Barton Yearly College Plan
2011-2012

Goals appear by area in the following order:

1. Athletics
2. Business Services
3. Grants
4. Institutional Advancement
5. Information Services
6. Student Service & Instruction
    a. Academics
    b. Distance Learning
    c. Fort Riley Learning Services & Military Operations
    d. Learning Resources
    e. Student Services
    f. Technical Education
    g. Workforce Training & Community Education

Strategic KPI Categories:

A = AQIP Categories

H = HLC Accreditation Criteria

P = KBOR 2020 Pillars & Performance Indicators

S = Barton Success Plan

<u>Barton Success Plan</u>

1. Maximize student learning and success
2. Take full advantage of educational opportunities with service regions
3. Facilitate a culture of innovation, excellence and quality improvement
4. Ensure efficient management and stewardship of resources

BOT END's

B1. **Essential Skills**
- B1a. Academic program skills
- B1b. Workplace skills
- B1c. Life skills
- B1d. Necessary remediation

B2. **Work Preparedness**
- B2a. Workplace entry skills and knowledge
- B2b. Ethics, discipline, & collaborative skills
- B2c. Advancement skills and knowledge

B3. **Academic Advancement**
- B3a. Transfer prerequisites
- B3b. Transfer requirement knowledge
- B3c. Transfer success preparation
- B3d. Transfer degree attainment

B4. **Personal Enrichment**
- B4a. Cultural activity experience
- B4b. College activity experience
- B4c. Extra-curricular programs & activity opps

B5. **Barton Experience**
- B5a. Student self-reported satisfaction
- B5b. Student identification of significant personnel

B6. **Regional Workforce Needs**
- B6a. Strategy identification
- B6b. Resource organization
- B6c. Partnership development
- B6d. Economic development leader

B7. **Service Regions**
- B7a. Compatible with college mission
- B7b. Aligned with available resources
- B7c. Maximizes revenues and minimizes expenses
- B7d. Minimize local tax reliance
- B7e. Compliment student learning services growth

B8. **Strategic Plan**
- B8a. College mission achieved
- B8b. Accreditation requirements realized
- B8c. KBOR expectations attained
- B8d. Measurable goals and objectives

HLC Accreditation AQIP Categories

- A1. Helping Students Learn
- A2. Accomplishing Other Goals
- A3. Understanding Stakeholders' Needs
- A4. Valuing People
- A5. Leading and Communicating
- A6. Supporting Institutional Operations
- A7. Measuring Effectiveness
- A8. Planning Continuous Improvement
- A9. Building Collaborative Relationships

HLC Criteria

- H1. Mission & Integrity
- H2. Preparing for the Future
- H3. Student Learning & Effective Teaching
- H4. Acquisition, Discovery, and Application of Knowledge
- H5. Engagement & Service

KBOR 2020 Strategic Plan Pillars & Performance Agreement Indicators

- P1. Educational Systems Alignment (K-16)
- P2. Robust Participation in the Higher Education System
- P3. Increased Student Persistence & Credential Production
- P4. Focus on Learner Outcomes for Work & Life Success
- P5. HE Alignment with the Kansas Economy
- P6. Regent School Reputation Enhancement (DNA to CC's)

Responsible Department/Area & Individual	Barton END	Strategic KPI	Objective	Performance Indicators (PI)	Target Date	PI Outcome
Business Services Mark Dean	1	A4, A8 H1 S4	1. Develop and provide 3 mini courses on Performance Evaluation, Employee Discipline, and Employee Termination.	1. Courses developed	Feb 2012	1.
				2. Courses made available and provided to supervisors	May 2012	2.
		A5, A8 H1 S4	2. Develop and provide new employee guides (condensed to 3 or 4 employee groupings), accessible in both electronic and hard copy formats.	1. Groupings identified	Oct 2011	1.
				2. Guides developed	Mar 2012	2.
				3. Guides published (both hard copy and electronic)	May 2012	3.

Responsible Department/Area & Individual	Barton END	Strategic KPI	Objective	Performance Indicators (PI)	Target Date	PI Outcome
Business Services Mark Dean	5	A3, A4, A6, A8 H1 S4	3. Research and implement an electronic student refund system and research the possibility of implementing an electronic student payroll system.	1. Research vendors	Oct 2011	1.
				2. Make vendor selection	Jan 2012	2.
				3. Implement electronic student refunds	Jun 2012	3.
				4. Research electronic student payroll system	Apr 2012	4.

