

KASKASKIA COLLEGE
PRESIDENT'S SEMESTER REPORT
JANUARY 5, 2011
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PRESIDENT

Introduction: As we enter the spring 2011 semester I want to thank everyone for the very successful fall 2010 semester. Enrollments for the semester were modestly up, which is excellent and surpasses our goal of sustaining the record levels achieved in recent years. This report is a brief review of the fall 2010 semester and plans for the future. A complete report from each division is available on the president's pages on our web site. We appreciate very much our wonderful faculty and staff all supporting a philosophy focused on a student-centered and learning-oriented environment. I wish everyone a most successful, safe, good health, and enjoyable 2011.

Welcome new employees: Please join me in welcoming to KC the following new employees: Scott Holst, Director of TRIO Program; Deb Runyon, Administrative Assistant for TRIO Program; Curt Jones, Building and Grounds Technician, Salem Education Center; Makesha Harris, Academic and Career Advisor, TRIO Program; Thomas Dal Pozzo, Temporary Assistant Professor of PTA; Tina Horton, Accountant; Tina Wolfe, Administrative Assistant for Centralia Correctional Center Program; and Todd Lewis, Building and Grounds Technician, Vandalia Education Center. Congratulations are extended to Carla Loepker for her selection and transfer to our Centralia Correctional Center Job Preparedness Coordinator, and to Debby Jones who was promoted to full time Coordinator of Alumni Association/Training Specialist.

Enrollments: As a short review of our overall credit hour and headcount enrollments we are projecting level enrollments for this fiscal year. Preliminary data for the fall semester indicate that enrollment remained stable, and we expect that trend to continue to sustain the total level achieved in FY 2010. It is important to note that from FY 2001 through FY 2010 our credit hours increased 80.9 percent. As to headcount enrollments, the College served a record 12,111 unduplicated students on-campus and off-campus including online. The headcount enrollments are up from the 6,940 served in FY 2001. No other college or university in Illinois experienced this level of growth for this timeframe.

Student Services: We want to acknowledge the great work of our academic student advising team for the new processes that have been put in place to enhance student services. As an example, effective January 1st there will be a new advisement web site. Further, a new student-athlete group advisement model is now in operation, and expansion of advisement is occurring at each of our educational centers and on the main campus. Also, this past fall a new student orientation process was implemented. A new software package, ImageNow, has been purchased and installed at all our educational centers and on the main campus as an enhancement for processing students. In addition, a new procedures manual has been developed for training and streamlining most student services processes. As originally planned,

we will be establishing a Women's Tennis program this fall. Pell grants have increased 53 percent over the past five years, which is but one indication of the tremendous workload experienced by Financial Aid and the total Student Services staff. In cooperation with the Vandalia YMCA, our Vandalia campus students are now provided an opportunity to use the new facility and we are offering several PHED courses at the YMCA which is located adjacent to the campus. Of significance, acquiring the TRIO grant of \$1.1 million is a major highlight for our Student Services Division.

Adult Education: KC established an Area Planning Council (in accordance with a new state statute) and established two goals consisting of developing additional bridge programs and increasing transitional services for adult learners. The importance of adult education programs in the KC district is as great as ever with over 20 thousand adults without a high school diploma. Further, nine thousand of these adults have an education level below the 9th grade. A SIU-E study recent release reflects these results and in addition the report indicated that over seven thousand adults are currently living in poverty and over 11 thousand adults are receiving public assistance.

This past fall, KC's Adult Education and Literacy Department became a charter member of the National Adult Education Honor Society. This spring we will recognize our first recipients for this honor. This past December there were 80 students receiving GED diplomas and most all of these graduates have enrolled in credit courses at KC for this spring semester. The Reading Link program served 234 students this fall with 92 volunteers. Additionally, the Even Start, Family Success, and TANF programs are serving important needs. I appreciate the great job of Director Lisa Atkins and her staff in reaching and serving our citizens with Adult Education programs.

