

Monitoring Reports December 2002

POLICY TYPE: ENDS

POLICY TITLE: MISSION

Academic Advancement

Students desiring academic advancement will be prepared for successful transfer to other colleges and universities.

1. Students will have the academic prerequisites sufficient for successful transfer.
2. Students will have appropriate knowledge of transfer requirements.

Response:

This past year, 173 students received one of the transfer degrees (associate of arts or associate of sciences) from Barton as they graduated. This is an increase of 2 students from the previous year. The College has been very deliberate in designing these degrees. The courses that are selected as meeting the College's general education requirements as well as the core courses that compose the degree, are those that are acceptable for transfer. Accordingly, a student can transfer with the degree, or should they opt to leave Barton prior to receiving their degree, the courses will transfer as they pursue additional education.

For the most part, students who transfer do not have difficulties in having their course work accepted in transfer. Exceptions may, on occasion, be found when a student either changes their mind about the major they are seeking, or they opt to complete their degree at a different four-year institution than they originally planned. While these exceptions exist, they are rare and for the most part, course work is accepted in transfer, but may not necessarily meet major requirements.

Academic program changes at the four-year institutions are a constant. This means that two-year institutions must constantly review their requirements and make necessary adjustments in their courses and programs so students do not experience transfer difficulty. This is a major responsibility of Barton's full-time faculty. Their efforts are demonstrated in the review of the College's syllabi and general education requirements.

Student advisement is another area that is necessary to ensure student academic advancement. It is the advisors' responsibility to ensure that students are aware of transfer requirements. The advisement center has developed degree templates that reflect transfer requirements for the state Universities and colleges. Transfer requirements are available for students via the college web site or from their advisor. Additionally, the inception of Web for Students has allowed students the opportunity to view their Barton transcripts on-line and print an unofficial transcript for course evaluation at transfer institutions.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: GENERAL EXECUTIVE CONSTRAINTS

The President shall act at all times in an exemplary manner consistent with the responsibilities and expectations vested in that office. The President shall act in a manner consistent with Board policies and consistent with those practices, activities, decisions, and organizational circumstances, which are legal, prudent, and ethical.

General Executive Constraint #5

Permit conflict of interest in awarding purchases or other contracts or hiring of employees.

Response: To my knowledge, no conflict of interest regarding purchases, contracts, or hiring has occurred. I believe institutionally, we continue to demonstrate that our purchasing processes provide fairness, preference to local business whenever possible, and encourage competition so the taxpayers receive the most for their money. Additionally, we continue to use personnel screening and selection processes that encourage qualified and quality applicants and fairness in appointments. As it relates to this last item, we maintain processes that allow us to expeditiously make appointments when it is thought to be in the best interest of the College.

General Executive Constraint #9

Allow assets to be unprotected, inadequately maintained, or unnecessarily risked.

Response: To my knowledge, all assets are protected and with no or minimal risk. The only possible exception, of which the Board is already aware, has been created by the state's budget crisis. That exception is -- in meeting our projected budget's expenditure plan we have had to make the difficult decision to recommend no increases in salaries as well as delay significant capital expenditures. These two areas are significant assets and while not assets in the traditional sense are none-the-less assets that need to be maintained.

On both fronts we will monitor the reactions to the budget shortfall and bring to the Board's attention anything that might place these assets in further jeopardy.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: FINANCIAL CONDITIONS

The President shall administer the Board approved budget without material deviation from Board priorities in ENDS policies, and shall protect the College from financial risk.

Accordingly, the President may not:

Financial Condition #3

Make any purchase: (a) without prudent protection against conflict of interest; (b) over \$10,000 without Board approval; (c) over \$10,000 without seeking at least three competitive quotes or sealed bids, submitted on prepared specifications. No purchase shall be made except on the basis of quality, cost, and service. Consideration shall be given to local vendors who can provide like quality products and services, and who meet bid specifications.

Response: Following review of this constraint with the Dean of Business Services, I feel confident that the College is in compliance with the policy. We remain sensitive and judicious in balancing the need to support the local economy with making wise purchases in stretching limited tax dollars.

Financial Condition #6

Fail to maintain adequate reserves which allows the College cash reserve to drop below 8% of its annual budget, working toward a goal of 16%.

Response: The Board has been apprised that progress toward this goal was made over the course of the past year. The cash reserve is above the 8% floor and we believe that this past year's budget has, for the second or third year in a row, helped us realize growth in the reserves. The reserves may in fact be of significant help as we face the fallout of the state's revenue crisis.

Financial Condition #8

Fail to provide a monthly report of the College's current financial condition.

Response: Each month, as part of the Board's agenda, "Claims" and "Financial Reports" are presented for the Board's review and action. The reports accurately reflect the fiscal condition of the institution. Further, information regarding the Foundation's fiscal condition is provided to the Trustees from the Foundation Office each month. The clarifying questions asked by the Board are appreciated, as they help us to more fully discharge our accountability to the public.

