Kansas Board of Regents
New Program Proposal
Certificate of Applied Science (C.A.S.) in Military Technologies Program

Program Description
The Certificate of Applied Science (C.A.S.) in Military Technologies Program will provide the student with those skills required for the successful execution of duties in the fields of Leadership, Logistics, and Dangerous Materials Handling and Response. Military technologies are an ever-expanding art that involves complex systems, hardware and science; technologies that possess ever increasing civilian applications. Dependent upon critical thought processes, and the ability to utilize ever evolving military technologies, today's military personnel will find themselves involved in mission planning, risks assessment, identifying potential hazards, supervising preparations, identifying and maintaining assets, training personnel, and conducting and supervising additional duties. This certificate program encompasses and addresses these required skills.

- **Admission Requirements**
  Any member of the military community which includes Active duty, Reserve component, National Guard, military retirees, authorized family members, Defense contractors and Department of Defense employees are eligible for admission to the Certificate of Applied Science in Military Technologies (C.A.S.) program. An individual wishing to enter the program may request individual entry or apply through their organization who will determine need and availability. If needed, the organization may request enrollment through Barton in coordination with the Directorate of Plans, Training, Mobilization, and Security (G-3/Training) for courses offered on Fort Riley *(See Appendix A).*

- **Graduation Requirements**
  Students must successfully complete the required 30 credit hours for a Certificate of Applied Science in Military Technologies; of which 6 credit hours must be taken with Barton Community College to meet residency requirements. Students must achieve an overall 2.0 grade point average to be eligible for graduation.

  Students admitted in this program will typically be non-traditional. Any student attending fulltime who has graduated from high school and requires no remedial course work can complete the certificate in two semesters which is normally one year. Part-time students can complete the program within 3-4 semesters.

- **Objectives**
  To provide for a broad spectrum of assignments and skills of military and Defense Services industry personnel, the Certificate of Applied Science (C.A.S.) in Military Technologies has three tracks; Leadership, Logistics, and Dangerous Materials Handling and Response. Each track is designed to provide training and formal education in fields that directly relate to military career progression and entry-level jobs in the civilian workforce; specifically the Department of Defense services industry.

- **Relationship to Institution's Mission**
  The mission of Barton County Community College is to deliver educational opportunities that improve the lives of students; meet the workforce needs of the region and strengthen its communities.

The Certificate of Applied Science in Military Technologies program meets the institution's mission to improve the lives of students by providing training and education to obtain career enhancement, qualify for advancement, and increase earning ability. This program includes courses that are required for advancement within the military career field.

This program meets the workforce needs of the region by responding directly to an industry request to develop a well trained, qualified and committed employee pool that addresses the annual attrition and growth rates while meeting the training guidelines of the Department of Defense. It is seen as a unique opportunity to enhance the training, competency and competitiveness of the vast military community in Kansas.

This certificate program strengthens the community through its service to the military community in its' continued ability to protect and defend the nation and the national interest.

Demand for Program

- **Student Demand**
  Currently the greatest demand is from the incumbent military workforce stationed throughout Kansas. Defense personnel exist in a dynamic environment. Changes and pressures from society and advancing technology place high demands on competency. Students already attend these courses as an opportunity to enhance their competency and competitiveness for advancement. Student demand for these courses is further documented in *Appendix B as Banner enrollment data for spring, summer and fall 2008*.

- **Employer Demand// Labor Market Needs**
  The Defense Department has identified a need for instruction in specific skills that will permit their organizations to function efficiently and safely in the defense of the country. Much of the required training has been designated as mandatory attendance on Fort Riley. Thus the local military is in a constant struggle to meet these training requirements. Courses in this program meet those training requirements; helping organizations to meet their training goals and retain personnel assets. Additionally it provides Soldiers and others within the military community with an opportunity for career advancement and a pathway to entry-level positions in the civilian marketplace. Courses that have been designated locally as mandatory are listed in Fort Riley Regulation 350-1 *(See Appendix C)*

- **Local Community Demand/ Letters of Support**
  Military agencies and Department of Defense contractors who provide and support local workforce needs have expressed interest in this program. Their letters of support are attached in *Appendix D*.

  Barton Community College had a long-standing relationship with the military community at Ft. Riley prior to assuming the instruction of technical courses in 1995. At that time the rapid turnover of both military and civilian personnel at the Fort caused the Army to turn to an institution that could provide stability and expertise in these programs. That institution was Barton Community College. The program has contributed significantly to the impact that the defense services have had on Kansas *(See Appendix E for Fort Riley Population & Impact Data)*

- **Business/Industry Partnerships**
  Currently Fort Riley and Barton Community College enjoy a memorandum of agreement (MOA), whereby the college instructs centralized technical courses for Soldiers and the greater military community. The MOA with all support components will remain enforce under this certificate program

Duplication of Existing Programs

- **Similar Programs**
  At this time there are no other colleges in the state offering a Certificate of Applied Science in Military Technologies (CIP Code 29.0101).

Program Information

- **Course Descriptions**
  The Certificate of Applied Science (C.A.S.) in Military Technologies has three tracks; Leadership, Logistics, and Dangerous Materials Handling and Response.
  The following list of courses, including prefix, number, title and description for the certificate program includes courses that have been specifically developed and are currently being offered to meet both the Department of Defense and the Defense services industry needs.

  COMMON CORE COURSES (7 Credits)

  MLTR 1046 Field Sanitation for Military Units (2 Credits)
  This course will give soldiers knowledge and hands on training in testing and purifying water in a field environment along with preventive medicine measures (PMM) against disease's associated with arthropods, rodents and personnel hygiene. Preventive measures will be instructed and demonstrated in the prevention of heat and cold injuries, and the proper construction of waste facilities in a field environment.

  MLTR 1535 Combat Lifesaver (3 Credits)
  This course is designed to address the significant challenges faced in providing emergency care in hostile when environment when medically trained personnel are unavailable. Instruction consists of a broad mix of basic and basic life support techniques and strategies. Major areas of emphasis include care under fire, tactical field care, and causally evacuation specifically focusing on immediately life-threatening and potentially correctable medical problems. Student with or without prior medical knowledge will gain valuable emergency medical skills used in law enforcement, emergency medical services, military services, and disaster relief agencies.

  MLTR 1815 Digital Training Management System (2 Credits)
  This course is designed to enable Department of Defense personnel and other interested parties to acquire the skills needed to prepare training plans, coordinate training, resource training events, evaluate and assess training and produce applicable training reports.

  LEADERSHIP TRACK
  (Common Core Courses plus the following)

  AREA OF SPECIALIZATION (16 Credits)

MLTR 1051 Basic Noncommissioned Officer Course (6 Credits)
This course teaches all Staff Sergeants and selected promotable Sergeants and non-promotable Sergeants in leadership skills, Non-Commissioned Officer duties, responsibilities and authority, and how to conduct performance-oriented training. The course produces battle competent Non-Commissioned Officers who are qualified squad/section sergeants, team/section leaders, evaluators, counselors, conductors or participants in individual and collective training, and performers/teachers of leader values, attributes, skills, and actions

MLTR 1765 Physical Readiness Training Leader's Course (3 Credits)
This course is designed to provide the student with information on the basic physiological functions specific to exercise science and the effects of physical exercise on the human body. The following components of effective physical fitness will be covered: Cardio respiratory (CR) endurance, muscular strength, muscular endurance, flexibility, and body composition.

MLTR 1924 Master Driver Training Course (3 Credits)
The Master Drivers Course provides an overview of the procedures used by Military Commanders to control and account for training, testing, evaluating, and licensing vehicle and equipment operators. Theory and application of both manual and automated tasks are presented through the use of seminar and practical exercises. Safety requirements for motor vehicles and accountability for training, testing, recording, evaluating, and licensing for all vehicle and equipment operators who utilize military equipment will be included. Department of Defense, Army, State and Local laws, regulations and policies will be reviewed.

MLTR 1796 Property Book Unit Supply Enhanced for Supervisors (4 Credits)
This course provides an overview of the procedures used by organizations to control and account for facilities, supplies and equipment.

