Understanding What's Next in Talent: The People Cloud Future](#) (January 16, 2015 at 1:00pm)

****The Ed COI will not fund any of these opportunities we're merely bringing awareness.

ANNOUNCEMENT: MARADMIN 574/14

The Marine Corps Civilian Leadership Development Program (MCCLDP), sponsored by the *Lejeune Leadership Institute*, recently announced civilian leadership development opportunities for aspiring leaders and leaders below the executive level. The MCCLDP's objective is to foster the development of a diverse cadre of highly capable, high performing, results oriented civilian leaders, prepared to operate in complex environments as well as foster organizational learning throughout the enterprise. The program, a deliberate education and training construct, follows a distinct four-tier model.

- Tier 1: [Online Leadership Development](#)
- Tier 2: Local Installation Career Leadership Development
- Tier 3: Leadership Seminars
- Tier 4: Centrally Managed Courses

For more information regarding the civilian leadership development program read [MARADMIN 574/14](#).



KEEPING A JOURNAL

By Lucian Laurie

Journaling may seem like a simple subject, in fact, so simple it is unnecessary. Still, it is so simple that many of us may overlook this powerful organizational tool. How many times do you find yourself scratching your head trying to remember that conversation that you intuitively sensed would be important at the time, but have since moved from your short-term memory into the cobwebbed vault of the long-term? How much time do you spend trying to find files on your computer that you put in a completely logical place a day, or a month, or six months ago? How well do you like the performance evaluations you do, either on yourself, or for people who work for you? Performance evaluations are supposed to be specific and detail concrete contributions to the organization. How easy is it to recall specific names, places, and dates for your or your employees' performance evaluations? We all know that our daily efforts contribute to the organization, but, at the end of the year, can you remember specifics? Even used only as a motivational tool, a journal can serve to keep you focused on incremental progress in your career, progress that is often unnoticed on a day-to-day basis.

Who in the 1700 Community should keep a journal? I submit everybody should. As a 1750 and Formal School Manager, I spend a lot of my time talking to my colleagues. Keeping a journal and using conversation as brainstorming can be the difference between idle chat and productive discourse. Recently, at a particularly interesting T&R/Formal School Management Working Group, I was struck by the quality and sheer volume of discussion that occurred. Without a careful daily journal, most of the discussion would be lost, and a great deal of benefit to my school and the community would have been wasted. Instructors should have some means of remembering techniques that worked or didn't, particularly interesting conversations that may have been stimulated by an offhand question, or how the classroom environment that day helped or hindered the lesson. In-

structional Rating Forms (commonly used in most institutions in one form or another) can form a part of that journal, depending on the focus of the instructor compiling them.

A journal isn't a diary. Both a diary and a journal have similar features, but a professional journal spends less time on subjective "how did I feel about..." and more time on processing ideas. That doesn't mean that your state of mind and reactions to a situation aren't useful tools in a journal, but they are not the focus. Your journal doesn't have to be a book that you write in longhand. It may be a word document left on your desktop. Your journal could start out as lists that serve as reminders. We all keep to-do lists your list could be expanded and reflected upon to include information that you can use later. Getting started is as easy as picking up a pen or logging into a word document on your computer. If you prefer bells and whistles, there are a plethora of journaling software programs available on the internet. Start by writing the date, the time, and the location. Then it is up to you to decide what to write. You can include concrete facts, lists of attendees or appointments, techniques and procedures that worked or didn't work, the list is endless. The first thing to remember though is not to use shorthand that you won't be able to de-cipher in six months. If you're using one of the commercial journaling programs, you'll also have the option of using keywords for searches.

Some journaling websites even suggest including news stories in your journal, as a sort of background information. Think about what may be effecting your thought processes on that particular day, and include it. The more information you have the easier it is to re-construct or de-construct your thoughts when you are doing your analysis.

Finally, let's talk about the last and maybe the most important part of journaling, analysis. Our daily lives are crammed

full of data. We receive input non-stop all day long, from printed materials, computers, television, and any number of sources. Our problem today is not too little information; it is too little time to spend on quiet reflection and analysis of the massive amounts of data we receive daily. This requires that we make a conscious effort to take some time daily or weekly or monthly to just sit and reflect. This is not time wasted, it is time well spent on organizing and giving your brain time to process the flood into sensible pieces. If you get nothing else from this article, remember to spend time on reflection.

