

**BUDGET HEARING/REGULAR MEETING OF THE  
BOARD OF TRUSTEES  
BARTON COUNTY COMMUNITY COLLEGE**

**August 9, 2005 – 4:00 p.m.  
U-219 (Upper Level of Student Union)**

**AGENDA**

<b>1.</b>	<b>Budget Hearing</b> .....	<b>1</b>
<b>2.</b>	<b>Official Board Meetings</b> .....	<b>3</b>
<b>3.</b>	<b>Call to Order</b> .....	<b>3</b>
	Official Board Meetings	
<b>4.</b>	<b>Welcome by Chairman</b> .....	<b>4</b>
	Introduction of Dr. Steve Maier	
	Comments from Chair and Introduction of Guests	
	Public and/or Employee Comment	
<b>5.</b>	<b>Action Items</b> .....	<b>5</b>
	Grant Application Request	
	• Continuation of RSVP	
	Acceptance of Grants	
	• Regional Non-Traditional Centers in Kansas	
	• Carl Perkins Tech Prep	
	• Upward Bound	
	• Barton Project	
	• EOC	
	• Perkins Improvement	
	• Carl Perkins Leadership	
	Annual Advertising Contracts	
<b>6.</b>	<b>Consent Agenda</b> .....	<b>19</b>
	Minutes of special meeting of the Board of Trustees, held on July 13, 2005	
	Minutes of regular meeting of the Board of Trustees, held on July 19, 2005	
	Minutes of special meeting of the Board of Trustees, held on August 3, 2005	
	Personnel	
<b>7.</b>	<b>KACCT/KBOR Report</b> .....	<b>33</b>
<b>8.</b>	<b>Information/Discussion Items</b> .....	<b>33</b>
	Monitoring Reports	
	Upcoming Board Meetings/Activities	
	Approved Grant Application Requests	
	• Enhancement for RSVP (Golden Belt Foundation)	
	• Senior Citizens Assistance	
	Letter from Sgt. Jim Potter	
<b>9.</b>	<b>Executive Session</b> .....	<b>44</b>

Meeting of the Board of Trustees  
Barton County Community College

August 9, 2005

**BUDGET HEARING**

**Comments:** The public hearing on the 2005-2006 budget will be held at 4:00 p.m. on Tuesday, August 9, 2005, in room U-219 (upper level) of the Student Union at Barton County Community College. This budget was approved for publication at the July 19, 2005 meeting and appeared in the July 22, 2005 issue of the Great Bend Tribune.

**Recommendation:** It is recommended that the Board hold the budget hearing open until 4:30 p.m. to allow time for any latecomers, then close the budget hearing and approve the budget as published.

**Action:** Dean of Business Services

BARTON COUNTY

Proof of Publication

SS.

JUDY MURPHY

of lawful age, duly sworn upon oath states that SHE

is the PUBLISHER

of THE GREAT BEND TRIBUNE

THAT said newspaper has been published at least weekly fifty (50) times a year and has been so published for at least five years prior to the first publication of the attached notice:

That said paper was entered as second class mail matter at the post office of publication:

THAT said paper has a general paid circulation on a daily, or weekly, or monthly, or yearly basis in

BARTON County, Kansas, and is

NOT a trade, religious or fraternal publication and has been PRINTED and published in BARTON County, Kansas.

That the attached notice was published in a regular issue of said newspaper

for 1 consecutive weeks, the first publication being on the 22 day

of July, 20 05 and the last publication on the 22 day

of July, 20 05

Publication Fee \$

Affidavit, Notary's Fees \$

Additional Copies at \$

Total Publication Fee \$ 97.11

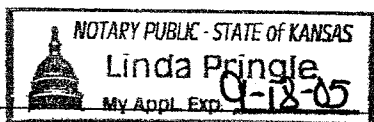
(Sign) Judy A. Murphy

Witness my hand this 22 day of July, 20 05

SUBSCRIBED and Sworn to before me this 22nd

day of July 2005

Linda Pringle (Notary Public)



My commission expires

(Published in the Great Bend Tribune on July 22, 2005)

NOTICE OF PUBLIC HEARING 2005-2006 BUDGET

The governing body of BARTON COUNTY COMMUNITY COLLEGE

Barton County will meet on August 9th, 2005, at 4:00 p.m., at BARTON COUNTY COMMUNITY COLLEGE STUDENT UNION ROOM U-219 for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, and to consider amendments. Detailed budget information is available at BARTON COUNTY COMMUNITY COLLEGE ADMINISTRATION BUILDING and will be available at this hearing.

BUDGET SUMMARY

The Expenditures and the Amount of 2005 Tax to be Levied (as shown below) establish the maximum limits of the 2005-2006 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes, is subject to slight change depending on final assessed valuation.

Table with columns: 2003-2004 Actual Expend. & Transfers, Actual Tax Rate, 2004-2005 Actual Expend. & Transfers, Actual Tax Rate, PROPOSED BUDGET 2005-2006 Budgeted Expend. & Transfers, Amount of 2005 Tax to be Levied, Est. Tax Rate. Rows include General Fund, Vocational Education, Adult Education, etc.

Outstanding Indebtedness, July 1

Table with columns: 2003, 2004, 2005. Rows include G.O. Bonds, Capital Outlay Bonds, Revenue Bonds, No-Fund Warrants, Temporary Notes, Lease Purchase Principal, Total.

\*Tax Rates are expressed in mills.

J.B. Webster Board Chair

Meeting of the Board of Trustees  
Barton County Community College

August 9, 2005

**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.

Meeting of the Board of Trustees  
Barton County Community College

August 9, 2005

**INTRODUCTION OF DR. STEVEN MAIER**

Chairman Webster will introduce Dr. Steve Maier, newly appointed Interim President.

**COMMENTS FROM CHAIRMAN AND INTRODUCTION OF GUESTS**

The Chairman will address the assembly and introduce guests, including other new employees.

**PUBLIC AND/OR EMPLOYEE COMMENT**

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

## **ACTION ITEMS**

Grant Application Request:  
Continuation of RSVP Grant

Acceptance of Grants:  
Regional Non-Traditional Centers in Kansas  
Carl Perkins Tech Prep  
Upward Bound  
Barton Project  
EOC  
Perkins Improvement  
Carl Perkins Leadership

Annual Advertising Contracts

Meeting of the Board of Trustees  
Barton County Community College

August 9, 2005

**RSVP GRANT RENEWAL REQUEST**

**Detail:** Attached for the Board's review is a request for the College to apply for continuation for the RSVP Grant, in the funding range of \$60,000 which exceeds the \$10,000 limit which the College is authorized to request without Board approval:

**Recommendation:** It is recommended that the Board of Trustees authorize the College to apply for renewal of the RSVP Grant in the funding range of \$60,000.

**Action:** Director of Grants

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

<b>Grant</b>	Continuation of RSVP
<b>Funding Agency</b>	Corporation for National and Community Service
<b>Summary</b>	Recruit, place and support volunteers age 55+ to help meet needs of the county
<b>Services</b>	Volunteers serve in 10 elementary schools and 65 other non-profit and governmental agencies
<b>Relationship to College Mission</b>	Provides service to older taxpayers
<b>Target Population</b>	Volunteers age 55+, serving persons of all ages
<b>Funding Range</b>	\$60,000
<b>Indirect Cost Reimbursement</b>	
<b>Funding Period</b>	01/01/06 to 12/31/06
<b>Institutional Obligation</b>	
<b>Cash</b>	0
<b>In-Kind</b>	\$6,000 copies, printing, mailing and vehicle use
<b>Personnel Required</b>	
<b>Existing</b>	1 full time 4 part time
<b>New</b>	0
<b>Submission to BOT (Date)</b>	07-25-05

**Grant 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 the College is authorized to approve.

Ron Vratil  
\_\_\_\_\_  
Dean of Business Services

08-02-05  
\_\_\_\_\_  
Date



Meeting of the Board of Trustees  
Barton County Community College

August 9, 2005

**ACCEPTANCE OF GRANTS**

**Detail:** The College has received notification that the following grants have been awarded to it, all of which exceed the \$10,000 limit which the College is authorized to accept without Board approval:

- Regional Non-Tradition Centers in a funding range of \$37,500
- Carl Perkins Tech Prep in a funding range of \$60,000
- Upward Bound in a funding range of \$234,624
- Grant Competition to Prevent High-Risk Drinking Among College Students in a funding range of \$152,253
- Equal Opportunity Center in a funding range of \$255,385
- Carl Perkins Improvement Grant in a funding range of \$165,166
- Carl Perkins Leadership Grant in funding range of \$20,000

**Recommendation:** It is recommended that the Board authorize the College to accept the grants as presented, on behalf of the College.

**Action:** Director of Grants

**BARTON COUNTY COMMUNITY COLLEGE  
ACCEPTANCE OF GRANT  
(Funding range over \$10,000)**

<b>Grant</b>	Regional Non-Traditional Centers in Kansas
<b>Funding Agency</b>	Kansas Board of Regents
<b>Summary</b>	The grant will establish the southwest Kansas component of a statewide system for technical assistance, resources and marketing strategies for non-traditional training programs and occupations.
<b>Possible Services</b>	<ul style="list-style-type: none"> <li>• Development and dissemination of materials to promote non-traditional training programs and occupations.</li> <li>• Establishment of a regional advisory council to promote non-traditional training programs and occupations.</li> <li>• Provide technical assistance to target population.</li> </ul>
<b>Target Population</b>	<ul style="list-style-type: none"> <li>• Students in grades 7-14, counselors, instructors/teachers, administrators, employers, and the general public in 33 southwest Kansas counties.</li> </ul>
<b>Funding Range (Approximate)</b>	\$37,500
<b>Indirect Cost Reimbursement</b>	0
<b>Funding Period</b>	07/01/05 – 06/30/06
<b>Institutional Obligation</b>	
<b>Cash</b>	\$1,442 (For the Coordinator's fringe benefits.)
<b>In-Kind</b>	Office Space, Furniture, Business Office and Accounting Support, Grant Monitoring, Transportation
<b>Personnel Required</b>	
<b>Existing</b>	NTO Coordinator

**President's Staff Review**

The College has received notification that it has been awarded the above grant. We have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. We support the acceptance of the grant and recommend that the Board of Trustees authorize the College to accept the grant.

