

Kaskaskia College
The Fall 2009 Semester Report to the Faculty and Staff
Major Accomplishments of the FY 2008-09 and Plans for the Future
Presented on August 12, 2009

The wonderful success of the College is due to the dedication of a great faculty, staff, and a very supportive Board of Trustees. Appreciation is extended to everyone associated with the College for a tremendous Fiscal Year 2008-09. The College experienced much success in serving a record 11,505 students.

Over the years, the members of the faculty and staff (full and part-time) along with members of the Board of Trustees are to be credited with the growth and development of the institution. Sadly, many of these individuals are now retiring and we are indebted to them for their contributions to KC over many years. Those who are retiring are opening new chapters in their lives. When college personnel retire, we are saddened by the thought they will be leaving the institution on a daily basis, but we are understanding and supportive of their decision. On August 31, a very dedicated member of the KC family, Shirley Martin, will be retiring. As the Executive Assistant to the President and Board of Trustees over the past 10 years, and a member of the Dean of Instruction's office for 11 years. She has a total of 21 years of exceptional service to the College. Shirley will be missed very much. To many of us she has become a life-long friend. A college-wide reception will be held the afternoon of August 25th to honor Shirley. This past year we recognized the following retirements:

- Jo Beckemeyer, Administrative Assistant to Director of Facilities
- Sandra Cain, Case Manager Liaison/Dislocated Worker Program
- Ed Hawkins, Building & Grounds Technician
- Donna Hilgenbrink, VP of Administrative Services
- Mike Hoyt, Director of Adult Education
- Lois Ott, Registrar
- Evelyn Stover, Volunteer Coordinator
- June Waggoner, Financial-Aid Assistant
- Olan (JR) Weems, Safety & Security Officer
- Irene Young, Administrative Assistant for the VP Student Services

They all will be missed and very difficult to replace. This December 31st, Dean of Nursing, Mary Lou Whitten, will be retiring from KC with 21 years of exceptional service. Mary Lou will also be greatly missed. There will be a retirement reception for Mary Lou this December. On behalf of the entire College family, I extend our thanks to all those electing to retire for the many years of excellent service. We want to wish them all much happiness and success in their retirement years.

Special Gift: During the KC Vandalia Campus fund-raising campaign, which raised nearly \$3 million, and of this amount, we received a special gift from Ms. Mary Albert O’Neill of nearly \$100,000, and in her will she has left the College approximately \$1.2 million plus her residence located on the Vandalia Lake. These funds are to support the Fine and Performing Arts at the Vandalia Campus. We are expecting to add this project to the Capital Bill appropriation of \$5.6 million for the next building on the Vandalia campus. As to her lakeside property, we see this property as a conference center for KC department’s use and by community businesses on a rental basis. We are most appreciative of this excellent gift from her Ms. O’Neill.

Status of Enrollments: For the last fiscal year we not only maintained our record enrollments, but experienced a modest growth from 11,375 to 11,505 total students (unduplicated headcount) served during the year. We also maintained our credit hour production for the year with 103,382, which is up slightly from 103,283 for the previous year. Our goal was to sustain the record enrollments achieved in recent years; which was accomplished. I wish to extend our thanks to all the faculty and staff in serving these record enrollments with high quality programs and services.

Campus Grounds: I want to compliment the College Grounds personnel for the extraordinary job they have done in caring for the grounds and the beautification projects. Our new Lead Groundskeeper is Della Nagai and her staff members are doing a superb job of maintaining and beautifying the grounds. The campus grounds are looking wonderful and we thank all the personnel for their passion for the appearance of the grounds. Also, I want to compliment those involved with maintaining the grounds at our Educational Centers, Workforce Center, Crisp Technology Center, and Vandalia Campus for the great job that is being accomplished daily in caring for the grounds at these various locations. I am continually impressed with the excellent condition of our grounds at all College locations.

College Facilities: Over the summer months our custodial and maintenance staff members have been working very hard on major maintenance, cleaning, polishing, painting, and waxing projects on campus and at our off-campus sites in preparation for the start of the Fall 09 semester. All of our facilities are clean and standing tall. All HVAC systems are also functioning well. This high standard of excellence didn’t just happen, but is a result of a hard working staff under the leadership of our Physical Plant Director Phil Elrich. The condition and appearance of our grounds and facilities are important for serving faculty, staff, and students. In fact, proper facilities are imperative to student learning. I extend our thanks to all of our Physical Plant staff members for a great job in maintaining our facilities.