Arts and Sciences: The Social/Behavioral Sciences, Education, Mathematics, Fine and Performing Arts, Science, Physical Education, and Humanities Departments are serving record enrollments at on-campus, educational centers, and online, with day and evening along with weekend and distance learning offerings. Plans are being finalized for the offering of an Associate of Fine Arts in Music. A newly renovated A&P classroom and lab was operational this fall with plans for renovating two additional Science labs and classrooms during 2011. The Science Department will be working with the Centralia City Schools for a first ever City-Wide Junior High School Science Fair this upcoming spring. A Writers Club student organization was formed this past fall along with a new Visiting Writers Series which was launched with the next lecture being planned for March 30th. With the new Fitness Center in full operations, several new PE course offerings are now in place including racquetball lessons. The LRC continues to expand in support of educational programs and ITV. We are very proud of the LRC staff for their support services.

It is amazing to see the growth in distance education (online, hybrid, and web-enhanced) course offerings. We now have nearly 500 online course sections being offered, in addition to 120 Hybrid sections and 140 Web-enhanced sections. From an enrollment standpoint, over 11,000 (duplicated) students have enrolled in one or more distance education sections in the past year. Much appreciation is extended to the faculty and our Distance Learning Office for

the course development and for implementing Blackboard 8 and a new blog. The student orientation and certification requirements are excellent.

AQIP/Accreditation: We are now in our 5th year as an AQIP institution as a Higher Learning Commission process for accreditation. The AQIP quality improvement program is based on a continuous improvement focus with action projects targeted for improvements. Additionally, the College must meet all the criteria for re-accreditation. Planning for a full review of the institution by HLC consultant/evaluators is currently underway for our first site visit under AQIP. The following **three action projects** are now in process:

1. **Improve and expand online learning phase II** – The intent of the original online project (phase I) was to evaluate the current state of online learning and establish benchmarks for improvement. Phase II will focus on achieving accreditation for the first complete online degree (currently all online courses are accredited, but approval is required from HLC for granting a full Associate degree online).
2. **Adjunct faculty enrichment project** - The project will include an analysis of the important role and service of our adjunct faculty, growth and development opportunities, communications with adjunct faculty, and to incorporate ways in which the adjunct faculty members are better served. Additionally, the project will consist of ways in which adjunct faculty will be more fully engaged in the life of the College.
3. **Building the quality improvement culture at KC** – This project is designed to strengthen the structure of quality improvement participation throughout the College, including the budget development process, institutional planning, program review, and other systems and processes of the institution.

I want to express our appreciation to the many faculty and staff members who are participating on various AQIP teams in pursuit of our accreditation objectives. Leading our AQIP effort is Dean Kellie Henegar with Dean Nancy Kinsey leading our reporting and institutional research. Thanks to both Dean Henegar and Dean Kinsey for their hard work and leadership.

KC Finances: The College is currently due approximately \$4 million in state appropriations. We recently received a payment of \$1.7 million from the state for funds due from FY 10. We are using cash reserves and working cash funds this year for meeting our cash flow requirements. We do not expect this spring to institute furloughs or staffing reductions (as many institutions have done), as our cash position is strong enough to meet our needs. However, we are not certain about the next fiscal year. I expect next year's budget to be extremely tight with appropriations to community colleges to be less. I want to say a big "thank you" to our faculty and staff for cutting the budget this year to help with our cash position.

Title III Scholarship Endowment Fund: As a part of the \$2 million Title III grant is \$225,500 in matching funds for the establishment of endowed scholarship accounts. This past fall, the total amount of \$225,500 was raised in private funds. We had five years in which to raise the funds, which was accomplished in less than one year. Our appreciation is extended to all the donors who created scholarship accounts. Two internal groups who pledged for the project are: The Friends of the Fine Arts established a \$30,000 account and with the matching federal funds will

result in a \$60,000 endowed scholarship fund and the Alumni Association pledged \$15,000 for a total fund of \$30,000.