Gillian M. Gabelmann, Ph. D  
\_\_\_\_\_  
President's Staff Representative Signature

07-27-05  
\_\_\_\_\_  
Date

**BARTON COUNTY COMMUNITY COLLEGE  
ACCEPTANCE OF GRANT  
(Funding range over \$10,000)**

<b>Grant</b>	Carl Perkins Tech Prep
<b>Funding Agency</b>	KBOR
<b>Summary</b>	Tech Prep calls for articulation agreements between the College and area high schools. These agreements permit students to articulate technical and vocational courses taken while in high school for college credit upon enrollment at Barton. Also, the program provides opportunities for professional development and student awareness of opportunities.
<b>Services</b>	<ul style="list-style-type: none"> <li>• Articulation of high school courses for college credit</li> <li>• Professional development for teachers and instructors through joint activities and attendance at conferences</li> <li>• Internship opportunities for instructors and teachers during summer months</li> <li>• Apprenticeship opportunities for students</li> <li>• Input from business and industry</li> </ul>
<b>Relationship to College Mission</b>	The project will enable the College to improve access to educational services to learners located in remote and/or underserved sites.
<b>Target Population</b>	High school juniors and seniors in service area
<b>Funding Range</b>	\$60,000; (\$50,000 basic grant + maximum of \$10,000 for teachers internships)
<b>Indirect Cost Reimbursement</b>	None
<b>Funding Period</b>	July 1, 2005 – June 30, 2006
<b>Institutional Obligation</b>	
<b>Cash</b>	Approximately \$1,615 (For Coordinator salary. This is the same amount as we have been contributing for the last 4 years.)
<b>In-Kind</b>	
<b>Personnel Required</b>	
<b>Existing</b>	Tech Prep Coordinator

**President's Staff Review**

The College has received notification that it has been awarded the above grant. We have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. We support the acceptance of the grant and recommend that the Board of Trustees authorize the College to accept the grant.

Gillian M. Gabelmann, Ph. D  
\_\_\_\_\_  
President's Staff Representative Signature

07-27-05  
\_\_\_\_\_  
Date

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

<b>Grant</b>	Upward Bound
<b>Funding Agency</b>	U.S. Department of Education
<b>Summary</b>	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. The goal of Upward Bound is to increase the rates at which participants enroll in and graduate from institutions of postsecondary education.
<b>Possible Services</b>	All Upward Bound projects <b>MUST</b> 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"> <li>• Instruction in reading, writing, study skills, and other subjects</li> <li>• Academic, financial, and personal counseling</li> <li>• Exposure to academic programs and cultural events</li> <li>• Tutorial Services</li> <li>• Information on postsecondary education opportunities</li> </ul>
<b>Relationship to College Mission</b>	This grant empowers pre-college age students to learn and grow and to formulate and realize educational goals.
<b>Target Population</b>	50 Students from Claflin, Ellinwood, Great Bend, and Hoisington High Schools. Students who have completed the 8 <sup>th</sup> grade 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.
<b>Funding</b>	\$234,624
<b>Indirect Cost Reimbursement</b>	8% of Direct Funds
<b>Funding Period</b>	09/01/2005 – 10/31/2006
<b>Institutional Obligation</b>	
<b>Cash</b>	
<b>In-Kind</b>	Scholarships for UB students, Office Space, Furniture
<b>Personnel Required</b>	
<b>Existing</b>	Director, 1 Academic/Counselor, .50 Secretary, part-time personnel, summer staff
<b>New</b>	None

**President's Staff Review**

The College has received notification that it has been awarded the above grant. We have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. We support the acceptance of the grant and recommend that the Board of Trustees authorize the College to accept the grant.

Gillian M. Gabelmann, Ph. D  
\_\_\_\_\_  
President's Staff Representative Signature

07-27-05  
\_\_\_\_\_  
Date

**BARTON COUNTY COMMUNITY COLLEGE  
ACCEPTANCE OF GRANT  
(Funding range over \$10,000)**

<b>Grant</b>	Grant Competition to Prevent High-Risk Drinking Among College Students
<b>Funding Agency</b>	U.S. Department of Education
<b>Summary</b>	The Grant Competition to Prevent High-Risk Drinking Among College Students provides funding to develop or enhance, implement, and evaluate campus-based strategies to prevent high-risk drinking among college students.
<b>Services</b>	The grant will provide support for: <ul style="list-style-type: none"> <li>▪ Review and revision of current policies, procedures, and systems</li> <li>▪ Professional development for key college and community personnel</li> <li>▪ Development and implementation of prevention and education programs</li> </ul>
<b>Relationship to College Mission</b>	The project empowers students to grow and learn.
<b>Target Population</b>	Students residing in campus housing.
<b>Funding Range</b>	Year I \$152,253, Year II \$151,028
<b>Indirect Cost Reimbursement</b>	8% (Or higher)
<b>Funding Period</b>	June 13, 2005 to June 12, 2007
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Administrative support, facilities, communications, transportation
<b>Personnel Required</b>	
<b>Existing</b>	Participation by counselor, nurse, housing staff, faculty, security, administration, community
<b>New</b>	Project Coordinator/Prevention Specialist

**President's Staff Review**

The College has received notification that it has been awarded the above grant. We have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. We support the acceptance of the grant and recommend that the Board of Trustees authorize the College to accept the grant.

\_\_\_\_\_  
Gillian M. Gabelmann, Ph. D  
President's Staff Representative Signature

\_\_\_\_\_  
07-27-05  
Date

**BARTON COUNTY COMMUNITY COLLEGE  
ACCEPTANCE OF GRANT  
(Funding range over \$10,000)**

<b>Grant</b>	Educational Opportunity Center
<b>Funding Agency</b>	Department of Education – TRIO
<b>Summary</b>	The Educational Opportunities Centers Program provides grants to conduct projects designed to: (1) provide information regarding financial and academic assistance available for individuals who desire to pursue a program of postsecondary education, and (2) assist individuals applying for admissions to institutions that offer programs of postsecondary education.
<b>Possible Services</b>	<ul style="list-style-type: none"> <li>• Public information campaigns designed to inform the community about opportunities for postsecondary education and training</li> <li>• Academic advice and assistance</li> <li>• Assistance in completing college admissions and financial aid</li> <li>• Assistance in preparing for college admissions exams</li> <li>• Guidance on secondary school entry or reentry or GED</li> <li>• Personal and career counseling</li> <li>• Tutorial services</li> <li>• Career workshops and counseling</li> </ul>
<b>Target Population</b>	<ul style="list-style-type: none"> <li>• At least 1,000 participants who reside in the service area including Junction City</li> <li>• at least 19 years old</li> </ul>
<b>Funding</b>	\$255,385
<b>Indirect Cost Reimbursement</b>	8% of Grant
<b>Funding Period</b>	09/01/05 – 08/30/06
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Office Space, Furniture, Business Office and Accounting Support, Grant Monitoring
<b>Personnel Required</b>	
<b>Existing</b>	None
<b>New</b>	Director, 2 Academic/Vocational Advisors, 1.5 Data Specialist

**President's Staff Review**

The College has received notification that it has been awarded the above grant. We have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. We support the acceptance of the grant and recommend that the Board of Trustees authorize the College to accept the grant.

Gillian M. Gabelmann, Ph. D

\_\_\_\_\_  
President's Staff Representative Signature

07-27-05

\_\_\_\_\_  
Date



**BARTON COUNTY COMMUNITY COLLEGE  
ACCEPTANCE OF GRANT  
(Funding range over \$10,000)**

<b>Grant</b>	Carl Perkins Improvement Grant
<b>Funding Agency</b>	U.S. Department of Education/Kansas Board of Regents
<b>Summary</b>	The grant will provide funds to enhance the academic, vocation, and technical skills of post secondary students who elect to enroll in vocational and technical programs at Barton.
<b>Services</b>	<ul style="list-style-type: none"> <li>• Academic, Vocational, and Technical Activities</li> <li>• Salaries</li> <li>• Curriculum and New Course Development</li> <li>• Enhancement and refinement of existing courses</li> <li>• Technology Development</li> <li>• Professional Development</li> </ul>
<b>Relationship to College Mission</b>	Perkins funding will assist the College in improving the economic and personal lives of vocational students and their contributions to society.
<b>Target Population</b>	Vocational students particularly those in non-traditional occupational career tracks. Also special populations.
<b>Funding Range</b>	\$165,166
<b>Indirect Cost Reimbursement</b>	None
<b>Funding Period</b>	July 1, 2005 to June 30, 2006
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Clerical, administrative
<b>Personnel Required</b>	
<b>Existing</b>	.40 Advisement Coordinator .40 Testing Coordinator
<b>New</b>	None

**President's Staff Review**

The College has received notification that it has been awarded the above grant. We have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. We support the acceptance of the grant and recommend that the Board of Trustees authorize the College to accept the grant.