CHART 1
Unduplicated Headcount
(Credit and Non-Credit)

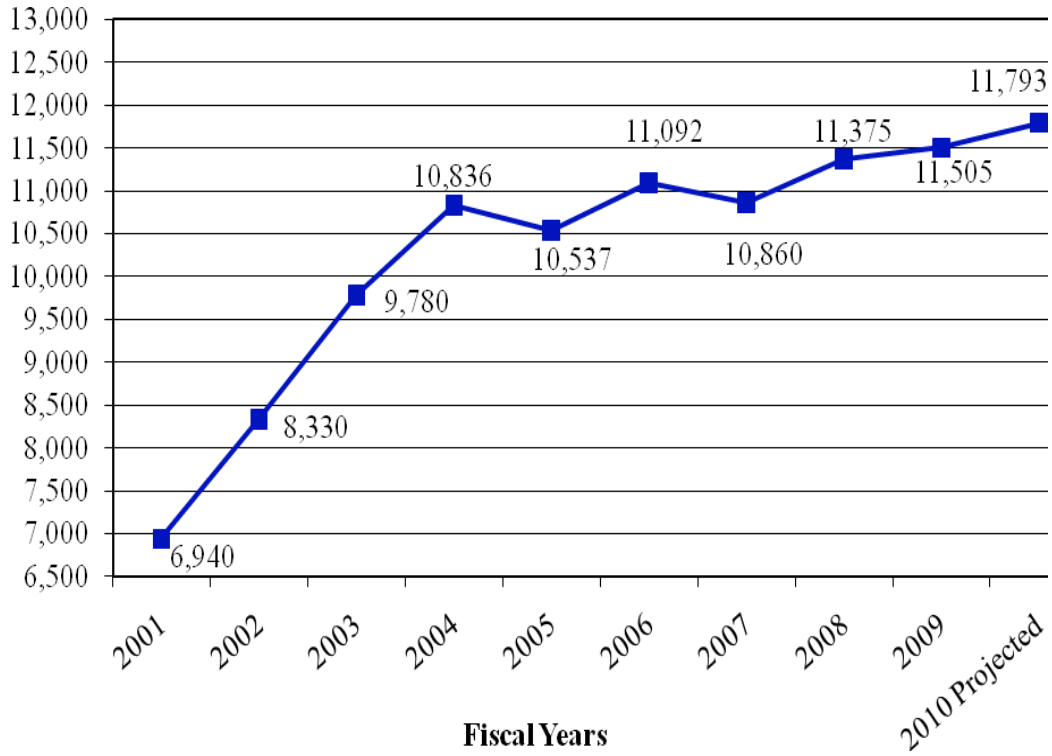
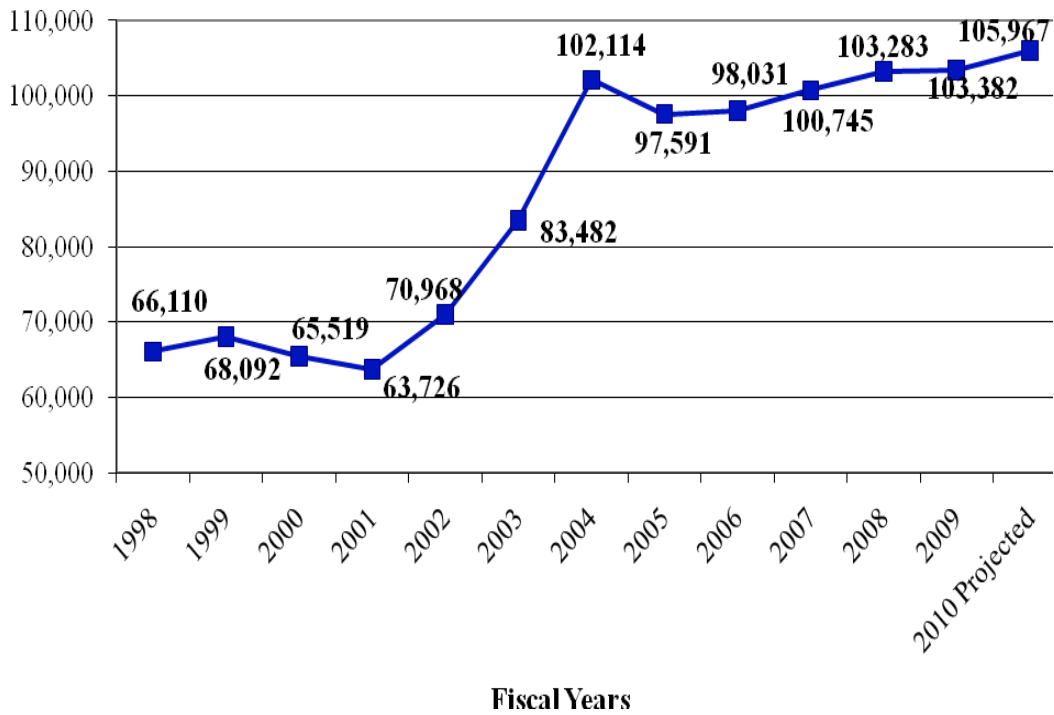