ELECTIVES (7 Credits)
(Elective courses may consist of any of the following courses)

MLTR 1039 Building Maintenance for Military Facilities (2 Credits)
This course will provide instruction to military service members and Department of Defense employees in the proper procedures and techniques necessary to perform facility maintenance and upkeep. Course includes administrative requirements and procedures on use of military forms and records, basic tools, masonry repair, painting, minor sheet rock repair, tile replacement, proper use of building materials, carpentry, minor plumbing and electrical maintenance.

MLTR 1050 Battle Staff Noncommissioned Officer Course (9 Credits)
This is a performance-oriented course of instruction designed to prepare Sergeants though Sergeant Majors for positions of responsibility as Staff Non-Commissioned Officers. Major subject areas include risk management; small group process; supply operations; transportation/tactical movement planning; reconstitution; graphics and overlays; combat support; military decision making process (MDMP); plans, orders, and annexes; combat records and reports; intelligence preparation of the battlefield (IPB); military briefings; introduction to army battle command system (ABCS); information operations; urban operations; rehearsals; maneuver control system (MCS); and staff functions.

MLTR 1052 U.S. Army First Sergeant Course (7 Credits)
This is a performance-oriented course of instruction designed to prepare Sergeants First Class and Master Sergeants for positions of responsibility as unit First Sergeants. Major subject areas include unit administration, communicative skills, discipline and morale, logistics and maintenance, personnel management, physical training, security, tactical operations, and training management.

MLTR 1061 Standard Army Maintenance System for Supervisors (2 Credits)
This course provides students with an overview of the Automated Logistical Maintenance System. This course provides the individual the ability to provide mid-level management through organization of maintenance, information, data entry and fleet dispatching through a database program. This course provides the individual the ability to manage a fleet of various sizes while establishing and creating numerous templates for various reports.

MLTR 1763 Instructor Training Course (5 Credits)
This course is for students preparing to facilitate or conduct training in a formal setting. The course provides students with the skills necessary to evaluate training, preparation of lesson plans, multimedia presentations, hands-on and lecture techniques, as well as written assessments of learning objectives.

MLTR 1800 Laser Sightings and Engagement Systems (1 Credit)
This course is designed to teach the procedures for the student to issue, operate, troubleshoot, and turn-in simulator equipment.

MLTR 1536 Emergency First Aid for Tactical Operations II (1 Credit)
This course emphasizes the integration of the Basic and the Advanced emergency medical skills and proper procedures of emergency care in the pre-hospital setting. Each task allows for individual and collective practice of specific skills. Appropriate test and evaluation sessions are designed to assure proficiency of critical medical skills at all levels. The course covers all the fundamental skills necessary to meet the Department of the Army and Department of Transportation's requirement for Semi-annual sustainment and skills validation.

LOGISTICS TRACK

(Common Core Courses plus the following)

AREA OF SPECIALIZATION (18 Credits)

MLTR 1060 Standard Army Maintenance System for Operators (5 Credits)
This course combines all aspects of a Maintenance Management System, and repair parts re-supply system through the use of the Standard Army Maintenance System (SAMS) Software. Theory and application of both manual and automated tasks are presented through the use of Seminar and practical exercises. Repair part system areas of major emphasis include parts ordering procedures, Document Register management, and parts stockage and management. Maintenance Management areas of emphasis will include preparation and use of the Army Maintenance and Inspection Worksheet, deferred maintenance, licensing, equipment dispatch, Army Oil Analysis Program, scheduling equipment services, and historical records. Related subject areas include accident reporting, physical security, material condition status reporting, publications, and query by example.

MLTR 1061 Standard Army Maintenance System for Supervisors (1 Credit)
This course provides students with an overview of the Automated Logistical Maintenance System. This course provides the individual the ability to provide mid-level management through organization of maintenance, information, data entry and fleet dispatching through a database program. This course provides the individual the ability to manage a fleet of various sizes while establishing and creating numerous templates for various reports.

MLTR 1626 Weapons Storage Facility Operations (3 Credits)
This course is designed to train an individual to do various levels of arms storage facility operations, including inspection and maintenance of small arms, maintenance record keeping, and the appropriate physical security measures.

MLTR 1627 Management of Weapons Storage Facilities (2 Credits)
This course is designed to train an individual to do various levels of arms storage facility operations, including inspection and maintenance of small arms, maintenance record keeping, and the appropriate physical security measures.

MLTR 1795 Property Book Unit Supply Enhanced for Operators (3 Credits)
This course provides an overview of the procedures used by organizations to control and account for facilities, supplies and equipment.

MLTR 1796 Property Book Unit Supply Enhanced for Supervisors (4 Credits)
This course provides an overview of the procedures used by organizations to control and account for facilities, supplies and equipment.

ELECTIVES (5 Credits)
(Elective courses may consist of any of the following)

MLTR 1037 Organizational Maintenance Management (5 Credits)
This course teaches all aspects of maintenance management operations. Students will be instructed on inventory and equipment repair management. Lecture and practical exercises will be used to teach students the theory and application of both manual and automated tasks. Areas of major emphasis in inventory management include parts ordering systems, document register management, stockage management, and reconciliation procedures. Areas of emphasis in equipment repair management include preparation and use of the maintenance inspection worksheets, deferred maintenance, licensing, equipment dispatch, oil analysis, scheduling equipment services, and historical record keeping. Related subject areas include accident reporting, physical security, material condition reporting, publications, and query by example.

MLTR 1038 Maintenance Operations for Supervisors (1 Credit)
This course provides students with an overview of the Automated Logistical Maintenance System. This course provides the individual the ability to provide mid-level management through organization of maintenance, information, data entry and fleet dispatching through a database program. This course provides the individual the ability to manage a fleet of various sizes while establishing and creating numerous templates for various reports

MLTR 1039 Building Maintenance for Military Facilities (2 Credits)
This course will provide instruction to military service members and Department of Defense employees in the proper procedures and techniques necessary to perform

facility maintenance and upkeep. Course includes administrative requirements and procedures on use of military forms and records, basic tools, masonry repair, painting, minor sheet rock repair, tile replacement, proper use of building materials, carpentry, minor plumbing and electrical maintenance.

MLTR 1536 Emergency First Aid for Tactical Operations II (1 Credit)
This course emphasizes the integration of the Basic and the Advanced emergency medical skills and proper procedures of emergency care in the pre-hospital setting. Each task allows for individual and collective practice of specific skills. Appropriate test and evaluation sessions are designed to assure proficiency of critical medical skills at all levels. The course covers all the fundamental skills necessary to meet the Department of the Army and Department of Transportation's requirement for Semi-annual sustainment and skills validation.

MLTR 1924 Master Driver Training Course (3 Credits)
The Master Drivers Course provides an overview of the procedures used by Military Commanders to control and account for training, testing, evaluating, and licensing vehicle and equipment operators. Theory and application of both manual and automated tasks are presented through the use of seminar and practical exercises. Safety requirements for motor vehicles and accountability for training, testing, recording, evaluating, and licensing for all vehicle and equipment operators who utilize military equipment will be included. Department of Defense, Army, State and Local laws, regulations and policies will be reviewed.

DANGEROUS MATERIALS HANDLING AND RESPONSE TRACK
(Common Core Courses plus the following)

AREA OF SPECIALIZATION (15 Credits)

MLTR 1042 Military Petroleum Operations (Fuel Handler) (2 Credits)
This course serves as an introduction to the United States Army's basic petroleum refueling operations. An emphasis will be on the use, operation, and maintenance of fueling vehicles and pumping equipment. The course will include the principles of record keeping, accountability, performing physical chemical tests, and observing for various forms of contaminants.

MLTR 1044 US Army Generator Operator's Course (2 Credits)
Students will be instructed in the operation and maintenance of United States Army electrical generation equipment. Focus will include fundamental electrical principles involving the operation of AC and DC equipment, including 1.5 KW (single phase) thru 60 KW (three phase) gas and diesel powered generators.

