

**REGULAR MEETING OF THE
BOARD OF TRUSTEES
BARTON COUNTY COMMUNITY COLLEGE**

**November 19, 2002 – 4:00 p.m.
U-219 (Upper Level of Student Union)**

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Meeting of the Board of Trustees
Barton County Community College

November 19, 2002

OFFICIAL BOARD MEETINGS

Comments: All official Board meetings are open to the public except executive sessions, which are convened in compliance with State law. The Board of Trustees welcomes the attendance and participation of citizens in regular meetings and upon recognition by the Chairman, encourages questions or comments pertaining to items on the agenda. Persons having other matters to be brought before the Board should submit these matters in writing to the President at least 72 hours in advance of the meeting, in order that items may be placed on the agenda. In accordance with time requirements, the Chairman reserves the right to limit comments, both in content and length of presentation.

1. No comments will be heard on matters which are not on the agenda without the consent of the Board.
2. Persons wishing to speak will identify themselves to the Chairman and state whether or not they represent the opinion of a group.
3. Each person may speak no longer than five (5) minutes.
4. Presentations containing information or comments related to College personnel or students may be referred for consideration in executive sessions.
5. The Chairman reserves the right to stop the proceedings and poll the Board to determine if a speaker may continue.

Please Note: Barton County Community College Trustees routinely hold a monthly Board study session for the purpose of setting goals, Board development, and future planning; discussion is informal and no votes are taken. Both the regularly scheduled monthly Board meeting and the monthly study session are subject to the Kansas Open Meetings Act and are open to the public.

Information Only

Meeting of the Board of Trustees
Barton County Community College

November 19, 2002

COMMENTS FROM CHAIRMAN AND INTRODUCTION OF GUESTS

The Chairman will address the assembly and the President or his designee will introduce guests, including new employees.

PUBLIC AND/OR EMPLOYEE COMMENT

No requests for public and/or employee comment have been received.

STAFF REPORTS

- Myrna Perkins will present a staff report on the Boost Scholarship
- Vern Fryberger will present a staff report on the Music Department's assessment plan

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Meeting of the Board of Trustees
Barton County Community College

November 19, 2002

CONSENT AGENDA

Comments: In accordance with BC²CC's Board policy governance, the following items are presented to the Board for approval as a part of the Consent Agenda.

Recommendation: After reviewing the detail for each item, it is recommended that the Board approve the Consent Agenda as presented:

- Minutes of the regular Board meeting, held on October 15, 2002
- Personnel
- Claims and Financial Report through October, 2002 (Exhibit A)

Action: President's Office

**Regular Meeting of the Board of Trustees
Barton County Community College
October 15, 2002**

CALL TO ORDER

The regular meeting of the Board of Trustees of Barton County Community College was called to order at 4:00 p.m., October 15, 2002, in room U-219 of the Student Union.

ATTENDANCE

Trustees Present: Mike Johnson, Stephan J. Mermis, Gene O'Connor, Marvin Sessler,
Dan Soeken, J.B. Webster

Trustees Absent: None

Other Attendees: Dick Wade; Michael Dawes; Ron Vratil; Daniel Devine, representing the Great Bend Tribune; Mark Dean; Cathie Oshiro; Dr. Tim Kimmel; Jackie Elliott; Darcy Wedel; Caicey Schartz; Dr. Veldon L. Law; and Marilyn Beary.

Chairman Mermis led the attendees in the Pledge of Allegiance.

Comments from Chairman: Chairman Mermis opened the meeting by welcoming the guests.

PUBLIC AND EMPLOYEE COMMENT

No requests for public and/or employee comment were received.

INTRODUCTION OF NEW EMPLOYEES

Rod Knoblich introduced Roy Overman, Printer

Neil Elliott introduced Stephen Smith, Assistant Track/Cross Country Coach

Lavonne Gerritzen introduced Chy Miller, Coordinator of the EMT/MICT Program

STAFF REPORTS

Steve Pottorff presented a staff report on the Agriculture Department's Assessment Plan

Elaine Simmons, Dr. Tim Kimmel, and Jennifer Dunn presented a staff report on the Peer Consulting program

Dick Wade presented a staff report on results of the Student Satisfaction Survey for departments within the Enrollment Management area.