Student Organizations: In November 2010, the KC Dairy Judging Team finished 5th overall at the North American International Livestock Expo Dairy Judging Contest. This was a tremendous accomplishment for our students and a wonderful honor for our institution, faculty sponsors, and students. Our Phi theta Kappa chapter had a great fall semester with 69 new members inducted. Student Tiffany Geppert was selected to attend a NASA STEM camp in November and was only one out of 36 PTK members selected internationally. We are very proud of the work and leadership of PTK and honored to have a five-star chapter at KC. Our WYSE student competition continues to be an excellent program for which we are very proud. The KC Honors program accepted 23 new students into the program this fall, as this is an excellent way to academically challenge students. The KC CNET Club distinguished themselves with computer information systems services for an area school. Nursing and Dental Assisting students, Dean Susan Batchelor, Nursing faculty, Dental Assisting Director Lori Schmidt, and volunteer Dentist, provided a first time veterans Health and Dental Services Fair, which was a big success and will hopefully be an annual event. LPN students under the direction of our Nursing faculty presented a Health Fair to all students, staff, and faculty in December 2010 along with support from Breese St. Joseph Hospital.

New Programs: A 33 credit hour Horticulture certificate program was established this past fall under the direction of Jennifer Heinzmann. For graduates of our Radiological Technology Program, the following three new certificate programs were approved: Computer Tomography, Cardiac-Interventional Radiography, and Vascular-Interventional Radiography. Program Director Mimi Polczynski and the Rad-Tech faculty are to be commended for expanding these opportunities for students. Our Welding program has now an AAS Degree in Welding and the overall program has been revised and expanded, thanks to Professor Kevin Ray. Congratulations are extended to Professor Ray for being recognized by the American Welding Society, District 14, as the "Educator of the Year." A continuing education program agreement was reached with McKendree University for our ADN graduates to complete a BSN. Our Business and Industry Division is now offering a Business Management Associate Degree and a Supervisor Certificate to businesses in Nashville. Professors Ron Tremmel and Tim March are coordinating these programs with Art Borum. A new Weatherization program has been created by Professors Pete Donnelly and Steve Mandrell. The program will include training KC construction students and contractor training. Professor Don Sensel and Art Borum have established a new electrical training program with a Salem firm. Several Continuing Education new programs are in process, i.e. CSA 2010, Real Estate, Accounting, Lead RRP School CPR/AED/Blood Borne Pathogens Recertification.

Regional economic development: We are proud to be very involved in economic development through our participation in the South Central Illinois Growth Alliance (SCIGA), a volunteer organization of all five counties within the KC district (Bond, Clinton, Fayette, Marion, and Washington counties) coming together to work on creating jobs. Additionally, KC operates an International Trade Center and a Small Business Development Center, both for the purpose of

assisting the district businesses with export/import trade and finance along with assisting small businesses gain financing. Also, KC has available nine business incubator offices within the district for supporting the development and growth of newly created small businesses. The activity in our support of economic development continues to be very progressive. Many thanks to Art Borum, Steve Groner, Tess Morrison, and Kyle Riley for their work on behalf of the College in support of economic development.

Dual Credit: We appreciate the work of our faculty in coordinating with the teachers from the district high schools on ensuring consistent teaching and learning of our college course objectives under dual credit offerings. Also, I want to thank Cheryl Boehne for her leadership in overseeing the dual credit programs in concert with our academic deans. As we pursue NACEP accreditation and comply with the Illinois Dual Credit Quality Act, we have invoked a number of new processes and accountability measurers that have been successfully implemented. This past year we enrolled over 2,700 high school students and generated over 19,000 credit hours; thus, this program is major in representing nearly 17 percent of our total credit hours. Of significance, parents of high school students enrolled in dual credit courses saved \$6.2 million in tuition. This spring we will continue to strengthen our dual credit relationship with the schools and continue to implement the new processes and criteria.

Educational Centers: Our educational centers at Salem, Greenville, Nashville, and Trenton continue to show sizable growth with accessible offerings, and our branch campus at Vandalia is serving numbers well above projections. These off-campus sites are growing because of making available comprehensive offerings, being accessible and providing courses at non-traditional times (evenings and weekends). A funding request has been submitted to the state for constructing or acquiring a facility in Trenton and Nashville. College owned facilities exist in Greenville, Salem, and Vandalia. The five off-campus sites are generating 24 thousand credit hours per year, or 20 percent of the total College credit hours. These sites are significant to the College serving its district-wide role and mission. Enrollments for each site for FY 2011 are:

	<u>Enrollment</u>	<u>Credit Hours</u>
Vandalia	1,626	11,277
Salem	1,716	4,998
Trenton	799	3,235
Greenville	810	2,941
Nashville	679	<u>1,791</u>
		24,242