Gillian M. Gabelmann, Ph. D  
\_\_\_\_\_  
President's Staff Representative Signature

07-27-05  
\_\_\_\_\_  
Date

**BARTON COUNTY COMMUNITY COLLEGE  
ACCEPTANCE OF GRANT  
(Funding range over \$10,000)**

<b>Grant</b>	Carl Perkins Leadership Grant
<b>Funding Agency</b>	KS Board of Regents
<b>Summary</b>	This grant is to assist in developing and delivering training to emergent and incumbent workers in the energy industry. Specifically, the transmission and distribution of natural gas industry, to meet federal regulations and provifr for the continued safe and efficeint transmission and distribution of natural gas. This includes municipalities, transmission, and distribution companies.
<b>Services</b>	Operator Qualified training for the pipeline industry that will prepare workers to be certified by their employers to perform specific tasks related to their jobs.
<b>Relationship to College Mission</b>	Barton's mission as a learning organization includes the improvement of the economic, social, and personal lives of individuals and their contributions to society. Training a workforce capable of ensuring the safe and efficient transmission and distribution of natural gas throughout the central United States will not only provide for employment within the energy industry, but also provide for utilities to keep families safe and businesses productive.
<b>Target Population</b>	Emerging and incumbent workers in the pipeline industry
<b>Funding Range</b>	\$20,000
<b>Indirect Cost Reimbursement</b>	None
<b>Funding Period</b>	July 1, 2005 – June 30, 2006
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Administrative support, facilities, personnel
<b>Personnel Required</b>	
<b>Existing</b>	Business & Industry Coordinator
<b>New</b>	Industry Consultants

**President's Staff Review**

The College has received notification that it has been awarded the above grant. We have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. We support the acceptance of the grant and recommend that the Board of Trustees authorize the College to accept the grant.

Gillian M. Gabelmann, Ph. D  
\_\_\_\_\_  
President's Staff Representative Signature

07-27-05  
\_\_\_\_\_  
Date

Meeting of the Board of Trustees  
Barton County Community College

August 9, 2005

**ANNUAL ADVERTISING CONTRACTS**

**Detail:** In previous years, while establishing the College's annual advertising expenditures, the benefit of having annual contracts with Eagle Radio and KSNC was identified primarily because Eagle Radio represents four local radio stations and because the reach of KSNC brings with it higher rates. The amounts we were spending on separate purchases with these entities during a year were approximately the same as the annual contracts. By going to annual contracts and paying up front, the College was able to save 5% of the costs of the contract and realized several bonus promotional opportunities as part of the contract.

The College also buys advertising during enrollment times with the other local and area radio stations, newspapers and cable television but those purchases remain under the \$10,000 limit which requires Board approval.

Eagle Radio (1590 AM, 104.3 FM, 100.7 FM. 106.9 FM)	\$10,670 (\$10,134 prepay)
---	----------------------------

KSNC	\$12,000 (\$11,400 prepay)
------	----------------------------

**Recommendation:** It is recommended that the Board of Trustees approve the annual contracts with Eagle Radio and KSNC.

**Action:** Dean of Enrollment Management

Meeting of the Board of Trustees  
Barton County Community College

August 9, 2005

**CONSENT AGENDA**

**Comments:** In accordance with BCCC'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 special meeting of the Board of Trustees, held on July 13, 2005
- Minutes of the regular meeting of the Board of Trustees, held on July 19, 2005
- Minutes of the special meeting of the Board of Trustees, held on August 3, 2005
- Personnel

**Action:** President's Office

**Special Meeting of the Board of Trustees  
Barton County Community College  
July 13, 2005**

**CALL TO ORDER**

The special meeting of the Board of Trustees of Barton County Community College was called to order at 12:30 p.m., July 13, 2005 in room U-219 of the Student Union.

**ATTENDANCE**

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

Trustees Absent: None

Other Attendees: Elsie Learned, Jim Vance, Ron Vratil, Darnell Holopirek, Dee Duryee, Sharon Hazard, Anna Murphy, Dick Wade, Dana Foss, Linda Dueser, Lori Crowther, Shanda Mull, Bob Branan, James Branan, Cathie Oshiro, Mike Weltsch, Mike Dawes, Dr. Gillian Gabelmann, Susan Thacker representing the Great Bend Tribune, Randall C. Henry, Neil Elliott, Chris Green representing the Hutchinson News, Angie Brummer, Veldon L. Law and Marilyn Beary.

**WELCOME BY THE CHAIRMAN**

Secretary Johnson led the attendees in the Pledge of Allegiance.

**PUBLIC AND EMPLOYEE COMMENT**

Secretary Johnson advised that no request for public and/or employee comment had been received.

**INTRODUCTION OF NEW EMPLOYEES**

Neil Elliott introduced Craig Fletchall, Head Men's Basketball Coach.

Dr. Law introduced Amy Evans, Bob Dalke and Deb Scheibler, LA 1 Administrative Entity staff.

**ADMINISTRATION OF OATHS OF OFFICE**

Oaths of Office were administered to incoming Trustees Robert Feldt, Don Learned and Judy Murphy.

**ELECTION OF 2005-2006 BOARD OFFICERS**

Secretary Johnson advised that the Board would need to elect officers for 2005-2006.

*Paul Maneth nominated J.B. Webster as Board Chair. The nomination was seconded by Judy Murphy. Following discussion, the nomination carried 4-2 with Trustees Feldt and Learned voting in the negative.*

*Don Learned nominated Robert Feldt as Vice Chair. The nomination was seconded by Judy Murphy. Following discussion, the nomination carried.*

*Don Learned nominated Mike Johnson as Secretary. The nomination was seconded by Robert Feldt. Following discussion, the nomination carried.*

*Mike Johnson nominated Ron Vratil as Treasurer. The nomination was seconded by Trustee Feldt. Following discussion, the nomination carried.*

*Robert Feldt nominated Don Learned as the College's KACCT Delegate. The nomination died for a lack of a second.*

*Paul Maneth nominated Mike Johnson as KACCT Delegate. The nomination was seconded by Don Learned. Following discussion, the nomination carried.*

#### **MOVE TO RECESS TO EXECUTIVE SESSION**

*Trustee Feldt moved that the Board amend the agenda to hold an executive session to discuss matters pertaining to non-elected personnel. The motion was seconded by Trustee Learned. However, after further discussion and consultation with legal counsel for clarification as to whether an agenda for a special meeting could be amended at the meeting, Trustee Feldt withdrew his motion and requested that an executive session to discuss non-elected personnel be placed as the first item of business on the agenda for the regular Board meeting scheduled for July 19, 2005.*

#### **BOARD SIGNATURES FOR BANKING AUTHORIZATIONS**

Dr. Law advised that the banking institutions that handle all College banking activities require electronic signatures of the Board Chairperson, Secretary and Treasurer.

*Trustee Johnson moved that the Board authorize the Chairperson, Secretary and Treasurer to sign signature authorizations for use in the banking operations of the College as recommended. The motion was seconded by Trustee Learned. Following discussion, the motion carried.*

#### **SCHEDULE OF 2005-2006 BOARD MEETINGS**

The Board was presented with a proposed schedule for 2005-2006 Board meetings (including regular monthly meetings, monthly study sessions, and Board Advances.)

*Trustee Murphy moved that the 2005-2006 meeting schedule through the September 9, 2005 Board Advance be approved. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.*

#### **CONSENT AGENDA**

The following items were presented for the Board's approval:

- Personnel

It was determined that the departure of Marlin Daubert, Admissions Representative, could not be added to the agenda for the special meeting and this would be presented within the consent agenda of the regular meeting of the Board of Trustees on July 19, 2005.

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

#### **ADJOURNMENT**

The meeting adjourned at 1:10 p.m.

---

J.B. Webster, Chair

---

Mike Johnson, Secretary

Recorded by Marilyn Beary

**Regular Meeting of the Board of Trustees  
Barton County Community College  
July 19, 2005**

**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., July 19, 2005 in room U-219 of the Student Union.

**ATTENDANCE**

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

Trustees Absent: None

Other Attendees: Robert Branan, Lucille Branan, Mark Dean, LaVonne Gerritzen, Dan Soeken, Ron Vratil, Susan Thacker representing the Great Bend Tribune, Mike Dawes, Karla Perrotta, Randall C. Henry, Allen Glendenning, Jackie Elliott, Charles Perkins, Homer Kruckenberg, Veldon L. Law and Marilyn Beary.

**WELCOME BY THE CHAIRMAN**

Chairman Webster led the attendees in the Pledge of Allegiance.

**ADDITIONAL AGENDA ITEM**

Chairman Webster advised that it would be necessary to add an agenda item and suggested that the Board move to amend the agenda to include annual advertising costs.

*Trustee Johnson moved that the Board amend the agenda to include annual advertising costs. The motion was seconded by Trustee Maneth. Trustee Feldt objected to amending the agenda and requested that the Board have an opportunity to review and discuss the information before taking action. The Board Chairman then called for a vote on the motion. The motion failed to carry with a vote of 3-3. Trustees Johnson, Maneth and Webster voted in the affirmative while Trustees Feldt, Learned and Murphy voted in the negative.*

**PUBLIC AND EMPLOYEE COMMENT**

Chairman Webster advised that no request for public and/or employee comment had been received.

**INTRODUCTION OF NEW EMPLOYEES**

Lavonne Gerritzen introduced Karla Homan Perrotta, Director of Nursing Program  
Larissa Adams introduced Corry Fradd and Melissa Lutt, Lead Care Providers  
Jackie Elliott introduced Angela Coleman, Upward Bound Director  
Darylee Flynn introduced Sister Charlotte Brungardt and Boyd King, Math Tutors

**RECOGNITION OF DAN SOEKEN**

Chairman Webster presented past Trustee Dan Soeken with a Barton picture in recognition of his service to the Board of Trustees.

