

## **DESCRIPTION OF KASKASKIA COLLEGE ACADEMIC LEADERSHIP PROGRAM FOR BOARD OF TRUSTEE SCHOLARS - 2015**

The Kaskaskia College Leadership Program is a self-designed program that encourages students to develop personal and professional skills through activities in four different areas: leadership, community service, career development and diversity. This program is intended for those students who have been awarded the Kaskaskia College Board of Trustees Scholarship.

The Leadership Program is premised on the belief that in addition to achieving excellent academic records, students should be active outside of the classroom as well. We believe the activities students participate in for the Leadership Program focus on the development of the characteristics associated with productive, ethical, and successful leaders in the community.

## Scholarship Guidelines

The Board of Trustees Scholarship provides Tuition up to 18 credit hours. On-line class fees, course fees, books, and tuition above 18 hours are the responsibility of the individual student.

### **REQUIREMENTS**

Participation in the Academic Leadership Program is mandatory to maintain eligibility for the Board of Trustees Scholarship. To be eligible, students for the Academic Leadership Program must:

- Be admitted to and attend Kaskaskia College the fall semester following high school graduation.
- Be an incoming freshmen or a continuing sophomore in the program, a resident of the Kaskaskia College District, and be in the top 25% of their high school class.
- Be the academic/leadership award recipient from their high school.
- Complete and submit the FAFSA each academic year
- The Board of Trustee Scholarship cannot be combined with any other tuition institutional scholarship from Kaskaskia College. (examples include athletic and fine arts activity scholarships).

To receive the Leadership transcript notation and maintain scholarship status, students must:

- Complete a minimum of twelve (12) hours each semester, with a grade point average of 2.5 (C), or better, on a 4.0 scale.
- **Attend one Leadership Orientation each year.**
- Complete a minimum of 15 hours of volunteerism/community service activity each semester. All four categories must have at least 15 hours upon graduation, over two years. Students that will graduate early (less than 2 full academic years), must have completed 15 hours of service each semester.
- Submit required documentation of volunteering activities by the end of each semester.

- Participate in no less than four Leadership social events requirements during the academic year.
- Be enrolled in the designated on-line section of HUMA 199 – Correspondence regarding the Leadership Program or Board of Trustee status will be conducted through Blackboard as part of your HUMA 199 course.

## **GUIDELINES FOR EACH AREA OF DEVELOPMENT**

### **Qualification of Activities**

The Leadership Program is meant to be a self-designed program in which students choose the activities they participate in to fulfill each area of the program. There is not any pre-approved set of activities for each departmental area.

This set of guidelines is meant to provide direction in fulfilling the program and should **not** be regarded as an all-encompassing set of ideas. Attendance at an event, program, or activity does not necessarily fulfill the expectations of this program. Rather, the focus of the program is development, personal growth, and the future benefits derived from participation in each activity.

**Students will be required to write a short paragraph at the end of each semester on the End-of-Semester Form describing what they learned or gained from participating in each event they are using for hours towards meeting the scholarship requirements.**

When questioning the applicability of a particular activity refer to the following guidelines for each area of development or contact a Leadership Council member listed on the last page of this packet.

## LEADERSHIP

*Leadership development is a lifetime journey – not a brief trip.*  
**-John Maxwell**

### **Purpose and Objective**

Leadership is an essential characteristic in all aspects of a student's life, both on campus and in the workplace. Leadership skills obtained and used in the classroom, in group work activities, and in student organizations enhance one's educational experience. Leadership is a quality that is highly sought out by the business community.

Companies seek candidates with not only good GPA's, but also those who have demonstrated leadership capability. The activity may be educational, (i.e., a leadership workshop) or the activity may be one in which the student **actively** participates and demonstrates leadership qualities, (i.e., serving as an officer of a student organization).

### **Personal Growth and Future Benefits**

Each activity should contribute to the development of the values, characteristics, and attitudes that are crucial to effective leadership. The activity should contribute to the student's personal and professional growth, the student should derive a meaningful benefit from in the future. Possible benefits derived from Leadership Development include:

- Developing communication and presentation skills
- Developing planning, organizational, and implementation skills
- Gaining insight on how to inspire and motivate others

- Successfully handling responsibilities and time constraints associated with a leadership position

**Sample List of Activities** (not an exclusive listing)

- Serving as an officer in a student organization
- Attending a leadership seminar, workshop, or retreat
- Serving as a committee chairperson
- Serving as an officer in a community or church organization
- Serving as a peer advisor

*Leadership is developed, not discovered.*

**-W. Dusselman**

**COMMUNITY SERVICE**

*There is a loftier ambition than merely to stand high in the world. It is to stoop down and lift mankind a little higher.*

**-Henry Van Dyke**

**Purpose**

Community service is a means of giving back to society what society has given to us as individuals. Involvement in the community creates awareness about the needs of others and the world we live in. Serving the community, whether it is in school, the community we live in, or the business community, promotes goodwill, builds character, and provides a sense of personal satisfaction. By serving the community, students will develop skills that will enhance their life experiences.