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The Advisory Council on Military Education

By Nora Graves

The Advisory Council on Military Education (ACME) models is quickly becoming a grassroots forum in addressing higher education within the military community. Although not yet nine years old, Virginia-ACME (VA-ACME) has aggressively re-addressed the mission of the ACME forum. Established in 2004 under the sponsorship of the then Southeast Regional Director for Navy College Programs, Dr. Carol Berry, VA-ACME is a forum bringing together Academics, Higher-Education Service Officers, as well as college and universities to promote and support the educational needs of the Armed Services. VA-ACME’s mission: “Serve, Support, Educate” has never wavered and was established to promote, support and deliver meaningful education within all branches of the Armed Services by encouraging educational institutions to be innovative and flexible in meeting educational needs. VA-ACME provides a forum for the discussion of current issues and planning for future programming. They encourage cooperative and coordinated efforts for efficient and effective educational services for Armed Services personnel and their family members. Currently the goal has been to establish VA-ACME as a resource of information for state and federal legislators to help them understand the needs of the military and veteran community so as to make smarter decisions to better serve Virginia.

VA-ACME began as a forum for educators within the Voluntary Education community to come together and discuss issues indigenous to the state of Virginia, possible solutions, dynamic forums, the ever changing military and veteran needs to include GI Bill benefits, Tuition Assistance, non-traditional academic credit, and how the military culture influences higher education within this community. Establishing connections

between schools, counselors, and education directors has proven very important in understanding and providing the best options for the military and veteran community. Ten \$1000 scholarships and have been provided every single year at the annual VA-ACME symposium. A total of \$83,000 has already been awarded in the past 8 years to active duty members, spouses, dependents, and veterans. VA-ACME hopes to be able to continue this scholarship program for many years. Corporate scholarships are being pursued to be able to extend this very worthy scholarship program. There are currently 15 ACMEs throughout the United States designed to focus on the regional needs of their respective military population. Some of these ACMEs include multiple states to best optimize resources. These ACMEs include the following (with links):

- California (www.californiaacme.org)
- Colorado (www.co-acme.org)
- COMETS - Arkansas, Louisiana, Oklahoma, and Texas (www.cometsmilitaryed.net)
- Florida (www.fla-acme.org)
- Georgia
- Illinois
- Iowa
- Kansas (kansas-acme.weebly.com)
- Maine
- MidSouth - Kentucky and Tennessee (www.midsouthacme.org)
- New York | LinkedIN Group (newyork-stateacme.weebly.com)

Pennsylvania

SE-COME - Georgia, North Carolina, and South Carolina (www.secome.org)

Virginia (www.vaacme.org)

Washington (Facebook)

More recently, VA-ACME has focused on becoming a resource for state legislators and senior military leaders. Legislators are recognizing that Virginia’s dense military communities are no longer just locations where there are huge active duty military populations, but rather there is an expanding Veteran population. Leaders from the military and state legislators, to include Governor McAuliffe and Secretary Harvey, have made education one of their top three issues within the State of Virginia. VA-ACME’s President, Nora Graves, has been asked to speak to these senior military leaders as a Subject Matter Expert (SME) in addressing and understanding the issues and frustrations in higher education for the military and veteran and their families.

The 9/11 GI Bill is a very attractive resource for even the most traditional universities and colleges. But, to attract the Veteran student, institutions must understand the active duty military member. The state of Virginia has recognized the need to understand who these military members are, whether they are active-duty or transitioning military, and the needs of the veteran member. They are committed to make every attempt within reason to keep the veteran members and their families in the state of Virginia. To do this, Virginia government is isolating where there are professional and vocational opportunities and they are provid-

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by Nora Graves

ing the education and training needed to transition into the civilian population. Virginia legislators and local military leaders have assembled the Virginia Military Advisory Council (V-MAC) to discuss and advise them as to what Virginia should be looking at to make their state more attractive to both the military and the transitioning military member. V-MAC meets quarterly to discuss issues related to the military. The counsel includes all military base Commanding Officers, the Regional Admiral and General, and Virginia's Secretary of Veterans and Defense Affairs. Education has become one of the top three priorities for V-MAC. VA-ACME's President has personally addressed concerns within Voluntary Education (Vol-Ed) with Virginia government officials with the goal of making them more cognitive of the training and American Council on Education (ACE) credit hours in a military member's Joint Services Transcript (JST) and Community College of the Air Force (CCAF). Additionally, concerns over college fees that are not covered by military Tuition Assistance (TA) are being examined. At a recent V-MAC meeting at Fort Lee, representatives from Old Dominion University, Tidewater Community College, and Northern Virginia Community College presented inroads on how these institutions are administering to the special needs of the military and veteran student in the state of Virginia.