**EXECUTIVE SESSIONS**

Chairman Webster advised that the Board would require two executive sessions and indicated that the first executive session would be for the purpose of consulting with legal counsel on matters of attorney-client privilege and the second would be for the purpose of discussing non-elected personnel.

*Trustee Johnson moved that in compliance with K.S.A. 75-4319(a), the Board recess to executive session for 45 minutes at 4:15 p.m., to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 5:00 p.m. and that 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 6-0. Randy Henry, Allen Glendenning and Dr. Law were asked to join the Board in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:00 p.m. in room U-219 of the Student Union. Chairman Webster advised that the Board had consulted with legal counsel on matters pertaining to attorney-client privilege.

*Trustee Feldt moved that in compliance with K.S.A. 75-4319(a), the Board recess to executive session for 60 minutes at 5:00 p.m. to discuss matters pertaining to non-elected personnel in order to protect the confidentiality of the individual(s) to be discussed, to reconvene in room U-219 of the Student Union at 6:00 p.m. and that In compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Murphy.* Following discussion, the motion carried 6-0.

Note: At 5:33 p.m. the Board requested that Randy Henry join the Trustees in executive session.

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 Webster advised that the Board had discussed matters pertaining to non-elected personnel.

Trustee Robert Feldt advised that following Board action on the remaining agenda items, the Board would need to again recess to executive session to continue its discussion on matters pertaining to non-elected personnel.

At this time, Chairman Webster announced that the Board would take a 5 minute break.

### **ACTION ITEMS**

#### **Schedule of 2005-2006 Board Meetings**

As requested at the July 13, 2005 Board study session, the proposed schedule of 2005-2006 Board meetings was placed on the agenda for consideration.

*Trustee Feldt moved that the Board adopt the schedule as presented. The motion was seconded by Trustee Maneth.* Following discussion, the motion carried 6-0.

#### **2005-2006 Operating Budget**

Ron Vratil presented the proposed 2005-2006 operating budget, which had been discussed at recent Board study sessions.

*Trustee Feldt moved that the Board approve the 2005-2006 operating budget as presented. The motion was seconded by Trustee Learned.* Following discussion, the motion carried 6-0.

#### **Publication of 2005-2006 Budget**

Ron Vratil presented the proposed budget page to be published, in accordance with K.S.A. 79-2929, in the Great Bend Tribune, no later than 10 days prior to the August 9 Board Hearing. It was recommended that the Board approve the budget to be published as submitted, which includes a request of tax dollars in the amount of \$5,532,169. The tax dollar request is built upon a 28.18 mil levy and an estimated assessed valuation of \$196,288,638 and is in accordance with Kansas Statutes. The Budget Hearing was scheduled to convene in room U-219 in the upper level of the Student Union at 4:00 p.m. on Tuesday, August 9, 2005 and will be the first item of business.

*Trustee Johnson moved that the Board approve the 2005-2006 budget for publication as presented and set the Budget Hearing in room U-219 in the upper level of the Student Union at 4:00 p.m. on Tuesday, August 9, 2005 as the first order of business. The motion was seconded by Trustee Learned.* Following discussion, the motion carried 6-0.



### **Athletic Insurance**

At the monthly Board study session of July 13, 2005, Ken Henderson and Ron Vratil presented information relative to athletic insurance for 2005-2006. At today's meeting, the Board was asked to consider the following quotes for this insurance:

	Annual Cost
Life Insurance Company of North America	\$57,200
Guarantee Trust Life	\$64,500
Nationwide Life Insurance Company	\$73,000

The above quotes include a \$2,000 deductible, expanded Medical and HMO/PPO and AD & D of \$5,000. The College also received a quote for catastrophic insurance from Mutual of Omaha for \$3,884 (\$5,000,000 lifetime maximum). For comparative purposes, the approved low quote last year was received from Life Insurance Company of North America at an annual premium of \$42,150 for the basic coverage and catastrophic insurance from Mutual of Omaha for \$2,877. Actual claims and annual inflation in the medical industry caused the change in costs for this year.

*Trustee Murphy moved that the Board approve the low bid from Life Insurance Company of North America in the amount of \$57,200 for athletic insurance and the catastrophic quote from Mutual of Omaha in the amount of \$3,884 for the 2005 academic year. The motion was seconded by Trustee Maneth. Following discussion, the motion carried 6-0.*

### **KACCT Dues for 2005-2006**

The Board was presented with the billing for the 2005-2006 dues for the Kansas Association of Community College Trustees (KACCT) in the total amount of \$15,206.11 for consideration.

*Trustee Learned moved that the Board approve the 2005-2006 KACCT dues as presented. The motion was seconded by Trustee Murphy. Following discussion, the motion carried 6-0.*

### **Establishment of New Emergency Management/Homeland Security Degree and Certificate Program**

At its July 13, 2005 study session, Bill Nash and Dr. Gabelmann presented information relative to a proposed new program offering. The proposal would establish an Emergency Management/Homeland Security AAS degree and certificate. The Kansas Board of Regents requires that the local Board of Trustees approves the establishment of all new degree and certificate programs.

*Trustee Murphy moved that the Board approve the establishment of the new Emergency Management/Homeland Security Degree and Certificate Program as presented. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0.*

### **Amended Agenda**

Although the Board book included a request to consider application of the Barbara Bush Foundation for Family Literacy Grant, it was inadvertently omitted from the meeting agenda. *Trustee Feldt moved that the Board amend the agenda to include the Barbara Bush Foundation for Family Literacy Grant. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0.*

### **Barbara Bush Foundation for Family Literacy Grant**

The Board was presented with a request to approve this grant in the funding range of \$12,500 - \$15,000 to provide bilingual literacy materials and projects that involve families, primarily those that are not English proficient.

*Trustee Feldt moved that the College make the grant application to the Barbara Bush Foundation for Family Literacy Grant. The motion was seconded by Trustee Maneth. Following discussion, the motion carried 6-0.*

### **CONSENT AGENDA**

The following items were presented for the Board's approval:

- Corrected minutes of the regular meeting of the Board of Trustees, held on June 21, 2005
- Personnel
- Financial Report

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

**KACCT/KBOR REPORT** – Trustee Johnson briefed the Board on the recent Kansas Association of Community College Trustees meetings which were held at Johnson County Community College on June 24 and 25. He also advised the Board of the upcoming KACCT meeting to be held at Garden City Community College on September 16 and 17 as well as the KACCT retreat that would be hosted by Barton on September 8-9, 2006. Dr. Law advised that there had been no Kansas Board of Regents meetings in July.

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

- Monitoring Reports
- Upcoming Board Meetings/Activities
- President's Report of Monthly Activities
- Approved Grant Application Requests:
  - Kansans Tell Their Stories Grant
  - Golden Belt Community Foundation Grant

### **NOTICES AND COMMUNICATIONS**

The following were presented for the Board's information:

- Letter from Congressman Jerry Moran
- Enrollment Comparisons

### **EXECUTIVE SESSION**

Chairman Webster advised that the Board would recess to executive session to continue its discussion on matters of non-elected personnel.

*Trustee Feldt moved that in compliance with K.S.A. 75-4319(a), the Board recess to executive session for 40 minutes at 6:20 p.m. to continue its discussion on non-elected personnel in order to protect the confidentiality of the individual(s) to be discussed, to reconvene in room U-219 of the Student Union at 7:00 p.m. and that 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 6-0. Randy Henry and Dr. Law were asked to join the Board in executive session. The Board excused Dr. Law from the executive session at 6:30 p.m.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 7:00 p.m. in room U-219 of the Student Union. Chairman Webster advised that the Board had discussed matters pertaining to non-elected personnel. He advised that the Board would need to again recess to executive session for 30 minutes to continue its discussion on non-elected personnel.

*Trustee Johnson moved that in compliance with K.S.A. 75-4319(a), the Board recess to executive session for 30 minutes at 7:00 p.m. to continue its discussion on non-elected personnel in order to protect the confidentiality of the individual(s) to be discussed, to reconvene in room U-219 of the Student Union at 7:30 p.m. and that 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 6-0. Randy Henry was asked to join the Board in executive session. Ron Vratil was asked to join the Trustees in executive session at 7:08 p.m. and he was excused from the executive session at 7:15 p.m. The Board asked Dr. Law to join the Trustees in executive session at 7:20 p.m.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 7:30 p.m. in room U-219 of the Student Union. Chairman Webster advised that the Board had discussed matters pertaining to non-elected personnel.

#### **NEW BUSINESS**

*Trustee Feldt moved that the Board terminate Dr. Veldon Law's employment contract, effective immediately.* He stated, "The basis for the motion is that this Board has lost confidence in this President; the President has allowed practices that are unlawful, imprudent and in violation of commonly accepted business and professional ethics; three employees of the College have been indicted; the President is accountable to the Board for the unlawful conduct of these employees." *The motion was seconded by Trustee Learned.* Following discussion, the motion carried 5-1 with Trustees Feldt, Johnson, Learned, Maneth and Murphy voting in the affirmative and Trustee Webster voting in the negative.

#### **ADJOURNMENT**

The meeting adjourned at 7:40 p.m.

---

J.B. Webster, Chair

---

Mike Johnson, Secretary

Recorded by Marilyn Beary

**Special Meeting of the Board of Trustees  
Barton County Community College  
August 3, 2005**

**CALL TO ORDER**

The special meeting of the Board of Trustees of Barton County Community College was called to order at 12:00 noon, August 3, 2005 in room U-219 of the Student Union.

**ATTENDANCE**

Trustees Present: Robert Feldt, Judy Murphy, J.B. Webster

Attending via conference call were Trustees Mike Johnson and Dr. Paul Maneth.