MLTR 1921 Nuclear, Biological, & Chemical Response Operations (5 Credits)
This course is designed to teach students the primary techniques and skills necessary for analysis, investigation, and defensive operations in areas suspected of Nuclear, Biological, or Chemical contamination. Through extensive study of each critical area, students will gain the skills necessary to predict and determine the extent of possible damages, losses, and personnel injury in a defined population. Students will learn the fundamental techniques of defensive planning, reporting criteria, and the role of advising senior managers of potential threats and possible courses of action. In addition to extensive lectures, hands on training will consist of the proper use, maintenance and deployment of monitoring equipment, including decontamination procedures, and personal/organizational protective measures.

MLTR 1922 Transportation, Handling & Storage of Explosive Materials (3 Credits)
This purpose of this course is to provide the student with the information pertaining to the responsibilities of management of munitions and explosive materials in the workplace. It includes an overview of a munitions operation and maintenance program and provides information for establishing work priorities and procedures for usage and protection. Information will be provided for developing plans and adequate record systems. Other areas to be stressed are the needs for organizational leadership and compliance to governmental regulations and the effective communication of the areas.

HZMT 1919 Hazardous Waste Operations & Emergency Response (3 Credits)
This course provides students with an overview of the requirements of 29 CFR 1910.120 for occupational health and safety workers who respond to hazardous waste and chemical spills. Topics include toxicology, chemical awareness. Monitoring, personal protective equipment, safety, confined space entry, incident command, site control, medical surveillance, decontamination, safe work practices and emergency procedures.

ELECTIVES (8 Credits)
(Elective courses may consist of any of the following)

MLTR 1039 Building Maintenance for Military Facilities (2 Credits)
This course will provide instruction to military service members and Department of Defense employees in the proper procedures and techniques necessary to perform facility maintenance and upkeep. Course includes administrative requirements and procedures on use of military forms and records, basic tools, masonry repair, painting, minor sheet rock repair, tile replacement, proper use of building materials, carpentry, minor plumbing and electrical maintenance.

MLTR 1040 Military Passenger-Carrying Vehicle Operations (3 Credits)
This course is designed to train an individual to operate a passenger vehicle including inspection, maintenance, observing safety procedures and adhering to appropriate traffic rules and regulations.

MLTR 1536 Emergency First Aid for Tactical Operations II (1 Credit)
This course emphasizes the integration of the Basic and the Advanced emergency medical skills and proper procedures of emergency care in the pre-hospital setting. Each task allows for individual and collective practice of specific skills. Appropriate test and evaluation sessions are designed to assure proficiency of critical medical skills at all levels. The course covers all the fundamental skills necessary to meet the Department of the Army and Department of Transportation's requirement for Semi-annual sustainment and skills validation.

MLTR 1537 Basic Combat Medic (12 Credits)
This course emphasizes the development of basic student skills in recognition of symptoms of illnesses and injuries and proper procedures of pre-hospital emergency care, with emphasis on combat trauma. Each lesson allows practice of specific skills as appropriate test and evaluation sessions are designed to assure proficiency levels in all skills. This course covers all of the basic skills, and attitudes necessary for certification and practice as an Enlisted Combat Medic. In addition, this course meets and exceeds the requirements for certification as a nationally registered EMT-B.

MLTR 1924 Master Driver Training Course (3 Credits)
The Master Drivers Course provides an overview of the procedures used by Military Commanders to control and account for training, testing, evaluating, and licensing

vehicle and equipment operators. Theory and application of both manual and automated tasks are presented through the use of seminar and practical exercises. Safety requirements for motor vehicles and accountability for training, testing, recording, evaluating, and licensing for all vehicle and equipment operators who utilize military equipment will be included. Department of Defense, Army, State and Local laws, regulations and policies will be reviewed.

- **Certificate Plan Outline**
  See Appendix F

- **Competency Profile**
  See Appendix G

- **Internships**
  Internships have not been incorporated in to this program because the majority of the target audience is employed seeking career progression and enhancement.

- **Career Clusters and Pathways:**

Leadership Track	
Career Cluster: Business, Management, and Administration Encompass planning, organizing, directing and evaluating business functions essential to efficient and productive business operations. Business Management and Administration career opportunities are available in every sector of the economy.	
Career Pathways :	**Career Specialty Examples:**
Business Management	Senior Non-Commissioned Officer E7-E9 First Sergeant Administrative Services and Managers Staff Non-Commissioned Officer
Human Resources Management	Resource Manager Human Resource Manager
Administrative Services	Training Technician Office Manager Records Management

Logistics Track	
Career Cluster: Transportation, Distribution, and Logistics Planning, management, and movement of people, materials, and goods by road, pipeline, air, rail and water and related professional and technical support services such as transportation infrastructure planning and management, logistics services, equipment and facility maintenance.	
Career Pathways :	**Career Specialty Examples:**
Transportation Operations	Bus Drivers Dispatchers Transportation Operation Managers Unit Movement Officer
Logistics Planning & Management Services	Logistics Manager Logistics Technician Supply Sergeant Property Book Officer
Transportation Systems/ Infrastructure Planning, Management & Regulations	Master Driver Inspector Battalion Maintenance Non-Commissioned Officer
Warehouse & Distribution Center Operations	Warehouse Operations Manager Traffic, Shipping, & Receiving Clerk Unit Armorer Supply Technician Parts Manager
Facility and Mobile Equipment Maintenance	Mobile Equipment Maintenance Manager Automotive/Truck Technicians Motor Sergeant

Dangerous Materials Handling and Response Track	
Career Cluster: Agriculture, Food, and Natural Resources The production, processing, marketing, distribution, financing, and development of agricultural commodities and resources including food, fiber, wood products, natural resources, horticulture, and other plant and animal products/resources.	
Career Pathway : Environmental Services Systems	**Career Specialty Examples:** Recyclers Hazardous Materials Handlers Pollution Prevention and Control Technicians Environmental Compliance Assurance Managers Fuel Handler Ammo Handler Nuclear, Biological, and Chemical Specialist Generator Operator Emergency Responder Hazardous Materials Technician

- **Curriculum Integration/Articulation**
  All instruction within the program has an occupational focus and is organized around career themes relating directly to real-life problem solving and experiences. Relationships among the various certificate tracks are emphasized when practical. There are no articulation agreements in place at this time.

- **Accreditation**
  The certificate curriculum was recommended by the Assistant Chief of Staff for Training for Ft. Riley and meets the Department of Defense guidelines for military educational programs. Defense leaders are represented on all course review committees and provide guidance in developing curriculum to meet military industry needs.

- **Industry Recognized Credentials**
  Students successfully completing the Dangerous Materials Handling and Response Certificate track receive the following industry recognized credentials:

  Hazardous Waste Operations and Emergency Response (HAZWOPER) This credential emphasizes worksite health and safety standards, the ability to identify potential site

hazards, and the appropriate steps to prevent illness or injury. Instruction includes identifying hazardous materials, medical surveillance, on-site safety considerations, chemical protection clothing, respiratory protection, donning/doffing/decontamination and site safety/health plan.

49 CFR HAZMAT/DOT The US Department of Transportation mandates training and testing for any employee responsible for handling or managing hazardous materials. Hazmat employees include those who prepare the packages for shipping, prepare, sign or review the paperwork, load trucks, drive the vehicles or unload or receive the hazardous materials. Instruction includes general awareness and function specific training, preparing shipments, safety, and security.

- **Program Syllabi**
  Provided as attachment

Faculty

- **Faculty Qualifications/Certifications**
  Faculty members teaching within the program are required to possess industry specific experience and/or certification. In addition, faculty may also have a Master's and/or Bachelor degree course work specific to their teaching discipline.

- **Current Faculty List**
  See Appendix H

- **New Faculty to be Hired**
  All courses within this program are currently being instructed, no additional hires are anticipated at this time. Any increased demands for course instruction requiring additional faculty will be met initially through employment of Associate facility on a course-by-course basis.

- **Faculty/Student Ratio**
  Current full-time faculty to Associate Faculty ratio is approximately 2 to 1.
  Student to faculty ratio varies by course and available equipment and facilities. As an average, the student to faculty ratio is 15 to 1. Currently there are 5 Associate faculty members instructing within the program. This is the minimum number required to sustain the current high quality program.