NCA UPDATE

Cathie Oshiro presented an update on the College's progress towards next week's accreditation visit by the Higher Learning Commission.

CONSENT AGENDA

The following items were included in the consent agenda for the Board's approval:

- Minutes of the regular Board meeting, held on September 18, 2002
- Personnel
- Claims and Financial Report through September, 2002 (Exhibit A)

Trustee Webster moved that the Board approve the consent agenda as presented. The motion was seconded by Trustee Soeken. Following discussion, the motion carried.

ACTION ITEMS

Request for Unpaid Leave of Absence – The Board was presented with a request for an unpaid leave of absence for employee Jerry Treaster, who had received notice that his National Guard unit would soon be called to active unit in Bosnia.

Trustee Webster moved that the Board grant the request for unpaid leave of absence for Jerry Treaster as presented. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.

Health Insurance – Ron Vratil advised the Board that the College health insurance claims continued to decline over the past year, allowing the College to reduce the insurance reserve exposure by \$24,801.82 while maintaining the annual aggregate. He recommended that the College maintain its health insurance operation with Benefit Management, Inc. for another year and continue excess insurance coverage with the College's current carrier, AUL. He also recommended that the College increase the specific insurance limit to \$60,000 and maintain all other coverage. This would result in insurance premiums not being increased for Barton's employees.

Trustee Johnson moved that the Board approve the recommendation as presented. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

Fee for NCA Consultant-Evaluator Visit – The Board was presented with a billing in the amount of \$14,172 for the College's upcoming North Central Consultant-Evaluator visit and requested to authorize the President to pay the invoice on behalf of the College.

Trustee Soeken moved that the Board authorize the President to pay the invoice for the North Central Consultant-Evaluator visit in the amount of \$14,172 on behalf of the College. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.

Student Fees for Academic Systems Classes – The Board was presented with a request to increase student fees for the Academic Systems course from \$65 per enrollment to \$80. This request was necessitated because during fiscal year 2001-2002, student fees generated for the course did not completely cover the combined cost of the license fees, shipping and handling for the workbooks, and instructional CD's required. It was indicated that any fees generated over and above the license fees paid to Academic System would be used to upgrade the computer labs that use the courseware.

Trustee Webster moved that the Board approve an increase in student fees for the Academic Systems course from \$65 to \$80 per enrollment. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

Contract with Academic Systems – The Board received a request to authorize the President, Board Chair, and Board Secretary to enter into a 3-year contract with Academic Systems to use 400 of its licenses per year for the next three years for developmental math classes at a cost of \$79,002. Academic Systems will utilize ten percent (10%) of this expenditure to purchase computer hardware through a leasing company for Barton's use. At the end of the 3-year period, the College can purchase the equipment for \$1 apiece.

Trustee Webster moved that the Board approve the appropriate Trustees and the President to execute the 3-year contract with Academic Systems in the amount of \$79,002 as presented. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.

Technology Request – The Board received a request from Darcy Wedel of the College's Automotive Department, to purchase one Hunter GSP9712-17P, which is a Vibration Control System manufactured to neutralize wheel and tire vibration. The total cost of this purchase would be \$11,085 and funded through the Technology Grant.

Trustee Soeken moved that the Board authorize the President to approve the purchase as recommended. The motion was seconded by Trustee Webster. Following discussion, the motion carried.

RSVP Grant – The Board was requested to ratify submission of a grant for the continuation of the Retired and Senior Volunteer Program (RSVP) in the funding range of \$60,000 on behalf of the College.

Trustee Johnson moved that the Board ratify the submission of a grant for the continuation of the RSVP grant as presented. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

Acceptance of English Literacy and Civics Education Grant – The College had received notification that it had been awarded this grant in the funding range of \$25,800 and following approval at the end of the first year, the grant would be extended another year for an additional \$25,800. The Board was requested to authorize the President to accept the English Literacy and Civics Education Grant on behalf of the College.

Trustee O'Connor moved that the Board authorize the President to accept the English Literacy and Civics Education Grant, in the funding range of \$25,800, on behalf of the College. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.

KACCT/KBOR REPORT – Trustee Webster and Dr. Law shared with the Board current and upcoming activities with the KACCT/KBOR. Dr. Law presented the Trustees with a copy of a presentation he was giving at the Kansas Board of Regents' Southwest Kansas Access Group meeting tomorrow relative to the development of Western Kansas Regents' Centers.