Trustees Absent: Don Learned

Other Attendees: Susan Thacker of the Great Bend Tribune, Chris Green of the Hutchinson News, Caicey Crutcher, Stephannie Goerl, Renetta Furrow, Jane Howard, Teresa Johnson, Mike Dawes, Charles Perkins, Ron Vratil, LaVonne Gerritzen, Dana Foss, Dick Wade, Randy Henry, Kurt Kohler, Tom Curtis, Larissa Adams, Cathie Oshiro, Patrick Bush and Marilyn Beary

**EXECUTIVE SESSION**

Chairman Webster advised that an executive session would be necessary for the purpose of discussing matters pertaining to non-elected personnel.

*Trustee Feldt moved that the Board adjourn to executive session for 45 minutes at 12:00 p.m. in order to discuss non-elected personnel in order to protect the confidentiality of the individuals to be discussed and that the Board return to open session in room U-219 at 12:45 p.m. The motion was seconded by Trustee Murphy.* Following discussion, the motion carried 5-0. Chairman Webster advised that Randy Henry would join the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 12:45 p.m. in room U-219 of the Student Union. Chairman Webster advised that matters pertaining to non-elected personnel were discussed.

**INTERIM PRESIDENT**

*Trustee Murphy moved that the Board authorize Chairman Webster to extend an employment offer to Dr. Steven Maier for the position of Interim President and should Dr. Maier accept the position, she further moved that the Board of Trustees authorize Chairman Webster to enter into an employment agreement with Dr. Maier, upon final review by legal counsel. The motion was seconded by Trustee Feldt.* Following discussion, the motion carried 5-0.

**ACCT SEARCH**

*Trustee Feldt moved that the Board authorize our Chairman to enter into an agreement with the Association of Community College Trustees for the purpose of conducting a national search for the replacement position of College President. The motion was seconded by Trustee Murphy.* Following discussion, the motion carried 5-0.

*Trustee Feldt moved that the Board authorize the Chairman to designate Marilyn Beary to serve as liaison for the ACCT national search. The motion was seconded by Trustee Johnson.* Following discussion, the motion carried 5-0.

**PUBLIC COMMENTS**

Chairman Webster opened the floor for comments. Susan Thacker requested additional information on Dr. Maier. Mr. Webster advised that this would be given following the meeting. LaVonne Gerritzen asked when Dr. Maier would begin the interim position. Chairman Webster stated that Dr. Maier would begin on Monday, August 8.

**ADJOURNMENT** – The meeting adjourned at 12:50 p.m.

---

J.B. Webster, Chairman

---

Mike Johnson, Secretary

Recorded by Marilyn Beary

## **PERSONNEL**

### **Resignations/Terminations**

Danette Adams, Secretary & Data Specialist (part-time) (EOC – Junction City)  
Deborah Vanderlinde, Academic Advisor (EOC – Junction City)

### **New Positions**

Jason Halling – Prevention Program Coordinator

### **Replacement Positions**

Kay Boyd – Chief GED Examiner (part-time) – this is in addition to her full-time position of Programmer & Analyst  
David Freivogel – Assistant Coach (Men’s Basketball)  
Kristen Hathcock – Instructor (Mathematics)  
Marc Hsu – Assistant Coach (Men’s Basketball)  
Mark Rogers – Student Housing Assistant

### **Position Changes**

Cynthia Collier, Secretary (Emergency Services) – from part-time staff to full-time staff  
Sherry DeWerff – from Faculty Receptionist & Typist (Sciences) to Financial Aid Specialist  
Dan McFadden – from Security Officer to Coordinator of Student Housing

### **Temporary Positions Ending**

Austin Boyd, Math Tutor (part-time)

### **Supplemental Contracts**

Charlotte Arney	Emergency 1 <sup>st</sup> Aid Tact Operations
Charlotte Arney	Emergency 1 <sup>st</sup> Aid Tact Operations
Charlotte Arney	Emergency 1 <sup>st</sup> Aid Tact Operations
Geraldine Ball	American History 1877 – Present
George Bowman	Laser Sighting & Engage System
George Bowman	Weapons Storage Facility Operations
Jared Duley	Introduction to Sociology
Karen Frick	General Psychology
Karen Frick	Abnormal Psychology
Dennis Hickmon	Detainee Operations
Dennis Hickmon	Detainee Operations
Kenneth Martin	Military Passenger – Carry Vehicle
Kenneth Martin	Military Passenger – Carry Vehicle
Locadio Perez	Emergency 1 <sup>st</sup> Aid Tact Operations
Locadio Perez	Emergency 1 <sup>st</sup> Aid Tact Operations
Shawn Rosenbaum	Emergency 1 <sup>st</sup> Aid Tact Operations
Marlene Sedillos	English Composition I
Marlene Sedillos	English Composition II
Margot Shortridge	Language Lab
Thomas Smith	Intro to Exercise Science
Melinda Whitney	Emergency 1 <sup>st</sup> Aid Tact Operations

Melinda Whitney	Emergency 1 <sup>st</sup> Aid Tact Operations
Melinda Whitney	Emergency 1 <sup>st</sup> Aid Tact Operations
Melinda Whitney	Emergency 1 <sup>st</sup> Aid Tact Operations

**Overload Contracts**

Dennis King	Haz Waste Oper & Emergency Response
Robert Patterson	Public Speaking
Robert Patterson	Public Speaking
Brenda Siebold	Data Base Management Systems

**Staff Supplemental Contracts**

Jennifer Kingslien	Personal & Community Health
--------------------	-----------------------------

**Community Education**

Cathy Holmes	CNA - Great Bend (8/30/05 – 10/27/05)
Louise Masden	CMA Hybrid – Great Bend (9/7/05 – 10/30/05)
Linda Runge	CMA Hybrid – Great Bend (9/7/05 – 10/30/05)
Cindy Zink	CNA - Larned (9/10/05 – 11/6/05)
Jane Howard	Pension Administration (9/12/05 – 12/5/05)
Mabel Adams	CNA - LaCrosse (9/13/05 – 11/1/05)
Linda Runge	CNA – Lyons (9/14/05 – 11/23/05)

**College Advantage**

Carolyn Kern	College Algebra – Chase (8/17/05 – 12/23/05)
Glenna Grinstead	English Composition I – Chase (8/17/05 – 12/23/05)
Sheree Poskey	General Psychology – Chase (8/17/05 – 12/23/05)
Pat Reinhardt	Accounting I – Hoisington (8/19/05 – 12/22/05)
James Burk	Principles of Biology - LaCrosse (8/22/05 – 5/25/05)
Kathleen Heinze	English Comp I – Lucas–Luray (8/24/05 – 12/22/05)
Mark Spears	College Algebra – Lucas-Luray (8/25/05 – 5/25/06)
Darrell Thrasher	General Psychology – Wilson (8/17/05 – 12/22/05)

**Basics**

Ryan Webster	General Psychology – Westside/Larned (8/18/05 – 12/8/05)
--------------	---

**Outreach**

Carolyn Churchill	Human Relations in Business – Larned (7/19/05 – 9/20/05)
-------------------	---

Leon Sobba	Microcomputer Applications I – Ellinwood (8/24/05 – 12/7/05)
Rollie Peter	Woodworking I, II & Indv Projects – Ellinwood (8/24/05 – 12/7/05)
Catherine Herber	General Accounting – Ellsworth (8/25/05 – 12/8/05)
M. Annette Bourne	Stained Glass – Ellsworth (8/22/05 – 10/31/05)
Christina Rathbun	English Composition I – Ellsworth (8/22/05 – 12/5/05)
Tricia Seltman	Conversational Spanish – Ellsworth (8/22/05 – 12/5/05)
Christina Rathbun	Intro to Literature – Ellsworth (8/24/05 – 12/7/05)
Darrell Thrasher	General Psychology – Ellsworth (8/23/05 – 12/6/05)
Tom Raup	Microcomputer Applications I – Ellsworth (8/22/05 – 12/5/05)
Edith Elder	Drawing I, Indv Projects – LaCrosse (8/25/05 – 12/8/05)
Edith Elder	Art Appreciation – LaCrosse (8/24/05 – 12/7/05)
Tomi Rues	Public Speaking – LaCrosse (8/22/05 – 12/5/05)
Clifford Voelker	General Psychology – LaCrosse (8/24/05 – 12/7/05)
Audrey Schoenberger	Intro to Sociology – LaCrosse (8/24/05 – 12/7/05)
Ruth Moritz	English Comp I – LaCrosse (8/23/05 – 12/6/05)
Bill Dooley	General Accounting – Larned (8/22/05 – 12/5/05)
Donnitta Plowman	Conversational Spanish – Larned (8/24/05 – 12/7/05)
Edith Elder	Art Appreciation – Larned (8/22/05 – 12/5/05)
Terry Huff	General Psychology – Larned (8/22/05 – 12/5/05)
Carie Rust	Introduction to Sociology – Larned (8/24/05 – 12/7/05)
Edith Elder	Drawing I & Indv Art Projects – Larned (8/23/05 – 12/6/05)
Jackie Elliott	English Composition I – Lyons (8/22/05 – 12/5/05)
Jacque Oborny	Conversational Spanish – Lyons (8/22/05 – 12/5/05)
Marilyn Michaelis	Intermediate Algebra – Lyons (8/25/05 – 12/8/05)
Thomas Kinlen	General Psychology – Lyons



Ann Blessing Williams	(8/23/05 – 12/6/05) Public Speaking – Rozel
Mark Best	(8/22/05 – 12/5/05) Microcomputer Applications I – Russell
Stephanie Maier	(8/22/05 – 12/5/05) Anatomy & Physiology – Russell
Mark Best	(8/23/05 – 12/8/05) Accounting I – Russell
Don Anschutz	(8/24/05 – 12/7/05) College Algebra – Russell
Michelle Huston	(8/24/05 – 12/7/05) Stained Glass – St. John
Tara Kinnamon	(8/24/05 – 12/7/05) Microcomputer Applications I – St. John
Jackie Elliott	(8/22/05 – 12/5/05) English Comp I – St. John
Joe Snyder	(8/24/05 – 12/8/05) American History to 1877 – St. John
Rita Suiter	(8/25/05 – 12/8/05) Conversational Spanish – St. John
Paula Morris	(8/23/05 – 12/6/05) Intermediate Algebra – St. John
Steve Dryden	(8/23/05 – 12/6/05) General Psychology – St. John
Steve Dryden	(8/22/05 – 12/5/05) Psychology Grief & Separation – St. John
Alice Peterka	(8/24/05 – 9/28/05) Microcomputer Application I – Wilson
Ronald Major	(8/24/05 – 12/7/05) Woodworking I, II & Indv Projects – Wilson
	(8/22/05 – 12/5/05)

## **KACCT/KBOR REPORT**

Mike Johnson will update the Board concerning Kansas Association of Community College Trustees.

