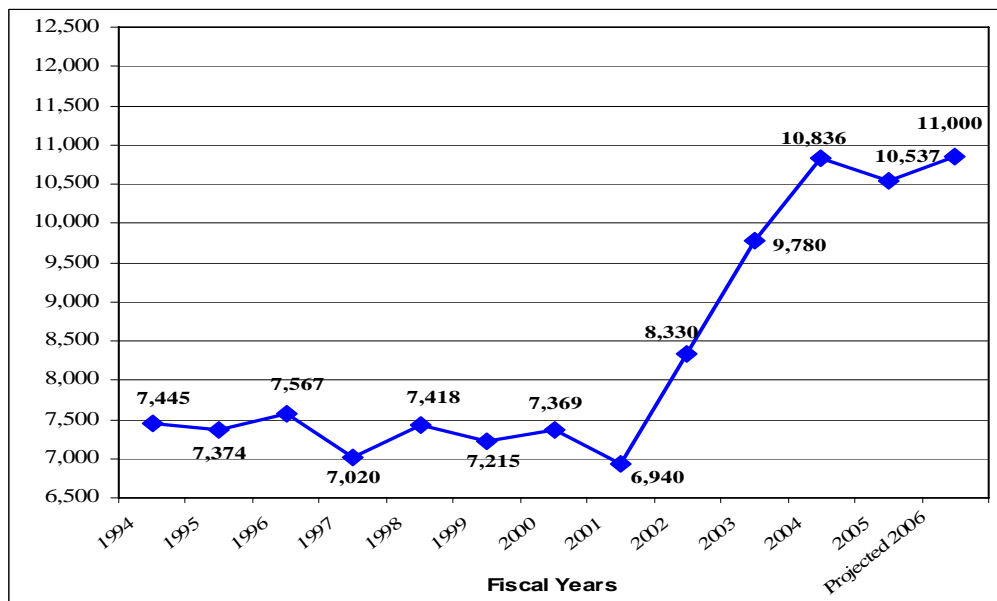


**REPORT TO THE FACULTY AND STAFF
 SPRING SEMESTER 2006 IN-SERVICE
 JANUARY 4, 2006
 BY: DR. JIM UNDERWOOD, PRESIDENT**

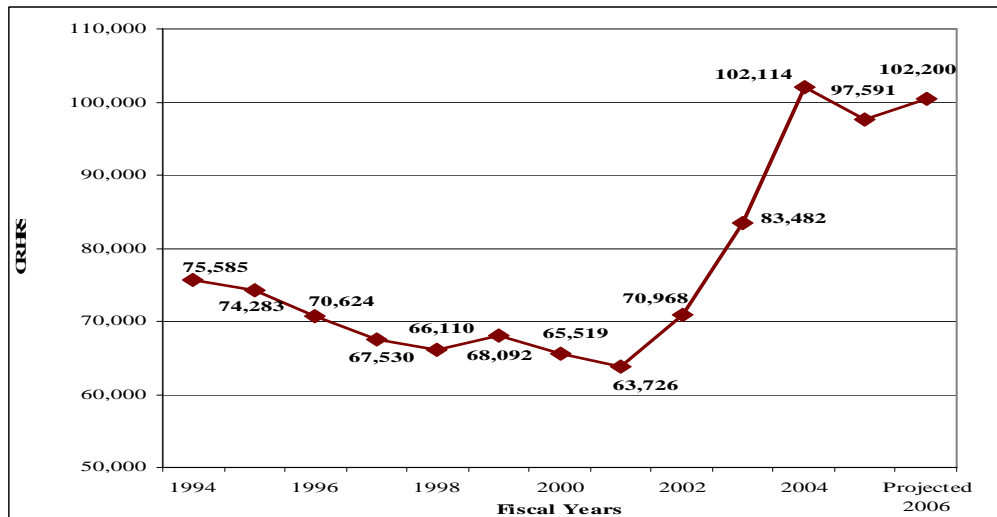
Introduction: This report reflects the major highlights and successes during the fall 2005 semester along with a discussion of the initiatives underway. The purposes of this paper are to keep the faculty and staff informed of the happenings at the College and to thank everyone for the successes of the past.