INFORMATION/DISCUSSION ITEMS – The following were presented for the Board's information and discussion:

- Monitoring Reports (Exhibit C)
- Upcoming Board Meetings/Activities
- President's Report of Monthly Activities

NOTICES AND COMMUNICATIONS – Dr. Law shared with the Trustees a copy of a letter from KACRAO, recognizing Carrie Beck and Julie Munden's contributions to its executive council.

EXECUTIVE SESSION – Chairman Mermis advised that an executive session would be necessary to discuss non-elected personnel in order to protect the confidentiality of the individual(s) being discussed.

Trustee Webster moved that the Board recess to executive session at 5:26 p.m. for 34 minutes and 20 seconds to discuss non-elected personnel in order to protect the confidentiality of the individual(s) being discussed, to reconvene in room U-219 at 6:00 p.m. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 6:00 p.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel were discussed in order to protect the confidentiality of the individual(s) being discussed, and that no action was taken. He further advised that the Board would need to return to executive session for an additional 5 minutes to continue its discussion of non-elected personnel issues.

Trustee Webster moved that the Board recess to executive session at 6:00 p.m. for 5 minutes to discuss non-elected personnel in order to protect the confidentiality of the individual(s) being discussed, to reconvene in room U-219 at 6:05 p.m. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 6:05 p.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel were discussed in order to protect the confidentiality of the individual(s) being discussed, and that no action was taken.

ADJOURNMENT – The meeting adjourned at 6:08 p.m.

Stephan J. Mermis, Chairman

Mike Johnson, Secretary

Recorded by Marilyn Beary

PERSONNEL

Resignations/Terminations

Ina McMullen – Secretary, Learning and Instruction
Dr. Bahar Sheikh, Chemistry Faculty

New Positions

ABE & GED Tutor (part-time, grant funded)

New Employees

Lynn Pepperd – Assistant Director of Fort Riley Academic Transfer Programs

Replacement Employees

Angie Brummer – Secretary, Grants Office
Jimmie Marris – Security Officer
Lakisha Minniefield – Academic Advisor, Fort Riley

Position Change

Jennifer Kingslien – from part-time Faculty and Staff Administrative Support Specialist, Fort Riley to full-time Faculty and Staff Administrative Support Specialist
Latisha Redfield – from Academic Advisor to Assistant Coordinator of Admissions and Records, Fort Riley

Title Changes

Shelley Snyder – from Program Manager for Lifelong Learning to Program Manager for Health Care

Supplemental Contracts

Christine Abbott	Group Dynamics I, Death and Dying, & Human Sexuality
Jeffery Anderson	Medical Terminology
Dorothy Arvizu	Fundamentals of Grammar
Janet Balk	Western Civ. 1500 to Present
Geraldine Ball	Principles of Microeconomics, & American History 1877 to Present
	Western Civ. 1500 to Present
David Barnes II	Technical Mathematics
Tom Bergman	Comp. Aid Mgmt of Emergency Oper
Jimmy Bias	Spreadsheet Applications
Laverne Bitsie-Baldwin	Intermediate Algebra
George Bowman	Laser Sighting & Engagement Systems & Weapons Storage Facility Operations
Gerald Butler	World and Regional Geography-2 sections
	Principles of Micro, Physical Science
	Physical Geography-3 sections
Wynn Butler	Total Quality Mgmt,
	Western Civ. 1500 to Present
Wendy Butler	Principles of Micro & Personal Finance

