

**REPORT ON PROGRESS
ON THE CAMPUS-WIDE INITIATIVES
FOR FISCAL YEAR 2005**

1. ENROLLMENT MANAGEMENT

Recruitment--The Recruitment Office has:

- Implemented two new programs entitled Students In Recruitment (SIRS) and Students in Outreach And Transfer (SOAR) Programs to increase public visibility of Kaskaskia College. These programs provide scholarships to students to help with recruitment at their high schools and at the Education Centers.
- Developed a new contact program that allows perspective students to request information and then enables the College to re-contact prospective students for upcoming registration dates.
- Coordinated district-wide class finder delivery sites and schedules making it easier for students to receive a class finder.
- Reorganized the Transfer Center to include a computer installed for access to Internet searches including accessing four-year institutions' catalogs.

Retention

- The Retention Specialist organized a group of workers to call all students delinquent in their payment for a semester in an effort to prevent them from being dropped for lack of payment.
- The Retention Specialist sent letters/postcards to those enrolled in one semester full-time, but did not graduate and did not re-enroll for the following semester. This communication is designed to encourage and assist these students in returning to school.
- Kaskaskia College implemented the GradMax program with a total of 176 students active in the program at the end of August 2004. Students participating are from the Student Success program, GED scholarship students, English 099 students and nontraditional Perkins students. Through September, a total of 42 service requests had been made and answered.
- In 2003, the Retention Specialist received an ICSPS Mini-Award, which helped produce the booklet for nontraditional career and technology students (men in nursing, women in auto body, for example). It was distributed to high schools, current career/technical students and faculty and was available at community events throughout this past year. The booklet was designed to recruit for nontraditional career and technical fields, and provide assistance for retention and program completion.
- The Retention Specialist developed a system where progress notes are submitted by faculty monthly identifying which nontraditional students are at risk of failing. The Specialist then contacted the students to provide needed assistance.

New Program Development

- Kaskaskia College reorganized the Career Center and developed it into a Success Center to provide systematic services to at-risk students and community members. The vision of the Success Center is to create a team environment to enhance and to encourage student services and community service functions. The two primary services of the Success Center are Retention Services and Career Services.

- The Success Center initiated Learning Communities for academically under prepared students. Learning Communities increase a student's learning through intensive tutoring and support.
- The Success Center initiated a book loan program for students to provide economically disadvantaged students with the books necessary to succeed.
- The Success Center has centralized services for students in a convenient location for easy access and has extended hours for tutoring to include evenings.
- New academic programs developed in the Career and Technical Division in the past year to meet the diverse needs of students in the Kaskaskia College district include: Plumbing Certificate, HVAC Certificate, Brickmason Certificate, CISCO Certificate, Advanced Network Administration Degree, Ag Mechanics Certificate, Ag Dairy Option, Electrical Technology Certificate and Small Business Accounting Certificate.

Outreach Expansion—The Enrollment Center has:

- Provided training and assistance to the Education Centers in the area of academic advising and registration.
- Expanded registration and academic advising on campus through the creation of "e-Advising".

2. ECONOMIC DEVELOPMENT— The College has been instrumental in facilitating the South Central Illinois Growth Alliance in the past year. Through the time and effort expended by staff, the Alliance was able to develop a comprehensive strategic plan and is commencing with the implementation phase of this effort. An asset portfolio is being compiled and the SCIGA website is up and running. In addition, the Small Business Development Center (SBDC) has counseled over 400 clients resulting in nearly \$5 million in investment in FY 04, which has created over 40 jobs & retained in excess of 75.

The SBDC continues to conduct one-on-one business counseling and training to entrepreneurs in either the start-up or expansion phase of their business plans. Business and Industry (B&I) also continues to work with area employers to meet the training needs of their employees. B&I provided a variety of training programs during the past year that included leadership, computer, supervisory, safety and forklift training. A new forklift program was developed this year and the first class is being conducted in Fall 2004 for individuals that have no prior forklift experience.

3. AQIP/PEAQ—The Higher Learning Commission (HLC), located in Chicago, accredits degree-granting organizations of higher education. The HLC currently provides two programs for maintaining accredited status: the Program to Evaluate and Advance Quality (PEAQ) and the Academic Quality Improvement Program (AQIP). Kaskaskia College has been in an “Interest Exploration” phase, examining both models, during the past year. Dean Libby Roeger will discuss this process in more detail and give you an idea of the timeline established for the remainder of the current Fiscal Year.