Responsible Department/Area & Individual	Barton END	Strategic KPI	Objective	Performance Indicators (PI)	Target Date	PI Outcome
Grants Cathie Oshiro	1, 2, 6, 7, 8	A1, A2, A6, A9 H2, H3 P2, P3, P4, P5 S1, S2, S3, S4	1. Submit a proposal to articulate one career pathway that begins with ABE or ESL and continues to a college-level certificate and beyond.	1. Career pathway identified	Dec 2011	1.
				2. Programmatic goals and objectives identified	Feb 2012	2.
				3. Strategic plan developed	Mar 2012	3.
				4. Proposal submitted	Apr 2012	4.
	7, 8	A2, A5, A6 H1 P2, P5 S3, S4	2. Develop a grant office process and procedures manual for faculty and staff.	1. Processes and procedures identified	Jan 2012	1.
				2. Storyboard developed	Mar 2012	2.
				3. Manual complete	May 2012	3.

Responsible Department/Area & Individual	Barton END	Strategic KPI	Objective	Performance Indicators (PI)	Target Date	PI Outcome
Institutional Advancement Darnell Holopirek	8	A1, A2, A3, A4, A6, A8, A9 H1, H2 S3, S4	1. Implementation of a 2011-2012 Strategic Plan to direct Institutional Advancement activities while enhancing the college strategic planning efforts.	1. Annual production of the planning document which aligns with the overall college plan	Aug 2011	1.
				2. Monthly monitoring of the plan	On-going	2.
				3. Monthly reporting of progress with at least 75% proficiency expected	On-going	3.

Responsible Department/Area & Individual	Barton END	Strategic KPI	Objective	Performance Indicators (PI)	Target Date	PI Outcome
Information Services Area Charles Perkins	4, 8	A5, A7, A8 H2 P2, P3, P4, P5 S3, S4	1. Institutional Research will create a KBOR 2020 strategic objective web based dash board, setting up baseline data and begin to graph yearly progress.	1. Dash board established	Feb 2012	1.
				2. Baseline data established	Mar 2012	2.
				3. Annual progress graphed	Jun 2012 and on-going	3.
	1, 5	A1, A6, A8 H5 P3 S1	2. Information Services Department will bring the MyBarton Portal online, with Single Sign on to Banner Self Service, Pearson Learning Management System and Student Gmail accounts.	1. Portal is online	Dec 2011	1.
				2. Banner Self-serve integration established	Feb 2012	2.
				3. LMS integration established	Apr 2012	3.
				4. Student Gmail integration established	Jun 2012	4.

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FR Learning Services & Military Operations Division Gene Kingslien	1, 3	A1, A3, A4, A7 H3 P2 S2	1. Increase student participation from the Central Flint Hills area through GED and Boost scholarship expansion.	1. Expand marketing efforts to both students and parents in the Central Flint Hills area	Feb 2012	1.
				2. Increase by 10% the number of scholarships (GED & Boost) offered to GED and HS students	Jun 2012	2.
				3. Increase by 10% the number of GED and HS students accepting offered scholarships	Jun 2012	3.
	1, 3	A1, A7 H3 P2 S1	2. Increase ESOL enrollment and success in non-ESOL courses.	1. Increase by 10% the number of students enrolling in ESOL ENGL 1122	Jan 2012	1.
				2. Expand by 10% the number of students successfully completing ESOL ENGL 1122	May 2012	2.
				3. Enhance by 10% the number students who enroll one or more non-ESOL courses after success in ENGL 1122	Jun 2012 and on-going	3.

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Technical & Military Education Division Bill Nash	6	A3 H2, H5 P2, P3 S1	1. Increase Military student program completion.	1. Enhance the number of students who declare their pursuit of the Military Technical certificate	May 2012	1.
				2. Expand advisor contacts with students pursuing the Military Technical certificate	Dec 2011	2.
				3. Increase the number of students who successfully complete the Military Technical certificate	Jun 2012	3.
	6	A1, A3 H2, H5 P3 S1	2. Increase HZMT & EMHS student program completion.	1. Expand the number of students who declare HZMT or EMHS as their major	May 2012	1.
				2. Enhance advisor contact with students pursuing HZMT or EMHS as their major	Dec 2011	2.
				3. Increase the number of students who successfully complete HZMT or EMHS	Jun 2012	3.

