Administrator Welcome

Susie Bruce
Director, Gordie Center for Substance Abuse Prevention & APPLE Conferences
Session Objectives

- Overview of conference structure/expectations
- Tips for effective team facilitation
- Network with other administrators
Brief History of APPLE

• Created at the University of Virginia
• Funded by a grant from the NCAA
• Celebrating our 24th year!

Drs. Susan Grossman & Joe Gieck
The Seven “Slices”
By the end of the weekend...

- Your team will create and submit (online) a customized, measurable action plan for change on your campus based on...

  confidential feedback on your campus responses to the APPLE pre-conference survey

  AND

  Your team meeting discussions
What to expect this weekend

- Team photos!
- Hot breakfast!
- Web-based conference evaluations
- Post-test before departure
Hotel details

- Free wireless internet in guest rooms and meeting spaces.
  - See the inside cover of your booklet for network name and password.
- Athletic facilities are available.
- Morning beach run Saturday & Sunday 7:00 am – meet in Lobby
- Insanity class Saturday 7:00 am Atlantic 1 & 2
Tonight

• Dinner begins promptly at 5:45pm
• Keynote = Linda Hancock & her famous alcohol education session
• Details on TEAM Coalition video PSA competition
Saturday

- General session: APPLE Model in depth + team meetings
- Lunch seated by role (administrator or student-athlete)
- Beach games
- Breakout sessions
  - Health and wellness issues for student-athletes
  - Successful APPLE model implementation
- Team meetings
Sunday

- Share action plans
- Keynote = Jason Kilmer
- Final team meeting
- Online action plan submission (you should make a hard copy)
- Conference ends at 11:30 am
Administrators’ role at APPLE
Administrator Resources & Tools

- APPLE guiding principles
- NIAAA Tiers of Effective Strategies
- Administrator Facilitation Guide
- Action Plan Worksheet
- Examples of Action Plans
APPLE Conference Administrator Facilitation Guide

This guide will help you moderate your team’s action planning during the conference by providing follow-up questions.

**General Guidelines for All Team Meetings**

- Every team member should have input. Action plans should be the result of consensus formed after thorough discussion.
- Is everyone contributing to the creation of your action plan?
- Remember the best plan is the one that you can make work!

**Saturday Morning Team Meeting**

**Goal:** Honestly assess your athletics department’s strengths and weaknesses

- Discuss the results of your departmental assessment
  
  *Do the results seem accurate?*

  *What surprises you about our results?*

  *What are our department’s strengths?*

  *What are our department’s areas for improvement?*

- For schools that ATTENDED APPLE within the last few years, report on any outcomes from your action plan(s).

- Discuss what is already in place at your school and your athletics department to ensure that the departmental assessment results accurately portray your department’s strengths and weaknesses
Facilitator vs. Presenter
Role of Facilitator

• Most productive way to **engage participants** in the learning process.

• Highlights the **needs** of the team.

• Assumes the possibility of working with **more** than one right answer.

Adapted from Effective Facilitation (Klecka & Willet, 2012)
Keys to Success:
Establishing Ground Rules

- Take turns
- Listen
- Respect (what does that look like?)
- Positive
- Be on time
- Others?

Adapted from The Community Tool Box at the University of Kansas (2012)
http://ctb.ku.edu/en/tablecontents/sub_section_main_1154.aspx
How to Minimize Defensiveness

- Ask open-ended questions
- Listen carefully
- Show respect
- Legitimize the issue
- Use humor
- Let the group address it
- Take a break
- Others?

Adapted from The Community Tool Box at the University of Kansas (2012)
Keys to effective team meetings

• Be aware of your own non-verbals
• Be flexible
• Avoid detailed decision making
  ▪ The time for that is back on campus
• Bring closure to each team meeting
  ▪ Summarize
  ▪ Review next steps/delegated tasks

Adapted from The Community Tool Box at the University of Kansas (2012)
“Come in with an open mind and **LISTEN to your student-athletes.** They are the cornerstone of your success if you let them honestly tell you what is truly happening and what your needs are.”
“Review the schedules and ‘divide and conquer’ the sessions; all of the information is helpful!”
“Encourage your team to be open, be willing and daring to make a change, no matter what size... big or small, one person or the whole university or college.”
Follow the APPLE conference!

Like “APPLE Conference”

@APPLEathletics
#APPLE2015

Joe      Debra      Susie      Holly
Discussion
- January, February
- March, April
- May, June
- July, August
- September, October
- November, December
• Introduce yourselves
• What do you expect to get out of the APPLE conference?