CHART 2
Reimbursable Credit Hours



For the current Fiscal Year 2009-10, enrollments are looking very positive. This past summer sessions recorded a 6.8 percent increase in unduplicated headcount and an 8.5 percent increase in credit hours. For the fall semester the numbers are exceptional. With just one week prior to the start of the fall semester, the unduplicated headcount is up 26.2 percent and the registered credit hours are up 25.7 percent. The Student Services functions of Admissions, Retention, Recruiting, Financial Aid, Cashiering, and Advising staff members are all doing a superb job of personalizing these services along with personally contacting students. Enrollments will be up considerably (double digit) this fall because of the high quality and value of educational programs received, comprehensive offerings, expanded schedules, retention and recruiting efforts, and intervention programs available. Also, it should be mentioned the importance of having a student-oriented and learning-centered environment at KC, where the theme "A College Where Everyone is Someone" exemplifies our institution of higher education. We are blessed to have such a wonderful and caring faculty and staff who subscribe to the institution's five core values of: Honesty, Respect, Compassion, Fairness, and Responsibility.

KC District High Schools Enrollments: For the high school districts totally within the KC district, 60 percent of the 2008 high school graduates who went on to College for the 2008 fall semester enrolled at KC. This is a phenomenal enrollment number because nationally the percentage tends to be around 25-30 percent. This large percentage is a result of the excellent relationship with the area high schools created by the KC faculty working closely with the high school teachers. Also, the positive KC image and the value received at KC, in addition to the high quality of instruction are the primary reasons. Additionally, the dual-credit offerings help with the campus recruiting, along with KC's student recruiting and coordination work with high school teachers and counselors, principals, and superintendents. Many thanks are extended to all those who have helped with the development of this excellent relationship.

Student Satisfaction Survey: For the first time our Student Service Division administered the Noel Levitz Student Satisfaction Inventory this past fall 2008. This was a random sampling survey with an excellent 78 percent return. These great results are a credit to the quality programs and personalized services to students. Some of the major results were:

- **72% responded that KC was their first choice**
- **92% responded that KC met their expectations**
- **92% reported overall satisfaction with KC**
- **94% would recommend KC to others**
- **Highlights –**
 - Classes are scheduled at times that are convenient**
 - Educational sites are safe and secure**
 - Parking lots are well-lighted and secure**
 - Offices are open during hours convenient for students**
 - Excellent Quality of Instruction**
 - Faculty members are available and caring**
 - Educational sites are well-maintained**

Computer Labs are excellent
Students feel welcome
KC is an Enjoyable experience
Equipment and Labs kept up to date

This report is available on our website with copies provided in the Library and at Division Offices. Our appreciation is extended to the VP for Student Services Office for organizing and having this survey conducted. This is our "Report Card" from students. The results are excellent; which is a tribute to the excellent work being performed by a very dedicated faculty and staff. Thanks to everyone for your services to students.

Capital Projects: Several major projects were completed in the past year, a few were started with plans for completion in the new year, and a few new projects are planned for the starting in FY 2009-10. Laura Wedekemper does an excellent job of representing the College on all capital projects.