Enrollment Report: This past year was an eventful year with enrollments stabilizing near the record levels achieved over the past five years. One of our major goals at this time is to maintain or sustain our enrollments at the current level. Following are summaries of the unduplicated headcount and credit hour reports for the past few years:

**ENROLLMENT TRENDS—HEADCOUNT
 CREDIT AND NONCREDIT**



ENROLLMENT TRENDS-CREDIT HOURS

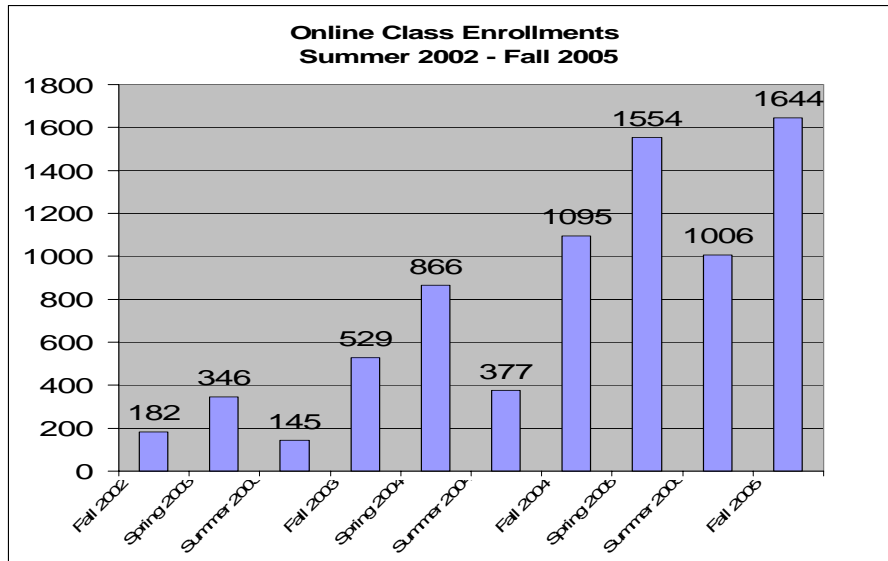


Award for Commitment to Excellence: On November 4th, the Lincoln Foundation for Performance Excellence announced that KC was the recipient of the 2005 Lincoln Bronze Award for Commitment to Excellence. This is a tremendous honor and will serve as a source of pride for many years to come. This award was earned by the faculty, staff and Board of Trustees for the demonstrated commitment and dedication to assessment, continuous improvement and excellence. It is significant to note that only 14 organizations were recognized this year and KC is the college representing the Illinois institutions of higher education. Congratulations to everybody for making this award possible.

Online Enrollments and Programs:

Many thanks to all of our faculty and support staff developing and teaching online offerings. Our growth has been phenomenal, as outlined:

<u>Semester</u>	<u>Courses Available to Students</u>
• September 2001	8
• Spring 2002	18
• Fall 2003	23
• Spring 2004	34
• Fall 2004	98
• Spring 2005	131
• Fall 2005	139



In total, Kaskaskia College faculty has developed over 139 online course opportunities. Accounting Professor Sue Aman provided an overview of a proposal to the Kaskaskia College Board of Trustees in December 2005. Sue presented a proposal that allows for the recruitment of students online through a new approach that will allow students to participate in online chats with other students, faculty and staff. This new approach to recruiting allows for an efficient and effective method for prospective students to learn about KC in an easy and time-saving manner. Her concept can be emulated for other disciplines.

KC Vandalia Branch Campus: The Board of Trustees has elected to pursue the construction of the branch campus in two phases instead of one phase as was originally planned. This change is due to the high demands that are placed on the College for expanded programs at the Vandalia Educational Center and the fact that the requested \$5 million in state appropriations has not been funded. Phase I will be a planned 20,000 sq. ft. facility funded by \$2.5M College funds and \$2.5M raised locally through a major gifts campaign. Phase II will consist of 30,000 sq. ft. and will commence when the state funds are appropriated.

Health and Professional Services Building: We are all pleased with the Governor’s support and release of the state funds to this project. The construction bids have just recently been approved and a pre-construction conference with all contractors is scheduled for this Friday morning (January 6). We are excited that construction will soon start around mid-January. Two of the temporary buildings will be torn down immediately and the final two will be torn down after the new building has been completed, which is scheduled to be around May 2007. Many thanks are extended to everyone for supporting this project. Thanks to all the staff who have been leading this effort to upgrade our computer operations system.

Enterprise Resource Planning System

Approval by the Board of Trustees for this 1.5 million dollar project was given at the September meeting. In October, the contract was signed with Datatel to provide us with a new ERP system. The implementation process is scheduled for the next 18 to 24 months. Software installation will begin this month with a targeted date of July 2006 for the Financial module to be “live”. The College designated the Southwest conference room as a training room with 10 computer workstations and a meeting area to be used during the implementation process. Thanks to all the staff who have been leading this effort to upgrade our computer operations system.

