


# 2018 California Higher Education Collaborative Conference

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SONOMA STATE UNIVERSITY

OCTOBER 1-3, 2018

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# Using Lean Personal Kanban for Engagement

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# The basic idea

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<b>OPTIONS</b>	<b>DOING</b>	<b>DONE</b>

# The basic idea

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- It's about the work.
- Make it visible.
- Limit the work in process.
- Feel it.





# What's lean about this?

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- VALUE
- PROCESS
- ENGAGEMENT [People]

# Take it to your weekly stand up

**READY**

**LEAN TEAM KANBAN**

**DOING (target 3/ISA)**

**PENDING**

**Current Week DONE**

**IDEAS**

**IN-OFFICE WORKHOURS**

**Last Week**

**ROLES + RESPONSIBILITIES**

**WHITE BOARD PROCESS**

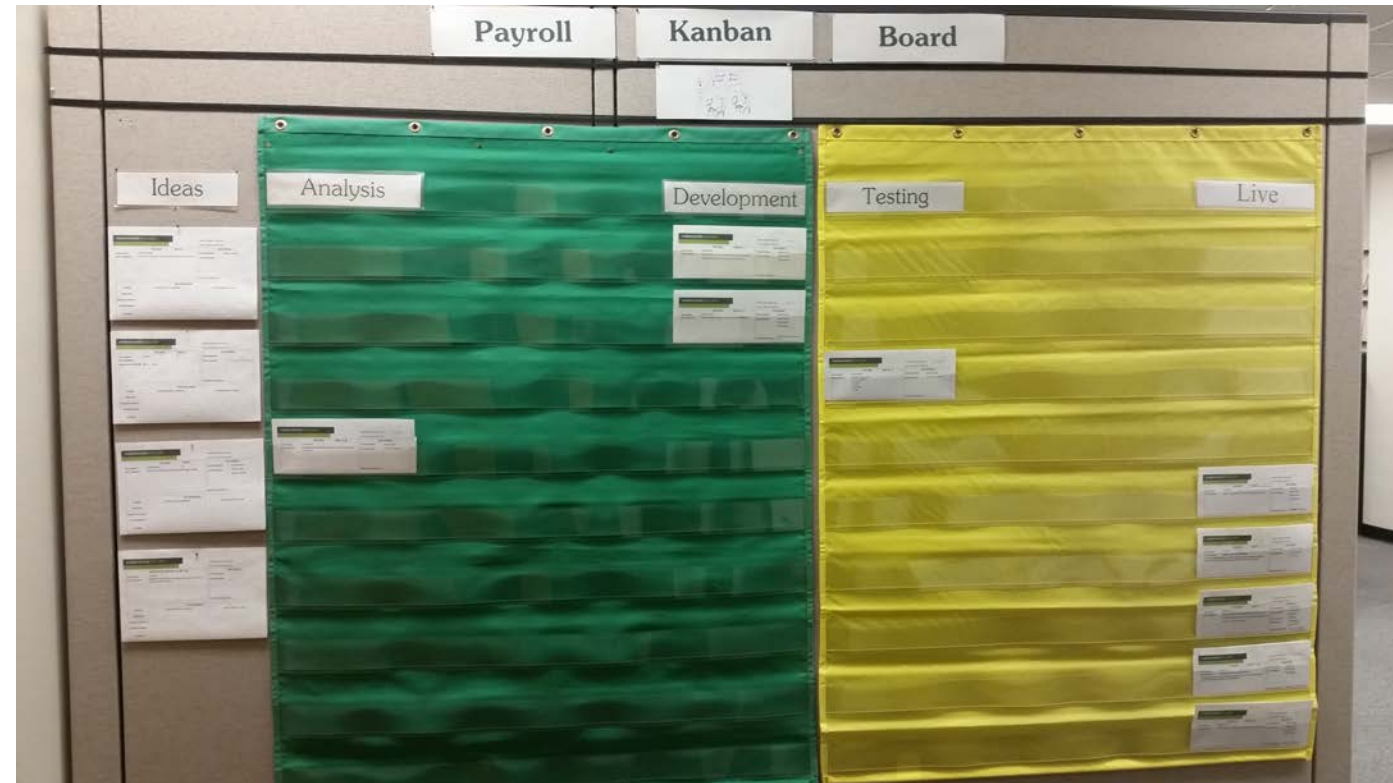
1) Post it and markers - all  
 2) Move/Check post its  
 3) Count for the week and write completion date  
 4) New ideas? Check email, count ready and idea  
 5) Set "Doing" with assigning someone  
 6) Vertical Prioritization - highest priority on top  
 7) Take picture of whiteboard, send to everyone

