

**Regular Meeting of the Board of Trustees  
Barton County Community College**

**March 21, 2006**

4:00 p.m. – Room U-219 (upper level of Student Union)

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The Chairman will call the meeting to order.

**2. INTRODUCTION OF GUESTS AND NEW EMPLOYEES**

The President will provide introductions.

**3. PUBLIC COMMENT**

The Chairman will invite public comments.

**4. MONITORING REPORTS**

The President will address organizational performance against Board policy on ENDS and EXECUTIVE LIMITATIONS. The ENDS monitoring reports have traditionally been presented to the Board in partial fulfillment of the Board's governance policy. As we move toward monitoring our ENDS in terms of what benefit; for what people; at what cost, these reports will continue to be modified to answer those three questions.

**POLICY TYPE: EXECUTIVE LIMITATIONS**

**POLICY TITLE: GENERAL EXECUTIVE CONSTRAINT**

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.

Accordingly, the President may not:

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

**Response:** Every attempt is made to insure that no conflict of interest occurs.

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

**Response:** We believe all assets are adequately maintained and protected.

**POLICY TYPE: EXECUTIVE LIMITATIONS**

**POLICY TITLE: FINANCIAL CONDITION**

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.

It is material deviation to:

3. Make any purchase without prudent protection against conflict of interest or over \$50,000 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. Preference shall be given to local vendors who can provide like quality products and services, and who meet bid specifications within 5%. Any purchase of \$50,000 or more requires Board approval.  
**Response:** All purchases are made in the best interests of the College, according to this policy.
4. Accept gifts or grants which obligate the College to make future expenditures of funds or human resources other than those created by the gift or grant without Board approval.  
**Response:** The College has not accepted any gift that obligates it to future expenditures.
5. Accept gifts or grants which are not in the best interest of the College.  
**Response:** The College has not accepted any gift or grant which is not considered in its best interests.
6. Fail to maintain cash reserves for positive cash flow and contingencies equal to at least 10% of the unrestricted operating budget.  
**Response:** Cash reserves equal to 10% or more of the unrestricted operating budget are being maintained.
8. Fail to provide a monthly report of the College's current financial condition.  
**Response:** Reports are provided each month.

5. **CONSENT AGENDA**

Routine items are presented for action in one motion. Any Trustee may remove an item from the consent agenda for individual discussion and action.

**Recommendation:** It is recommended that the Board approve the Consent Agenda as presented:

- Minutes of the regular meeting of the Board of Trustees, held on February 21, 2006
- Minutes of the special dinner meeting of the Board of Trustees, held on March 8, 2006
- Personnel
  - Replacement Employee: Debora Frank, Lead Care Provider (CDC)
  - Position Change: Locadio Perez – from Associate Faculty to Full-time Faculty, Environmental Technology & Military Programs
- Financial Report

**Regular Meeting of the Board of Trustees  
Barton County Community College  
February 21, 2006**

**ATTENDANCE**

Trustees Present: Robert Feldt, Mike Johnson, Don Learned, Dr. Paul Maneth, Judy Murphy and J.B. Webster

Trustees Absent: None

Other Attendees: David Folkerts and Douglas Volkland representing David Folkerts CPA Chtd., Ron Vratil, Susan Thacker representing the Great Bend Tribune, Mike Dawes, Dr. Gillian Gabelmann, Mark Dean, Dick Wade, Dr. Steve Maier and Marilyn Beary.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chairman Webster called the meeting of the Board of Trustees of Barton County Community College to order at 4:00 p.m., February 21, 2006 in room U-219 of the Student Union. He then led in the Pledge of Allegiance.

**INTRODUCTION OF GUESTS AND NEW EMPLOYEES**

There were no new employees to introduce.

**PUBLIC COMMENT**

Chairman Webster asked if there were any public comments; there were none.

**MONITORING REPORTS**

Dr. Maier addressed organizational performance against Board policy on ENDS and Executive Limitations.

**CONSENT AGENDA**

The following were included in the consent agenda for consideration:

- Minutes of the regular meeting of the Board of Trustees held on January 17, 2006
- Personnel – Contract renewal for Lane Lord, Head Women's Basketball Coach
- Financial Report

*Trustee Maneth moved that the Board of Trustees approve the consent agenda as presented. The motion was seconded by Trustee Murphy. Following discussion, the motion carried 6-0.*

**ACTION ITEMS**

***COLLEGE AUDIT REPORT*** – David Folkerts and Douglas Volkland of David Folkerts CPA Chtd., presented the College's audit report for fiscal year 2004-2005. *Trustee Learned moved that the Board of Trustees accept the audit as presented. The motion was seconded by Trustee Johnson. Following discussion, the motion carried 6-0.*

***2006-2007 TUITION AND FEES*** – Ron Vratil and Dr. Maier presented information relative to the need for the College to implement tuition increases of \$2 per credit hour for in-state students and \$4 per credit hour for international students, effective Fall 2006. Mr. Vratil indicated that fees would remain unchanged. Mr. Vratil and Dr. Maier met with Student Senate officers on February 20 to advise them of these proposed increases. *Trustee Murphy moved that the Board of Trustees approve the tuition rate increases for in-state and international students as printed. The motion was seconded by Trustee Johnson. Following discussion, the motion carried 6-0.*

**HOUSING RATE CHANGES** – Dr. Maier proposed that the Board of Trustees approve the following annual housing rates, to be effective Fall 2006 through June 30, 2007:

	Proposed New Rates Fall 2006
19 Meal Single Pay	\$3,854.00
14 Meal Single Pay	\$3,627.00
10 Meal Single Pay	\$3,552.00
19 Meal Installment	\$4,062.00
14 Meal Installment	\$3,834.00
10 Meal Installment	\$3,756.00

*Trustee Feldt moved that the Board of Trustees approve the 2006-2007 housing rates as presented. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0.*

**PROPOSED ADDITIONS/REVISIONS TO 2005-2006 BOARD OF TRUSTEES MEETING SCHEDULE –**

It was recommended that the published schedule of 2005-2006 Board meetings be revised to include the following additions/revisions:

**Wednesday, March 8, 2006 – 6:00 p.m. – room U-219**

**Special Board Meeting** for the Trustees to meet with Dr. Patricia Stanley, ACCT Presidential Search Consultant, to receive the Search Committee's recommendations and to discuss the search process from this point forward.

**Monday, March 27 through Thursday, March 30, 2006**

**Campus visits by presidential candidates & Board interviews.**

Exact dates, times, locations, etc. will be announced at a later date.

**Thursday, May 11, 2006** – Because of the shortage of available motel rooms due to the 3-I Show, it has been determined that commencement will be moved from 7:30 p.m. to **7:00 p.m.** The Board dinner, originally scheduled for 6:00 p.m., will need to be moved to **5:30 p.m.**

*Trustee Johnson moved that the Board of Trustees approve the recommended revisions to its 2005-2006 meeting schedule as presented. The motion was seconded by Trustee Murphy. Following discussion, the motion carried 6-0.*

**PROPOSED REVISION OF BOARD POLICIES** – In order to provide clarity as well as concise budgetary planning, it was recommended that the Board of Trustees consider revising the following policies as discussed at previous monthly study sessions.