Completed this past year are the following projects:

- ✓ KC Salem Education Center
- ✓ KC Greenville Education Center
- ✓ Lifelong Learning Center
- ✓ Restroom renovations in the HB Building
- ✓ Science Lab Renovations (Organic and Inorganic Chemistry Labs)

Projects currently under construction:

- ✓ Fitness Center (addition to Gym)
- ✓ Six new Tennis Courts
- ✓ New Soccer Field
- ✓ Entry Walkway
- ✓ Underground Sprinkler System
- ✓ Security Enhancements
- ✓ IT Server Room Renovations (including back-up generator)

Projects currently under design:

- ✓ Training Facility (East end of East Parking Lot) (for all sports & student activities)
- ✓ KC Fitness Trail (grant received of \$154,000) (trail around east part of campus)
- ✓ Front Entrance replacement and new East Entrance to Gym
- ✓ ADA Interior Signage
- ✓ Renovations for programs for Greenhouse, Auto Parts Management, and Recording
- ✓ Renovations and Expansion of Bookstore
- ✓ A&P Lab and Cadaver Room Renovations
- ✓ Phase II Vandalia Campus (State Capital Appropriations of \$5.6M)

We are extremely pleased to have received in the new Capital Bill funding of \$45,000 for the new Training Building and \$5.6 million for Phase II of the KC Vandalia Campus. These funds are expected to be available later this fall. We appreciate our area Legislators for making these two grants possible.

Future plans include a new Agricultural Instructional and Arena Facility, along with an addition to the east side of the Lifelong Learning Center for educational programs and a Nursing Facility. Funds for these projects are being requested through the Legislature.

It is exciting to be providing permanent educational centers at Greenville and Salem and to continue to enhance programs at Nashville and Trenton. Our new branch campus at Vandalia is flourishing beyond expectations. Programs at the KC Crisp Technology Center are experiencing strong enrollments, the Workforce Center in downtown Centralia continues to serve expanded Community Education offerings and agency one-stop functions. The SCT Training Facility in downtown Centralia is serving as host to our Truck Driving program and several Community Education programs. Further, the improvements at the main campus are exciting and wonderful additions to the campus. All of our capital improvements are for the purpose of enhancing educational opportunities for our students and college district. We are very proud to be launching several capital projects as we continue to further the development of the College.

KC Fitness Trail: It is noteworthy to highlight the special grant received through the state from the federal government of \$154,000 for construction of a fitness trail that will parallel the perimeter road around the back of the campus and then along the tree line east to west behind the campus buildings. We appreciate the hard work of Mike Loomis in acquiring this outstanding grant.

Accreditation: I want to congratulate Dean Nancy Kinsey and Dean Tonya Odum for overseeing the Educational Centers accreditation process this past fiscal year. The recommendation of the Higher Learning Commission Consultant/Evaluator is that KC be granted authority for offering degree programs at our Educational Centers. Also, I want to acknowledge the hard work of Dean Kellie Henegar and Beth Sundermeyer for leading the AQIP Portfolio project. The Portfolio is the equivalent to a self-study and was submitted in a very thorough and timely manner. Also, program accreditation and certification is critical to each of our educational areas. I want to express my appreciation to all the program directors and coordinators along with all the faculty and staff members who have participated in program accreditation and certifications.

Title III Grant: Soon there will be a formal announcement that KC will be receiving a nearly \$2 million grant through Title III. Our proposal title is: Keeping the Promise for Student Services. Many thanks are extended to Grant Writer Mike Loomis and Dean Nancy Kinsey, along with many others who participated in the process of preparing our proposal. These funds will be used for faculty professional growth and development, enhancement of student support services, development of improved academic programs across the curriculum, and growth of the KC endowments. This grant will be a great benefit and will allow KC to add many new services for students. Achieving this competitive grant is a great success.

Student Services Advancements: There has been much progress in the Student Services Division under the leadership of VP Sedgwick Harris. The Division has implemented a new student loan program that has been received extremely well and has been a major help in making educational opportunities available to our citizens. They have expanded hours of operations to include serving our educational centers along with having services available late in the evenings and on Saturdays. Academic Advising has been expanded and streamlined for increasing services and effectiveness. Career Services and the Success Center operations have been expanded to increase services for students. I really appreciate the new approach to new student orientation sessions; which I believe are now more effective.