<https://youtu.be/N8N0q8VBbOw>



# Take it to your weekly stand up

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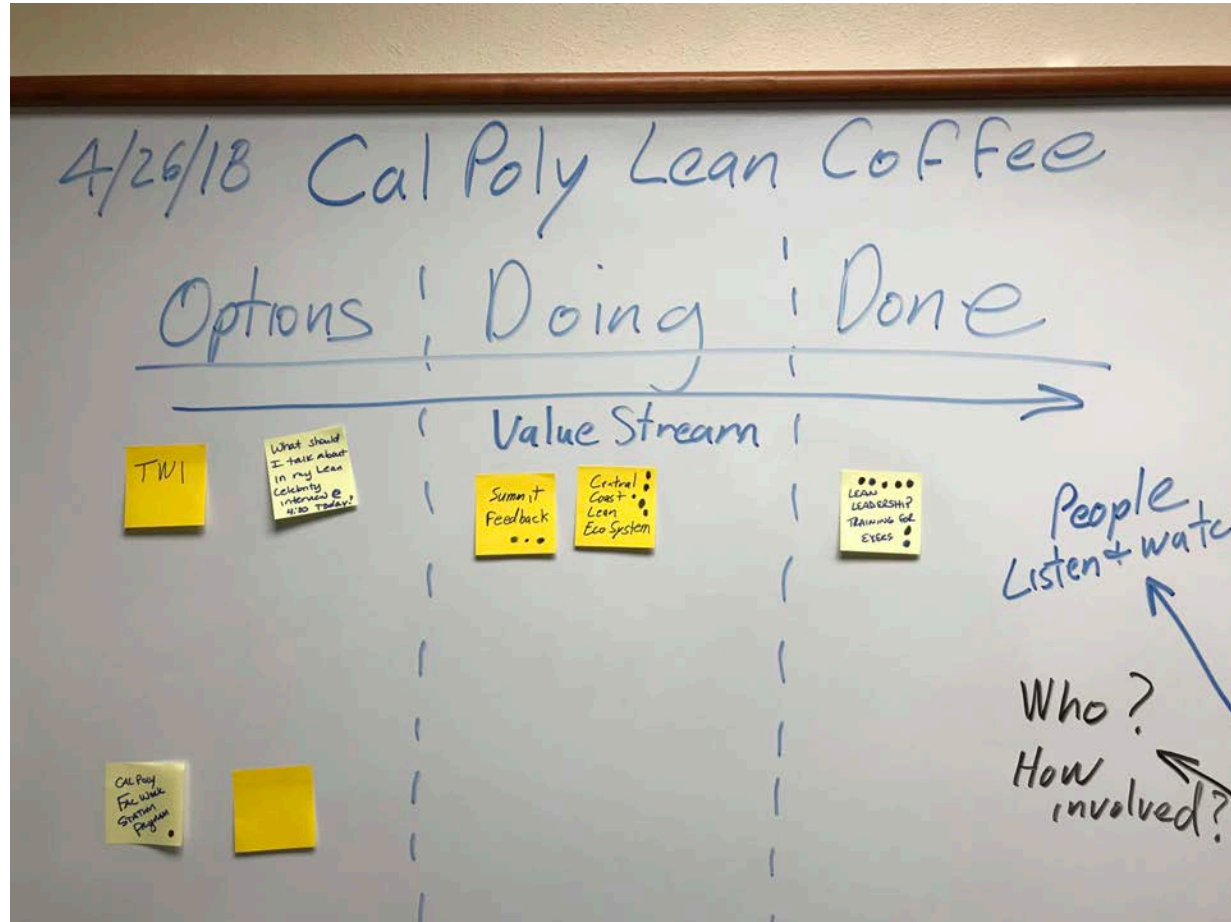
# Take it to your weekly stand up



[https://youtu.be/C\\_qinnCLE0s](https://youtu.be/C_qinnCLE0s)

Take it to a meeting

# Lean Coffee



# Take it to a meeting

# Lean Coffee

Fee  
e  
→

<sup>CP</sup>  
Lean Leadership Training

- ① Training?
- ② Celebrate Wins! - Immersion "Peacocking" vs "On to next one"
- ③ Support Lean conversations
- ④ Lori S w/ Cindy V in AFD Focus
- ⑤ SA ⇒ Continuous Improve ⇒ "Defined Role???"
- ⑥ Walk the walk - Behaviors } How create culture + support?
- ⑦ Concept of "Customer" }
- ⑧ Person vs culture dependent - Only exists when there.
- ⑨ Leaders support due diligence.
- ⑩ → Point direction + define goal. } Do no harm!  
 • Chg lead every 5 years. • Not road block  
 • Push other (non-lean) programs  
 • Usually 1.5 years behind lean organization
- ⑪ Honest + actionable feedback  
 • Consistent message

People Listen + watch  
Who? How involved?