Gilberto Chabarría	Public Speaking-2 sections
Rebecca Claassen	Tech Math, College Algebra, & Elements of Stats
Richard Clark	Process Management & Gov't of US
Michael Cox	Military History/Second World War Western Civ. 1500 to Present-2 sections, Supervisory Development
Gary Cunningham	Information Super Highway
Leigh Cunningham	Cross Cultural Awareness
Charles Davis	Intro to Drama & Intro to Logic
Jeffery DeFries	Total Quality Management, Process Management, & Business Ethics
Denise Del Carmen	Basic Nutrition
Jenny Chambers	Substitution
Eugene Compton	Pre-Hospital Life Support Trauma-P
Jared Duley	Social Psychology
Keith Earnshaw	Environmental Management
Michael Fey	Technical and Report Writing Intro. to Philosophy
Bill Forst	Art Appreciation
Karen Frick	Human Relations in Business Intro. to Sociology
Magdalena Gamble	Hazardous Waste Operation & Emergency Response
Nancy Gaskins	Principles of Micro-2 sections & Small Business Records I
Addie Goymerac	Environment Science & Lab, Interm Algebra, Basic Math Skills/Prep Math
Ken Henderson	Seminar in Sports Medicine
Sheyenne Heller	Public Speaking, Business English, The Short Story, Fund. of Grammar, English Comp I, & Tech and Report Writing
Arthur Holm	General Psychology
Marlene Kabriel	Elementary German I & Language Lab
Ed Kennedy	Organizational Communication
Dennis King	Contingency Planning
Gene Kingslien	Personal and Community Health-2 sections
Lynette Lee	Mgmt of Supply Operations & Organizat. Supply Mgmt Operations
Joel Lunstrom	General Psychology-2 sections & Contemporary Social Problems
James Maner	Spreadsheet Applications
Kim Mansfield	Intro. to Counseling & Group Dynamics I
Winsome Morgan-Bartley	Public Speaking
Anita Alford-Motsenbocker	Beginning Keyboarding/Interm Keyboarding
Dan Myers	Supervisory Development
William Nash	Dept. of Transportation Regs
Robert Patterson	Tech and Report Writing, English Comp I & II

Laura Peck	Introduction to Computers
Norman K. Russell	Environmental Science & Lab, Tech Math, College Algebra, & Elements of Statistics
Brian Schroeder	Intro to Exercise Science
GE Simmons	Intro to Computers & Micro Apps I
Sue Simmons	Data Base Management Systems
Letitia Snow	Gov't of US & Intro to Political Science
Patricia Snyder	Anatomy & Physiology II
Angela Sullivan	Intermediate Algebra
John Truitt	Environmental Protect Agency Regs II & Hazardous Waste Oper. & Emerg. Respons.
Roger Vanderlinde	American History to 1865
Michael Weltsch	Military History-American Civil War, American Revolution, Civil War, Second World War

Community Education

Rhonda Riedel	Activity Director (11/15/02 – 12/14/02)
Tina Kelso	Social Service Designee (12/20/02 – 12/21/02)
Evalina Craig	Taking the Chore out of your Christmas List (11/21/02)
Terri Stewart	Certified Medication Aide (12/4/02 – 1/3/03)
Linda Runge	Certified Medication Aide – Update (12/10/02)

ACTION ITEMS

Booster Club By-Laws
Upward Bound Grant Application
Replacement Car
eCollege Contract Renewal

Meeting of the Board of Trustees
Barton County Community College

November 19, 2002

BOOSTER CLUB BY-LAWS

Detail: As the Board of Trustees knows, the College has been working cooperatively with the Booster Club Board and Bob Peter during these last few months in order to update the Club's by-laws. There have been fruitful discussions held, as well as revisions proposed, considered, and now acted upon by the Club's leadership. The relevant portion of the minutes from its October meeting, where the by-laws were approved by the Booster Club Board, are attached.

Additionally, you will find attached a copy of the actual by-laws for your review and approval.

In harmony with the spirit of NJCAA regulations and in accordance with the Jayhawk Conference by-laws, the Booster Club's by-laws are presented to the Board of Trustees for your consideration and approval. This is done as one indication to our athletic associations of the College's control over its athletic program and supporting organization. As the Trustees are also aware, the issue of institutional oversight and control is also an area of sensitive and necessary compliance with our accrediting body, the Higher Learning Commission of the North Central Association.

Recommendation: The President, with the support of the Athletic Director, recommends the approval of the Booster Club's by-laws.

Action: President

Excerpt from minutes of the meeting of the Cougar Booster Club Officers and Board of Directors held on Thursday, October 24, 2002, 12 noon at the Holiday Inn:

Proposed By-laws for the Cougar Booster Club had been mailed to Booster Club officers and directors prior to the October board meeting for their perusal. Garey Pennington moved, second by Larry Kaiser that the by-laws be accepted as presented. Motion carried.

COUGAR BOOSTER CLUB BY-LAWS

Section 1. Purpose. Cougar Booster Club is organized for the purpose of assisting the Athletic Department of Barton County Community College. This assistance will be both physical and financial in accordance with the policies of Barton County Community College, and the National Junior College Athletic Association.