Veterans are a great resource to any community. They are groomed leaders, uniquely trained in dynamic technical fields. The state of Virginia wants to keep this workforce in Virginia. Virginia legislators are beginning to recognize the importance of understanding

who the veterans are and what they need. VA-ACME is now recognized as a forum for the state of Virginia to stay current on the shifting requirements of their active duty and veteran citizens.

VA-ACME is helping to bridge more than just the needs of the military community and that of the state legislators. They are generating a collective of knowledge and resources in becoming better equipped with the shifting needs of the military and transitioning military community. This year's VA-ACME symposium (March 24-26th, 2015) is bringing together leaders in the military academic community and leaders in the military population. A roundtable forum to discuss the changing needs of the military and veteran student will be addressed in conjunction with military installation commanding officers and Secretary Harvey's office. The goal is to provide a connection between the military and the state to better facilitate the needs of a transitioning military and post military career opportunities.

Additionally, it is VA-ACME's goal this year is to more succinctly define the term "military friendly" in today's terms of higher education, a term that currently has broad meaning and is grossly misused. The state of Virginia is striving to better understand what this student needs and requires to make Virginia their home after they leave the military. It is extremely important to understand that the Veteran is, in effect, a transitioned Active-Duty member. So, to be "military friendly", Virginia schools need to respond to the needs of the active-duty member in addition to the needs of the Veteran. Military members most often decide on a school to support their post-

military transition prior to leaving service. VA-ACME is looking forward to a symposium designed to bring legislators, military representatives within Vol-Ed, senior university and college leaders, and senior military leadership together to discuss best practices within Virginia's military and veteran higher education community. A working agenda is now on the website and can be accessed via: www.vaacme.org

Each regional ACME serves as the advocate for the very diverse needs for their respective active-duty and veteran students. Professional opportunities and the operational needs of each region need to be addressed and considered in tandem with state legislators and school academics. Support for these organizations needs to be fostered as a forum to better understand the short-term and long-term mission of Vol-Ed. Understanding and then acting on the needs of each respective regional military community is what make the ACMEs vital to serving our military and veteran students.

About Nora Graves

Nora Graves is a native of Chicago, IL but spent most of her Middle and High School years in Maryland, right outside of Washington DC. She acquired both her BS in Education and her MA in English from Old Dominion University. She began her professional career in Marketing with IBM. After Nora started her family with her husband, Roy "Digger" Graves, she spent several years as a stay-at-home mother following her husband's Naval career from port to port (to include Norfolk, Newport, RI, and San Diego, CA.) Upon settling in Virginia Beach, Nora became the Regional Representative for the University of MD. University College (UMUC), and has continued in this capacity for 11 years. She has been involved with VA-ACME for 8 years, chairing Sponsorships and Logistics.

NEED TO REFRESH SOME SKILLS?

Civilian Workforce Training: MarineNet Distance Training

Now Available on MarineNet for Civilians: <https://marinenet.usmc.mil/MarineNet/Home.aspx>

It's user-friendly and value-added to refresh some broader skills.

Writing assistance available through Peer Mentoring

Do you want to participate as an article contributor? BUT ... You think you're not the best writer. Well, this is for you. I have some of the best Peer mentors in our community that are standing by to assist you from topic selection to submission. Here's the advantages to Peer mentoring:

- ⇒ You can request one or two Peer mentors for different perspectives
- ⇒ Assist you with topic selections
- ⇒ Readily available through phone and emails
- ⇒ Provide up-to-date writing specifications and resources

SIGN UP TODAY! - for the 2015 Article Contributor Schedule (to the right) for the desired newsletter month with the deadline dates designed to fit your schedule. Simply select a month and send me an email.



Bi-Monthly	Deadline Date
MAR/ APR	FEB 23rd
MAY/ JUNE	APR 27th
JULY/AUG	JUNE 29th
SEPT/OCT	AUG 24th
NOV/DEC	OCT 26th

2015 TRAINING PARTICIPANTS

Are you excited to participate in your upcoming selected training?

You will receive a detailed email in February 2015 indicating the next steps for your training requests. Stay tuned ...our goal is to make this as simple as possible.

****We know that things change if you anticipate that you are no longer able to participate in the committed training. Please send us an email TODAY. Email: usmc_ed&trng_coi@usmc.mil