**POLICY TYPE: EXECUTIVE LIMITATIONS**

**POLICY TITLE: BUDGETING/FORECASTING**

Budgeting for any fiscal year shall follow Board ENDS priorities, control College financial risk, and accurately reflect projections of income and expenses. The President shall propose a budget after first seeking broad input from all College constituencies. Budgets will become effective upon approval by the Board. Any deviation shall require Board approval.

Accordingly, the President shall not:

1. Propose an unbalanced budget. Supporting information shall include: a reasonable projection of revenues and expenses, separation of capital and operational items, and planning assumptions.

2. Propose a budget which does not take into account Board ENDS priorities.
3. Propose a budget which excludes adequate support for Board operations (fiscal audit, legal expenses, Board development and training, and Board membership fees), and non-compensation needs such as plant and facilities maintenance, instructional equipment, new program and course development, staff development, institutional research, etc.
4. Propose an **unrestricted** operating budget ~~which allows the College cash reserve to drop below 8% of its annual budget, working toward a goal of 16%~~ **with a cash reserve of less than 10% for cash flow and contingency purposes.**
5. Propose a budget which does not include a recommendation for staff and faculty salary increases.

*Trustee Feldt moved that the Board of Trustees adopt the change as recommended. The motion was seconded by Trustee Maneth. Following discussion, the motion carried 6-0.*

**POLICY TYPE: EXECUTIVE LIMITATIONS**  
**POLICY TITLE: COMPENSATION AND BENEFITS**

The President shall maintain fiscal integrity and a positive public image with respect to employment, compensation, and benefits to employees, consultants, and contract workers.

Accordingly, the President may not:

1. Change his or her own compensation and benefits.
2. Employ persons in **contracted** positions ~~considered permanent in nature~~ without Board approval.
3. Employ full or part-time faculty whose credentials are not appropriate for the position.
4. Grant tenure without Board approval.
5. Sign a collective bargaining agreement without Board approval.
6. Establish current compensation and benefits which:
  - a. Deviate materially from the geographic or professional market for the skills employed, or become noncompetitive.

*Trustee Learned moved that the Board approve the proposed revision. The motion was seconded by Trustee Murphy. Following discussion, the Board opted to postpone this item to allow for further discussion. The motion and second were withdrawn.*

**BID PROPOSALS FOR ADDITION TO THE MAINTENANCE BUILDING** – Dr. Maier advised the Board that the College had requested bid proposals for a 50' x 80' addition to be added to the west end of the maintenance building. The addition would be used to house the College buses and would be of sufficient size to accommodate the addition of two buses. This proposal was part of the transportation plan to reduce the number of 15 passenger vans used for student transportation by replacing this type of travel with bus transportation. Bid requests were sent to three local steel building dealers. Steel Builders

Construction Inc. bid \$56,660; Schenkel Construction Inc. bid \$66,717 and C.V. Cale Inc. did not submit a bid.

*Trustee Maneth moved that the Board of Trustees accept the bid from Steel Builders Construction Inc. in the amount of \$56,660. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0.*

**PRESIDENTIAL SEARCH UPDATE**

Dr. Maneth, Presidential Search Committee Chair, updated the Board as to the progress of the search and advised the Trustees that Dr. Patricia Stanley, ACCT Search Consultant, would meet with them on March 8, 2006.

**INFORMATION**

The following informational items were shared with the Board:

- Chairman Webster updated the Trustees on the KACCT meetings and Phi Theta Kappa luncheon held on February 15 at the Holidome in Topeka
- Dr. Maier reported on KBOR issues
- March Board Meetings/Activities

**COMMUNICATIONS**

The Board was presented with a letter from Rod A. Risley, Executive Director of Phi Theta Kappa, recognizing Barton's Phi Psi Chapter for the PTK Pinnacle Scholarship Award Program.

**ADJOURNMENT**

The meeting adjourned at 5:50 p.m.

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J.B. Webster, Chair

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Mike Johnson, Secretary

Recorded by Marilyn Beary

**Special Meeting of the Board of Trustees  
Barton County Community College  
March 8, 2006**

**CALL TO ORDER**

The special dinner meeting of the Board of Trustees of Barton County Community College was called to order at 6:00 p.m. on March 8, 2006 in room U-219 of the Student Union.

**ATTENDANCE**

Trustees Present: Mike Johnson, Don Learned, Dr. Paul Maneth, Judy Murphy and J.B. Webster

Trustees Absent: Robert Feldt

Other Attendees: Dr. Patricia Stanley (ACCT Presidential Search Consultant), Dick Wade and Marilyn Beary

Dr. Stanley presented an overview of the search process as well as confidentiality and interview guidelines. She reviewed various materials from ACCT that will be used during the campus visits and the candidates' interviews with the Board of Trustees.

**EXECUTIVE SESSION**

Chairman Webster advised that an executive session would be needed to discuss non-elected personnel matters and asked that Dr. Patricia Stanley join the Trustees in executive session.

*Trustee Maneth moved that in compliance with K.S.A. 75-4319(a), the Board recess to executive session for 30 minutes at 6:45 p.m. to discuss non-elected personnel matters, in order to protect the privacy interests of the individual(s) to be discussed and that the Board would reconvene in room U-219 of the Student Union at 7:15 p.m. In compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Learned. Following discussion, the motion carried 5-0.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 7:15 p.m. in room U-219 of the Student Union. Chairman Webster advised that matters pertaining to non-elected personnel were discussed and that the Board would need to again recess to executive session to continue its discussion of non-elected personnel matters.

*Trustee Maneth moved that the Board recess to executive session for 10 minutes at 7:16 p.m. to continue its discussion of non-elected personnel matters, in order to protect the privacy interests of the individual(s) to be discussed and that the Board reconvene in room U-219 of the Student Union at 7:26 p.m. The motion was seconded by Trustee Johnson. Following discussion, the motion carried 5-0.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 7:26 p.m. in room U-219 of the Student Union. Chairman Webster advised that matters pertaining to non-elected personnel were discussed.

**PRESIDENTIAL SEARCH COMMITTEE RECOMMENDATION**

Dr. Maneth stated that as Chair of the Presidential Search Committee, he was pleased to present to the Board the Committee's recommendation for finalists for the position of President of Barton County Community College: Dr. Felix Aquino, Dr. Carl Heilman and Dr. Charlotte Lee.

*Trustee Murphy moved that the Board of Trustees accepts the recommendation of the Search Committee as presented. The motion was seconded by Trustee Learned. Following discussion, the motion carried 5-0.*

**RECOGNITION OF SEARCH COMMITTEE MEMBERS**

Trustee Webster thanked the members of the Search Committee for their personal commitment and wonderful efforts in the search process.