Section 2. Membership and Dues. Membership to the Cougar Booster Club shall be unlimited. Non-voting honorary memberships shall be granted to such persons as the Board of Directors of the Club shall designate.

Annual dues for membership shall be in an amount established by a majority vote of the Board of Directors.

Section 3. Booster Club Board. A Booster Club Board of Directors shall be established of not less than twelve (12) nor more than fifteen (15) members. Additionally, in the event the outgoing President's three (3) year term as a member of the Board of Directors terminates, he/she shall be appointed as an additional ex-officio non-voting member for a term of one (1) additional year provided he/she is not re-elected to a three (3) year term. Additionally, the Barton County Community College Athletic Director shall be named as an ex-officio and non-voting member of the Board. All ex-officio, non-voting members shall be entitled to notice and shall be entitled to attend all meetings of the general membership, Cougar Booster Club Board, and meeting of officers or other committees of the Club without exclusion.

The members of the Board of Directors shall be elected by a majority of the general membership of the Cougar Booster Club present at the annual meeting of the Club in April of each year. Board members shall be elected to a three (3) year term, but not to exceed two (2) consecutive terms, and such members will not be eligible for re-election for at least a one (1) year absence. The nominating committee of the Club shall nominate a slate of candidates of at least a sufficient number of members necessary to maintain the required minimum number of Board members.

Any vacancies on the Board shall be filled for the un-expired term by person or persons elected by the Board of Directors.

Section 4. Officers. The officers of the Club to be selected from the Board are a President, Vice-President, Secretary-Treasurer. The Board shall be entitled to elect or appoint an Assistant Secretary-Treasurer in its discretion.

Election of the officers shall be held annually by the Board of Directors and each shall hold office until he/she shall resign or shall be removed or otherwise disqualified to serve, or their successor shall be elected and qualified. The President-elect's term of office shall be limited to not more than one year in succession. Said election shall be held following the election of the Board of Directors at the April committee meeting.

A vacancy in any office on the Board of Directors for any reason shall be filled by the Board electing a Board member to that position.

Section 5. Meetings. The general membership meeting of the Cougar Booster Club shall be held in the month of April with the Board of Directors meeting any time thereafter.

The Board of Directors shall schedule the annual meeting with not less than seven (7) days notice to the general membership. Notice will be satisfied by a news release printed in a local newspaper, on a local radio station, or a local television station.

Special meetings for the Club may be called upon advance notice at any time by the President or if he/she is absent or unable or refuses to act, by the Vice-President or by any other three (3) executive committee members.

Section 6. Fundraising. The fund raising projects of the Cougar Booster Club may be set at any time of the year, subject to approval of a majority vote of the Board of Directors of the Club and the Athletic Director of Barton County Community College.

Section 7. Duty Assignments. The Board of Directors of the Club shall appoint and shall define the powers and duties of all necessary committees. These committees shall prepare a duty roster for all personnel needed at each fund raising project.

Section 8. Finances. All receipts, unless specifically designated, shall constitute the general fund of the Club, from which all charges for the maintenance and conduct of the Club shall be paid. All other available funds may be disbursed as directed by the Board of Directors in accordance with the purposes of the organization and as set forth in these by-laws. All transactions which assist the athletic programs of Barton County Community College such as equipment purchases, recruitment expenses, grant-in-aid, etc., shall be approved by the President of BCCC or his/her designee.

All checks shall be co-signed by the following: A designee of the President of Barton County Community College and one of the following: President, Vice-President, Secretary-Treasurer, or the immediate past President of the Club.

The Secretary-Treasurer shall be responsible for the following:

- a. Disbursement of the funds of the Club pursuant to the provisions set forth herein.**
- b. Depositing of all funds of the Club under the name of the Cougar Booster Club.**
- c. Preparation of reports of the financial condition of the Club at each meeting of the Board of Directors and as requested by Barton County Community College.**

Section 9. Power to Amend. These by-laws shall not be amended without the approval of the Board of Directors of the Cougar Booster Club and the Board of Trustees of Barton County Community College.

Approved By Cougar Booster Club on 10-24-02

Meeting of the Board of Trustees
Barton County Community College

November 19, 2002

UPWARD BOUND GRANT APPLICATION

Detail: Attached for the Board's review is a grant application for continuation of the Upward Bound Program in the funding range of \$230,000 which is in an amount above that for which the President may authorize without Board action.