## **INFORMATION/DISCUSSION ITEMS**

Monitoring Reports

Upcoming Board Meetings/Activities

Approved Grant Application Requests:

- Enhancement for RSVP (Golden Belt Foundation)
- Senior Citizens Assistance

Letter from Sgt. Jim Potter

# Monitoring Reports August 2005

## POLICY TYPE: ENDS

**POLICY TITLE: MISSION**

### STUDENT CHARACTERISTICS

Annual: August 2005

<i>Student Characteristics</i>		Fall 2004 Headcount						
		Fort Riley		On-Campus & Outreach		Total		
<b>Total Number of Students</b>		<b>3,496</b>	<b>54.4%</b>	<b>2,925</b>	<b>45.6%</b>	<b>6,421</b>	<b>100%</b>	
<b>Gender</b>	<b>Male</b>	2,538	72.6%	1,147	39.2%	3,685	57.4%	
	<b>Female</b>	958	27.4%	1,778	60.8%	2,736	42.6%	
<b>Age</b>	<b>Under 18</b>	15	0.4%	382	13.1%	397	6.2%	
	<b>18 to 19</b>	281	8.0%	663	22.7%	944	14.7%	
	<b>20 to 24</b>	1,396	40.0%	681	23.3%	2,077	32.3%	
	<b>25 to 34</b>	1,164	33.3%	510	17.4%	1,674	26.1%	
	<b>35 to 44</b>	505	14.4%	322	11.0%	827	12.9%	
	<b>45 to 54</b>	115	3.3%	228	7.8%	343	5.3%	
	<b>55 and over</b>	20	0.6%	139	4.7%	159	2.5%	
<b>Ethnicity</b>	<b>White, non-Hispanic</b>	2,322	66.4%	2,492	85.2%	4,814	75.0%	
	<b>Black, non-Hispanic</b>	675	19.3%	266	9.1%	941	14.7%	
	<b>Hispanic</b>	338	9.7%	114	3.9%	452	7.0%	
	<b>Asian Pacific Islander</b>	122	3.5%	40	1.4%	162	2.5%	
	<b>Alaskan Native / American Indian</b>	39	1.1%	13	0.4%	52	0.8%	
<b>Residency</b>	<b>In State</b>	<b>Barton County</b>	4	0.1%	1,000	34.2%	1,004	15.6%
		<b>Service Area (excluding Barton)</b>	3	0.1%	611	20.9%	614	9.6%
		<b>Other KS Counties</b>	3,137	89.7%	955	32.6%	4,092	63.7%
		<b>Out of State/International</b>	352	10.1%	359	12.3%	711	11.1%
<b>Student Type</b>	<b>First Time / First Year Student</b>		2,121	60.7%	785	26.8%	2,906	45.2%
	<b>Continuing / Former Student</b>		1,251	35.8%	1,471	50.3%	2,722	42.4%
	<b>High School Student</b>		15	0.4%	502	17.2%	517	8.1%
	<b>Transfer Student</b>		109	3.1%	167	5.7%	276	4.3%

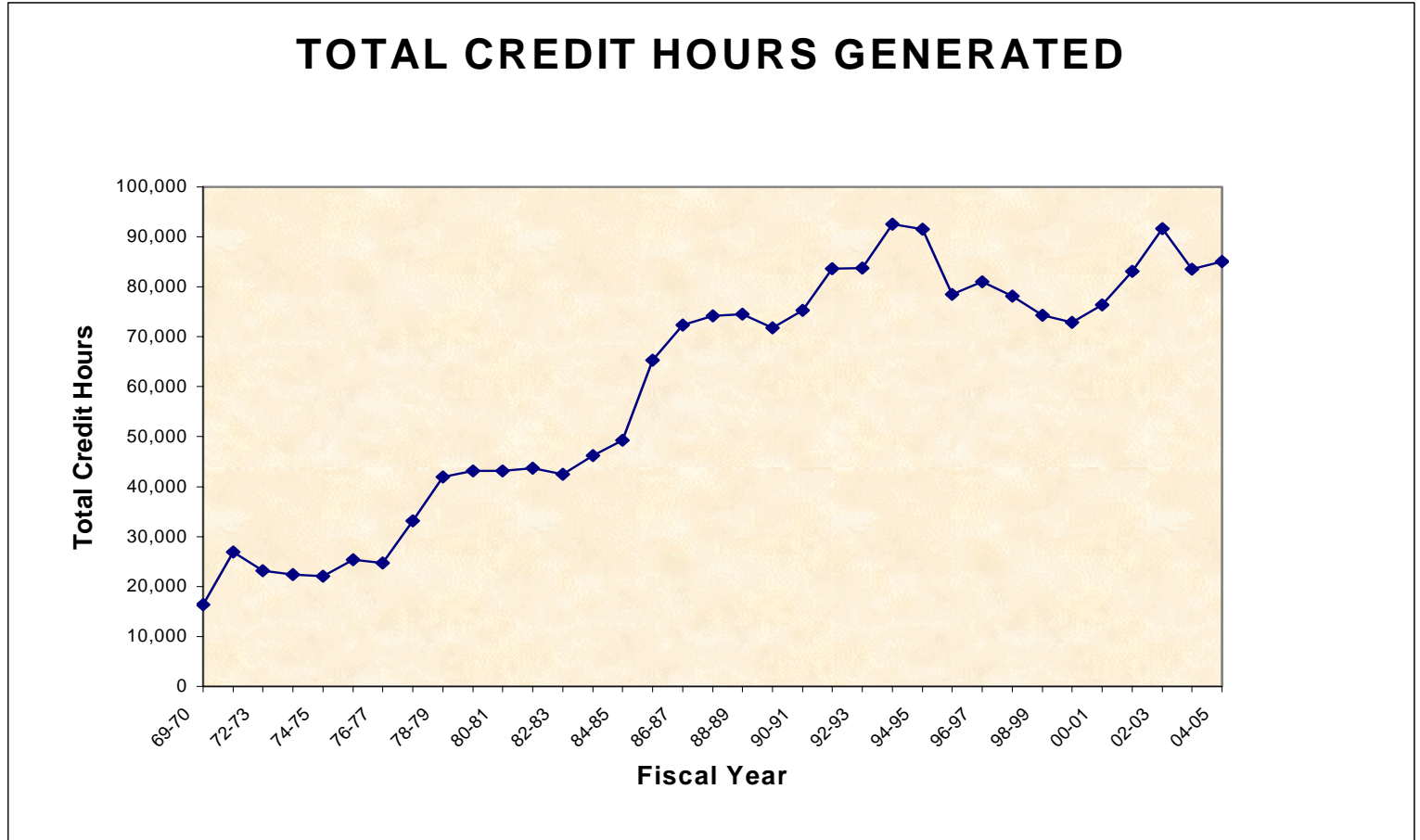
- Please note that the "On-Campus and Outreach" category includes the web-based instruction components of BartOnline, EduKan, and BCCC Web/Ecompanion.

**Response:** The above snapshot of Fall 2004 headcount reveals Barton's very diverse student population but shows that most of the ethnic diversity comes from the Fort Riley and Junction City sites. The College continues to show a gradual increase in the number of Hispanic students connected to the Barton County Campus. The Hispanic Advisory Board has continued its efforts and initiated La Oportunidad fund to provide financial aid to Hispanic students with financial need beginning this fall.

