

CHAPTER 5:

All of the members of the cohort fall into the knowledge worker category. Drucker states that the first step in increasing knowledge worker productivity is to ask the knowledge worker to define their task. According to Drucker (p. 145), management should ask the knowledge worker the following questions:

1. **What is your task?**
2. **What should it be?**
3. **What should you be expected to contribute?**
4. **What hampers you in doing your task and should be eliminated?**

Question 5.1 - Please answer these four questions as they relate to your current job.

1. **What is your task?**

According to the MSJC contract my task is to teach a minimum load of five course per semester, make available five hours per week for office hours, participate on at least one committee, participate in at least 24 hours of professional development activities per year, attend all department and faculty meetings, and attend the MSJC graduation ceremony.

2. **What should it be?**

I believe my task should be to increase the knowledge and skills of my students as much as possible given the amount time allotted and the student's willingness to participate.

3. **What should you be expected to contribute?**

I should expect to contribute my knowledge and expertise in the subjects I teach during class and office hours to any and all students who desire to receive it. In addition I will assist students in navigating the college's learning infrastructure when I am able to contribute information of value.

4. **What hampers you in doing your task and should be eliminated?**

The single item that most hampers my ability to do my tasks is attending meetings that have little or no impact on my teaching capabilities or in providing valuable information relative to the ability of my students' receiving a quality education.

Question 5.2 – Please reflect on the answers you gave to the questions in 5.1 and then provide a definition of quality as it relates to your defined task.

Quality, for me, has always meant that I do the best job I can under the circumstances with the resources available.

CHAPTER 6:

On page 164, Drucker lists several questions that knowledge workers must answer in order to manage themselves and their careers effectively.

1. **Who am I?**
2. **What are my strengths?**
3. **How do I work?**
4. **Where do I belong?**
5. **What is my contribution?**

Question 6.1 - Please answer these questions as they relate to your current work experience and where you envision yourself in the future.

1. **Who am I?**

I am a husband, a provider, a researcher, a teacher, an organizer, someone who is inquisitive and a problem solver.

2. What are my strengths?

I have a good understanding of digital information systems.

3. How do I work?

I work best when inspired, when I am comfortable with my surroundings, not when under pressure or when dictated to do something that isn't appealing to me.

4. Where do I belong?

Although I work best alone, I can work with others and in big organizations. I prefer to work as a consultant or in a position where I am only required to contribute in an infrequent manner.

5. What is my contribution?

The organization and distribution of knowledge in my subject area – digital arts and information systems.

Question 6.1 - Please answer these questions as they relate to your current work experience and where you envision yourself in the future.

In envision that in the future I will continue to be a community college professor. It suits my life style and my work ethic, affords me time to do research, and requires me to organize and distribute knowledge in areas I am interested and knowledgeable in. I have found no other job that affords me a greater satisfaction of pay for effort, gratification of self reliance, or reward of feeling I am making a contribution.