Programs at the Centralia Corrections Center (CCC): We are pleased that the Department of Corrections (DOC) approved filling the director’s position, job preparedness, and the administrative assistant’s position. It is great to have George Evans serving as our new director of the CCC programs. Congratulations to Carla Loepker for being selected for the Job Preparedness position. Except for an amount DOC owes KC for FY 09, we are basically caught up in payments due for our operations at the CCC. Given the fact that our vacancies at the CCC have been filled and the payments due KC are basically up to date, I would hope that we will be

able to extend the contract beyond this year. Our gratitude is extended to our faculty and staff at the CCC for staying with the College during this period of uncertainty.

Season of Entertainment: We are very proud of the development and growth of our Fine Arts programs at KC. Our Season of Entertainment program is in its fourth year, and has brought over 10,000 people to the main campus this past fiscal year for Fine Arts events. Through our Theatre performances, Music concerts, guest artist, and speakers series, special fund raising events, dinner music programs, and visual arts exhibits, our College is serving the district and beyond. We are blessed to have at KC the distinguished Fine Arts faculty and the leadership of Dean Kellie Henegar and Division Chair Cliff Jourdan. Our appreciation is extended to Mike Loomis and Travis Henson for the great job they do in organizing and managing the Season of Entertainment. Several performances are planned for the spring semester and I want to encourage our faculty and staff to support these events through attendance and membership.

IT Department services: In September 2010, the College switched to a DS3 circuit connecting the College to the Illinois Century Network and increasing KC's access from a 10.5MB to a 45MB pipeline to the Internet. Our IT department does a wonderful job in providing our computer related administrative and student services support, student computer labs updated, network and database management, online technology support including an effective "Help Desk", and the department conducts many training and orientation sessions. They also assisted our Title III staff with the implementation of iStrategy software. Our sincere appreciation to IT Director Gina Schuetz and her staff for the great job they do in supporting the IT needs of the College.

GFOA award: This past fall the College received the prestigious Government Finance Officers Association Award for Excellence in Government Finances for the 2nd consecutive year. Many staff members are to be congratulated, including the Business Office, Financial-Aid Office, grant program managers, fixed asset inventory control, Purchasing Office, A/R Cashier Office, Admissions, Institutional Research Office, and many others for which we are most thankful. This award recognizes the high standards of accounting and public reporting of KC finances.

Capital Projects: The following projects have recently been completed or planned for the future.

- a. **Sports and Activities Building** - expected to be completed and in use for early January. Funding for this project is: KCSA \$100,000; KC employees \$55,000; state grant \$45,000; and \$250,000 residue from other construction projects. A goal of \$125,000 is currently being raised for the interior.
- b. **Fitness and Wellness Trail** – construction expected to begin next fall. Funds are currently being sought from private donations of \$125,000 to go with the \$154,000 grant for the nearly one mile trail around the back tree line of the main campus.
- c. **Agriculture classrooms/labs & Arena Facility**– funds have been requested through the state for this project, which will require a major gifts campaign for 25 percent of the costs and/or institutional funds. The facility is planned for the northwest front section of the

campus. Plans are currently underway for arranging for a larger Ag Lab and classrooms for expanded enrollments until the new Ag facility is constructed in the future.

