Year 1 Report
President’s Tactics
David Svaldi

Narrative

My year 1 tactics or objectives included 36 separate activities. A Cabinet review of these tactics determined that 29 (or 80%) of the original tactics have been successfully completed and implemented. Roughly seven tactics were either not completed or not fully implemented. These seven tactics will be addressed during 2007-2008. In order of importance these include: completion of a Crisis Response Plan with appropriate training and practice, completion of a Diversity and Affirmative Action plan for the College, clear delineation of a the organizational structure with appropriate titles, defined responsibilities and authority (per Finding in HLC Site visit team report), a comprehensive enrollment management and marketing plan for the College, securing a grant writing position for the College, planning for renovation or demolition of buildings on the corner of Richardson and 1st street including the old Public Safety building, the 4-plex, KASF building and the Casa Del Sol building and securing funds for on-going IT needs. A year 2 revised set of tactics reflecting either tactics not achieved or newly determined needs is also posted on my web-site.

Year 1 Objectives (06-07)

- Successfully Complete self study & continuing accreditation process(1,6,&7)
  - Dr. Farish – on track
  - SUCCESSFULLY ACCOMPLISHED
- Successfully Complete TEAC Accrediting process(1,6&7)
  - Dr. Valerio & President Svaldi
  - SUCCESSFULLY ACCOMPLISHED
- NASM site visit (1)
  - Dr. Lipke & Dr. Novotny
  - Feb 2007
  - SUCCESSFULLY ACCOMPLISHED
- Search for and hire Provost (6)
  - President Svaldi
  - Timeline: kickoff Fall 06
  - SUCCESSFULLY ACCOMPLISHED
- Search for and hire “VP for Development” (6,7)
  - Foundation Board & President Svaldi
  - SUCCESSFULLY ACCOMPLISHED
- Search for and hire Institutional Grant writer (6,7)
  - Foundation Board & President Svaldi
  - NOT COMPLETE
- Search for and hire Ag-Business Professor (1,3,5)
  - Dr. Keiser & Dr. Novotny
  - Timeline: hire date of Fall 07
SUCCESSFULLY ACCOMPLISHED

- Review & assess current org structure (6)
  - Cabinet /Dr. Mumper
  - Timeline: September 07
  - IN PROGRESS

- Fully Develop, communicate, and start implementing comprehensive enrollment plan; ensure align outcomes with Performance contract (draft is attached) (3,7)
  - TO BE INTEGRATED INTO COMPREHENSIVE ENROLLMENT MARKETING PLAN FALL 07
  - Cabinet
  - Freshman Retention Pilot Plan
    - Benchmark/data/feedback
    - Methods
      - Attendance/Assignments (miss 2/2 intrusive advising begins)
      - RA’s
      - Parent’s newsletter
      - 100 level courses profs can volunteer to be part of the program
      - Emerging Scholars
        - Pilot program
        - Tutoring peers
  - Carefully monitor College finances with a goal of balancing the General fund budget via general fund income only within 4 years (6, 7).
    - Monitor – Budget Committee
    - Balancing – Cabinet
    - ONGOING. Need enrollment increase to complete
  - Negotiate new performance contact benchmarks for low-enrolled programs (6)
    - President Svaldi and Dr. Novotny
    - SUCCESSFULLY COMPLETED
  - Implement initial recommendations for addressing salary inversion and compression issues among Full Professors.(1,6)
    - President Svaldi and Dr. Novotny
    - SUCCESSFULLY COMPLETED
  - Set benchmarks for 3 year salary improvement plan for all exempt levels; provide options to BOT for budget support in alignment with statewide cost allocation study outcomes.(1,6,7)
    - COMPLETED FOR 07. Moving target.
      - Cabinet
  - Participate in Statewide Cost Allocation study (7)
    - VP Mansheim
    - ONGOING
  - Implement new Faculty Handbook(1,2,6)
    - SUCCESSFULLY COMPLETED
  - Conduct at least two Community Forums in two different SLV Communities.(4,5)
PARTIALLY COMPLETED—2 forums in Alamosa

- Review and assess all current academic programs; propose at least one new academic program each year (1,3, & 7)
  - All programs not reviewed
  - 4 new Academic Programs approved (MA on-line Coaching, MA Humanities, BS/BA HCA, BFA, Art)

- Implement New Exempt Staff Handbook (6)
  - VP Mansheim and Director Rogers
  - Timeline: September 06
  - COMPLETED

- Develop and implement comprehensive employee training and development plan with a focus in year one on safety (6)
  - Safety program for facilities services – December 06
    - Director Jones
    - COMPLETED

- Provide necessary training for Facility Services’ personnel to implement revised Organizational structure; implement and hold employees accountable.(2,6)
  - VP Mansheim and Director Jones
  - COMPLETED

- Provide training and development opportunities for all Department Chairs and Exempt administrators with a focus in year one on conflict resolution. (6)
  - Dr. Novotny and Director Rogers
  - Partially Completed—5 chairs

- Complete and implement Institutional Crisis Response Plan including appropriate training schedule and follow-up (6)
  - President & Cabinet & Director Shults
  - DRAFT IN PROGRESS HIGHEST PRIORITY

- Complete and start implementing campus diversity plan with appropriate yearly benchmarks (1,2,3,4)
  - President and Committee
  - NOT COMPLETED; Priority for Year 2

- Determine future use of Marvel House; raise funds to make necessary renovations consistent with that use (4,5)
  - President, BOT, & Foundation Board
  - COMPLETED/Construction underway

- Determine future use of Casa Del Sol Complex; raise funds to make necessary renovations consistent with that use (4,5)
  - Mansheim and Marquez
  - IN PROGRESS/ possible donor

- Review usage of old Public Safety Building & KASF Building & condemned 4-plex, make appropriate plans for year 2.(2)
  - Move Radio Station
  - President & VP Mansheim
  - Not accomplished/Priority for year 2

- Secure state funding for second half of Plachy Hall project (2,5)
  - Mortensen, Mansheim, Gil Romero & Nolbert Chavez
• ACCOMPLISHED
  • Secure state and/or Federal funding for Campus IT needs (1,2,6)
    o Nicholson, Mansheim, Gil Romero & Nolbert Chavez
    o IN PROGRESS
  • Renovation of Old Student Center building as Community Outreach center (3,4,5)
    o Mary Hoffman & Todd Wright
    o CONSTRUCTION SCHEDULED
  • Secure funding for at least one mini bus. (2,7)
    o Coach Martin & President Svaldi
    o BUS ORDERED
  • Submit Richardson Hall renovation project for state funding (2,4,5)
    o Todd Wright
    o ACCOMPLISHED
  • Complete New Campus Facilities Master Plan (5,6)
    o Todd Wright & Cabinet
    o COMPLETED
  • Increase donations to the College by 10% (7)
    o President, Development Office, & Foundation
    o GOAL EXCEEDED with Porter gift
  • Review legal relationship between Gingerbread House Board and ASC; revise as advised by Counsel. Study feasibility of complete restructuring of current Gingerbread House operation perhaps establishing as self-supporting operation and securing funding to improve facility (2,3,5,7)
    o Mansheim & Mary Hoffman
    o ONGOING
  • Study and determine how to establish on-going Institutional Planning function to preserve, continuously update and maintain HLC materials and assessment of all institutional outcomes. (6)
    o ONGOING
  • Catalog all Luther bean Museum holdings; appraise these holdings; establish operating budget. (4,6,7)
    o Partially completed/operating budget needed