**ADJOURNMENT** – The meeting adjourned at 7:30 p.m.

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J.B. Webster, Chairman

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Mike Johnson, Secretary

Recorded by Marilyn Beary



BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 28-FEBRUARY-06

1111 GENERAL FUND

YEAR TO DATE  
ACTUAL

REVENUES:

FALL TUITION	1,269,773.50
SPRING TUITION	1,147,552.00
SUMMER TUITION	42,097.50
FALL OUT OF STATE TUITION	147,764.00
SPRING OUT OF STATE TUITION	101,660.00
SUMMER OUT OF STATE TUITION	5,576.00
ON LINE TUITION	471,081.00
INTERNATIONAL TUITION	97,873.00
UNDOC RES ALIEN TUITION	1,128.00
GENERAL STUDENT FEES	0.00
LAVTR	0.00
STATE GRANTS	0.00
STATE OPERATING GRANT	4,861,750.00
COUNTY OUT DISTRICT TUITION	92,646.00
BARTON COUNTY AD VALOREM TAX	3,494,634.52
MOTOR VEHICLE TAX	620,283.04
RECREATIONAL VEHICLE TAX	8,110.82
NEIGHBORHOOD REVIT PRG	15,472.02
DELINQUENT TAXES	51,288.19
TAXABLE SALES	309.22
INTEREST-GENERAL	74,500.14
MISCELLANEOUS REIMBURSEMENTS	253,140.87
INSURANCE REIMBURSEMENTS	(9,733.44)
GENERAL MISCELLANEOUS	36,038.57
MISCELLANEOUS SALE OF PROPERTY	0.00
TRANSCRIPT REVENUE	26,707.00
MISCELLANEOUS ELECTRONIC DEPT REV	152.49
DONATIONS	0.00
FARM HOUSE RENTALS	4,800.00
FARM LEASE/CROP SALES	13,701.34
PAYMENT PLAN FEES	19,650.00
CAREER CENTER REVENUE	0.00
EVALUATION FEES	75.00
ITV REVENUE	13,500.00
INTERNATIONAL STUDENT FEE	2,400.00
GAIN ON SALE	0.00
REFUNDS-GENERAL	1,021.88
ROOM RENTAL-GENERAL	22,631.00
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TOTAL REVENUES	12,887,583.66

BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 28-FEBRUARY-06

1111 GENERAL FUND

YEAR TO DATE  
ACTUAL

EXPENDITURES:

INSTRUCTION	3,155,617.26
PUBLIC SUPPORT	7,313.37
ACADEMIC SUPPORT	1,279,182.49
STUDENT SERVICES	575,492.55
INSTITUTIONAL SUPPORT	2,242,324.65
PHYSICAL PLANT OPERATION	1,262,866.95
STUDENT FINANCIAL SUPPORT	169,887.50
AUXILIARY SERVICES	0.00

TOTAL EXPENDITURES	8,692,684.77
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TRANSFERS AMONG FUNDS:

TRANSFERS TO ABE FUND	0.00
TRANSFERS TO ATHLETIC FUND	400,000.00
TRANSFERS TO ATHLETIC ACTIVITY FUND	72,000.00
TRANSFERS TO STUDENT ACT ACTIV FUND	26,000.00

TOTAL TRANSFERS AMONG FUNDS:	498,000.00
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NET INCREASE/DECREASE IN NET ASSETS	3,696,898.89
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BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 28-FEBRUARY-06

1112 VOCATIONAL FUND

YEAR TO DATE  
ACTUAL

REVENUES:

STATE OPERATING GRANT	2,027,913.00
BARTON COUNTY AD VALOREM TAX	0.00
MOTOR VEHICLE TAX	0.00
RECREATIONAL VEHICLE TAX	0.00
DELINQUENT TAXES	0.00
PRIVATE SOURCE GRANT REVENUE	0.00
REFUNDS-GENERAL	1,824.01
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TOTAL REVENUES	2,029,737.01

EXPENDITURES:

INSTRUCTION	1,731,357.31
PUBLIC SERVICE	0.00
ACADEMIC SUPPORT	191,416.44
STUDENT SERVICES	0.00
INSTITUTIONAL SUPPORT	145.68
PHYSICAL PLANT OPERATION	0.00
AUXILIARY SERVICES	0.00
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TOTAL EXPENDITURES	1,922,919.43
NET INCREASE/DECREASE IN NET ASSETS	106,817.58

BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 28-FEBRUARY-06

1115 EMPLOYEE BENEFIT FUND

YEAR TO DATE  
ACTUAL

REVENUES:

BARTON COUNTY AD VALOREM TAX	0.00
MOTOR VEHICLE TAX	0.00
RECREATIONAL VEHICLE TAX	0.00
DELINQUENT TAXES	0.00
MISCELLANEOUS REIMBURSEMENTS	0.00
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TOTAL REVENUES	0.00

EXPENDITURES:

INSTRUCTION	607,424.04
PUBLIC SERVICE	77,345.20
ACADEMIC SUPPORT	254,041.07
STUDENT SERVICES	158,131.15
INSTITUTIONAL SUPPORT	348,304.39
PHYSICAL PLANT OPERATION	85,687.31
AUXILIARY SERVICES	42,800.36
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TOTAL EXPENDITURES	1,573,733.52

NET INCREASE/DECREASE IN NET ASSETS	(1,573,733.52)
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BARTON COUNTY COMMUNITY COLLEGE  
GENERAL, VOCATIONAL, AND EMPLOYEE BENEFITS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2006

	2005-06 BUDGET	PERIOD ENDED 02/28/06	YTD AVAILABLE	%
				AVAILABLE
Fund Balance, Beginning	\$4,585,281.00	\$4,585,281.00		
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Tuition-Out Of State	300,000.00	352,873.00	-52,873.00	-17.62%
Tuition-In State	4,077,000.00	2,931,632.00	1,145,368.00	28.09
Tuition-Out District	260,000.00	92,646.00	167,354.00	64.37
State Aid	6,759,000.00	6,889,663.00	-130,663.00	-1.93
Property Taxes	5,267,000.00	3,569,506.00	1,697,494.00	32.23
Other Taxes	830,000.00	620,283.00	209,717.00	25.27
Interest Income	90,000.00	74,500.00	15,500.00	17.22
Other	2,097,000.00	386,218.00	1,710,782.00	81.58
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Total Revenue	19,680,000.00	14,917,321.00	4,762,679.00	24.20
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Expenditures:				
Academic Salaries	6,778,000.00	4,316,034.00	2,461,966.00	36.32
Support Salaries	3,690,000.00	2,574,365.00	1,115,635.00	30.23
Supplies	4,079,000.00	2,283,358.00	1,795,642.00	44.02
Equipment	87,000.00	81,527.00	5,473.00	6.29
Advertising	50,000.00	36,947.00	13,053.00	26.11
Transfers & Other	460,000.00	600,000.00	-140,000.00	-30.43
Employee Benefits	2,323,000.00	1,573,734.00	749,266.00	32.25
General Insurance	230,000.00	187,028.00	42,972.00	18.68
Utilities	605,000.00	411,453.00	193,547.00	31.99
In County Scholarships	130,000.00	130,252.00	-252.00	-0.19
Capital Outlay	859,000.00	270,440.00	588,560.00	68.52
Maintenance	484,000.00	422,200.00	61,800.00	12.77
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Total Expenditures	19,775,000.00	12,887,338.00	6,887,662.00	34.83%
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Fund Balance, Ending	\$4,490,281.00	\$6,615,264.00		
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BARTON COUNTY COMMUNITY COLLEGE  
GENERAL, VOCATIONAL AND EMPLOYEE BENEFITS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2006 & 2005