**TOTAL CREDIT HOURS (Institution)**

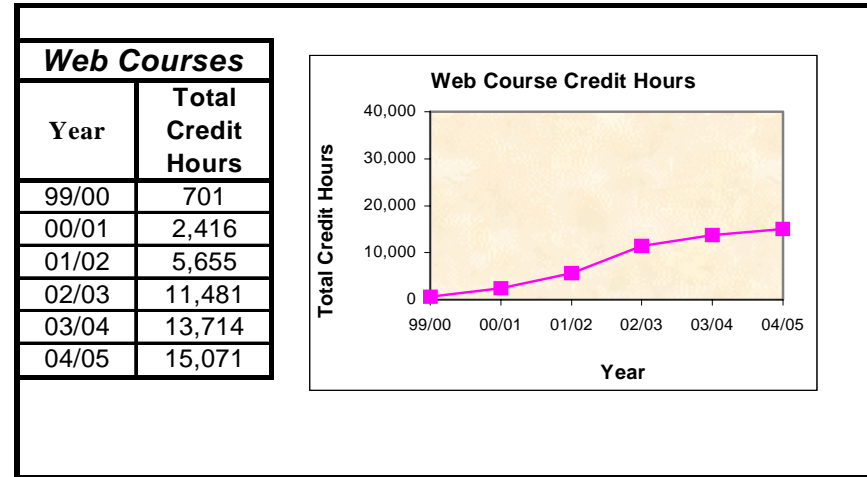
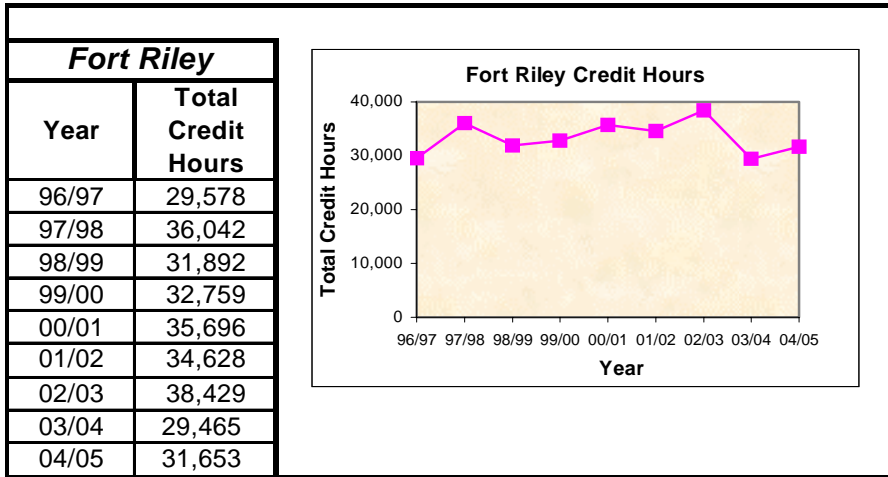
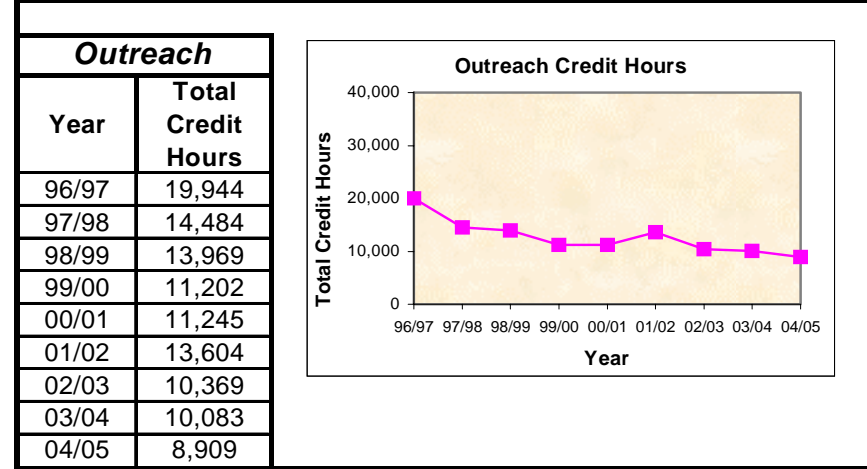
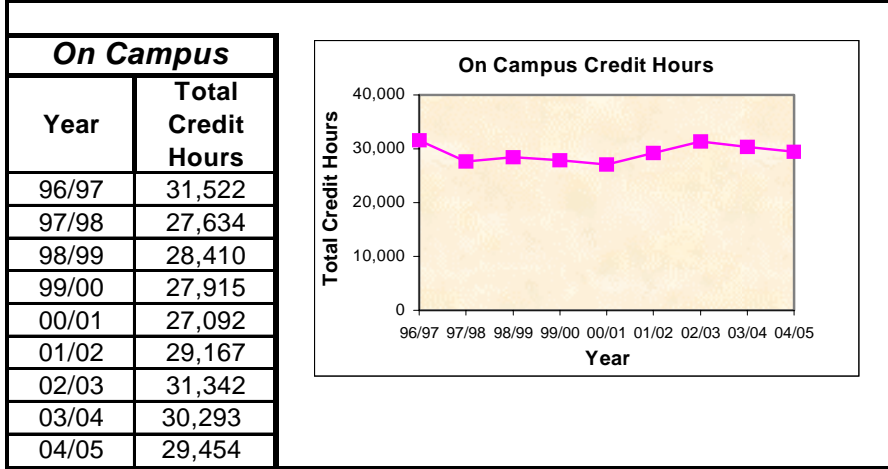
**Annual: August 2005**

72-73	23,113
73-74	22,366
74-75	22,071
75-76	25,405
76-77	24,682
77-78	33,100
78-79	41,930
79-80	43,170
80-81	43,183
81-82	43,668
82-83	42,512
83-84	46,236
84-85	49,340
85-86	65,297
86-87	72,391
87-88	74,207
88-89	74,528
89-90	71,799
90-91	75,277
91-92	83,640
92-93	83,745
93-94	92,535
94-95	91,549
95-96	78,516
96-97	81,044
97-98	78,160
98-99	74,271
99-00	72,853
00-01	76,449
01-02	83,054
02-03	91,621
03-04	83,555
04-05	85,087



**TOTAL CREDIT HOURS (Group)**

**Annual: August 2005**



## CUSTOMIZED TRAINING

Annual: August 2005

<i>Customized Training</i>	1998-1999	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004
Number of Businesses	20	23	17	15	7	11
Number of Credit Students	594	442	576	470	114	219
Number of Non-Credit Students	322	122	175	203	69	202
Total Credit Hours Generated	125.5	93.5	714.5	772.5	94	400

**Response:** Through customized training, Barton plays a key role in helping develop the economic life of individuals and their contributions to the workforce.

## ACCREDITED/LICENSED PROGRAMS

Annual: August 2005

	Program	Type	Dates	Agency
CURRENT	Adult Health Care	Providership	Yearly	KS Department of Health & Environment
	Automotive Technology	Certification	2002-2007	National Auto Technology Educ Found.
	Dietary Manager	Providership	2001-2006	Dietary Managers Association
	Medical Laboratory Technology	Accreditation	2004-2011	NAACLS
	Nurse Aide/Med Aide	Providership	Bi-Annual	KS Department of Health & Environment
	Nursing	Accreditation	1997-2005	National League of Nursing
	Nursing	Accreditation	Yearly	KS State Board of Nursing
	Nursing Continuing Education	Certification	Per Workshop	KS State Board of Nursing
AD/SSD	Providership	Bi-Annual	KS Department of Health & Environment	

Note: The above accreditations are over and above the North Central Accreditation.

**Response:** A variety of accredited and licensed certificate/degree programs provide an independent review of program quality.

## CLASSROOM AND LABORATORY CONTACT HOURS BY FACULTY

Annual: August 2005

Contact Hours by Faculty		Fall 2003		Spring 2004		Fall 2004		Spring 2005	
		Faculty	# Hours	Faculty	# Hours	Faculty	# Hours	Faculty	# Hours
On-Campus	Full-Time	53	11,979	51	10,031	54	12,036	52	10,628
	Part-Time	70	3,508	78	4,506	62	2,664	67	3,450
Outreach	Full-Time	10	604	10	491	16	493	10	449
	Part-Time	90	4,367	61	3,097	72	3,587	65	2,783
Fort Riley	Full-Time	20	6,002	20	6,204	20	6,911	24	8,124
	Part-Time	39	5,419	33	5,781	33	6,140	29	4,252
<b>Total Contact Hours</b>			<b>31,878</b>		<b>30,110</b>		<b>31,831</b>		<b>29,685</b>

Note: The above calculations do not contain contact time for arranged classes, independent study classes, internships, on-line classes, and non-credit classes. Since these types of classes are all arranged, contact time cannot be calculated.

**Response:** In addition to classroom and laboratory time, faculty invest time with students during office hours, club meetings, athletic practices and events, tutoring sessions and college sponsored functions.

**NON-INSTRUCTIONAL EVENTS BY FISCAL YEAR\***

**Annual: August 2005**

Type of Event	2001	01-02	02-03	03-04	04-05
<b>Athletic Events**</b>					
Barton Event-Barton Facility	57	165	260	359	514
Non-Barton Event-Barton Facility	4	160	245	375	569
<b>Athletic Totals</b>	<b>80</b>	<b>341</b>	<b>530</b>	<b>734</b>	<b>1083</b>
<b>Cultural Events</b>					
Barton Event-Barton Facility	30	24	57	39	38
Non-Barton Event-Barton Facility	7	7	15	17	28
<b>Cultural Totals</b>	<b>37</b>	<b>31</b>	<b>72</b>	<b>56</b>	<b>66</b>
<b>Public/Private Meetings</b>					
Barton Event-Barton Facility	24	275	573	986	998
Non-Barton Event-Barton Facility	131	40	65	87	62
<b>Meeting Totals</b>	<b>155</b>	<b>315</b>	<b>638</b>	<b>1073</b>	<b>1060</b>
<b>Camp Aldrich</b>					
Barton Event	31	18	20	21	17
Non-Barton Event	46	38	32	36	44
<b>Camp Aldrich Totals</b>	<b>77</b>	<b>56</b>	<b>52</b>	<b>57</b>	<b>61</b>

\* Totals for years 2001 and prior are for calendar, not fiscal, year; also, details for these years not determined.

\*\* Athletic events exclude away games, meets, and tournaments.