Cost and Funding of the Proposed Program

- **Resources**
  Additional funding is not required for this program since all courses are currently being instructed. Fort Riley through a memorandum of agreement provides physical facilities, instructional materials, and equipment to conduct each course. Fort Riley has farther demonstrated its support by recently announcing that larger facilities will be made available to this program during the summer of 2009.

- **CA-1a Form**
  See Appendix I

- **Grants/ outside Funding**
  Start up funding is not required for this program as all courses are active and currently being instructed. Fort Riley through a Memorandum of Agreement currently provides all equipment and supplies.

Program Review and Assessment

- **Process & Frequency**
  Program content and competencies will be assessed annually by the appropriate agency of the Fort Riley Divisional staff, e.g., Directorate of Logistics will assess all courses involving logistics, maintenance, and transportation. The Directorate of Plans, Training, Mobilization and Security, will assess all courses that pertain to leadership and hazardous materials handling. Additionally the program will be evaluated using Barton's standard program evaluation standards. The program will be exposed annually to a minimum of three levels of assessment as outlined in Barton's plan. These levels include classroom, course and program assessment.

- **Program Success/Remediation**
  Program success will be assessed quarterly in Faculty meetings and annually during program reviews. Individual courses will be evaluated by Faculty to ensure all competencies and outcomes are being assessed. Course surveys will be used to ensure students are receiving all necessary instruction needed to be successful in completing course standards. If problems persist in the surveys, the course content will be assessed and or modified to insure all outcomes are attained.

Program Approval at the Institution Level

- **Institutional Process Summary**
  See Appendix J

- **Program Advisory Board Minutes/ Governing Board Minutes**
  See Appendix K

Appendix A

Certificate of Applied Science Military Technology Program Admission Flowchart

Barton Community College Military Programs
In partnership with US Army (DPTM)

Student recieves advisement from college academic advisor and or military counselors
Organization / individual Student submits application to attend course(s)

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Barton Community College Military Programs

- Verfies students data
- Reviews application for eligibility/approval -
- Issues status of enrollment
- Places approved students on course roster

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Barton Community College Military Programs Administration

- Verifes & reviews enrollment & course data
- Recieves payment of fees if applicable for submission to financial office
- Processes student enrollment data , final grades, and student status
- Forwards program completion documents to Dean Technical Education

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Barton Community College
Dean Technical Education

- Verifes & reviews student status, course grades & program completion critera
- Processes certification of program completion
- Forwards applicable data to Registrar

Appendix B

MILITARY PROGRAMS
ENROLLMENTS

#	COURSE	Spring 2008	Summer 2008	Fall 2008	Total
HZMT 1919	Hazardous Waste Operations & Emergency Response	16	3	36	55
MLTR 1037	Organizational Maintenance Management	24	12	0	36
MLTR 1038	Maintenance Operationss for Supervisors				0
MLTR 1039	Building Maintanence for Military Facilities	66	26	57	149
MLTR 1040	Military Passenger Carrying Vehicle Operations	96	42	150	288
MLTR 1042	Military Petrolium Operations	32	9	26	67
MLTR 1044	us Army Generator operators Course	15	12	8	35
MLTR 1046	Field Sanitation for Military Units	132	54	87	273
MLTR 1050	Battle Staff	12	12	14	38
MLTR 1051	Basic NonCommissioned Officer	168	115	225	508
MLTR 1052	First Sergeant	16	12	28	56
MLTR 1060	SAMS Operator Course			52	52
MLTR 1061	Standard Army Maintanence System for Supervisors				
MLTR 1535	Combat Lifesaver Course	1310	268	1391	2969
MLTR 1536	Emergency 1st Aid for Tactical Operations II	403	101	116	620
MLTR 1537	Basic Combat Medic	38			38
MLTR 1626	Weapons Storage Facility Operations	137	54	116	307
MLTR 1627	Management of Weapons Storage Facilities	20	10	17	47
MLTR 1763	Instructor Training Course	9			
MLTR 1765	Physical Readiness Training Leader Course	8	23	55	86
MLTR 1795	Property Book Unit Supply Enhanced for Operators	110	33	70	213
MLTR 1796	PBUSE for Managers & Leaders				0
MLTR 1800	Laser Sightings & engagement Systems	46	29	48	123
MLTR 1815	Digital Taining Management Systems	36	40	82	158
MLTR 1921	Nuclear Biological & Chemical Operations	24	8	18	50
MLTR 1922	Transprotation Handling & Storage of Explosive Materials	171	147	177	495
MLTR 1924	Master Driver Course	11	8	40	59
TOTAL		2900	1018	2813	6722

Appendix C

1st Infantry Division (1ID) &
Fort Riley Regulation 350–1

Training

1ID & Fort Riley Training Directive

Headquarters 1st Infantry Division
Training Division
Fort Riley, KS
22 October 2007

UNCLASSIFIED

FR 350-1 APPENDIX B

FY 2008 TRAINING DESIGNATED AS REQUIRED – ALL ARE CURRENTLY BEING INSTRUCTED BY BARTON COMMUNITY COLLEGE MILITARY PROGRAMS

COURSE	PERSONS TRAINED	FREQ	REF	CODE
AMMUNITION HANDLER	4 PER BATTALION, 2 PER SEPARATE CO	BIENNIAL REFRESHER	AR 190-11 49 CFR DOD 4500.9	M
UNIT ARMORER	2 PER CO	AS REQUIRED, SEE APP C2	AR 190-11 FR REG 350-1	P
COMBAT LIFESAVER	3 PER SQUAD	CERTIFICATION AND ANNUAL REFRESHER TRAINING	AR 350-41 FORSCOM REG 350-1 FR REG 350-1	T, P
COMBATIVES I	ALL	PRIOR TO COMBAT	CSA MEMO DATED 27 JUL 04 FM 3.25.150	P
COMBATIVES II	1 PER CO	AS REQUIRED	FM 3.25.150	P
MASTER DRIVER	1 PER BN	AS REQUIRED	AR 600-55 FR REG 350-1	P
FIELD SANITATION	2 PER CO, NCO AND ENLISTED	AS REQUIRED	AR 40-5 FM 21-10	M
LIFE GUARD	2 PER CO	AS REQUIRED	FR REG 350-1	P
MILES	1 PER PLATOON	ONCE	FR REG 350-1	P
ULLS-G CERTIFICATION	PERSON WHOSE POSITION REQUIRES UTILIZATION OF ULLS-G	PRIOR TO UTILIZATION OF THE SYSTEM AND BIENNIAL	FR ULLS SOP	P

FR 350-1 APPENDIX B

FY 2009 - ADDITIONAL COURSES TO BE DESIGNATED AS REQUIRED – ALL ARE CURRENTLY BEING INSTRUCTED BY BARTON COMMUNITY COLLEGE MILITARY PROGRAMS

COURSE	PERSONS TRAINED	FREQ	REF	CODE
BUS DRIVER	TBD	TBD	AR 58-1, AR 600-55	
CBRN OFFICER/NCO	TBD	TBD	AR 350-1, Para 4-11c.and FR REG 350-1, Chapter 11	
DTMS	TBD	TBD	AR 350-1, FM 7-0, and 7-1	
PRTLC	TBD	TBD	FM 21-20, FR 350-1	
PBUSE CLERK	TBD	TBD	DA PAM 710-2-1	
PBUSE MANAGER	TBD	TBD	DA PAM 710-2-1	
SAMS-E CLERK	TBD	TBD	AR 750-1	
SAMS-E MANAGER	TBD	TBD	AR 750-1	
UNIT ARMORER SUPERVISOR	TBD	TBD	AR 190-11, FR 190-11, and FR REG 350-1	
HAZWOPER	TBD	TBD	29CFR 1910.120	
FUEL HANDLER	TBD	TBD	AR 710-2, DA PAM 710-2-1, FR PAM 710-2	
CPR	TBD	TBD	American Heart Association: Basic Life Support for Healthcare Providers	
GENERATOR OPERATOR	TBD	TBD	TM 5-685	
92 F (DOT)	TBD	TBD	FR PAM 710-14, AR 710-2, DA PAM 710-2	