We believe that many students are academically motivated through participating in sports, and as a result we have added several new sports this past year and this year, i.e. Men and Women Cross Country, Men's Tennis, Men and Women Soccer, and a Dance Team. We will continue to strengthen our Men and Women Basketball program, Women's Softball, Men's Baseball, Men and Women Golf, Women Volleyball, and Cheerleading. I want to express a warm welcome to all the new coaches along with the returning coaches. Additionally, I want to mention the great support we are receiving from the KCSA, as they have raised for the College in excess of \$350,000 in support of College Athletics. We appreciate Cathy Karrick and all the members and officers of the KCSA for the wonderful support they are providing KC. We are also honored for our Women's Basketball Team placing 4th at the National tournament and for our Baseball Team winning the conference. We are very proud of all of our athletes.

It is significant to mention the services we now have available for Disability Support Services under the leadership of Cheryl Boehne. Students who come to KC with special needs are accommodated through Cheryl's office. Cheryl also coordinates our Dual Credit offerings with area high schools. Over the course of this past year we enrolled 3,413 high school students in dual credit offerings for a total credit hour generation of 19,111. We appreciate the work of our faculty and staff for working diligently with our area high school faculty and officials for making these offerings available. We have passed several ICCB reviews on dual credit and it is a fact that the dual credit courses are college courses with the same course objectives as the courses we have at KC. Thanks to our faculty and staff for assisting with dual credit offerings. Also, I want to thank VP Sedgwick Harris for his excellent leadership in Student Services operations. He has brought new ideas and a leadership style that creates an effective environment.

Instructional Services: Funding for Adult Education and Career and Technical Education was restored by the Governor placing \$27 million back into community college appropriations. Thanks to the many individuals who assisted with this effort to include: Dean Ava Rawlings, Director of Adult Education; Lisa Atkins, Director of Adult Education and VP Tim Hood. This was important for the College to keep up our effort to reach the one out of every five adults in our College District without a high school diploma.

New programs planned for the new year are: Automotive Parts management, Commercial Custodial Maintenance, Horticulture, Pre-Engineering, Radio/Television Production and Promotions Program, Recording Technology, Robotics, and Sustainable Construction Management. Also, programs being explored include: Associates of Engineering Sciences, Associates of Fine Arts in Music, Associates of Arts in Teaching in Special Education, Music Recording, and Biotechnology Programming. We appreciate the leadership of VP Tim Hood, Dean Ava Rawlings, Dean Mary Lou Whitten, Dean Tonya Odum, and Dean Kellie Henegar for their leadership in developing new educational programs for the future.

We appreciate very much the growth of our Fine and Performing Arts programs. This past year we had a total attendance at various events of 6,686; which is a record annual attendance. We are reaching out with performance at area communities and we are increasing majors in our performing programs. Our Arts and Sciences Dean, Kellie Henegar, and her Department Chairs and Coordinators and Faculty are doing a splendid job of expanding the Arts and Sciences at KC. A special recognition to the "Friends of the Fine Arts" organization for the excellent support they are providing the College. Their membership is now around 200 members and continuing to grow. The Rotary program is a major fund raiser for the Arts at KC with over \$90,000 raised thus far. The Season of Entertainment has been very successful since the inception of this program just a few years ago. This past year, the program attendance was 2,582 and there is a great lineup for this year.

Online learning is growing substantially! Nearly 20,000 credit hours are now being generated through online instruction. Many thanks to the faculty for making online courses available and we appreciate the support services for online instruction from Steve Jerden and Irina Neuman. AQIP/Accreditation projects are continuing with two action projects retired (core values and mapping). Thanks to Beth Sundermeyer, Kellie Henegar and Nancy Kinsey and all of the AQIP Teams for leading these efforts. I also want to commend VP Tim Hood for his leadership in the College reaching and serving another year of record enrollments. He and the Deans are a great team.

Information Technology: Successfully merged this past year were the Information Technology Department and the Information Systems Department into one entity under the leadership of Gina Glotfelty. Blackboard 8 was installed, a new email system was also installed, a total wireless environment was created, cell towers were added to improve cell phone service, smart classrooms added, and Internet bandwidth was expanded, to name just a few of the major improvements. IT has also provided technology expansions at our Educational Centers along with upgrading campus computer labs and offices. We are truly supporting state-of-the-art technology at KC.