Recommendation: The President respectfully requests Board authorization to approve the application for the continuation of the Upward Bound Program in the funding range of \$230,000 on behalf of the College.

Action: Director of Grants

**BARTON COUNTY COMMUNITY COLLEGE
GRANT APPLICATION REQUEST
(Funding Range Over \$10,000)**

Grant	Upward Bound
Funding Agency	U.S. Department of Education
Summary	Upward Bound serves high school students from low-income families, high school students from families in which neither parent holds a bachelors degree, and low-income, first generation military veterans who are preparing to enter postsecondary education. The goal of Upward Bound is to increase the rates at which participants enroll in and graduate from institutions of postsecondary education.
Possible Services	All Upward Bound projects MUST provide instruction in math, laboratory science, composition, literature, and foreign language. Other services include (but are not limited to): <ul style="list-style-type: none"> ▪ Instruction in reading, writing, study skills, and other subjects ▪ Academic, financial, and personal counseling ▪ Exposure to academic programs and cultural events ▪ Tutorial Services ▪ Information on postsecondary education opportunities ▪ Assistance in completing college entrance and financial aid applications ▪ Assistance in preparing for college exams
Relationship to College Mission	This grant empowers pre-college age students to learn and grow and to formulate and realize educational goals.
Target Population	50 Students from Claflin, Ellinwood, Great Bend, and Hoisington High Schools. Students who have completed the 8 th grade, be between the age of 13 and 19 (except veterans), and have a need for academic support to pursue a program of postsecondary education. All students must be either from low-income families or be potential first-generation college students.
Funding Range (Approximate)	A minimum of \$230,000
Indirect Cost Reimbursement	8% of Direct Funds
Funding Period	09/01/2004 – 10/31/2008
Institutional Obligation	
Cash	
In-Kind	Scholarships for UB students, Office Space, Furniture
Personnel Required	One part-time teacher
Existing	Coordinator, 1 Academic/Counselor, .50 Secretary, part-time personnel
New	None
Application Deadline	10/13/02

Presidential Review

I have reviewed this request and it is in concert with the mission and vision of Barton County Community College. I support the request and recommend that the Board of Trustees authorize the College to proceed with the preparation of the grant application, which is in excess of the funding range for which I am authorized to approve.

President's Signature

Date

Meeting of the Board of Trustees
Barton County Community College

November 19, 2002

REPLACEMENT CAR

Detail: As part of the College's transportation replacement plan, the Institution is in need of replacing the car that is used by the President. The vehicle's mileage and maintenance needs warrant trading the vehicle at this time.

Recommendation: It is recommended that the Board of Trustees approve the purchase of a 2002 Dodge Intrepid, to be purchased from Marmie Chrysler for \$13,618.30. The College intends to fund the purchase with funds received from the storm damaged vehicle insurance settlement.

Action: Director of the Physical Plant

Meeting of the Board of Trustees
Barton County Community College

November 19, 2002

eCOLLEGE CONTRACT RENEWAL

Detail: The College's current contract with eCollege will expire at the end of the current semester. At its November study session, the Board received detailed information in the form of a talking paper from Mike Weltsch and dialogued about two options and the advantages and disadvantages of each.

Following are the two options available:

Name	Option 1: The Flat Rate Option	Option 2: Guaranteed Enrollment Option
Cost per credit hour	\$40	\$38
Guaranteed Enrollment?	No	Yes (4,050 enrollments, or \$151,875 per the length of the contract)
Free eCompanion?	No (Cost would be \$30/student/year regardless of how many classes the student took)	Yes, but limited to 5 megabytes per course
Space on eCollege servers	Unlimited	5 megabytes

Based on the College's needs, our assessment of the inherent risks of each of the two options as contrasted with a number of "unknowns" the administration feels the best about option 1 as we continue our relationship with eCollege.

Recommendation: It is the Administration's recommendation that the Board approve Option 1 as outlined above.

Action: President

KACCT/KBOR REPORT

J.B. Webster and Dr. Law will update the Board concerning Kansas Association of Community College Trustees and Kansas Board of Regents activities.