Appendix D

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT RILEY
500 HUEBNER ROAD
FORT RILEY KANSAS 66442-7000

Director, Plans Training Mobilization and Security
Fort Riley, Kansas
1st Infantry Division G-3, Fort Riley, Kansas

07 January 2009

Kansas Board of Regents

Dear Members of the Kansas Board of Regents:

As you may be aware, Barton County Community College (BCCC) is a highly valued institutional partner in support of the Fort Riley Troop School program and an instrumental provider of educational programs for soldiers stationed at Fort Riley. This communication emphasizes the need for BCCC to begin offering the three proposed certificate programs (Military Leadership, Logistics, and Dangerous Materials Handling and Response) to our soldiers at Fort Riley. The Department of the Army continues to emphasize soldier continuing education as a key building block for a successful career and soldier education contributes significantly towards retention efforts as well. Additionally, the proposed certificate programs provide key job skills not readily available elsewhere for soldiers who may choose to enter the local civilian workforce. We fully endorse Mr. Bill Nash and others at BCCC in their efforts to implement these high quality certificate programs in Military Leadership, Logistics, and Dangerous Materials Handling and Response. It is our hope that soldiers at Fort Riley will soon be able to be complete and receive certificates in each of the three programs.

Timothy D. Livsey
Director, Plans Training
Mobilization and Security

Patrick D. Frank
LTC, IN
ACOS, G3/5/7

LEAR SIEGLER SERVICES, INC
CFT Fort Riley
P.O. Box 2621
Fort Riley, Kansas 66442
(785) 239-8869 or (785) 240-1699
Fax: (785) 240-1135

To: Whom it may concern

From: John Neis

Date: 10 Dec 2008

Subject: Barton County Community College Certificate of Applied Science (C.A.S.) in Military Technologies Program

As a civilian contractor on Fort Riley, our hiring process is to choose the most qualified personnel for the position that is offered (i.e. experience and training for the position). Personnel that hold qualifications such as certification in the specialty fields are among the top of the list to be interviewed for the position, as those personnel are hard to find.

We have come to situations where the need of specialized training is a must. Having personnel already trained and an understanding of the customers' procedures is a great plus for both the customer and our company.

We do hiring of personnel that do not have this required specialized training or experience, but they are not the first on the list to be picked for the position.

Personnel that already have the certified specialized training that we, or our customer require, would definitely go to the front of the list of potential persons to be considered for job interviews and, when hired, straight to their job functions supporting the customer in their needs with little training needed.

John Neis
Site Supervisor, LSI
FLRC, Ft. Riley, Ks 66442

Eagle Support Services Corporation
Building 211
Fort Riley, KS 66442

2 December 2008

SUBJECT: Certificate of Applied Science in Military Technologies (C.A.S) Program

1. The Certificate of Applied Science in Military Technologies (C.A.S) Program would be very advantageous for the Soldiers/personnel who choose to participate in this program. It would provide them with documentation of educational achievement from an accredited college and provide them with the core knowledge, in a specialized fields, that would be very beneficial to my organization.

2. As a retired veteran, I found that employers seek to hire ex-military personnel but not all of them fully understand the in-depth knowledge and training that our young men and women receive. Due to the employer's lack of understanding, some of our ex-military men and women are over looked when it comes down to knowledge/educational achievement. I believe this program would greatly enhance the Soldiers/personnel ability in gaining employment and possibly enhance the local communities work force.

3. Any questions concerning this memorandum may be directed to the undersigned at 240-1895.

VINCENT JOHNSON
Supply Tech
ESSC Fort Riley

Appendix E

Economic Impact

(October 1, 2006 - September 30, 2007)

The Fort Riley annual Economic Impact Summary for Fiscal Year 2007 provides a snapshot of the overall economic impact that Fort Riley has on surrounding communities and throughout the State of Kansas. The 2007 Economic Impact Summary details how the Army and other Government Agencies at Fort Riley spent a total of $1,433,615,067. It also provides detail on the population at Fort Riley and the Central Flint Hills Region of 46,126.

Fort Riley Economic Impact Data for FY07

Economic Impact:

	FY07
Payroll	$1,019,335,679*
Supplies/Services/Contracts	$ 147,857,683
Construction	$187,175,977
Education	$ 13,054,565
Heath Care	$66,184,297
Combined Federal Campaign (local contributions)	$ 6,866
TOTAL	**$1,433,615,067**

Total Economic Impact on the State of Kansas (FY07): $1,601 Billion **

* Retiree payroll for this submission includes only retirees from Fort Riley and the Central Flint Hills Region.

** Total Economic Impact on the State of Kansas includes all Army retirees in the state of Kansas.

Population:

	FY07
Military	15,962
Family Members	18,354
Retirees	
Army	2,808
Other Services	435
Civilian Employees	8,567
Total Population at Fort Riley and the Central Flint HillsRegion	**46,126**

Prepared by:
Fort Riley Garrison
Plans, Analysis and Integration Office
(785) 239-0948
DSN 856-0948

Appendix F

Leadership Track	Logistics Track	Dangerous Materials Handling Track
Fall Semester		
MLTR 1046 Field Sanitation For Military Units (2cr)	MLTR 1046 Field Sanitation For Military Units (2cr)	MLTR 1046 Field Sanitation for Military Units (2cr)
MLTR 1535 Combat Lifesaver (3cr)	MLTR 1535 Combat Lifesaver (3cr)	MLTR 1535 Combat Lifesaver (3cr)
MLTR 1815 Digital Training Management System (2cr)	MLTR 1815 Digital Training Management System (2cr)	MLTR 1815 Digital Training Management System (2cr)
MLTR 1051 Basic Noncommissioned Officer Course (6cr)	MLR 1795 Property Book Unit Supply Enhanced for Operators (3cr)	MLR 1921 Nuclear, Biological, & Chemical Response Operations (5cr)
MLTR 1765 Physical Readiness Training Leaders Course (3cr)	MLTR 1060 Standard Army Maintenance System for Operators (5cr)	MLTR 1922 Transportation, Handling & Storage of Explosive Materials (3cr)
Spring Semester		
MLTR 1924 Master Driver Training Course (3cr)	MLTR 1796 Property Book Unit Supply Enhanced for Supervisors (4cr)	MLTR 1944 US Army Generator Operator (2cr)
MLTR 1796 Property Book Unit Supply Enhanced for Supervisors (4cr)	MLTR 1061 Standard Army Maintenance System Supervisors (1cr)	MLTR 1042 Military Petroleum Operations (2cr)
	MLTR 1626 Weapons Storage Facility Operations (3cr)	HZMT 1919 Hazardous Waste Operations & Emergency Response (3cr)

Elective Requirements

7 credits	5 credits	8 credits
MLTR 1039 Building Maintenance For Military Facilities (2cr)	MLTR 1037 Organizational Maintenance Management (5cr)	MLTR 1039 Building Maintenance for Military Facilities (2cr)
MLTR 1050 Battle Staff Noncommissioned Officer Course (9cr)	MLTR 1038 Maintenance Operations for Supervisors (1cr)	MLTR 1040 Military Passenger Carrying Vehicle (3cr)
MLTR 1052 US Army First Sergeant Course (7cr)	MLTR 1039 Building Maintenance for Military Facilities (2cr)	MLTR 1536 Emergency First Aid for Tactical Operations II (1cr)
MLTR 1536 Emergency First Aid for Tactical Operations II (1cr)	MLTR 1536 Emergency First Aid for Tactical Operations II (1cr)	MLTR 1537 Basic Combat Medic (12cr)
MLTR 1763 Instructor Training Training Course (5cr)	MLR 1924 Master Driver Training Course (3cr)	MLTR 1924 Master Driver Course (3)
MLTR 1800 Laser Sighting and Engagement Systems (MILES) (1cr)		

Appendix G

Common Core Competencies

Upon completion of the common core courses, the student will be able to:

Clear an object from the throat of a conscious or unconscious victim
Perform mouth-to-mouth resuscitation
Measure and monitor an accident victim's respiration
Identify and treat insect bites and stings
Describe preventive measures for food borne, respiratory, and water related diseases
Recognize and give first aid for burns
Recognize and give first aid for cold injuries
Recognize and give first aid for heat injuries
Treat radiant energy, chemical, and electrical burns
Properly apply a bandage to an abdominal wound
Apply a dress to an open head wound
Apply pressure dressing
Apply a tourniquet
Identify sign & symptoms of fractured leg or arm
Splint a suspected fracture
Identify sign & symptoms of fractured spine
Immobilize a suspected spinal injury
Apply a triangular bandage sling
Measures monitor a victim pulse
Check victim for responsiveness
Check victim for circulation
Describe types of shock
Identify measures used to prevent shock.
Identify signs and symptoms of hypovolemic shock
Initiate an intravenous infusion for hypovolemic shock
Transport casualty using manual carries
Transport casualty using military vehicle
Demonstrate proper hand washing procedures
Demonstrate methods for cleaning uniforms
Test water in a 400 gal. Water trailer
Treat water in a water trailer, 5 gallon can and canteen
Inspect food service trailer
Inspect food service personnel
Identify requirements for wash station and set up wash station
Identify and discuss when to bury or burn waste and rubbish
Identify and discuss different methods for human waste disposal
Demonstrate use and placement of rodent poison
Demonstrate use of rodent snap traps
Identify rodent surveys
Demonstrate ways to prevent cold injuries
Demonstrate ways to prevent heat injuries
Identify different chemicals in the work place
Prepare the Unit Mission Essential Task List
Conduct proper planning of Training Guidance
Produce appropriate Training Calendars
Identify Training Tasks
Manage Personnel Database
Produce applicable Training Reports
Manage Administrative Functions

Leadership Track Competencies

Upon completion of the Leadership Track courses, the student will be able to:

Determine individual and leader actions to ensure compliance with the Army's Equal Opportunity (EO) Program
Describe the Army's Suicide Prevention Program
Apply the risk management process
Coordinate unit physical fitness activities
Describe the various aspects of cultural awareness
Describe the Army's sexual assault policy at the unit level
Determine the Army's policy on homosexual conduct
Conduct a military information briefing.
Identify the components of communications as they apply to effective leadership
Implement the Army writing style
Employ assessments to develop a subordinate
Counsel subordinates
Prepare a Non-Commissioned Officer evaluation report
Develop a motivation plan
Apply leadership fundamentals to improve the ethical climate within an organization or unit
Employ the ethical decision-making process to resolve an ethical problem
Develop a cohesive team
Implement the Army Health Program at the unit level
Supervise squad level PMCS
State the importance of managing personal finances
Implement training management
Direct the actions necessary to function in a Chemical, Biological, Radiological, & Nuclear (CBRN), environment on the battlefield
Recognize the fundamentals of intelligence and electronic warfare (IEW) operations
Establish a checkpoint
React to a possible improvised explosive device
Perform procedures for casualty evacuation
Determine the actions necessary to direct squad operations
Develop a base of knowledge of squad tactical operations
Prepare offensive and defensive overlays for a company or battalion
Review combat orders to determine accuracy and completeness
Monitor unit supply operations
Identify the PBUSE concept and Architecture
Maintain database on supply operations and equipment
Operate PBUSE through System Initialization procedures
Define the preferred operating method
Assign user roles
Maintain budget accounts
Manage budget transactions
Produce budget reports
Manage alert messages
Maintain parameter tables.
Produce new DODAAC Functions
Develop and maintain the PBUSE Catalog
Print primary hand receipts
Maintain component updates
Manage sub-hand receipt holders
Identify and manage the operational and basic load lists
Manage component data

Process a request for issue
Produce copies of the activity register
Create an asset visibility report.
Manage the Army Material Status System
Print reports used to manage material Items
Develop scenario phases
Produce & print a Class I, III, and V planning table
Manage ammunition documents
Process the Interfacing actions with other logistics systems
Define PBUSE levels of security
Perform standalone activities
Identify help desk procedures
Produce new authorizations
Maintain asset adjustments
Manage serial, registration, and lot numbers
Maintain asset description updates
Process catalog Items
Produce an administrative adjustment report
Develop fuel consumption tables
Produce and maintain supply management records
Demonstrate an understanding of Department of Defense, Army, State, local laws, and regulations governing driver's training
Demonstrate an understating of licensing requirements for military vehicles and equipment
Employ procedures for accurate accountability of training, testing, and evaluating operators
Demonstrate an understanding of Unit Level Logistic System- Ground (ULLS-G)
Implement motor vehicle and safety prevention
Evaluate and incorporate physical fitness principles in military unit physical fitness programs
Assess flexibility and associated training techniques
Understand the structure and function of the skeletal and muscular systems as they relate to movement
Identify risks associated with exercising in various climates and demonstrate methods to lower those risks
Understand basic nutrition principles and determine nutritional values of foods
Assess cardio respiratory fitness and associated training techniques
Interpret and evaluate body composition measurements in accordance with Army Regulation 600-9 (The Army Weight Control Program)
Assess muscular strength, endurance fitness, and associated training techniques

Logistics Track Competencies

Upon completion of the Logistic Track courses, the student will be able to:

Demonstrate the operation and maintenance of a computer system
Input appropriate information into organization and shop operation's database
Load and maintain master maintenance data file on the automated system
Input equipment requiring tracking, into automated system
Input equipment service information into system database
Create and maintain database of personnel using organization equipment
Produce an equipment availability report
Dispatch equipment to qualified operators
Produce emergency dispatches
Make equipment changes and exchanges through the automated system
Issue and maintain records on vehicle operators
Determine appropriate levels of maintenance
Load and maintain supply data information for requesting repair parts

Produce a repair part inventory sheet and input necessary changes into the system database
Order required repair parts for storage and equipment
Input off-line repair parts request
Process repair parts transactions
Order and track repair parts for equipment
Demonstrate an understanding of Equipment Readiness Reports
Input equipment status
Process equipment readiness
Track and report on vehicle readiness
Identify reportable pieces of equipment
Analyze statistical data to ascertain trends
Apply procedures to manually back-up the system to sustain operations during times of computer system failure
Produce and maintain operator records
Produce and maintain maintenance management records
Perform detailed disassembly and re-assembly of small arms
Perform preventative maintenance checks and services
Perform general cleaning and lubrication of small arms
Perform troubleshooting procedures on malfunctioning small arms
Schedule and record required maintenance services
Perform physical security inspections of small arms storage facilities
Repair, replace, or requisition small arms parts as needed
Record small arms inspection results
Prepare documentation for repair, replacement, or requisition of parts as needed
Prepare documents for control of arms, ammunition, and explosives
Identify the PBUSE concept and Architecture
Maintain database on supply operations and equipment
Operate PBUSE through System Initialization procedures
Define the preferred Operating Method
Assign user roles
Maintain Budget Accounts
Manage Budget Transactions
Produce Budget Reports
Manage alert Messages
Maintain Parameter Tables
Produce new DODAAC Functions
Develop and maintain the PBUSE catalog
Print primary hand receipts
Maintain component updates
Manage sub-hand receipt holders
Identify and manage the Operational and Basic Load Lists
Manage component data
Process a request for issue
Produce copies of the activity register
Create an Asset Visibility Report
Manage the Army Material Status System
Print reports used to manage material Items
Develop scenario phases
Produce & print a Class I, III, and V planning table
Manage Ammunition documents
Process the interfacing actions with other logistics systems
Define PBUSE levels of security
Perform standalone activities
Identify help desk procedures

Produce new authorizations
Maintain asset adjustments
Manage serial, registration, and lot numbers
Maintain asset description updates.
Process catalog items
Produce administrative adjustment report
Develop fuel consumption tables

Dangerous Materials Handling Track Competencies

Upon completion of the Dangerous Materials Handling Track courses, the student will be able to:

List the elements needed to produce a fire
List the methods for extinguishing a fire
Identify the types of equipment used to extinguish a fire
Describe the purpose and components of electrical bonding and grounding
Describe the three main health hazards and effects
Demonstrate first aid measures for injuries
Identify the basic safety fundamentals for all petroleum operations
Utilize the various Department of the Army (DA) record keeping forms:
- DA Form 2765-1 Request for Issue or Turn-In
- DA Form 3643 Daily Issue of Petroleum Products
- DA Form 3644 Monthly Abstract of Petroleum Products
- DA Form 4702-R Monthly Bulk Petroleum Accounting Summary
- DA Form 3853-1 Innage Gage Sheet

Define inventory methods and procedures
Perform refueling operations utilizing the M978 Heavy Expanded Mobil Tactical Truck (HEMTT)
Conduct bulk refueling operations utilizing 5k tankers
Perform retail refueling operations utilizing a Tank and Pump Unit (TPU)
Demonstrate how to visually check for contaminants
Describe the method and procedures for the API (American Petroleum Institute) Gravity test
Identify the reasons for collecting and sending fuels sample for laboratory analysis
Identify if a petroleum product is regulated as a hazardous material
Identify the requirements for markings petroleum containers
Identify the labels and placards required for shipments of petroleum products
Identify personal protective equipment to prevent chemical injuries
Demonstrate safety procedures and operate 2-gallon sprayer
Conduct and supervise radiation monitoring
Prepare nuclear fallout predictions
Conduct and supervise chemical monitoring
Use and maintain chemical agent detection equipment
Operate and maintain radiological instruments
Conduct emergency response to chemical release operations
Demonstrate chemical containment measures
Conduct operations in a chemical/Biological environment
Conduct hazardous substance emergency decontamination operations
Conduct radiological emergency operations
Discuss the safe handling and disposal of biological and chemical agents
Explain mass casualty incident procedures
Advise managers on biological defense operations
Plan and execute chemical/biological defensive measures
Prepare chemical/Biological reports
Plot plumes for radiological, biological and chemical incidents
Develop an organizational Nuclear, Biological and Chemical readiness program

Identify the effects of radiation on electro optical systems
Understand and explain the effects of nuclear weapons
Describe the characteristics and effects of high explosives
Describe the characteristics and uses of low explosives
Identify the uses and characteristics of chemical fillers used in explosive materials
Prepare the shipping documents used for transporting ammunition and explosives
Use and identify the markings on packages containing ammunition and explosive
Use and identify the hazard warning labels on packages containing ammunition and explosives
Describe and identify the hazard warning placards on vehicles that are transporting ammunition and explosive materials
Identify and prepare the forms used for tracking and maintaining accountability
Identify the factors for requesting ammunition and explosives
Identify the first aid measures that will be taken for injuries caused by ammunition and explosives
Identify the self-protection measures to prevent personal injuries
Identify the actions that will be taken for a fire involving ammunition and explosives
Determine the segregation and compatibility for storage and transportation of ammunition and explosive materials
Demonstrate and determine the proper packaging requirements for ammunition and explosive materials
Identify the organizations that regulate and inspect waste munitions
Identify the establishment and the applicability of the military munitions rule
Define the terms that apply to waste munitions
Discuss the factors for establishing physical security for ammunition and explosives
Discuss the requirements that are needed to provide physical security for ammunition and explosives
Identify resources for information on OSHA standards, EPA, Hazardous Waste Legislation and Safety and Health programs
Read and interpret OSHA and EPA regulations as they apply to a hazardous materials release or spill
Perform hazardous waste site analysis
Identify and evaluate various types of hazards using site characterization
Select and use personal protective clothing
Select a decontamination site
Setup and operate a decontamination site
Identify the principles of toxicology and describe how they relate to various types of chemical exposures
Cite toxicology dose responses, exposure limits, categories of toxic chemical and biological response to chemical exposure
Identify labels used in both the DOT and NFPA systems
Identify the symptoms and effects of cold and heat injuries during an emergency response incident
Identify risks associated with blood-borne pathogens and protective measures used
Identify potential health hazards of radioactive sources
Select and don respiratory equipment to include SCBA
Cite the hazards and equipment requirements of confined space entry
Monitor air quality at contamination site
Document procedures for site control
Interview and record
Demonstrate sampling materials for various materials.
Identify safe work practices including walking and working surfaces, overhead and underground utilities, tools and heavy equipment, energy sources, lockout-tagout, drum and container handling and transportation of hazardous materials

Demonstrate through an emergency response exercise the formation of teams, briefing procedures, the implementation of a response plan, the evaluation of the performance and the inspection of equipment
Define amps, watts, voltage, and resistance
Explain the relationship and use of amps, watts, voltage, and resistance
Calculate the power requirements and identify the generator needed in a given situation
Inspect generator with the appropriate operator's manual
Record inspection results on proper documentation and take any corrective action as required
Perform before, during, and after operation maintenance checks
Perform services as required by the operator's manual
List and perform the safety procedures required before installation/operation
Properly install generator in a given situation
Operate generator in a given situation
Perform proper shutdown procedures
Safely connect parallel cables between two generators
Place second generator into operation and conduct switchover
Shutdown first generator and perform needed maintenance

Appendix H

FACULTY LISTING

Name: Roger Vanderlinde
Status: Full-time Faculty
Instruction Area: Logistics, Leadership, Common Core
Education: BS Education, MS
Certifications: Property Book Unit System Enhanced Instructor, Digital Training Management System Instructor, Military Instructor Course
Experience: 20+ years military Service – Logistics, Leadership, Health & Safety, Training

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Name: Russell Wilson
Status: Full-time Faculty
Instruction Area: Leadership & Dangerous Materials Handling
Education: BS Management, MS Emergency Management
Certifications: National Registry Emergency Medical Technician –Basic, National Registry Emergency Medical Technician –Intermediate, Kansas Board of Emergency Medical Services Training Officer-2, American Heart Association Basic Life Support Instructor, Military Instructor Certification
Experience: 20+ years military Service – Leadership, Dangerous Materials Handling, Health & Safety, Training

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Name: Locadio Perez
Status: Full-time Faculty
Instruction Area: Leadership, Dangerous Materials Handling, Common Core
Education: Associate General Studies, BS Management
Certifications: National Registry Emergency Medical Technician –Basic, Kansas Board of Emergency Medical Services –Intermediate, Military Instructor Certification
Experience: 20+ years military Service – Leadership, Health Services, Health & Safety, Training

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Name: Eugene Compton
Status: Full-time Faculty
Instruction Area: Dangerous Materials Handling, Common Core
Education: BS Management, MBA -15 hrs
Certifications: National Registry Emergency Medical Technician –Basic, Kansas Board of Emergency Medical Services –Intermediate, Kansas Board of Emergency Medical Services Instructor Coordinator, American Heart Association Basic Life Support Instructor, Military Instructor Certification
Experience: 20+ years military Service – Leadership, Health Services, Health & Safety, Training

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Name: Dennis King
Status: Full-time Faculty
Instruction Area: Dangerous Materials Handling, Common Core, Logistics
Education: BS Management, MS Health & Safety -15 hrs
Certifications: College Consortium for Health and Safety Training Instructor, Occupational Safety & Health Administration (OSHA) outreach Trainer Construction & General Industry, OSHA Disaster Site Worker Instructor, Technical Transportation of Hazardous Materials, Military Instructor Certification
Experience: 20+ years military Service - Leadership, Construction Engineering, Health & Safety, Dangerous Materials Handling, Training

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Name: Walter Brown
Status: Full-time Faculty
Instruction Area: Dangerous Materials Handling
Education: Associate General Studies
Certifications: College Consortium for Health and Safety Training Instructor, Certified Environmental Trainer (CET), Certified Instructional Technologist (CIT), Technical Transportation of Hazardous Materials
Experience: 12 years military Service - Leadership, Dangerous Materials Handling, Training

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Name: Christian Smith
Status: Full-time Faculty
Instruction Area: Dangerous Materials Handling
Education: Associate Applied Science – Hazardous Materials Management
Certifications: College Consortium for Health and Safety Training Instructor, Technical Transportation of Hazardous Materials, Military Instructor Certification
Experience: 20+ years military Service - Leadership, Training, Health & Safety, Dangerous Materials Handling

