

# **Kansas Community College Leadership Institute (KCCLI) Leadership Project**

## **“Barton’s 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. The KCCLI supports this need and provides a nine month training program that includes awareness, knowledge and tools to bridge the journey into leadership positions.

### **Leadership Assignment:**

The participants of the inaugural KCCLI class are 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.

### **Barton Project & Purpose:**

Barton is similar to other Kansas community colleges and has at a minimum 15 employees in administrative and/or management positions who will be eligible for retirement in less than 10 years. Further statistics reveal the average age of Barton’s full-time employees is 49.37 years.

The KCCLI provides a leadership training opportunity for new and/or current employees; however, the length of the program combined with associated costs slows Barton’s turnaround of trained leaders. The Barton Leadership Institute is designed to supplement KCCLI and in a proactive manner grow Barton’s next generation of leaders from within the current workforce. The local institute will mirror aspects of the state leadership program with localized influence in participant selection, programming and training timeframe. Elaine Simmons, Dean of Workforce Training & Community Education (WTCE), a participant of the inaugural KCCLI class is responsible for the development of the Barton institute. Assistance will be sought from other college resources including President’s Staff, Human Resources, Professional Development Committee and WTCE’s Workforce Training Coordinator to ensure college awareness and support. 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 Six – Maximum of 12 Participants
  - Minimum of Two Years of Barton Service
  - Satisfactory Performance Appraisal or Faculty Evaluation
  - Supervisory Recommendation with Rationale
- Final Selection – Leadership Institute Committee

## **Logistics**

- Institute Conducted at Barton's Great Bend Campus; Remote Access Limited to Support Team Development & Speaker Presentations & Activities
- Six Month Institute – One Day Per Month (Subject to Change as Agenda Continues to Be Developed)
- 9:30a.m.-4:00p.m.
- Refreshments & Lunch Served
- Program Budget Requested via Strategic Planning Submission (Included on the "Priority of Priorities" List)

## **Programming Plans**

- Leadership
  - What Does It look & Act Like?
  - Leadership, Management & Supervision
  - Leadership Styles
  - Team Development
  - Achieving Results
- Topics of Importance
  - 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
- Suggested Activities
  - Clifton Strengths Finder (Book & Assessment)
  - Leadership Panel Roundtable
  - Keynote Speakers
  - Leadership Philosophy Development
  - Suggested Reading List
- Sustainability Plans
  - Creative/Planning Team for Institute
  - Presidential Coffees
  - Shadow/Mentor Opportunities with Current Leaders

## **Timeline**

- June 1, 2016 – Supervisory Recommendations Due
- July 1, 2016 – Leadership Institution Class Selected
- July 15, 2016 – Participant Notification

- September-April –Leadership Institute

**Intended 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

**Measurement**

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