



## *HLC Accreditation Evidence*

- Academic and Student Support Services

URL:

Office of Origin:

- Vice President of Student Services
- Vice President of Instruction

Contact(s):

- Vice President of Student Services
- Vice President of Instruction

## **Examples of Barton Community College Academic and Support Services**

### **Academic Advising**

Barton's advisement system is a student-centered system designed to increase student success and retention by encouraging on going contact between students, advisors, and the Barton student support structure. Academic advisement services are available to all students regardless of location or modality. Students who identify themselves as degree- or certificate-seeking are assigned an Advisor, any student may request an advisor or visit with an advisor.

Academic Advisors can answer questions about and assist with:

- Academic advisement, enrollment, and course selection
- Career and personal exploration
- Courses at Barton – online or face-to-face
- Course prerequisites and General Education requirements
- Certificates and degrees offered at Barton
- Selecting a major course of study

### **Academic Center for Enrichment (Barton ACE)**

The Academic Center for Enrichment (ACE) is a learning center for the study of math. Instructional help is available during posted hours for students in College Prep Math. The ACE lab is located in the Classroom Building on the Barton campus in Great Bend.

Key Features of ACE courses:

- Modularization of competencies
- Mastery Learning
- Individualized instruction

### **Academic Development Center (ADC)**

The ADC supports students in their development of academic skills and provides a space for supported study. Although the ADC is located on the Great Bend Campus, all services are provided remotely to students regardless of campus affiliation or personal location. Through student seminars and academic coaching, the ADC assists students with time management, note taking skills, academic resource development, group study, and test preparation. During academic coaching, academic mentors may also assist students as they navigate the business of being a student by connecting them with additional support services such as tutoring, advisement, mental health counselling, or financial aid. The ADC also partners with faculty to create supplemental instruction through events like Science Fridays! and Thursday MathHour!

#### **Student Seminars**

During the 2021-2022 academic year, the ADC introduced student seminars, regularly scheduled presentations and guided conversations on the academic skills that support success in college-level coursework. Seminar topics include: Note Taking, Planning for Success, Study Groups, Preparing for Finals, Study Skills, Online Course Skills, and Academic Integrity. All seminars are held live in the Academic Development Center on the Great Bend campus, and are simultaneously offered via Zoom to include students from Barton's Ft. Leavenworth, Ft. Riley, and Online student populations.

### **Barton Community College Foundation**

The Foundation is an independent nonprofit corporation that raises funds from private sources to

support Barton Community College projects and programs that fall beyond the college's operating budget. The Barton Foundation was established in 1969 and is a 501(c)(3) charitable organization as classified by the Internal Revenue Service. In FY 2022, the Foundation awarded \$319,640 in academic scholarships.

### **Career Planning Resources**

The Career Center, located on the Barton County Campus provides numerous services to students including: Career Assessment and Exploration, Part-time Employment Search, Transfer College Information, Internships/Job Shadowing, Job Search Assistance, and resume assistance.

### **Child Development Center (CDC)**

The Barton CDC is a comprehensive day care program that serves children between the ages of 2 weeks and 12 years. Students, faculty, staff and community members with children between the ages of 2 weeks and 12 years have access to the Child Development Center located at the Barton County Campus on a space-available basis.

The Center is licensed by the State of Kansas to provide care for up to 60 children during each academic semester. The program is based on these concepts and philosophies:

- Children learn the skills necessary for success in school and life at an early age.
- Each child learns at his/her own rate.
- Success in learning will develop the child's self-image.
- Growth is a sequential and orderly process
- Children pass through stages of development, which occur in a predictable sequence in the physical, affective and cognitive growth domains.

### **Civil Rights and Title IX**

The College has a well-developed Title IX and Civil Rights Equity infrastructure. Numerous components support this focus, included the establishment of a Sexual Misconduct and Assault Resource Team (SMART), the creation of a Title IX and Civil Rights Equity policy and procedure, the hiring of a full-time Title IX Coordinator, employee and student training, and establishing partnerships with resource providers. The SMART continues to meet at least once each semester to identify gaps in services and enhance services to students and employees. The