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Workforce Training and Community Education Division Elaine Simmons	2 & 7	A3, A7, A9 H2 P3 S2	1. Provide responsive training and educational opportunities.	1. Establish a process to administer the Kansas Work Ready assessment to Barton Great Bend students who are pursuing a certificate and/or degree	Feb 2012	1.
				2. Enhance the number of Barton programs offering or requiring career experiences for career technical education (CTE) students	Feb 2012	2.
				3. Increase the number of career technical education students who complete a certificate and/or degree program	Jun 2012 and on-going	3.
	3 & 5	A6, A8 H2, H5 P3 S1	2. Design a career advisement system that supports F2F and online career technical students.	1. Create a division committee that identifies strategies in conjunction with Student Services Advisement Central	Nov 2011	1.
				2. Establish an advisee load limit; plan towards a structure to support limit	Feb 2012	2.
				3. Establish at minimum one general career technical advisor	May 2012	3.

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Academic Division Rick Abel	1	A1, A3, A7, A8 H3, H4 P3, P4 S1, S3	1. Enhance Develop-mental Education (DE) Services.	1. Enhance the pass rate of students completing individual DE courses	Jun 2012	1.
				2. Improve the retention of DE students pursuing DE coursework	Jun 2012	2.
				3. Enhance the number of DE students successfully completing the DE coursework series leading to transition into college-level coursework	Jun 2012	3.
	1	A1, A2, A7, A8 H2, H3 P3, P4 S1, S3	2. Enhance the transition of GED completers into college level instruction.	1. Increase enrollment rate of Barton GED students	Jun 2012	1.
				2. Increase the enrollment rate of GED grads/students to Barton programs of study	Jun 2012	2.
				3. Improve the retention rate of GED students enrolled at Barton	Jun 2012	3.

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Student Services Area Angie Maddy	1, 3, 5	A1, A7 H3 P3 S1	1. Improve advising for new, degree seeking, online only students.	1. Emphasize advisement satisfaction among new, degree seeking, online only students	Mar 2012	1.
				2. Improve retention of new, degree seeking, online only students	Jun 2012	2.
				3. Improve new, degree seeking, online student success	Jun 2012	3.
	4	A2, A4, A7, A8, A9 H2, H5 P1 S3	2. Establish a quarterly training and cross communicatio n plan between GB and FR campuses as measured by documentatio n of the events and surveys of training participants.	1. Documentation of quarterly training sessions, agendas and notes	On-going	1.
				2. At least 20% of participants will self-report gaining new knowledge and/or skills resulting from each training session	On-going	2.

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Distance Learning Joel Lundstrom	1, 6,7,8	A3, A4	1. Enhance online course efficiency and delivery.	1. Expand online tuition revenue stream	Jun 2012	1.
				2. Increase student enrollment as of census date	Jan 2012	2.
				3. Increase online student retention from course start date to course end	May 2012	3.
	6, 8	A3, A4	2. Increase support staff proportional to growth of online program.	1. Implement distance learning strategic plan focused on sustainability in staff development	Jan 2012	1.
				2. Build virtual college principles in staffing to best support students	Mar 2012	2.

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Learning Resource Center	3	A1 H3 P4 S1	1. Increase online student success in research assignments.	1. Increase student comfort level in using the library and interacting with library staff through librarian being a part of the course as a co-teacher or teaching assistant	Dec 2011 and on-going	1.
				2. Develop online tutorials which will provide instruction in using online library resources	Feb 2012	2.
				3. Increase student expertise in using online resources through course assignments	Apr 2012	3.
	3	A1 H3 P4 S1	2. Provide curricular support for "gatekeeper" classes.	1. Maintain collection of library resources to support "gatekeeper classes" in the appropriate formats	Dec 2011	1.
				2. Increase faculty awareness of library resources for curricular support though meetings and in-services	Mar 2012	2.
				3. Develop relevant student research aids for "gatekeeper" courses which can be included in course shells	May 2012	3.

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Athletic Department Trevor Rolfs	4, 5, 8	A1, A2, A3, A4, A5, A6, A9 H1, H3 S1, S3	1. Meet institutional responsibilities for athletic programming compliance (i.e. Jayhawk Conference, NJCAA, Title IV, and Title IX).	1. Scheduled Compliance Report updates	On-going	1.
				2. Monthly newsletter addressing institutional compliance	On-going	2.
				3. Active agent in support of academic/student service monitoring	On-going	3.