

AGENDA/MINUTES

Team Name	Executive Leadership
Date	10/28/2021
Time	1:00 p.m. – 3:00 p.m.
Location	Zoom

Facilitator	Todd Mobray				Recorder	Lora Zink	
Team members						Present X	Absent O
X	Todd Mobray	X	Elaine Simmons	X	Colleen Cape	X	Luis Palacios
X	Myrna Perkins	X	Dr. Kathy Kottas	X	Michelle Kaiser	X	Randy Thode
X	Brian Howe	X	Mark Dean	O	Amanda Alliband	X	Jenna Hoffman
X	Lindsey Bogner	X	Cathie Oshiro	O	Kara Brauer	X	Lora Zink
O	Jo Harrington	X	Brandon Steinert	X	Claudia Mather		
X	Karly Little	X	Angie Maddy	X	Trevor Rolfs		
X	Dr. Heilman	X	Kurt Teal	X	Julie Knoblich		

Guests							

New Business						Reporter	
I. Barton Key Performance Indicators II. Alignment Worksheet III. Specific Goals if time permits.						Todd Mobray	

Old Business						Reporter	

Notes						Reporter	
Barton Key Performance Indicators (KPIs)						Lora Zink	
Core Priority 1: Drive Student Success							
GOAL 1: Advance student entry, reentry, retention and completion strategies.							
METRICS				Responsibility			
KPI 1.1: Fall to Fall Retention – Full and Part Time				Angie/Stephanie		S	
KPI 1.2: Fall to Spring Retention – Part Time				Angie/Stephanie		S	
KPI 1.3: Course Completion				Angie/Stephanie		S	
KPI 1.4: Program Completion				Angie/Stephanie		S	

Add 100, 150 and 200% to completion.

GOAL 2: Commit to excellence in teaching and learning.

METRICS	Responsibility	
KPI 2.1: Learning Outcomes	Jo	O
KPI 2.2: Ratio of Faculty to Students	Julie	H
KPI 2.3: Ratio of Staff to Students	Julie	H
KPI 2.4: Ratio of Full-time to Part-time Faculty	Julie	H

2.1 will be student learning outcomes/program assessment

The rest stay and are reported to IPEDS

Core Priority 2: Cultivate Community Engagement

GOAL 3: Expand partnerships across the institution.

METRICS	Responsibility	
KPI 3.1: Report (formerly ENDS 2 Report) Partnership List*	Elaine & Kathy K	W
*Promote this practice across the college		

Lists of partners of any department or area that has some kind of partnership – no vendors.
Kept in database and shared in KPI detail page.

GOAL 4: Reinforce Public Recognition of Barton Community College.

METRICS	Responsibility	
KPI 4.1: Applications Great Bend Campus	Tana	I
KPI 4.2: Applications Fort Riley, Fort Leavenworth	Tana	I
KPI 4.3: Applications BARTonline	Tana	

Combine Goal 4 and 5 – Todd will work to combine these two. Everyone to send Todd databased information - team will look over.

GOAL 5: Foster a climate of inclusivity so students, employees, and communities are welcomed, supported, and valued for their contributions.

METRICS	Responsibility	
KPI 5.1: Climate Survey – Student Perceptions	Elaine, Angie	D
KPI 5.2: PACE Employee Climate Survey	Todd	I

Noel Levitz added in there – good data in those.

Add student climate surveys.

Internally climate survey in spring – students and employees

Core Priority 3: Emphasize Institutional Effectiveness

GOAL 6: Develop, enhance, and align business processes.

METRICS	Responsibility	
KPI 6.1: Composite Financial Indicator	Mark	
KPI 6.2: Reserve: Percent Annual Growth	Mark	
KPI 6.3: Total Dollars Raised (Foundation/Grants)	Lindsey, Cathie, Kurt	
KPI 6.4: Revenue Generating Headcount	Mark	
KPI 6.5: Revenue Generating Credit Hours	Mark	

Change to KPI 5?
Just share CFI and Total Grant \$\$\$\$.

Core Priority 4: Optimize Student and Employee Experience

GOAL 7: Promote an environment that recognizes and supports student and employee engagement.

METRICS	Responsibility	
KPI 7.1: Noel Levitz/Student Services Survey	Angie	S
KPI 7.2: Full Time Faculty Turnover	Julie	H
KPI 7.3: Full Time Staff Turnover	Julie	H
KPI 7.4: Adjunct Faculty Turnover	Julie	H

The following are recommended to be removed.

Former GOAL 7: Manifest an environment that supports the mission of the college. (Remove?)

Former GOAL 9: Develop, enhance, and align business human resource processes (Remove?)

Goal #9 same as #6

Everyone to share data collected to Todd. Every area asked to get a list for any partnerships, community businesses and/or individual, advisory board members, donors, guest speakers, clinical site or internship site, etc – make sure partners and no vendors.
 Could we gather information from employees about volunteer activities they are involved in, in the community? Share information in community report?

END 6 should be Kathy and Kurt.

Indexes and goals for KPI's – will get in detail what we will do with numbers and how we will report and display them.

Todd will email out edited version of information for preview – then will get together with reporting persons or supervisors.

ENDS:

ESSENTIAL SKILLS
 WORK PREPAREDNESS
 ACADEMIC ADVANCEMENT
 "BARTON EXPERIENCE"

REGIONAL WORKFORCE NEEDS
 BARTON SERVICES AND REGIONAL LOCATIONS
 STRATEGIC PLANNING
 CONTINGENCY PLANNING

Barton Core Priorities/Strategic Plan Goals

Drive Student Success

1. Advance student entry, reentry, retention and completion strategies
2. Commit to excellence in teaching and learning

Cultivate Community Engagement

3. Expand partnerships across the institution
4. Reinforce Public Recognition of Barton Community College.

Emphasize Institutional Effectiveness

6. Develop, enhance, and align business processes
7. Manifest an environment that supports the mission of the college

Optimize Employee Experience

8. Promote an environment that recognizes and supports employee engagement, innovation, collaboration, and growth
9. Develop, enhance, and align business human resource processes

5. *Foster a climate of inclusivity so students, employees, and communities are welcomed, supported, and valued for their contributions*