- Offers and implements appropriate and reasonable supportive measures to the parties upon notice of alleged harassment, discrimination, and/or retaliation, including, but not limited to:
- Referral to counseling, medical, and/or other healthcare services
- Altering campus housing assignment(s)
- Altering work arrangements for employees and student-employees
- Providing campus safety escorts
- Implementing contact limitations (no contact orders) between the parties
- Academic support, extensions of deadlines, or other course/program-related adjustments
- Trespass, Persona Non Grata (PNG), or Be-On-the-Lookout (BOLO) orders
- Class schedule modifications, withdrawals, or leaves of absence

At the time that supportive measures are offered, Barton will inform the Complainant, in writing, that they may file a formal complaint with Barton either at that time or in the future, if they have not done so already. The Title IX Coordinator works with the Complainant to ensure that their wishes are considered with respect to the supportive measures that are planned and implemented.

### **Cougar Supply Den**

Since opening as the Barton Food Pantry in 2017, the Cougar Supply Den (CSD) has continued to grow throughout the years. As usage increased, the Pantry began providing hygiene items, gently used bedding, towels, clothing, and cookware. Since its beginning, the CSD has supplied more than 20,000 pounds of food. In 2021, there were more than 200 visitors each month – the service has been used more than 3,000 times.

### **Counseling**

Professional Mental Health Counseling by a licensed professional counselor (LPC) is available to help students with personal issues or academic concerns that would ultimately affect the achievement of their academic goals. Counseling is also available to assist students in exploring choices, recognizing consequences, and assuming personal responsibility. Students who are unsure if campus counseling is right for them may benefit from consultation and outreach. During a consultation, counselor and student/employee can determine the nature of the problem and what the appropriate resource(s) may be for addressing it. Together, the decision may be made to begin campus counseling, seek a local resource, obtain a referral or pursue other avenues of resolution. Students at Fort Riley, Fort Leavenworth, and Grand View Plaza are referred to the Victim Advocate Office at the respective installation or to community resources.

### **Disability Services**

Services are available to students (on-campus or online) with physical or learning disabilities in order to promote equal educational opportunities. Reasonable accommodations are provided on an individualized, as-needed basis. At the college level, students with disabilities must self-declare and provide recent and professional documentation regarding the disability, which should include how the disability affects the student's academic performance, as well as suggested accommodations. Services are available at each campus and online.

Disabilities services personnel assist eligible students obtain appropriate accommodations that allow students with disabilities an equal opportunity to participate in and benefit from educational programs. Appropriate accommodations are provided on an individual, case-by-case basis. Some common accommodations include:

- Adapting a dorm room or a classroom for a student who uses a wheelchair
- Extending timelines on tests
- Providing for the use of auxiliary aids such as sign language interpreters, tape recorders, note takers, scribes, readers, books in PDF format or eReaders.

### **Financial Aid and Scholarships**

Barton's Financial Aid Office assists in funding students' educational objective while administering programs within federal, state, and institutional guidelines. Financial aid services are available to students at all Barton instructional sites including online.

### **Food Services**

The College contracts with Great Western Dining to provide cafeteria services for Great Bend residence hall students, commuter students, employees, and visitors. Residence hall fees include a 19-meal plan and commuter students and employees may purchase discounted meal cards for ten meals at a time.

### **Health Services**

Barton Community College employs a registered nurse full-time for the fall and spring semesters in an academic school year. Basic services are free to all students and employees of the college. Services include assessment and treatment of minor acute illnesses; routine health checks; assistance with medical, dental, and eye referrals; assistance with family planning, STD, and HIV counseling; and other medical information.

### **Hispanic Engagement and Recruitment Office (HERO)**

The Hispanic Engagement and Recruitment Office exists primarily to familiarize prospective students, their families, and other community members with the educational opportunities and services available through Barton Community College. HERO was established because the number of Hispanic students in our service area and around the country are growing drastically. The vast majority of these students are first generation college students, so there is not much knowledge on the processes involved with postsecondary education. HERO is here to fill that need and is here as a resource to assist in all the processes involved with postsecondary education. HERO is here to assist the Hispanic community and make it easier for Hispanic students to enter Barton Community College with all questions they or their families might have.

At the HERO office, students may ask questions in confidence and receive all the information in Spanish if that is what they prefer. HERO engages with students when they are in high school and guides them through the processes in order to attend Barton and be successful. When their senior year arrives, they are helped with FAFSA completion as well as other scholarships. They are also connected with other programs on campus that help them as well. Once the student is attending Barton, they will have a support system here exclusively for Hispanic students. HERO staff also arrange transfer visits and assist participants with transferring to other universities after their time at Barton Community College.