INFORMATION/DISCUSSION ITEMS

Monitoring Reports (Exhibit B)
Upcoming Board Meetings/Activities
President's Report of Monthly Activities

NOTICES AND COMMUNICATIONS

(See Exhibit C)

UPCOMING BOARD MEETINGS/ACTIVITIES

- December 4** **Board Study Session** –12:00 noon – U219
- December 5** **Fort Riley Graduation** – 1:00 p.m.
- December 6** **Employee Christmas Dinner**
 Social – 6:00 – 7:00 p.m. – Shafer Gallery
 Dinner – 7:15 p.m. – Student Union
- December 17** **Regular Board Meeting** – 4:00 p.m. – U219
- December 19 -** **College Closed for Christmas Break**
January 1

Note: There will be NO study session in January.

President's Monthly Activities
October 1 – 31, 2002

- October 1 Attended luncheon meeting with Foundation Executive Board
- October 2 Facilitated luncheon with Mike Niedens and Neil Elliott on Booster By-laws and Memorandum of Understanding
Attended Foundation Board Meeting
- October 3 Vacation Day
- October 4 Held meeting with staff to develop an approach and plan to address efficiencies and revenue generation for athletics
Met with Cathie Oshiro on Economic Development Projects
- October 6 Attended Foundation Big Benefit Auction
- October 7 Facilitated call with Dr. Bottenfield regarding NCA questions
- October 8 Attended Presidential Scholar's Luncheon
- October 9 Facilitated weekly SILC meeting
Facilitated weekly President's Staff meeting
Attended Economic Development meeting
Met with student reporter
- October 10 Held meeting with staff to develop an approach and plan to address efficiencies and revenue generation for athletics
- October 11 Attended Economic Development meeting
- October 12 Attended the NAACP state convention banquet "Freedom Under Fire"
- October 14 Met with student and parent regarding student issue
Attended NCA all Faculty meeting
- October 15 Facilitated Supervisors Policy Clarification meeting
Attended Luncheon with Quality Service winners
Held meeting to discuss leadership program possibilities with a community organization
Facilitated Board of Trustees meeting
- October 16 Attended KBOR meetings and meetings with candidates for Governor with Trustee Webster

- October 17 Attended and gave welcome at College to Community Day luncheon
 Attended Case IH/New Holland Appreciation Dinner
- October 18 Attended meeting to encourage business development with Trustee Mermis
 Hosted luncheon with Steve Ferry and Bruce Kranicz
 Held interview with the Tribune regarding the ISS Survey
- October 21 – 23 Participated in NCA Accreditation visit activities
- October 22 Met with Paul Hedlund on Planning Council
 Attended NCA meetings with Team Leaders
- October 23 Attended NCA Exit Interview
 Held debriefing on NCA report with Dr. Clos
 Attended the view for John DeBusk
- October 24 Attended Cougar Booster luncheon meeting
 Facilitated “After NCA” Celebration
 Met with Dr. Clos regarding Planning Council Goals for Instruction
- October 25 Attended Enterprise Facilitation Board Training at Camp Aldrich
- October 28 Held meeting with staff to develop an approach and plan to address efficiencies and revenue generation for athletics
- October 29 Held breakfast meeting with Terry Young regarding One-Stop Shop issues
 Participated in an EduKan meeting with Dr. Gabelmann, Ron Vratil, & Mark Calcara regarding legal status of EduKan
 Attended Foundation Administrative Committee meeting
 Attended portion of the Men’s Regional soccer game vs. Neosho
 Facilitated Planning Council Meeting
 Attended Blink meeting at CKMC
- October 30 Facilitated meeting to discuss NCA Exit Report with select members of President’s Staff
 Attended Barton’s Volleyball game vs. Cloud
- October 31 Attended Chamber Coffee held at BCCC Shafer Art Gallery
 Participated in the CDC Trick or Treat event in the Union
 Greeted advisors from Franklin University on campus to discuss articulation agreements
 With Trustees and staff, attended check presentation with Congressman Jerry Moran

Meeting of the Board of Trustees
Barton County Community College

November 19, 2002

EXECUTIVE SESSION

Detail: An executive session will be required.

Recommendation: It is recommended that the Board move to recess to executive session, to discuss non-elected personnel in order to protect the confidentiality of the individual(s) being discussed, in compliance with the Kansas Open Meetings Act.

Action: Board Chair