

**Evaluation of Terrence Leas  
Riverland Community College  
June 24, 2005  
Executive Summary**

**Achievements**

**1. Upgraded older facilities.**

- RCC submitted more than \$9.4 million in HEAPR requests, of which we funded \$500,000 out of cost savings of 2002 HEAPR requests.
- RCC received \$5.54 million during the 2005 legislative session for new science labs in Austin and Albert Lea and requested \$265,000 for updating instructional technology/multi-media classrooms.
- RCC submitted \$135,000 for pre-design work on Albert Lea HVAC and Austin roof project.
- RCC submitted \$500,000 capital-bonding and \$500,000 earmark requests for 2006 to fund a Health Simulation Center.
- RCC applied for \$10,000 pre-design NEA grant for a performing arts center.

**2. Achieved a true system-wide response team.**

- RCC's dean served on MnSCU CTS Lead Team, attended all meetings and planning sessions. Participated in Regional Training sessions with SE Minnesota colleges, universities, DEED, and Workforce centers that focused on improving collaboration; attended MnSCU CTS Network state conference.
- RCC completed 32 Power Limited Technician collaborative training projects with other MnSCU Institutions; 3 with SCTC, 6 with MN State College SE Technical, 7 with Central Lakes CC, 5 with Ridgewater College, 5 with RCTC, and 6 with MN West CTC.
- RCC shared training tools and instructors with SCTC and MN West on fire department training and state fire schools.
- RCC participated in the Supervisory Management Consortium with 7 other MnSCU colleges.
- RCC collaborated with SCTC to deliver motorcycle safety training to SE MN students.
- RCC partnered with Century CC on SHRM human resource Training.
- Collaborative partnerships for Power Limited Technician training provided training to more than 460 students throughout MN; SHRM training partnership served 16 students; Fire training served hundreds of fire fighters in southern MN.

**3. Restructured & consolidated the academic and student affairs divisions.** Conducted extensive public meetings on need to restructure, updated organizational chart, and hired Vice President of Academic & Student Affairs, who will begin August 1, 2005.

**4. Finalized integrated institutional plan.**

- New mission, vision, and values were written in April.
- Developed six strategic goals.
- Updated institutional effectiveness plan April 2005.
- Updated master academic plan May 2005.
- Updated master facilities plan June 2005.
- Will seek MnSCU Board approval and operationalize strategic plan late summer or early fall.

**5. Enhanced public awareness & elevated public image of RCC.**

- Created 8 different informational inserts (1,500 of each) representing the various career program divisions, plus liberal arts folders.
- Distributed *2003-04 President's Report* to the community.
- President completed 12 radio interviews.
- President made two presentations to Austin Lions and Albert Lea Kiwanis.
- Foundation Director made three presentations to Austin Kiwanis, Albert Lea Lions, and Albert Lea BPW.
- President published 12 columns in each of the three regional newspapers.
- Developed & disseminated three key messages to business, legislative, educational, and community leaders.

**6. Expanded opportunities with service area high schools.**

- Outreach conducted through a PSEO newsletter and high school PSEO nights; numbers increased 10%.
- Nine PSEO and concurrent enrollment contracts with local high schools (+55.6%).
- Entered into 17 Tech-Prep articulation agreements as part of the MN Tech-Prep consortium.
- Collected data on three home-school parent groups and developed leader contact information sheet.

**7. Collaborated with regional partners, SE MN Technical College, SCC, & RCTC, to hire a *Regional Diversity Trainer & Investigator* to provide consistency & efficiency within the region for special projects.**

**8. Continuously improved programs and services for students, workers and employers.**

- Completed two Vital Signs reviews, three Vital Signs review updates, & six dean studies for struggling programs and disciplines.
- Vital Signs review led to decision to close the Automotive Industrial Maintenance Technology program.
- All programs completed initial program review; eight completed the second round of review.
- Faculty-led teams addressed each of the nine AQIP criteria for the System Portfolio; drafted portfolio in June 2005.
- AASC formed an academic peer-review committee for institutional change for an online AA degree.
- All new faculty and faculty requiring re-licensure were reviewed and credentialed.
- Nursing program received recommendation for eight-year extension from NLN.
- 99.91% of employee performance evaluations completed as of June 2, 2005.
- Provided five training sessions to staff/faculty to assist with process and purpose of Individual Growth Plans.
- Revised exit-interview process.
- PTK Student Leadership course approved by AASC and scheduled for fall 2005.

**9. Expand private fundraising.**

- Foundation raised \$124,394 as of May 30, 2005.
- Added five named and three endowed scholarships (+6%).
- Awarded three one-time named scholarships.

- Increased endowment fund balance by 20%.
- Added five additional Foundation scholarships and five new part-time student Foundation scholarships (+42%).
- Identified a chair of the alumni association; invited committee participation with first meeting in June 2005.
- Created and mailed an alumni brochure to 8,900 alumni. More than 500 alumni responded; updated names and addresses.
- Held four Riverland Live sessions on site; delivered three Riverland Live sessions off-site, and held four Alumni/Business visits off site.

## **Challenges/Goals**

- 1. Assess organizational structure and distribution of leadership for academic affairs.**
- 2. Recover from enrollment drop of nearly 12 percent.**
  - Five percent expected from elimination of state prison contracts.
  - Remaining decrease resulted from loss of concurrent enrollments at Owatonna High School, move from credit to contracted CTS computer classes, absence of two CTS representatives during the year, and fewer summer classes.
  - Funding formula penalty.
- 3. Hire a new executive director of the foundation.**
  - Develop alumni association.
  - Increase private gifts.
  - Increase corporate donations.
- 4. Operationalize strategic plan and build on successful planning process.**
  - Complete AQIP System Portfolio process.
  - Integrate college strategic planning, budgeting, and decision-making processes.
  - Assess institutional effectiveness plan.
  - Develop integrated enrollment management process.
- 5. Assess the value of the college grant writer position.**
- 6. Obtain funding to develop and achieve a world-class health sciences simulation lab.**
- 7. Strengthen developmental education.**
  - Hire a developmental writing instructor.
  - Develop a writing center.
  - Hire a developmental reading instructor
  - Assess the quality of developmental support services.
- 8. Determine long-range relationship of OCUC to the college.**
- 9. Launch college professional development program.**