	YEAR ENDED 02/29/06	YEAR ENDED 02/29/05	NET CHANGE INCREASE (DECREASE)	% CHANGE
Fund Balance, Beginning	4,585,281	4,363,507	221,774	0
Tuition-Out Of State	352,873	278,678	74,195	27
Tuition-In State	2,931,632	2,722,563	209,069	8
Tuition-Out District	92,646	162,006	(69,360)	(43)
State Aid	6,889,663	6,059,079	830,584	14
Out District State Aid	0	0	0	
Property Taxes	3,569,506	3,442,013	127,493	4
Other Taxes	620,283	611,606	8,677	1
Interest Income	74,500	50,475	24,025	48
Other	386,218	453,253	(67,035)	(15)
<b>Total Revenue</b>	<b>14,917,321</b>	<b>13,779,673</b>	<b>1,137,648</b>	<b>8</b>
<b>Expenditures:</b>				
Academic Salaries	4,316,034	4,173,413	142,621	3
Support Salaries	2,574,365	2,518,291	56,074	2
Supplies	2,283,358	2,287,087	(3,729)	(0)
Equipment	81,527	21,348	60,179	282
Advertising	36,947	45,324	(8,377)	(18)
Transfers & Other	600,000	400,000	200,000	50
Employee Benefits	1,573,734	1,382,925	190,809	14
General Insurance	187,028	185,935	1,093	1
Utilities	411,453	401,688	9,765	2
In County Scholarships	130,252	155,715	(25,463)	(16)
Capital Outlay	270,440	645,656	(375,216)	(58)
Maintenance	422,200	340,009	82,191	24
<b>Total Expenditures</b>	<b>12,887,338</b>	<b>12,557,391</b>	<b>329,947</b>	<b>3</b>
Fund Balance, Ending	6,615,264	5,585,789	1,029,475	0

BARTON COUNTY COMMUNITY COLLEGE  
AUXILIARY FUNDS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2006

	STUDENT UNION	DORMITORIES	ATHLETICS	CAMP ALDRICH	EIGHT MONTH ACTIVITY	2005-06 BUDGET	YTD AVAILABLE	% AVAILABLE
Fund Balance, Beginning:	376,521	437,385	98,798	88,952	1,001,656	1,001,656		
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Revenues:								
Vending	1,248				1,248	2,000	752	37.60
Bookstore	640,455				640,455	800,000	159,545	19.94
Food service	284,243			0	284,243	482,000	197,757	41.03
Fees	0			0	0	200,000	200,000	100.00
Supplies & Services		32,073			32,073	28,000	(4,073)	(14.55)
Housing Rental		957,284		38,265	995,549	1,000,000	4,451	0.45
Transfers			600,000	0	600,000	500,000	(100,000)	(20.00)
Revolving					0	0	0	
Misc.	2,070				2,070	4,000	1,930	48.25
Entry Fees & Other			2,190	0	2,190	16,000	13,810	86.31
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Total Revenues	928,016	989,357	602,190	38,265	2,557,828	3,032,000	474,172	15.64
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Expenditures:								
Salaries	54,008	89,159	5,993	33,497	182,657	285,000	102,343	35.91
Books & Supplies	572,264				572,264	725,000	152,736	21.07
Maintenance	14,460	45,677		6,208	66,345	110,000	43,655	39.69
Food	357,561	237,750		0	595,311	890,000	294,689	33.11
Utilities	3,887	76,526		13,600	94,013	185,000	90,987	49.18
Lease payments & Int	0	177,597			177,597	202,000	24,403	12.08
Travel & Recruiting			123,792		123,792	138,000	14,208	10.30
Officials			30,720		30,720	30,000	(720)	(2.40)
Training Supplies			13,544		13,544	17,000	3,456	20.33
Insurance			83,212		83,212	85,000	1,788	2.10
Equipment	0	131,283	91,531	0	222,814	200,000	(22,814)	(11.41)
Clinics & Awards			1,067		1,067	10,000	8,933	89.33
Transfers & Refunds		0	0		0	1,000	1,000	100.00
Revolving					0	0	0	
Nationals & Fees			3,173		3,173	40,000	36,827	92.07
Supplies	11,972	3,020	49,593	50	64,635	110,000	45,365	41.24
Misc.		0			0	1,000	1,000	100.00
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Total Expenditures	1,014,152	761,012	402,625	53,355	2,231,144	3,029,000	797,856	26.34
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Fund Balance, Ending	290,385	665,730	298,363	73,862	1,328,340	1,004,656		
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BARTON COUNTY COMMUNITY COLLEGE  
STUDENT UNION  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2006 AND 2005

	PERIOD ENDED		NET CHANGE	%
	02/28/06	02/28/05	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	376,521	473,710	(97,189)	(21)
<hr/>				
Revenues:				
Vending	1,248	918	330	36
Bookstore	640,455	626,091	14,364	2
Food service	284,243	275,694	8,549	3
Fees & Misc.	2,070	1,928	142	7
<hr/>				
Total Revenues	928,016	904,631	23,385	3
<hr/>				
Expenditures:				
Salaries	54,008	48,511	5,497	11
Books & Supplies	572,264	584,467	(12,203)	(2)
Maintenance	18,347	21,977	(3,630)	(17)
Food	357,561	354,943	2,618	1
Lease payments & Int.	0	0	0	
Equipment	0	0	0	
Supplies	11,972	3,978	7,994	201
<hr/>				
Total Expenditures	1,014,152	1,013,876	276	0
<hr/>				
Fund Balance, Ending	290,385	364,465	(74,080)	(20)
<hr/> <hr/>				



BARTON COUNTY COMMUNITY COLLEGE  
DORMITORIES  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2006 AND 2005

	PERIOD ENDED		NET CHANGE	%
	02/28/06	02/28/05	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	437,385	449,791	(12,406)	(3)
<hr/>				
Revenues:				
Supplies & Services	32,073	14,415	17,658	122
Rental & Other	957,284	905,119	52,165	6
<hr/>				
Total Revenues	989,357	919,534	69,823	8
<hr/>				
Expenditures:				
Salaries	89,159	39,987	49,172	123
Maintenance	45,677	22,460	23,217	103
Food	237,750	220,611	17,139	8
Utilities	76,526	73,084	3,442	5
Lease payments & Int.	177,597	191,334	(13,737)	(7)
Equipment	131,283	8,384	122,899	1,466
Transfers & Refunds	0	0	0	
Supplies	3,020	3,420	(400)	(12)
Misc.	0	0	0	
<hr/>				
Total Expenditures	761,012	559,280	201,732	36
<hr/>				
Fund Balance, Ending	665,730	810,045	(144,315)	(18)
<hr/> <hr/>				