**Personal Growth and Future Benefits**

The student should actively participate in activities, which develop awareness about the needs of others and how these needs affect the current world situation. Possible benefits derived from Community Service Involvement include:

- Developing an understanding about the lifestyles of others
- Acquiring personal satisfaction from serving others
- Learning how to inspire and encourage others
- Developing problem solving and teamwork skills
- Showing others that people care about other people

## **Sample List of Activities and Organizations**

- Participating in community service organizations such as Rotaract, United Way, Jaycees, Salvation Army, and the Hospital Auxiliary
- Volunteering for on-campus student functions
- Serving as a volunteer for church activities, meals on wheels, etc.
- Junior Achievement
- Volunteering for political affiliations
- Participating in community service activities

*No man becomes rich unless he enriches others.*

**- Andrew Carnegie**  
**DIVERSITY**

*We must learn to live together as brothers (and sisters) or perish together as fools.*

**-Martin Luther King Jr.**

## **Purpose and Objective**

Due to the increasingly “global” nature of the business world and changing demographics in our nation, diversity is no longer a choice it is a fact. The choice lies in how one chooses to deal with diversity and the issues that surround it. Diversity, as it relates to human differences, encompasses race, gender, national origin, disability, color, sexual orientation, age, religion, etc. The goal is for students to participate in activities that will lead to an increased awareness, sensitivity, understanding, appreciation, or acknowledgement of human differences. It is important to understand these differences but also realize that we as human beings desire to be treated with respect and equality. By participating in events dealing with diversity, students should be better prepared to interact with others who are different from them, without allowing differences to have an adverse impact on that interaction.

## **Personal Growth and Future Benefits**

Students should learn from or actively participate in activities that create awareness about diversity. Each activity should provide the student with new insight, understanding, or knowledge about diversity, in any one area, (i.e., a different culture) or about diversity in general. Possible benefits derived from diversity development include:

- Providing a new perspective on how to view others
- Learning to look past, or work with, differences while working with others
- Acquiring knowledge about a culture you have a particular interest in (international experience)
- Learning about the customs of other cultures

### **Sample List of Activities**

- Participating in the Black Awareness Association or BASIC
- Gaining experience from studying abroad
- Attending events related to diversity posted on campus and presented by Kaskaskia College Speakers Series

## **CAREER DEVELOPMENT**

*To succeed, jump as quickly at opportunities as you do at conclusions.*  
**-Benjamin Franklin**

### **Purpose and Objective**

The career development area is meant to encourage students to seek opportunities to develop networking relationships with the business community, enhance career success skills, and acquire information related to their future career. Participation in career development events will set the path for a more successful career.

### **Personal Growth and Development**

Possible benefits derived from Career Development include:

- Acquiring valuable networking resources
- Improving communication and interpersonal skills
- Developing professional career skills
- Obtaining knowledge about career opportunities and business

### **Sample List of Activities**

- Kaskaskia College Student Mentor Program (application & interview required)
- Interview someone from the business community about their work experiences

- Attend Career Center events or use career networking information systems
- Shadow someone in a business setting

*Note:* Actual job interviewing or paid internships and jobs in and of themselves does not meet the career development requirements.

*One can never consent to creep when one feels an impulse to soar.*  
**-Helen Keller**

## **SOCIAL EVENTS REQUIREMENTS**

To complete the Leadership Program each student must participate in at least four social events sponsored by the Leadership Council or the Department of Student Life during the academic year, in addition to the Fall Orientation Meeting.

The social events consist of:

- Fall Reception
- Spring/Graduation Reception
- End of the Semester Gathering
- Friends of the Fine Arts Events
- Athletic Event
- On- or off-campus recruitment event.
- Student Activities Sponsored Event
- Theatre productions by KC's drama students.

Purpose: To develop social skills outside a classroom setting and to associate with other academic leaders in an effort to share experiences.

Documentation should be included on the End-of-Semester form each semester.



## **DOCUMENTATION OF ACTIVITY**

As soon as a student begins working on the Leadership Program, he or she should begin keeping a record of the activities. An activity form is required for the Leadership Program at the end of each semester.

The End-of-Semester form allows students the ability to submit an overview of events/hours to the Leadership Committee at the end of each semester rather than at the end of the event.

Please list key accomplishments during the activity through a written description (approximately a paragraph) on the form. You may reflect upon the experience and describe how it contributed to your personal growth and how you will benefit from it in the future. A form must be submitted at the end of each semester to the Coordinator of Student Recruitment. When the Leadership Program has been completed, all activity forms should be on file in the office of the Coordinator of Student Recruitment.

Once a student has completed all four areas of the Leadership Program OR the student is leaving the program, he or she is ready for the final, informal presentation to representatives of the Leadership Council and should schedule a presentation time with the Coordinator of Student Recruitment or Coordinator of Student Records.

During the presentations students will review their activities, highlighting critical experiences that contributed to their personal or professional development. The presentation will allow members to share in and benefit from each other's learning experience.

Students that do not submit documentation regarding their activities or participation in the program by the last day of the end of the semester will have a hold placed upon the scholarship and their Kaskaskia College account, freezing any activity, including transcript requests.

## **PRESENTATION AND EVALUATION**

### **Presentation**

- (1) Sign up for a presentation time in HB 112 at least two weeks in advance of the meeting.
- (2) During the presentation each candidate should discuss the activities, accomplishments, how each developmental area contributed to their personal growth, and how they will benefit from it in the future.
- (3) The time frame for each presentation is approximately 15 minutes.

### **Evaluation**

The Leadership Council members attending the presentation will evaluate applications for the Leadership Program designation. Activities should be meaningful and meet the minimum time requirements. The focus of the program is on development, personal growth, and future benefits derived from participation in each activity, therefore each candidate is evaluated based on the following criteria:

- (1) Were the activities acceptable?
- (2) Was the level of involvement acceptable?

(3) Was the activity appropriately developmental?

### **LEADERSHIP COUNCIL MEMBERS**

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