4. **TRANSITIONAL PROGRAMS**—The transitioning tools, such as scholarships and mentoring are now being addressed in a more concentrated effort through the utilization of the newly developed “Success Center”. More and more individualized attention is being focused on specific student needs as a result of this new area. Another example of an effective transitioning program is in adult education; this division offers a vocational class which utilizes the “DIY” (Do-It-Yourself) network on the World Wide Web called “Home Maintenance and Repair”. This class gives students an opportunity to see and experience, through the interactive classroom offered by the DIY, different areas of the building trades industry. As students move through the class, individual instructors from the KC building trades program guest lecture in the specific area related to the particular topic of the class. If a student finds one of the specific building trades interesting in their DIY class and then listens to a program person from that field from the KC program, choosing a career becomes more concrete and less a matter of trial and error.
5. **FACILITIES**—As a component of the “Promises Kept” portion of the Master Facilities Plan, several items have been completed this past year, including: the painting and carpeting of the second floor HB hallway, the renovating of the restrooms in the HB Faculty office area, Fitness Center renovations and the repair and refinishing of the gym floor. Other ongoing items include installation of smart classrooms throughout campus; as of this date 12 classrooms have been converted. Also, painting of all of the hallways and doors is continuing with the goal being to bring a clean and consistent look to the campus.

Master Facilities Plan Details

- Sports & Wellness Complex – The design for this area to be located in front of the Campus has been approved and plans are underway for Phase I of the project, which include restrooms, concessions and a softball field. A Sports & Wellness Complex Campaign is being organized in order to raise funds.
- Student Housing – A team of College personnel made a visit to one student housing complex and plans to visit a second site in the near future. Studies are underway to establish the suitability of a site located in the area of our softball field for a possible site for housing. The Foundation fully supports this project.
- Crisp Parking Lot Expansion – As part of the center’s renovation project, a lighted and paved parking lot located south of the Crisp Technology Center has been completed. The lot provides an additional 125 parking spaces.
- Lifelong Learning/University Alliance Facility – This project has been submitted as priority project #2 to the state as part of the 2006 RAMP application process. To date, this project continues to be reviewed at the State level.
- Vandalia Campus – The Vandalia Campaign has acquired \$1.5 million in cash and pledges to date. On October 30, 2004, the Kaskaskia College Foundation executed the option to purchase the property located at Rock Island and Fillmore streets in Vandalia. The Capital Campaign, headed by Vice President Bruce Connors, continues to move in a positive direction with regular monthly meetings held in Vandalia. It is anticipated that the remainder of the \$3.3 million campaign goal to establish a campus in Vandalia will be collected within the next four months!

- Student Center Expansion and Renovation – The completed project was dedicated on October 21, 2004. The expansion created an additional 3,500 square feet of space and increased seating capacity by 150. The newly remodeled Student Center now includes 2 meeting/conference rooms, additional office and classroom space, increased the overall dining area, and nearly doubled the size of the student activities area.
6. **UNIVERSITY CENTER**— The University Alliance of Kaskaskia College is a series of partnerships with public and private colleges and universities offering coursework and degrees in conjunction with Kaskaskia College. This Alliance enables district residents to complete degrees beyond the Associate Degree from accredited institutions without commuting outside the Kaskaskia College district.
- Kaskaskia College nominee, Mary Pennington, was one of the first ICCTA Lifelong Learning Award nominees.
 - The Lifelong Learning Institute Workforce Development Certificate programs began classes in February 2004 and continued through out the year.
 - All non-credit and lifelong learning classes are now transcribed to provide credentials to students to use with employment, scholarship and other recognition activities.
 - The University Alliance continued to build partnerships to include elementary ed, middle school certifications, liberal arts degree programs and business degrees at the baccalaureate level.
 - The Education program has continued to change curriculum according to the state teaching and learning standards and works closely with our 4-year college and university partners to provide the first two years of educational foundation work.
7. **TECHNOLOGY**—During the past year many technological innovations have been put in place at Kaskaskia College, including:
- A committee was formed to purchase a comprehensive Document Imaging System. The committee identified the needs of the College and evaluated nine different products. From these nine products, seven vendors where chosen to receive KC’s request for proposal. Three vendors responded and one was chosen. Implementation of the Document Imaging System is planned for Spring 2005.
 - A student ID Card System was reviewed and potential vendors have been identified; however, this project has been put on “hold” until the next budget cycle.
 - Streaming Server has been configured and instructors have started using it to deliver supplemental course content.
 - Research on a new Administrative System search was initiated. All the major vendors where contacted and products reviewed. Grant funding continues to be sought for this project but not secured at this time. A request for proposals is currently being drafted and will be sent out pending Board approval.
 - A total of 133 desktop computers where installed in instructional areas and 12 notebook computers where distributed to the Education Centers and the Media Center. LCD projectors were also provided and wireless communications installed in all the Education Centers.
 - Wireless cart consisting of 16 notebooks and a projector were installed in the Crisp Technology Center. Smart technology was also installed in their computer lab.

- WebCT, a course management system, was purchased and support of on-line courses began in January 2004.
- Instruction Design Specialist position developed and filled.
- Cisco Academy offered in Fall 2004. In preparation for this, a computer lab was designated and Cisco equipment was purchased and installed.
- An additional computer lab (L-203) was established on campus.
- Interactive video systems are now available at all the Education Centers and the Crisp Technology Center.
- Voicemail system was installed at the Salem Center.
- Strengthened PC and network security by purchasing a new anti-virus solution, a new anti-spam solution and desktop management software.
- Plans are in place to purchase ten to twelve additional Smartrooms and have them installed by Spring 2005.