BARTON COUNTY COMMUNITY COLLEGE  
ATHLETICS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2006 AND 2005

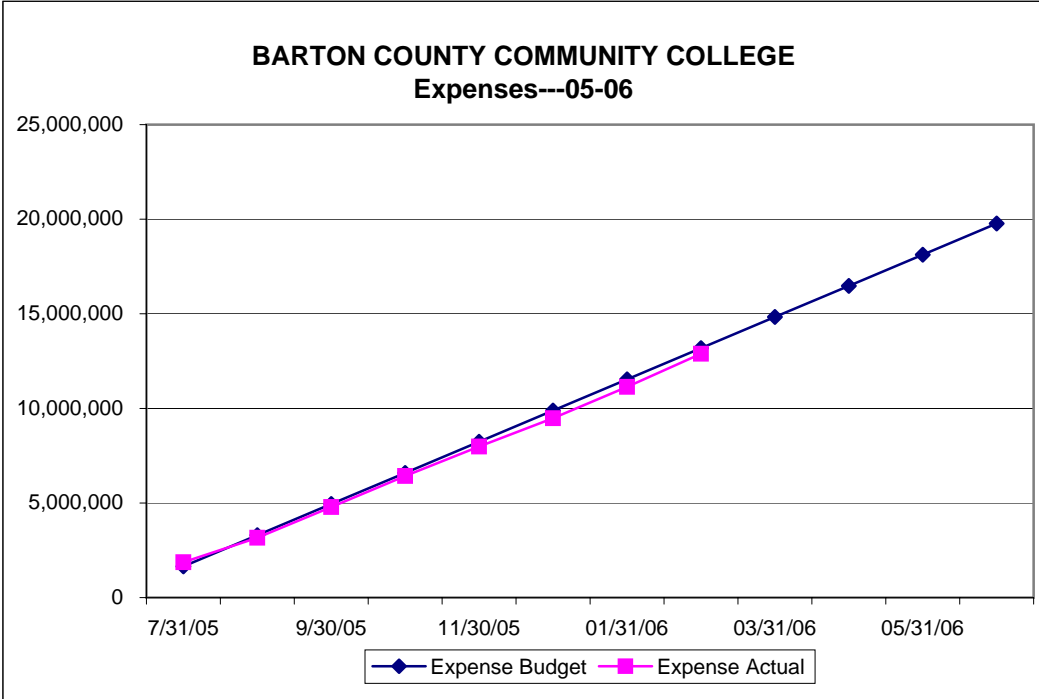
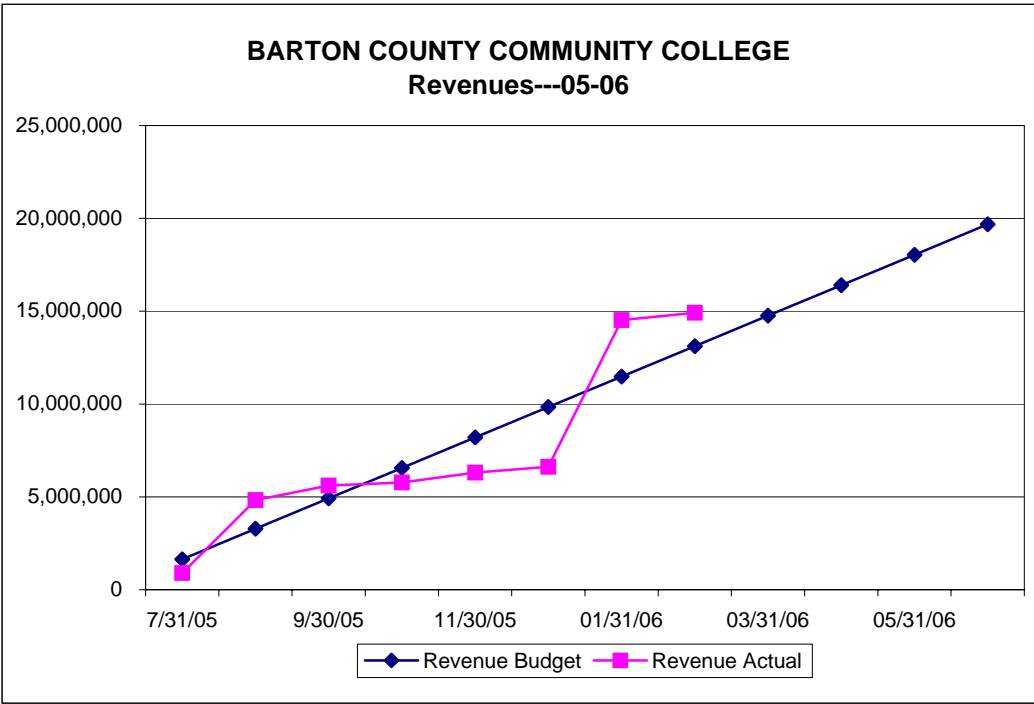
	PERIOD ENDED		NET CHANGE	%
	02/28/06	02/28/05	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	98,798	75,720	23,078	30
<hr/>				
Revenues:				
Transfers	600,000	400,000	200,000	50
Revolving	0	0	0	
Gate Receipts	0	0	0	
Entry Fees & Other	2,190	7,440	(5,250)	(71)
<hr/>				
Total Revenues	602,190	407,440	194,750	48
<hr/>				
Expenditures:				
Salaries	5,993	4,705	1,288	27
Travel & Recruiting	123,792	86,461	37,331	43
Officials	30,720	24,255	6,465	27
Training Supplies	13,544	14,320	(776)	(5)
Insurance	83,212	64,594	18,618	29
Equipment	91,531	78,624	12,907	16
Clinics & Awards	1,067	8,964	(7,897)	(88)
Transfers	0	0	0	
Nationals & Fees	3,173	4,692	(1,519)	(32)
Supplies	49,593	64,629	(15,036)	(23)
<hr/>				
Total Expenditures	402,625	351,244	51,381	15
<hr/>				
Fund Balance, Ending	298,363	131,916	166,447	126
<hr/>				