- d. **KC Vandalia Campus** - planning and design of this second building for the Vandalia campus is currently underway. A state capital appropriation of \$5.6 million has been approved with these funds expected to be released in 2011. An additional \$1.7 million in two estate gifts has been received for the project.
- e. **Lifelong Learning Center Phase II addition** – funds have been requested through the state for this project, which will require a major gifts campaign for 25 percent of the costs and/or institutional funds. This new facility will be constructed on east of the current LLC and will be a new Nursing facility along with other programs. The vacated Nursing areas within the HB Building will be available for Business and other programs.
- f. **Educational Centers at Trenton and Nashville** – funds have been requested through the state for these two projects, which will require a major gifts campaign for 25 percent of the costs and/or institutional funds. Currently, these two educational centers occupy rented facilities that have been outgrown.
- g. **Addition to Sports Complex Building**- this project is a part of the original plans for locker/dressing rooms, coaches' offices, and officials area, as an addition to the existing Concession/Restrooms facility at the Sports complex. Private and institutional funds are projected for this project estimated to cost \$600,000.
- h. **Science classrooms/labs projects**- to date, four classrooms/labs have been renovated and modernized . For 2011, we are planning to upgrade two additional Science classrooms/labs.
- i. **Horticulture Greenhouse renovations**- the greenhouse has been improved to accommodate our new Horticulture program. This program will be not only providing educational career opportunities for our students, but will also be an asset for beautifying the campus.
- j. **Automotive Collision Building renovations**- new overhead doors, heating equipment, and roof are energy savings projects along with providing a much needed improved learning environment.
- k. **HVAC and other building improvements**- replacement air handling and ventilator units and other building improvements are planned for this spring and next fiscal year. Also, floor coverings for all stairs on the main campus are planned to be replaced over the next few years. Planned for the future is replacement of the bridge with a covered walkway between the Administration and HB Buildings.
- l. **IT Office renovation project**- the former Fitness Center that has now been converted to the IT office and is completed.
- m. **Bookstore expansion**- now completed.
- n. **Front Entrance & Gym East Entrance**- now completed.
- o. **Title III SLA and ICE Labs and Offices**- our Title III program now has two computer labs and has relocated to the former IT offices in the first floor of the Administration Building.
- p. **Restrooms renovations**- we will continue with modernizing and updating the restrooms throughout the campus (similar to the two renovated on the first floor of the HB Building). A plan has been developed to renovate one to two per year, depending on funding.

Our Physical Plant staff members are to be commended for their hard and effective work in maintaining our buildings and grounds. Phil Ellrich and our staff are doing a superb job. Many of our renovation and repair projects are conducted by our Physical Plant staff.

Fast-Forward Program: Our Title III office has assumed the role of developing an open entry/open exit individualized program as a refresher and review program for students to improve placement scores for entering credit courses. This program will enhance retention and provide students with a fast-track opportunity to improve Reading, Writing, and Math placement scores.

Institutional Planning: I encourage all faculty and staff to review the newly updated Institutional Plan for learning about the action plans that are charting the direction of the institution for the future. We appreciate the hard work of Dean Nancy Kinsey and her staff in leading this important effort. Also, much appreciation is extended to the faculty, staff, and trustees who are participating in the process. This document is a very important in directing our future.

Advancement Office: Congratulations are extended to our Alumni and Friends Board for their growth in membership and for the tremendously successful fund raisers. Also, their published Cookbook “A Taste of KC” is a big success. The college-wide open house and reunion held in October 2010 was a big success and is now an annual event. We have doubled the College Arboretum trees planted in the past two years and will continue to encourage donors to recognize loved ones through this program. The Veterans Tribute project is moving forward with several fund raising events conducted and planned. This \$900 thousand project will be built in three phases with the first phase starting after \$400 thousand has been raised.

A direct-mail campaign was launched in December to 19,000 households in the KC district soliciting scholarship funds. The other two organizations formed under the KC Foundation, KC Sports Association and the Friends of the Fine Arts are both growing exceptionally and providing tremendous help to the College. An endowed scholarship committee has developed a plan to raise \$2 million over the next 10 years. Estate planning and other planned giving efforts are currently underway. The annual scholarship dinner was attended by 435 donors and student recipients. In 2011, we expect to host this event at two separate dinners.

Public Information and Marketing: Over 750 new releases are produced each year on College announcements, programs, and offerings. Additionally, we have now a separate emphasis on special human interest stories. Our PI and Marketing efforts have been exceptional as we are doing a great job of keeping our public informed through the various media sources and College publications. Given our external survey under the community engagement strategic planning process, the results show that the public holds the institution in high esteem. These offices have contributed to the building and sustaining a positive and proud image. We are very proud of the many events that these offices coordinate, i.e. MLK Celebration, Veterans Day program, Making a Difference Awards, building ground breaking and dedication ceremonies, Racquetball tournament, superintendents meetings, and celebration of Diversity. Several video

presentations are also produced each year to include the Entrepreneur of the Year awards, special fund raising events, and College promotional productions. I am extremely proud of all the PI and Mkt staff do in support of KC. We are very fortunate to have such a dedicated staff who are called on to do many functions without much notice. They are exceptional.