Vision 20/20 Project: Throughout the fall semester we conducted some 28 community meetings for gathering input for the College’s strategic planning process, which has now been completed with a draft plan being submitted to the Board of Trustees. I want to express our thanks to the Institutional Planning Team and Community Engagement Staff for leading this project for the College. We also appreciate the input and participation of our faculty and staff. The Strategic Planning six commitments that have been determined are:

- KC will support regional economic development.
- KC will partner with educational institutions (P-20) (preschool through doctoral) to enhance teaching and learning.
- KC is committed to identifying available resources and accommodations so no individual will be denied an opportunity for a college education because of financial need.
- KC is committed to increasing the number and diversity of students completing training and educational programs.
- KC will hold students to high expectations for learning and will be accountable for the continuous quality improvement of academic programs through external and internal assessment of student learning, support services and administrative functions throughout the college.
- KC is committed to improving productivity, cost effectiveness, and accountability while adhering to the institution’s core values.

Funding Capital Projects: The Board of Trustees is currently reviewing revenue sources for funding several major capital projects for the College. In summary, the major projects under consideration are:

• KC Vandalia Branch Campus -	\$2.00M
• College-wide Technology Funds -	\$2.00M
• Main Campus Lifelong Learning Center Building -	\$2.70M
• Main Campus Sports Complex -	\$0.80M
• College Computer System Upgrade -	<u>\$1.50M</u>
Total	\$9.00M
	=====

Special Events: We are pleased that several major events were conducted during the fall semester. A special thanks to those who helped with planning and conducting these activities:

- “Dine for America” KC Culinary Students (Katrina fund raiser);
- Several student and staff “Katrina” fund raisers were held during the semester;
- Veterans Day program (featuring a special Veterans Honor Roll displayed in Library, with names still being added);
- Vision 2020 dinner in appreciation of volunteers, Lincoln Foundation celebration luncheon, and area Superintendents breakfast meetings were conducted;
- Madrigal Dinner presented by Music Dept (involving KC Cheerleaders, Culinary Arts, Maintenance, IT Dept);
- Open House this Fall with Alumni Association sponsored Car and Tractor Show;
- Groundbreaking Ceremony for Health and Professional Services Building;
- KC Foundation TCEP Lecturer program, TCEP Award dinner and program, and Scholarship awards program;
- OSHA electrical seminar and SCIGA regional economic Development sessions;
- Music concerts and athletic activities along with several student activities including a KC float in area parades and one-act plays performed by our Theater Department;
- First ever KC Speech contest held with over 500 high school students competing;
- Dr. Betty Young stopped at KC on her MC ride across the Country to meet with Jay Leno in support of our nation’s community colleges.
- Fall 2005, we launched our second year of the KC Leadership Institute with 18 individuals participating.
- Vocal groups of our Music Department went off-campus to perform for Nashville High School.

Charitable Contributions

Kaskaskia College faculty, staff and students were once again in the forefront for giving back to the community. Money was raised for victims of the Tsunami and Hurricane Katrina, as well as locally for the American Heart Association, Relay for Life, Red Cross Blood Drive, Red Cross coat drive, Thanksgiving dinners, toy and coat drive, and support for families for the holidays.

Employees Change in Assignments

Congratulations to the following for appointments to new assignments:

- Mickie Adams, Enrollment Specialist
- Traci Kapp, Adult Education & Literacy Clerical Assistant, Part-time
- Beth Moore, Learning Resource Assistant
- Pam Woelfel, Adult Education & Literacy Volunteer Coordinator
- Trish Linder, Adult Education & Literacy Office Assistant

New Employees: Welcome the following new employees who were selected and employed during the period of July 1 – December 31, 2005:

- Dave Beckmann, Buildings and Grounds Technician
- Dean Daum, Safety and Security Officer
- Margo Guetersloh, Student Success Center Office Assistant
- Kyle Hemann, Web Programming Specialist
- Julia Lefebvre, Trenton Education Center Office Assistant
- Mike Loomis, Grant Facilitator
- Cydney Richardson, Community Education Specialist

Degrees and Honors Earned: Congratulations to the following employees who received degrees and/or honors during the period of July 1 – December 31, 2005:

- Julia Lefebvre, Trenton Education Center Office Assistant, earned an AA degree from Kaskaskia College.
- Cindy Hoffmann, Assistant Professor, earned a MS degree in Education-Workforce Education and Development from SIU-C.
- Jerri Davenport, Greenville Education Center Coordinator, earned a BS degree in Organizational Leadership, Greenville College.
- Jill Tomaszewski, Recruiting Specialist, earned a MA in Higher Education from Eastern Illinois University.
- Lisa Atkins, Dislocated Workers Program Coordinator, earned a MS degree in Social Work, St. Louis University.
- Janice Eischens, Vandalia Education Center Assistant Coordinator, earned a BS degree from Eastern Illinois University.
- Bill Mathena has been named to “Who’s Who in Science and Engineering” and “Who’s Who in American Education”.
- Dr. Vickie Cook, Dean of Continuing Education and University Alliance, received an Exemplary Leadership Award from the Illinois Council on Continuing Education and Training.
- Cheryl Cameron, DWS Case Manager, received the H. G. Weisman Award for her work with the Certified Workforce Development Professional (CWDP) Review Committee.
- Sharon Conners, Cheryl Boehne and Nancy Kinsey made a presentation on Vision 2020 and how it was used in Strategic Planning to the Illinois Association for Institutional Research (IAIR) Annual State Forum in Peoria in November. Additional presentations are planned at the International Association for Institutional Research (AIR) in May 2006 and at North Central’s Higher Learning Commission annual meeting in April 2006.
- Trustee Jim Beasley received the ACCT Leadership Award.
- The College was awarded the Lincoln Foundation Bronze Award for Excellence, and the College was accepted as an AQIP institution for the Higher Learning Commission of NCA.
- KC Trustees, LuAlice Kampwerth, Jim Beasley, Bill Hawley and President Underwood presented at ACCT in Seattle.
- Dr. Nirangan Goswami will receive U.S. Citizenship on January 5, 2006.

Faculty Promotions: Congratulations to the following faculty who have been promoted in rank and/or receiving tenure status:

- Continued employment as third year probationary faculty effective the 2006-07 academic year:

<u>Career and Technical Education</u>	<u>Arts and Sciences</u>
Kerri Richards	Brandi Bowdler
Aaron Heinzmann	Bonnie Huels
Charlie Kuhn	
- Third year probationary faculty to tenure status:

<u>Career and Technical Education</u>	<u>Arts & Sciences</u>
Graham Dewsbury	None this year
Jason Pauley	
Don Sensel	
Nathan Wilkins	
Susie Wurth	
- (Approval of first year status to second year has not been completed at this time.)

- Faculty Rank Promotions granted April, 2005

Associate Professor to Professor:

Sharon Shanafelt

Assistant Professor to Associate Professor:

Peter Donnelly

Cindy Hoffmann

Jeff Sulcer

Policy Changes: Effective in December, 2005, part-time employees and student workers are paid twice a month instead of once a month; Allied Health students are now undergoing background checks and drug screening; Education students are undergoing criminal background checks; new/revised policies were formulated for longevity pay, educational advancement, vacation leave, and travel, student accident insurance, and smoking.

International Program: We expect to coordinate this spring semester for faculty and student exchanges to occur with ROC-Nijmegen in The Netherlands starting next fall. Those faculty members with an interest in participating please let me know.

Survey Results: The results of a district-wide survey, conducted by an independent research firm as a part of our Community Engagement Project, revealed a very positive image and excellent perception the public has for KC. Among the results:

- 95% say KC is a good place to start a four-year college degree
- 93% say KC is a source of pride for the community
- 94% say KC has an excellent image and reputation
- 96% say KC provides quality and affordable education
- 95% say KC is important to having a trained workforce
- 98% say KC is essential to retrain adults for new jobs
- 91% say KC is important to the local economy
- 84% say KC provides excellent value for the taxes paid

South Central Illinois Growth Alliance (SCIGA)

We are pleased to be serving a major role with SCIGA, as the five counties of Bond, Clinton, Fayette, Marion and Washington have come together to form this alliance for the promotion of economic development. This is a regional approach to promoting the area for creating jobs. Art Borum was selected as Director for launching this effort. He will be working closely with Todd Tracy and Kelly Bennett on a day-to-day basis. We appreciate the hard work of several of our staff in IT, Research, Business & Industry and Administrative Services.

Closing: This past fall semester was very busy and rewarding with many accomplishments for which we all can be very proud. Overall, we are making much progress towards our major goals, and for this I am thankful to everyone. The most difficult part of leadership, in my opinion, is addressing personnel and legal issues as we consider what is best for the institution and individuals; however, the rewarding part of our job is seeing students and employees succeed. I want to wish everyone a great and successful 2006. Thanks to you all for a very successful 2005.