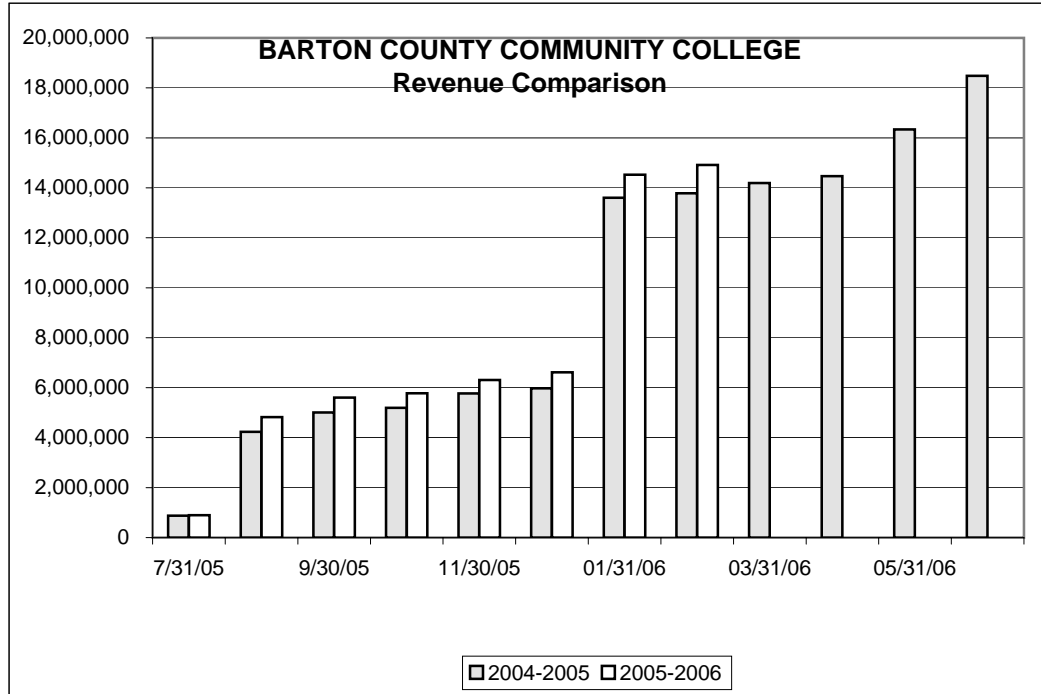
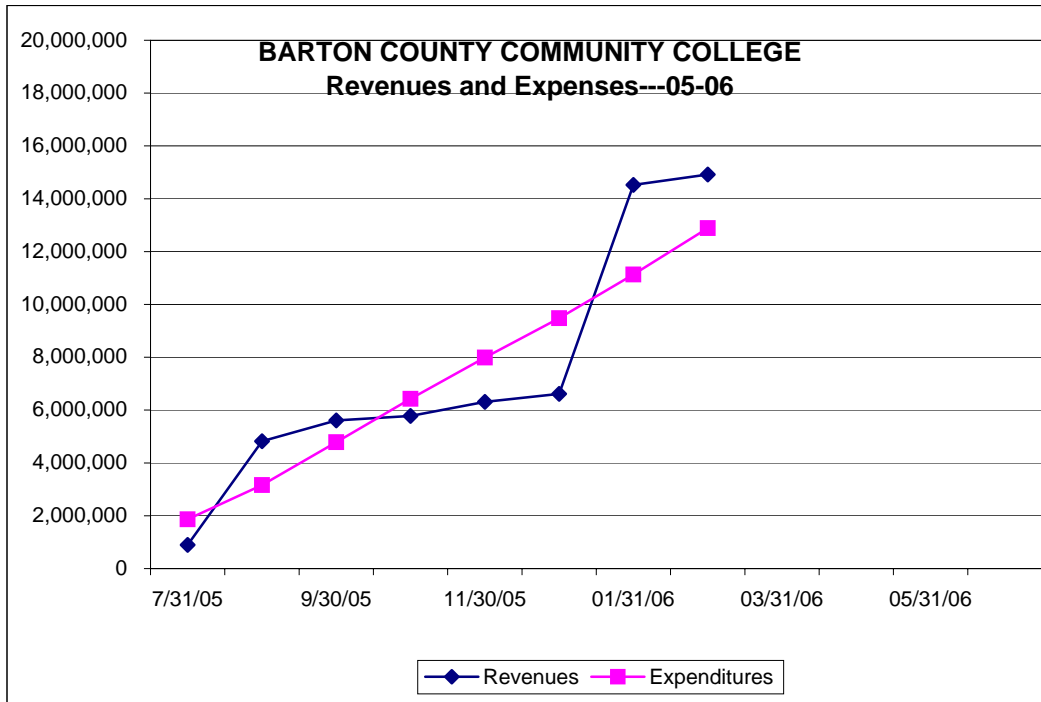
BARTON COUNTY COMMUNITY COLLEGE  
 CAMP ALDRICH  
 FUNDS FLOW ACTIVITY  
 PERIOD ENDED FEBRUARY 28, 2006 AND 2005

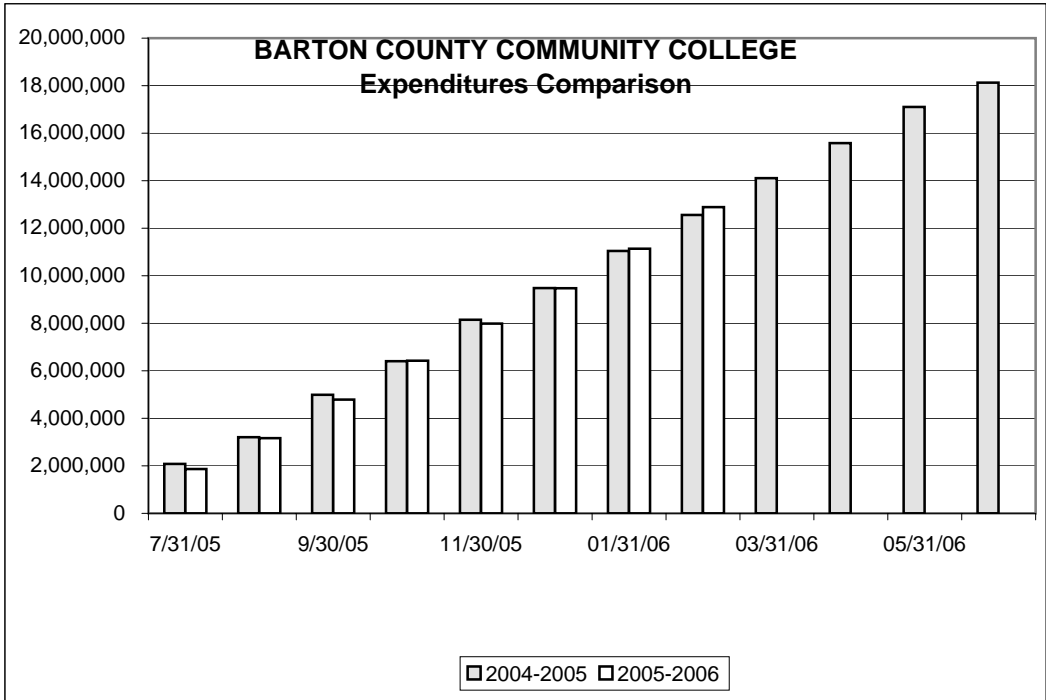
	PERIOD ENDED		NET CHANGE	%
	02/28/06	02/28/05	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	88,952	45,978	42,974	93
<hr/>				
Revenues:				
Food Service	0	0	0	
Housing Rental	38,265	45,766	(7,501)	(16)
Transfers	0	50,000	(50,000)	(100)
<hr/>				
Total Revenues	38,265	95,766	(57,501)	(60)
<hr/>				
Expenditures:				
Salaries	33,497	28,753	4,744	16
Food	0	0	0	
Utilities	13,600	12,512	1,088	9
Equipment	0	0	0	
Supplies	6,258	5,518	740	13
<hr/>				
Total Expenditures	53,355	46,783	6,572	14
<hr/>				
Fund Balance, Ending	73,862	94,961	(21,099)	(22)
<hr/> <hr/>				

