
Action Project Update – 9-12-2008

Core Values on Campus

A. Describe the past year's accomplishments and the current status of this Action Project.

The AQIP Core Values team is pleased to announce the following goals and accomplishments for this action project: The results of the survey administered on August 15, 2007 to all faculty and staff at our Professional Faculty/Staff Development day and to our adjunct faculty and Education Center Coordinators were tabulated by the Institutional Research Department and the results were shared with the Core Values team. These results were reviewed by the team and the President's Cabinet, and the results reaffirmed that the core values of Respect, Responsibility, Honesty, Compassion, and Fairness were still the core values embodied by Kaskaskia College employees. The survey contained open-ended questions that allowed comments on the definitions of each value term. These comments were then taken into consideration and used to review and expand the current definitions. The next accomplished goal of the Core Values team was the creation of a tool that would guide the decision making process at Kaskaskia College while incorporating the Kaskaskia College Core Values. The team created a Decision Making Model that was based on research from a faculty team member in the area of human services in Melbourne, Australia. This model replaced the original matrix first submitted to President's Cabinet in fall 2006.

The final goal achieved this annual update year was a pilot of the Decision Making Model using a decision made by the Board of Trustees to approve a stipend to personnel covered on the group health insurance plan. The results indicated that the Board:

1. Stayed in line with the three union contracts.
2. Rewarded the employees for helping keep the cost of premium increase low for the next year.
3. Rewarded employees for being responsible for their health and well being.
4. Followed all five Kaskaskia College Core Values in the decision making process.

B. Describe how the institution involved people in work on this Action Project.

The action project team was represented by faculty, student services, and student support services along with administration as our sponsor. As the project is in its final steps before being retired and institutionalized, valuable input and approval has been provided by the President's Cabinet and College Council. College Council represents all departments within the College as well as administration and faculty. The final step will include presentation to the Board of Trustees for their approval.

C. Describe your planned next steps for this Action Project.

Now that the definitions of our Core Values have been revisited and affirmed and a Decision Making Model has been developed, the next step for this action project will be sharing this information with all college employees in order to integrate these ideas into the culture and decision making processes of the institution. Specific actions will include:

- Presentation and approval by College Council – September 2008
- Presentation and approval by College Board of Trustees – September 2008
- Making this information a component of the Kaskaskia College Leadership Institute program open to all faculty and staff at the College. The Leadership Institute is highly recommended for all employees.
- Presenting this information to new faculty, staff, and administrators at all New Employee Orientation workshops.
- Presenting this information to students at New Student Orientation.
- Providing updates to all current employees at the upcoming Professional Faculty/Staff Development Workshop October 6, 2006.
- Utilization of Decision Making Model by all administrators within their departments. Administrators will train their faculty and staff on using the tool to reinforce the Core Values and facilitate utilizing them for ethical decision making.

D. Describe any "effective practice(s)" that resulted from your work on this Action Project.

The Core Values of Kaskaskia College served as the directional guideposts, as well as the impetus for the Decision Making Model. As we move forward and integrate this Model into the fabric of the institution's decision making and planning processes, we will develop a sense of security within the institution and the community that our values of honesty, respect, compassion, fairness and responsibility will be at the heart of our operation. The administration will be the key facilitators and users of this model practicing it within their own departments and training their faculty or staff on the use as well.

E. What challenges, if any, are you still facing in regards to this Action Project?

The biggest challenge that Kaskaskia College will face upon retirement of this project will be ensuring that those making decisions at the institution will consult the Decision Making Model. The success of this project will depend on decision makers using the Core Values team's Decision Making Model. Hopefully, the plans to incorporate this model in the culture of Kaskaskia College life – Leadership Institute, New Student Orientation, and New Employee Orientation – will remind the employees at Kaskaskia College of the importance of considering each of our core values when making any decision.

F. If you would like to discuss the possibility of AQIP providing you help to stimulate progress on this action project, explain your need(s) here and tell us who to contact and when?

This action project will be retired after the reviewers' comments are received and analyzed. Any recommendations for improvement will be carefully considered for implementation prior to retiring the project and proceeding with steps to institutionalize the processes developed through this action project.