### **Library**

The Barton Library currently offers its patrons access to more than 16,000 print books, 47 periodicals, 272,000 eBooks, 92 databases, and nine electronic media collections. The Library manages an inter-library and inter-campus loan system that can provide patrons at all campuses and remote learners with print materials. Every enrolled student and every member of the faculty and staff are able to take advantage of Library resources through the MyBarton Portal, especially when not physically on the Great Bend campus. The Library likewise offers information literacy instruction to students in order that they may become better gatherers and users of data. The interests of students, faculty, and staff vis-à-vis the Barton Library are represented through the Library Advisory Board, which meets monthly through the academic year.

### **Military and Veterans' Affairs Resources**

The VA Specialists located at the Barton County, Fort Riley, and Fort Leavenworth campuses provide individualized services and referrals to support agencies. The Specialists assist veterans in navigating the various benefits and services available to them including military evaluations, disability services, CLEP/DSST Testing, tutoring, and the Central Kansas Educational Opportunity Center (CKEOC). CKEOC, a Barton TRIO program, provides numerous support services for military and veteran students. A comprehensive description of the services was submitted to the U.S. Department of Education in fulfillment of the grant application process. Barton staff also provide referrals to military-connected and local support providers such as GoArmyEd (Fort Riley, Fort Leavenworth) and KanVet.

## Residence Life – Campus-Based Housing

Barton provides campus-based housing, collectively known as Prairie Village, which accommodates a total of 426 residents. Barton requires that all full-time students attending the Barton County campus at Great Bend, Kansas (those enrolled in 12 face to face semester hours or more) with a total of less than 24 successfully completed college hours, reside in student housing. Residence Hall students have access to three, no-cost laundry facilities.

## **TRIO Student Services**

The College sponsors four TRIO programs:

- [Educational Opportunity Center \(EOC\)](#) - The Educational Opportunity Centers program provides counseling and information on college admissions to qualified adults who want to enter or continue a program of postsecondary education. The program also provides services to improve the financial and economic literacy of participants. An important objective of the program is to counsel participants on financial aid options, including basic financial planning skills, and to assist in the application process. The program serves 43 counties in Central Kansas with offices in Great Bend, Fort Riley, and Grandview Plaza.
- [Student Support Services \(SSS\)](#) is a federally funded program through the U.S. Department of Education. The program is funded to provide services to students from first-generation and limited-income families as well as students with disabilities. Services include academic advisement, financial aid application assistance, counseling, tutoring, disability services, and cultural activities.
- The College sponsors two Upward Bound projects; ([Barton County Upward Bound](#) and [Central Kansas Upward Bound](#)) they provide fundamental support to participants in their preparation for college entrance. Upward Bound serves: high school students from low-income families; and high school students from families in which neither parent holds a bachelor's degree.

The Upward Bound program concentrates on building success by improving academic skills and involving high school students in activities that will expose them to the world around us the workplace, careers, educational institutions, and the cultural aspects of our society. They engage in many community service projects, go on college visits, cultural trips, and many other activities that are designed to help prepare them for the future. Additionally, students participate in a residential summer program where they are able to continue their education and experience what college will be like. At the end of every summer program they take a week-long trip to somewhere new and exciting.

## Tutoring

The College provides face-to-face tutoring services at the Barton County and Fort Riley campuses. Online tutoring is available to students who cannot access the local services. Students at Fort Riley and Fort Leavenworth, active duty service members, and their eligible dependents can access around the clock assistance by visiting Tutor.com for Military Families. BARTonline non-military-connected students can access Barton Tutor.com for up to 8 hours of free tutoring per semester. Students at all campuses also have the option of contacting the Barton County tutors to schedule Facetime or GotoMeeting tutoring sessions.

### Wellness Team

The counselor serves as a primary point of contact for the Wellness Team. Members of the Wellness Team seek the assistance of students and employees in identifying Barton students who may be in need of guidance, support, and/or intervention. Individuals may report to the Counselor if they believe they have knowledge of a student(s) whose actions and behaviors cause concern. This report will not be used to initiate disciplinary action, but rather to get help for the student.