BARTON COUNTY COMMUNITY COLLEGE  
 TREASURER'S REPORT  
 02/28/06

FUND-DESCRIPTION	BEGIN-BAL	MONTH-RCPT	MONTH-EXP	YTD RCPT	YTD-EXP	END-BAL	CHECKING	INVEST	CHANGE
GENERAL & VOC	4,179,231	1,156,384	1,378,133	14,138,856	11,004,178	7,313,909	6,919,809	350,000	44,100
EMPLOYEE BENEFITS	0	0	187,718	0	1,573,734	(1,573,734)	(1,573,734)	0	0
STUDENT UNION	376,521	66,566	91,050	928,015	999,133	305,403	204,403	100,000	1,000
DORMITORY	437,385	1,929	67,222	989,357	760,920	665,822	565,422	100,000	400
CAMP ALDRICH	88,952	12,396	2,960	38,265	53,355	73,862	73,862	0	0
ATHLETICS	98,798	201,200	27,604	602,190	402,588	298,400	298,400	0	0
	5,180,887	1,438,475	1,754,687	16,696,683	14,793,908	7,083,662	6,488,162	550,000	45,500







## 6. ACTION ITEMS

### **BOARD AUTHORIZATION FOR PRESIDENTIAL NEGOTIATIONS**

As the presidential search progresses, it will become necessary for the Board to negotiate a salary and benefits package with its selected finalist. In anticipation of this, it is recommended that the Board of Trustees authorize Chairman Webster and Trustee Maneth to represent the Board as its designated representatives for negotiating purposes and to authorize them to enter into an employment contract with the final candidate as appropriate.

### **SPECIAL BOARD MEETING**

It is recommended that the Board of Trustees approve the addition of a special Board meeting to its 2005-2006 meeting schedule. This special meeting would be scheduled for 7:30 a.m. on Saturday, April 1, 2006 in room U-219 (upper level of the Student Union) for the purpose of holding an executive session to discuss matters pertaining to non-elected personnel.

### **PROPOSED BOARD POLICY REVISIONS**

At its Advance on March 1, the Board reviewed its policies and identified several policies for revisions and one new policy. Following are those policies reflecting the revisions as well as the new policy as discussed. It is recommended that the Board take action on each policy individually as printed:

#### **POLICY TYPE: BOARD PROCESS**

#### **POLICY TITLE: ANNUAL BOARD PLANNING CYCLE**

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In order to accomplish its job outputs with a governance style consistent with Board policies, the Board will follow an annual agenda which will:

1. Evaluate progress toward the achievement of the ENDS – according to the established Monitoring Schedule.
2. Evaluate the BOARD PROCESS ~~related to Policy Governance~~ **both collectively and individually** – ~~semi-annually~~.
3. Complete evaluation of President performance and salary review – ~~April~~ **June**.
4. Redefine and prioritize the ENDS to provide guidance for the development of the budget – September.



5. Send annual report to owners – October.
6. The Board will share the Report Card with its stakeholders, through a variety of mechanisms, including presentations to civic groups and linkage meetings with various segments of the community.

**POLICY TYPE: BOARD-PRESIDENT RELATIONSHIP**  
**POLICY TITLE: MONITORING EXECUTIVE PERFORMANCE**

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Monitoring executive performance is synonymous with monitoring organizational performance against Board Policies on ENDS and on EXECUTIVE LIMITATIONS. ~~Any evaluation of presidential performance, formal or informal, may be derived only from these monitoring data.~~

1. The purpose of monitoring is simply to determine the degree to which Board policies are being fulfilled. Information which does not do this will not be considered to be monitoring. Monitoring will be as automatic as possible, using a minimum of Board time so that meetings can be used to create the future rather than to review the past.
2. A given policy may be monitored in one or more of three ways:
  - A. **Internal Report** – Disclosure of compliance information to the Board from the President;
  - B. **External Report** – Discovery of compliance information by a disinterested third party, external auditory, inspector, or judge who is selected by and reports directly to the Board. Such reports must assess executive performance only against policies of the Board, not those of the external party, unless the Board has previously indicated that party's opinion to be the standard;
  - C. **Direct Board Inspection** – Discovery of compliance information by a Board member, a committee, or the Board as a whole. This is a Board inspection of documents, activities, or circumstances directed by the Board which allows a "prudent person" test of policy compliance.
3. Any policy can be monitored by any method at any time, as the Board chooses. For regular monitoring, however, data on each ENDS and EXECUTIVE LIMITATIONS policy will be gathered as follows: (see next page which will be developed and inserted here).

**MONTHLY MONITORING REPORTS REGARDING:**

**EXECUTIVE LIMITATIONS**

General Executive Constraints (Page \*)

# 9

#10

Asset Protection (Page \*)

# 5

**ENDS**

**A. QUARTERLY MONITORING REPORTS REGARDING:**

**EXECUTIVE LIMITATIONS**

Information and Advice (Page \*)

[Oct., Jan., Apr., July]

# 2

# 3

# 6

**ENDS**

Personal Enrichment (Page \*)

[Sept., Dec., Mar.,  
June]

**B. SEMI-ANNUAL MONITORING REPORTS REGARDING:**

**EXECUTIVE LIMITATIONS**

Financial Condition (Page \*)

[July, Dec.,]

All limitations

**ENDS**

Essential Skills (Page \*)

[Sept., Feb.]

Work Preparedness (Page \*)

[Sept., Feb.]

Academic Advancement (Page 24)

[Sept., Feb.]

(continued on next page)

**ANNUAL MONITORING REPORTS REGARDING:**

**EXECUTIVE LIMITATIONS**

Treatment of People (Page \*) [Aug.]  
All Limitations

Asset Protection (Page \*) [Jan.]  
All Limitations (Except #5 – see Monthly)

General Executive Constraints (Page \*) [March]  
# 2  
# 8

Budgeting/Financial Planning/Forecasting (Page \*) [July]  
All Limitations

Compensation/Benefits (Page \*) [June]  
All Limitations

**ENDS**

Mission (Page \*) [July]

**C. NO SCHEDULE**

**EXECUTIVE LIMITATIONS**

Information and Advise (Page \*)  
# 1  
# 4  
# 5  
# 7

**ENDS**

**POLICY TYPE: ENDS**  
**POLICY TITLE: ESSENTIAL SKILLS**

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~~Students will have the essential skills appropriate for their chosen field of endeavor.~~

**Students will be given the opportunity to acquire essential skills.**

- **Students will be provided remediation as needed.**
- **Students will have the essential skills to succeed in the workplace.**
- **Students will have the essential skills to lead productive lives.**

**POLICY TYPE: ENDS**  
**POLICY TITLE: ACADEMIC ADVANCEMENT**

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~~Students will have the essential skills necessary for their chosen field of endeavor.~~

**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.
3. **Students will have adequate preparation to be successful after transfer to other colleges or universities.**

**POLICY TYPE: ENDS**  
**POLICY TITLE: PERSONAL ENRICHMENT**

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Recipients pursuing individual interests will be personally enriched.