Actions

- ① Simple message?
- ② Depends on people you are leading (Skill? Motivation?)
- ③ Starting point vs on going?
- ④ Helicopter up + down → Ask questions
- ⑤ Leaders "A-Ha" moment. + get out of way.
- ⑥ "Alternative consultation" process  
 ↳ Fee Chgs  
 ↳ Create pull for training  
 ↳ Kaizen to figure out what looks like.  
 ↳ Lori to set up. this summer  
 ↳ See success  
 ↳ Publicize  
 ↳ Awards  
 ↳ Continue to build bottom up  
 ↳ AB's? → Mini  
 ↳ Q'taly Poster Board → Gemba Walks  
 ↳ Annual





# Bell and whistles

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## Position Priority



## Capture Quality

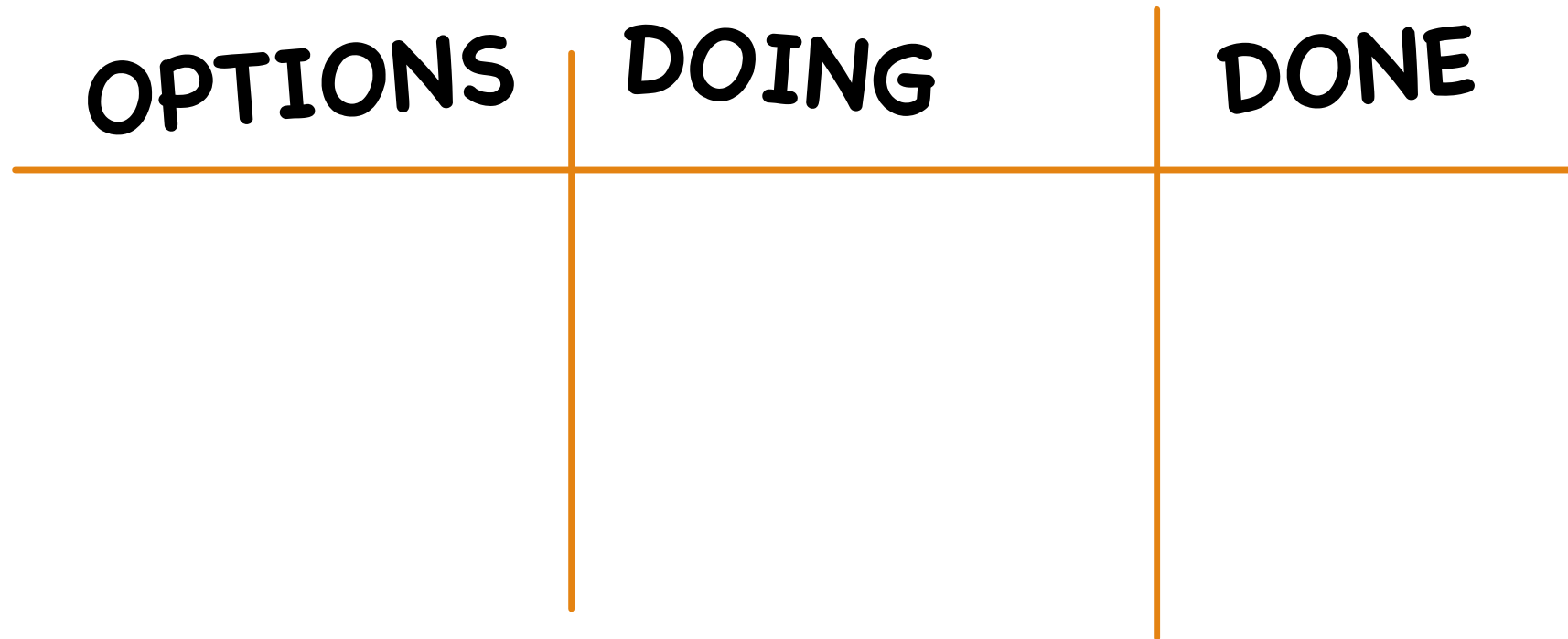






# Lean Coffee?

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*Committed to Operational Excellence*

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**Zombie Hunter Lean Project Simulation - Thursday, 8Nov18**