Government Finance Officers Association Award: This prestigious award (GFOA) was received this past year for excellence in governmental accounting and financial reporting. Very few institutions of higher education receive this honor. We are pleased and proud to have received the honor. Our thanks to

everyone involved in managing the finances for the institution. The program was coordinated by Deb Funderburk, who did a splendid job. Also, Deb Massena contributed greatly as our Controller. Retired CFO Donna Hilgenbrink led this effort.

Internal Control, Planning, and Finance: We are pleased to have with us as our CFO, Dr. Al Phillips. He joined us this past January 2009 and is doing a great job continuing to move the institutional finance functions forward. We are expanding areas of Internal Control for ensuring effective recording and distribution of funds, and we have successfully continued the process of training and implementing modules on the Datatel system. We now have the planning process driving the budget process with plans that go out at least four years. There are many individual plans in place at the College and given our size that we have achieved, it is imperative that we drive our operations with definitive planning efforts. We appreciate Dean Kinsey for leading this effort with Dr. Phillips.

Human Resources Office: This past year our HR office processed 44 new hires, of which 10 were for new positions and 34 were replacements. This is in addition to the fringe benefit administration, flex-benefit management, policy formulations, KC Foundation administration, and the many additional functions of our HR Office. I want to thank HR Director Rhonda Boehne and her staff on the excellent work they all do in a very responsive manner. Our HR office is very effective.

Public Information and Marketing: Our PI Office under the direction of Cathy Karrick has done a great job of keeping our public and college personnel well informed. We appreciate all of the excellent news stories and special events that this office manages. Our relations with the media are excellent because of the great work that Cathy does in coordinating and keeping them informed on the happenings at KC. Our Marketing Department under the leadership of Travis Henson also does a superb job of marketing the College. His Marketing Committee is very effective and they have developed a comprehensive Marketing Plan that is exciting and very informative. Our growth to a great extent was supported by the marketing strategies implemented by Travis and his team. Both our Public Information and Marketing teams are highly professional and a great asset to KC. Thanks to all.

Advancement Office: We have been very fortunate in receiving several gifts in support of student scholarships, facilities, and equipment over the years. Our Advancement Office has had much success in providing prospective donors the opportunities for naming rights in honor or in memory of others. Needless to say they have been very busy. Suzanne Christ is doing a wonderful job in overseeing our Advancement Office function. We soon will announce a new major gift in recognition of a friend of the College. I want to acknowledge all of the College personnel who donated vacation and personal leave days for our Sports and Wellness projects. The total value of the gifts is \$54,000! This is just super and will make several of our projects a reality. Also, thanks to those who participated in the Family-Sharing program through the College Foundation. Many College personnel have authorized payroll deductions

for scholarships and capital projects, for which we are most thankful. Our faculty and staff are a generous group and we appreciate your generosity. In recent years, donations have been received for the Health & Professional Careers Building of nearly \$1 million, the Vandalia Campus of \$3 million, the Lifelong Learning Center donations of \$735,000, the Sports and Wellness Campaign of approximately \$300,000, the Vandalia Campus Fine Arts program of \$1.2 million, the Vandalia Lake Property, and many other donations for scholarships, equipment, and various other projects. Our appreciation is extended to all who have contributed to the College for the benefit of our students. A special thank you is extended to our faculty and staff.

Summary: I am very proud to be associated with Kaskaskia College and it is truly wonderful to be working with excellent faculty and staff members, along with a great Board of Trustees. We experienced many major successes over the past several years, along with some major new developments, all of which has occurred as a result of the performance of the faculty and staff members, with decisions of support from the Board of Trustees. Thus, the credit for these successes belongs to the faculty, staff, and Board of Trustees. We have a proud institution with a splendid reputation and image. During all of the enrollment growth years and the new developments we have maintained financial stability. We have a very bright future and we will see a continuation of new programs, IT upgrades, and capital improvements. Many thanks to everyone on a very successful FY 2008-09 and we are looking forward to a great year in FY 2009-10.

A copy of each Division's annual report, along with this summary, may be referenced on the "President's Pages" on the College home page web site.

Dr. Jim Underwood
President