**Response:** Barton provides an environment for numerous athletic, social, and cultural events.

**FACILITY UTILIZATION**

**Annual: August 2005**

<b>Facility Utilization</b>	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>02-03</b>	<b>03-04</b>	<b>04-05</b>
<b>Classroom Building</b>	23.1%	21.7%	17.2%	13.9%	18.3%	24.1%	18.3%	24.8%
<b>Fine Arts Building</b>	17.5%	20.2%	17.3%	16.1%	14.7%	18.0%	17.5%	14.3%
<b>PE Building</b>	26.7%	22.9%	15.1%	13.6%	14.4%	21.5%	18.2%	16.2%
<b>Science/Math Building</b>	18.7%	18.8%	16.7%	10.9%	10.1%	16.6%	15.6%	10.9%
<b>Technical Building</b>	20.8%	23.6%	16.4%	12.8%	13.9%	17.8%	23.2%	14.1%
<b>Camp Aldrich</b>	11.1%	8.6%	13.1%	15.3%	14.8%	13.2%	11.0%	10.1%
<b>All Campus</b>	<b>19.7%</b>	<b>19.9%</b>	<b>16.0%</b>	<b>13.8%</b>	<b>14.4%</b>	<b>18.5%</b>	<b>17.3%</b>	<b>15.0%</b>

**Notes:** ~ Totals for years prior to 02-03 are for calendar year. **Totals for 02-03 and after are for fiscal year.**

~ Utilization is based only on those rooms used for classes and/or meetings.

~ Percentages are based on number of hours of daily college use divided by a typical college day (7AM to 10PM Monday - Sunday).

~ The All Campus figure is an average of all rooms used for classes and/or meetings.

**Response:** Barton’s percentage of time utilization for rooms ensures adequate access to all students in order to accomplish the college mission.

## MARKET PENETRATION INTO SERVICE AREA HIGH SCHOOLS

Annual: August 2005

Market Penetration Local High School	# HS Graduates				# Enrolled at Barton*				% Enrolled at Barton				4-Year Ave.
	2001	2002	2003	2004	2001	2002	2003	2004	2001	2002	2003	2004	
Chase HS	14	24	12	19	3	3	1	4	21%	13%	8%	21%	15.9%
Claflin HS	23	25	28	32	4	6	6	8	17%	24%	21%	25%	22.2%
Ellinwood HS	48	42	53	42	12	12	27	17	25%	29%	51%	40%	36.8%
Ellsworth HS	48	62	48	50	6	4	7	4	13%	6%	15%	8%	10.1%
Great Bend HS	228	217	207	238	79	74	67	85	35%	34%	32%	36%	34.3%
Hoisington HS	59	54	43	53	18	12	16	26	31%	22%	37%	49%	34.4%
LaCrosse HS	23	24	27	34	1	2	1	3	4%	8%	4%	9%	6.5%
Larned HS	75	70	71	65	2	9	10	14	3%	13%	14%	22%	12.5%
Little River HS	32	19	24	22	2	0	0	0	6%	0%	0%	0%	2.1%
Lucas-Luray HS	10	18	18	12	3	0	1	3	30%	0%	6%	25%	12.1%
Lyons HS	60	66	47	51	7	4	3	4	12%	6%	6%	8%	8.0%
Macksville HS	16	18	22	17	1	0	2	4	6%	0%	9%	24%	9.6%
Otis-Bison HS	30	24	36	24	8	3	6	4	27%	13%	17%	17%	18.4%
Pawnee Heights HS	15	15	16	17	2	1	3	1	13%	7%	19%	6%	11.1%
Quivira Heights HS	26	29	27	28	4	5	5	12	15%	17%	19%	43%	23.6%
Russell HS	74	64	53	61	5	8	5	8	7%	13%	9%	13%	10.3%
St. John HS	34	31	31	31	6	2	5	5	18%	6%	16%	16%	14.2%
Stafford HS	26	24	19	27	0	2	0	1	0%	8%	0%	4%	3.1%
Sterling HS	39	37	34	35	1	0	0	0	3%	0%	0%	0%	0.7%
Wilson HS	23	21	17	19	3	2	3	1	13%	10%	18%	5%	11.3%
<b>Overall</b>	<b>903</b>	<b>884</b>	<b>833</b>	<b>877</b>	<b>167</b>	<b>149</b>	<b>168</b>	<b>204</b>	<b>18.5%</b>	<b>16.9%</b>	<b>20.2%</b>	<b>23.3%</b>	<b>19.7%</b>

\* # Enrolled at Barton includes those HS graduates who enrolled during the academic year following their HS graduation.

**Response:** Market penetration reflects representation of traditional age students from the surrounding area. The College’s ability to attract recent high school graduates has remained relatively consistent through the years. With high school populations remaining relatively stable, any increases in service area recruitment will be small. Efforts to improve penetration include increased emphasis on special events for recruits and summer enrollment days. Recruitment of students for Career and Technical Programs is being targeted for improvement.

## ABE/GED GRADUATES AND ENROLLMENTS

Annual: August 2005

ABE/GED Student Enrollment	Main Site				Outreach Sites			
	2001	2002	2003	2004	2001	2002	2003	2004
Total Number of GED Graduates	97	78	72	85	4	4	8	NA
Number of GED Graduates Enrolled at BCCC	17	12	12	15	0	1	3	NA

Notes: ~One year equals July 1 through June 30.  
~No outreach sites this year.

**Response:** Barton provides foundational services for students increasing their opportunities to be successful in life.



**UPCOMING BOARD MEETINGS/ACTIVITIES**

**September 5**      **Labor Day** – Campus Closed

**September 7**      **Board Advance (all day)** – 8:00 a.m. – Camp Aldrich classroom  
(replaces the September Board study session)

**September 16 & 17**   **KACCT/COP Quarterly Meeting** – Garden City Community  
College

**September 20**      **Regular Monthly Board Meeting** – 4:00 p.m., room U-219  
(upper level of Student Union)

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

<b>Grant</b>	Enhancement for RSVP
<b>Funding Agency</b>	Golden Belt Community Foundation
<b>Summary</b>	Request for funds to develop and conduct a community needs assessment to be used to develop volunteer stations in Barton County
<b>Possible Services</b>	When the RSVP grant renewal is done in 2006, a needs statement will be required. It will take time to develop the survey, collect the data and interpret it.
<b>Target Population</b>	The entire county will benefit from the services of RSVP volunteers
<b>Funding Range (Approximate)</b>	\$5,000
<b>Indirect Cost Reimbursement</b>	
<b>Funding Period</b>	November 15, 2005 until November 15, 2006
<b>Institutional Obligation</b>	
<b>Cash</b>	
<b>In-Kind</b>	
<b>Personnel Required</b>	
<b>Existing</b>	1 full 4 part time
<b>New</b>	
<b>Application Deadline</b>	Sept. 15, 2005

**Grant 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 authorize the College to proceed with the preparation of the grant application.

\_\_\_\_\_  
Ron Vratil  
Dean of Business Services

\_\_\_\_\_  
08-02-05  
Date

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

<b>Grant</b>	Senior Citizens Assistance
<b>Funding Agency</b>	Golden Belt Community Foundation
<b>Summary</b>	Volunteers will assist with outreach activities to insure that Medicare recipients are able to apply for Medicare Part D
<b>Possible Services</b>	Volunteers will be trained to speak to groups about the program in general and to encourage them to work with the Interfaith Vol. Program to apply for the cards. Coordinator will assist volunteers with this service and help with applications
<b>Target Population</b>	Medicare/Medicaid recipients
<b>Funding Range (Approximate)</b>	\$1,000
<b>Indirect Cost Reimbursement</b>	
<b>Funding Period</b>	18 months
<b>Institutional Obligation</b>	
<b>Cash</b>	0
<b>In-Kind</b>	Copies
<b>Personnel Required</b>	
<b>Existing</b>	One existing person will add 4 hours per week
<b>New</b>	
<b>Application Deadline</b>	September 15, 2005

**Grant 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 authorize the College to proceed with the preparation of the grant application.

\_\_\_\_\_  
Ron Vratil  
Dean of Business Services

\_\_\_\_\_  
08-02-05  
Date



Sheriff: Randy Henderson  
Undersheriff: Dennis E. Stofer

RENO COUNTY  
Sheriff's Department  
210 West First Ave.  
Hutchinson, Kansas 67501-5298  
620-694-2735  
TDD: Kansas Relay Center 1-800-766-3777

**RECEIVED**

**JUL 19 2005**

PRESIDENT'S OFFICE  
BCCC

July 15, 2005

President Vernon Law  
Barton County Community College  
245 NE 30<sup>th</sup> Road  
Great Bend, KS 67530

President Law,

Since 1999 the Reno County Sheriff's Department has used your Camp Aldrich facilities for our summer D.A.R.E. (Drug Abuse Resistance Education) Camp for 5<sup>th</sup>-6<sup>th</sup> grade students. We have always been extremely pleased with the facilities and the campground director/staff.


Thanks goes out again this year to Mary Tudor for her dedicated, hard working, knowledgeable, pleasant manner in all her dealings with me and other representatives from the Reno County Sheriff's Department while we resided at your east campus. Mary gets the job done.

Many counselors told me that this was the best year so far at camp! That was a little surprising to me because of our two partial days of rain. But when you have a mixture of kids and water the young people can have fun despite the swimming and horseback riding opportunities being curtailed. It also makes me aware that despite some rained out plans, your dinning hall (with well equipped kitchen and available bathrooms) allow for top-notch activities to continue due in large degree because of its welcoming spaciousness.

In conclusion, your Camp Aldrich and staff are doing a great job of maintaining a clean, visually pleasing, and functioning facility. We are pleased to be able to return year after year and to have continuity in staff in making our reservation with Judy Mason and in our pre-planning and day-to-day communications with Mary Tudor.

This has been a reminder about how an outsider views your college when in contact with your professional employees.

Sincerely,

  
Sgt. Jim Potter  
School Resource Officer

Meeting of the Board of Trustees  
Barton County Community College

August 9, 2005

**EXECUTIVE SESSION**

**Detail:** 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.

**Action:** Board Chair