



HLC Accreditation Evidence

Title: KCCLI Leadership Project

Office of Origin: Elaine Simmons



Leadership Project

ELAINE SIMMONS – BARTON COMMUNITY COLLEGE

Barton Leadership Institute

Background

The Kansas Community College Leadership Institute (KCCLI) targets a growing concern throughout the Kansas higher education landscape.

Significant numbers of leaders are nearing retirement, while recruitment for new leaders is difficult particularly in rural Kansas areas.

Barton faces this challenge and acknowledges forthcoming retirements in administrative and/or management positions.

The average age of Barton's full-time employees is 49.37 years.

Assignment

Participants of the inaugural KCCLI class are required to complete a leadership project.

The project must address a need at the participant's home institution and have the potential to be replicated across Kansas.

The project must be approved by the participant's president as well as KCCLI leadership.

Project & Purpose

Barton's Leadership Institute is designed to supplement KCCLI and provide employees the chance to develop skills that will positively contribute to Barton's success.

The institute will mirror aspects of the state leadership program with localized influence in participant selection, programming and training timeframe.

Elaine Simmons is responsible for the development of the Barton institute with assistance from President's Staff, Human Resources, Professional Development Committee and WTCE's Workforce Training Coordinator.

Planning for the leadership program is occurring during the 2015-2016 school year with the first institute scheduled to begin fall 2016.

Participant Selection

Open to All Employees (Full-Time, Regular Part-Time & Adjunct)

- Minimum of Five – Maximum of 10 Participants
- Minimum Two Years of Satisfactory Barton Service
- Satisfactory Staff Performance Appraisal or Faculty Evaluation
- Supervisory Recommendation with Rationale

Final Selection – Leadership Institute Committee

Logistics

- Six Month Institute – One Day Per Month (Subject to Change as Agenda Continues to Be Developed)
- 9:30a.m.-4:00p.m.
- Location TBD
- Refreshments & Lunch Served
- Program Budget Requested via Strategic Planning Submission

Programming Plans

- Leadership 101
- Accreditation
- Strategic Planning
- Budget Management
- Board of Trustees
- Legislative Relations
- Legal Issues in Personnel Management
- Public Relations & The Media
- Partnerships
- Political Awareness & Strategies
- Innovation
- Higher Education Culture
- Policies & Procedures
- Instruction & Student Services

Programming Plans Continue

Suggested Activities

- Clifton Strengths Finder (Book & Assessment)
- Leadership Panel Roundtables
- Keynote Speakers
- Leadership Philosophy Development
- Suggested Reading List

Sustainability Plans

- Creative/Planning Team for Institution
- Presidential Coffees
- Shadow/Mentor Opportunities with Current Leaders

Final Comments

Timeline

June 1, 2016 – Supervisory Recommendations Due

July 1, 2016 – Leadership Institution Class Selected

July 15, 2016 – Participant Notification

September-April –Leadership Institute

Participant Outcomes

- Develop a Practical Understanding of a Leader's Role and Responsibilities
- Clarify Professional Goals
- Assess Personal Readiness for Career Advancement
- Initiate a Professional Personal Networking System
- Establish a Mentor Relationship with a Current Leader

Measurements

- Successful Completion of 2016-2017 Leadership
- Retention and Promotion of Leadership Participants (Target 25%)
- Continued Offering of Barton Leadership Institute

Questions & Answers...