Policy Type: ENDS

Policy Title: Mission

COMMUNITY GIVING IN SUPPORT OF THE FOUNDATION

Annual: December 2002

<i>Foundation Operations</i>	1999	2000	2001	2002
Total Cash & Investments	\$3,388,516	\$3,677,626	\$3,767,185	\$3,729,618
Other Assets	\$596,748	\$531,013	\$547,948	\$613,004
Total Assets*	\$3,693,711	\$4,208,639	\$4,315,133	\$4,342,622
<i>Foundation Scholarships</i>	2000-01 Year	2001-02 Year		
Annually Funded Scholarships	\$10,274	\$21,050		
Employee Development Fund	\$5,500	\$6,783		
Endowed	\$234,036	\$128,158		
Foundation GPA Awards	\$69,100	\$69,900		
Gifts and Grants	\$38,422	\$22,043		

***Total Assets Notes:** Total assets include cash and investments, common stock, oil and gas royalties, and real estate. The goal of the Foundation is to maintain the fiduciary responsibility mandated by its founders in 1967 by ensuring upward growth to support Barton's mission.

Mission: “The Barton County Community College Foundation exists to produce private support for enhancing the quality of the College’s service in fulfilling its mission. The Foundation will coordinate fund raising activities for scholarships and other academic endeavors, and will foster strong community relationships, recognize donors for their support to the College, and will seek to educate the community about the benefits of charitable giving.”

Policy Type: ENDS

Policy Title: Mission

Alumni Contributions

Annual: December 2002

Annual Enrichment Fund		
Donations	# of Donors	Gift Value
AEF Pledge Drive	315	31,941.35
Non Auction Gift in Kind	3	13,411.31
Gifts & Grants	10	21,668.00
Donations to endowed scholarships	39	71,924.10
Annually funded scholarships	10	9,325.00
Miscellaneous Scholarship Fund	1	500.00
Totals	378	148,769.76

Special Gifts		
Donations	# of Donors	Gift Value
<i>Gift in Kind Art</i>	8	7,500.00
<i>Non Auction Gift in Kind</i>	7	40,100.00
Gifts & Grants	2	375.00
Totals	17	47,975.00

Employee Development Fund		
Donations	# of Donors	Gift Value
Payroll Deduction Pledged by Employees	111	5,848.15

Memorial Funds		
Memorials	# of Donors	Gift Value
Michael Raffelock Memorial	12	325.00
Landon Unruh Memorial	4	1,150.00
Grossardt Memorial	1	250.00
Tony & Edna Schartz Scholarship	10	250.00
Glenn Schuetz Memorial Fund	38	4,950.00
General Memorial Account	6	370.00
Totals	71	7,295.00

Shafer Art Gallery		
Donations	# of Donors	Gift Value
<i>Gift in Kind Art</i>	4	2,295.00
<i>Non Auction Gift in Kind</i>	2	250.00
Donations to Friends of the Gallery	21	3,762.68
Totals	27	6,307.68

- Grand Total of all Funds Generated for 2001-2002 fiscal year \$274,961.98
- All items in regular font indicate actual cash.
- All items in italics indicate gifts in kind that remain an asset of the Foundation or services which were offered at a discount that translated into a fiscal savings to the college.
- To determine the actual monetary value raised – all Gift in Kind donations would need to be deducted from the Grand Total as well as any expensed incurred during any of the above mentioned campaigns.

POLICY TYPE: ENDS

POLICY TITLE: MISSION

Team GPA's - Athletics

Annual: December 2002

<i>Team GPA's Athletics</i>	Fall 2001				Spring 2002			
	Men's		Women's		Men's		Women's	
	# Athletes	GPA	# Athletes	GPA	# Athletes	GPA	# Athletes	GPA
Baseball	35	3.13	-	-	33	3.02	-	-
Basketball	20	3.05	14	3.49	13	2.87	13	3.61
Cross Country and Track & Field	47	2.65	33	2.87	43	2.75	30	2.90
Golf	8	3.15	6	3.19	8	3.09	4	3.27
Softball	-	-	16	3.34	-	-	15	3.32
Tennis	12	2.86	8	3.55	10	3.02	6	3.19
Soccer	16	3.20	13	3.41	14	3.08	13	3.36
Volleyball	-	-	14	3.53	-	-	16	3.36
Totals	138		104		121		97	
FY 2001 Graduates	N/A		N/A		35		35	
Area Athletes	61				57			
In-State	139				130			
Out-of-State	103				88			
Freshman	112				101			
Sophomore	130				117			

Response: The above report demonstrates that the College is providing not only an excellent opportunity for students to compete in intercollegiate athletics, but also that these students as a whole are performing successfully in the classroom. The report also indicates that the graduation rate for student athletes in 2001-02 was 60% (70 FY 2002 Graduates out of 117 sophomores). This 60% graduation rate of student-athletes is in comparison to the *58% graduation rate of Division 1 student-athletes (based on athletes who entered college in 1992) and the *56% graduation rate of all students.

*Statistics from "The Chronicle of Higher Education"