- **Individuals/students will have the opportunity to experience various cultural activities.**
- **Individuals/students will have the opportunity to participate in College activities.**
- **Intercollegiate athletics and other extra curricular programs and activities will provide educational opportunities that improve the lives of the participant(s).**

**POLICY TYPE: ENDS**  
**POLICY TITLE: "BARTON EXPERIENCE"**

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Students will ~~"relish" their "Barton Experience."~~ **be positive about their Barton experience.**

1. In exit surveys and other feedback report mechanisms, students will speak ~~highly~~ and positively of their experiences at Barton.
2. Students will cite individual, personal, caring attention from faculty and staff as a significant factor in how they perceive their experience at Barton.

**(NEW POLICY)**

**POLICY TYPE: ENDS**  
**POLICY TITLE: REGIONAL WORKFORCE NEEDS**

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**Barton County Community College will take a leadership role in the development and expansion of employment opportunities.**

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**INTERLOCAL AGREEMENT WITH CITY OF HOISINGTON**

**Detail:** In past years, the Board has approved Interlocal Agreements with the Cities of Great Bend, Ellinwood and Claflin. The Board now has the opportunity to support a similar effort for the community of Hoisington. This effort is to provide incentives to home and business owners to expend resources to provide capital improvements to their homes and businesses which, in turn, will help to revitalize selected areas of the City of Hoisington. The incentives are provided through a tax rebate on the new improvements.

**Recommendation:** To lend support, it is the Administration's recommendation to the Board that it authorizes its Chairman to sign the Interlocal Agreement with the City of Hoisington, which would permit the rebate of taxes that the College would have collected on new development. The rebate would only apply to new construction and not existing structures on the tax rolls. This means that the College would forego receiving tax dollars, as specified in the agreement, in order to encourage development. In that the College would not be rebating taxes on existing valuation but only on valuation that would occur under the agreement, it would not forego any existing dollars it currently receives. In short, the College would be helping the City of Hoisington to invest in itself to grow the future tax base. As specified in the rebate schedule, future taxes would be collected on the development this action would encourage.

I believe that passage of the Interlocal Agreement supports the Board's desire to assist with economic growth opportunities within the region.

## **BANNER SERVERS AND APPLICATION LICENSES**

**Detail:** During 1995, the College acquired SunGard SCT Banner administrative software, which includes student, financial aid, human resources, finance and alumni. This software uses Oracle as the operating system to store and retrieve information. It is all contained on Sun Microsystems servers.

In early 2001, Barton purchased Sun servers to update previous equipment for our production and test environments. The intent was for this equipment to be operational for 5 years. We have been able to go beyond the five year estimate of usage; however the time has come to update our technology again. Continued improvements and updates in software capability are straining the existing server operation. We are also experiencing exorbitant hardware support costs for continuing with the existing servers.

An update of equipment includes two components. One is the cost of the server hardware and the second is the cost of the licenses to operate the software and operating system on the servers. Quotes were received from Versatile and CDW-G for the servers and SunGard SCT and Oracle for the licenses. The hardware quotes are as follows:

Versatile--	\$ 99,505.75
CDW-G--	\$107,744.72

The quotes for licenses are as follows:

SunGard SCT--	
Oracle license	\$ 96,520.00
Extender Solution (Imaging software not available from Oracle)	\$ 31,981.00
Oracle—	
Oracle license	\$142,610.00

The total cost for the project by accepting the low quotes from Versatile (hardware) and SunGard SCT (software licenses) is \$228,006.75. Of the hardware quote, \$50,797.00 that relates to the production server, would not be ordered until after June 30, 2006 which is after all testing is completed on the test server. The balance would be required within the next 30 days.

**Recommendation:** It is recommended that the Board of Trustees approve the above quotes totaling \$228,006.75. Funds are available from capital funds within the operating budgets.

**7. PRESIDENTIAL SEARCH DISCUSSION**

Board Chairman J.B. Webster and Presidential Search Committee Chair  
Dr. Paul Maneth will facilitate a discussion on the next steps in the search process.

**8. INFORMATION**

**KACCT/KBOR REPORT**

Mike Johnson and Dr. Maier will update the Board concerning Kansas Association of  
Community College Trustees and Kansas Board of Regents activities.

**APRIL BOARD MEETINGS/ACTIVITIES**

**Sat., April 1 Special Board Meeting** (if approved) – 7:30 a.m. – U-219  
(upper level of Student Union)

**Wed., April 5 Study Session – 12:00 noon – U-219** (upper level of Student  
Union)

**Fri., April 14 – Easter Vacation – Campus Closed**  
**Mon., April 17**

**Tues., April 18 Regular Monthly Board Meeting – 4:00 p.m. – room**  
**U-219** (upper level of the Student Union)

**9. COMMUNICATIONS**

Letter from Stephen M. Hampson, Post Rock Jaycee's

**Board Of Directors**

Stephen M. Hampson President  
Martin Priest B.V.P.  
Patrick Tracy C.V.P.  
Jason Hoffman IND.V.P.  
Michael Smith M.V.P.  
William Jewell State Director  
Keith D. Mathis Chairman of the Board



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**Post Rock Jaycees' – P.O. Box 107 Ellsworth Kansas 67439  
Chapter 0775**

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**To:** Barton County Community College

**From:** Stephen M. Hampson  
President; Post Rock Jaycees

February 20<sup>th</sup> 2006

**RE:** Pictures at BCCC Graduation on February 13<sup>th</sup> 2006

Dear BCCC;

On behalf of the Post Rock Jaycees, we are grateful for what your school does for the inmates at this facility. These men are given the option of changing their lives and having a positive future because of the B.A.S.I.C.S. Program offered by your school. We were proud of those students from E.C.F. who worked hard to get their Certificate/Degrees, and it is our honor to provide BCCC with the pictures taken that night as a token of our appreciation for all you do for the men in this facility.

I would also like to say that if you ever need anything of us, we would be glad to do all that we can to help you. What you provide is priceless, and you are most definitely appreciated for the work you do, and the bettering of the lives of your students.

Thank you for your continued support and help in creating a better place for the men here in Ellsworth Correctional Facility.

Sincerely Yours;

A handwritten signature in cursive script that reads "Stephen M. Hampson".

Stephen M. Hampson #64033  
2006 President  
Post Rock Jaycees





10. **EXECUTIVE SESSION**

An executive session may be required.

**Recommendation:** It is recommended that the Board recess to executive session, should it be deemed necessary, in compliance with the Kansas Open Meetings Act.

11. **ADJOURNMENT**

At the conclusion of the meeting, the Board will adjourn.