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Name: Eric Bundy
Status: Full-time Faculty
Instruction Area: Leadership
Education: Associate Science Management
Certifications: Military Instructor Certification, Battle Staff, First Sergeant,
Experience: 20+ years military Service – Leadership, Training, Health & Safety

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Name: Roy Findley
Status: Full-time Faculty
Instruction Area: Leadership
Education: Associate General Studies
Certifications: Military Instructor Certification,
Experience: 20+ years military Service – Leadership, Training, Health & Safety

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Name: Dion Burch
Status: Full-time Faculty
Instruction Area: Logistics
Education: Associate General Studies
Certifications: Military Instructor Certification, Motor Pool Operations, Supply Systems
Experience: 20+ years military Service - Leadership, Training, Logistics, Health & Safety

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Name: Wade Parker
Status: Full-time Faculty
Instruction Area: Dangerous Materials Handling, Common Core
Education: Associate General Studies
Certifications: National Registry Emergency Medical Technician –Basic, American Heart Association Basic Life Support Instructor, Military Instructor Certification
Experience: 20+ years military Service - Leadership, Training, Health Services, Health & Safety

Name: George Bowman
Status: Associate Faculty
Instruction Area: Logistics & Leadership
Education: BS Management, MS 27 Hrs Organizational Behavior
Certifications: Military Armaments, Military Instructor Course
Experience: 25+ years military Service – Training, Logistics, Leadership, Armaments

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Name: Kenneth Martin
Status: Associate Faculty
Instruction Area: Logistics
Education: AS Management
Certifications: CDL,
Experience: 15+ Years Commercial Transportation

Name: Richard Jones
Status: Associate Faculty
Instruction Area: Leadership
Education: Associate General Studies
Certifications: Military Instructor Certification
Experience: 20+ years military Service - Leadership, Training, Logistics, Health & Safety

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Name: Brian Stryker
Status: Associate Faculty
Instruction Area: Dangerous Materials Handling, Common Core
Education: Associate General Studies, BS
Certifications: Kansas Board of Emergency Medical Services –Basic, American Heart Association Basic Life Support Instructor, Military Instructor Certification
Experience: 20+ years military Service - Leadership, Training, Health Services, Health & Safety

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Name: Robert Firestone
Status: Associate Faculty
Instruction Area: Dangerous Materials Handling, Common Core
Education: Associate General Studies, BS
Certifications: Kansas Board of Emergency Medical Services –Basic, American Heart Association Basic Life Support Instructor
Experience: 6+ years military Service - Training, Health Services, Health & Safety

Appendix I

IMPLEMENTATION YEAR CY 2009

Fiscal Summary for Proposed Academic Programs

Institution: Barton County Community College
Proposed Program: Certificate of Applied Science in Military Technologies

Part I. Anticipated Enrollment	Implementation Year	
	Full-Time	Part-Time
A. Headcount:		6000 -7000
B. Total SCH taken by all students in program		
Part II. Program Cost Projection		
A. In implementation year one, list all identifiable General Use costs to the academic unit(s) and how they will be funded..		
	Implementation Year	
Base Budget Salaries	$600,000 (approximately) No new funding required	
Other Expenses	Equipment & Supplies $200,000 (Provided by Military)	
Total	$800,000	

Indicate source and amount of funds:
All courses in the Certificate of Applied Science in Military Technology are active and currently being instructed. No new funding is required. All steams of Funding for this program will continue as is presently.

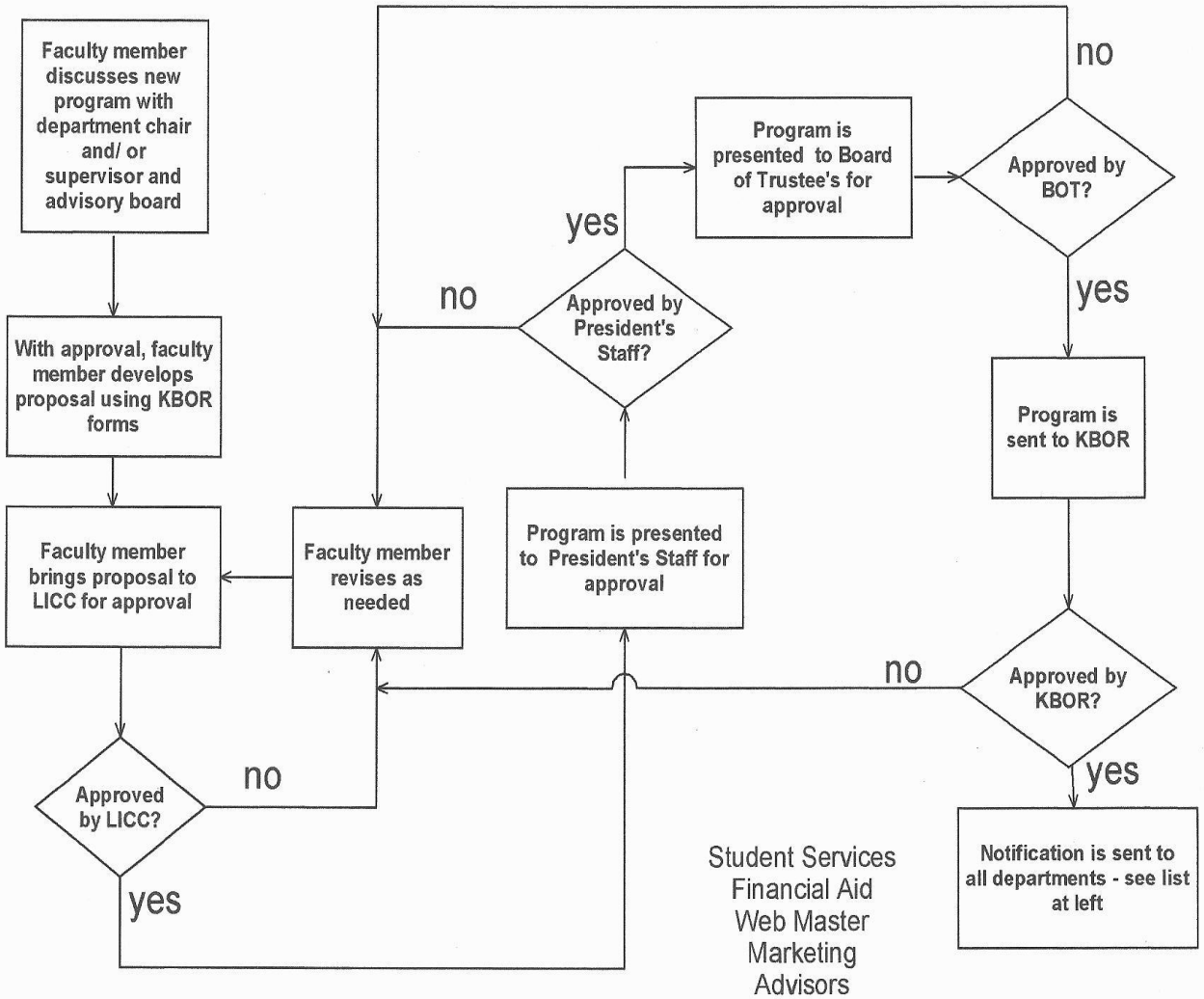
Submit the completed document to the following:

Director of Academic Services
Kansas Board of Regents
1000 SW Jackson, Ste. 520
Topeka, KS 66612-1368

Appendix J

Program Approval Process

This process is managed by the office of Instruction & Student Services



Appendix J

Fort Riley Advisory Committee
Meeting to discuss the development of
Certificate Programs

October 27, 2008

A meeting was conducted with the following individuals present:

John Truitt- Director Military Programs, Barton Community College
Bill Nash- Dean of Technical Education, Barton Community College
Major Fuller-Deputy G-3, 1st Infantry Division, Fort Riley Kansas
SGM Lahan- G-3 Sergeant Major, 1st Infantry Division, Fort Riley Kansas
G-3 Training - Mr. Shanklin, 1st Infantry Division, Fort Riley Kansas
Ray Arnold, Directorate of Plans, Training, Mobilization Security, Chief Troop School, Fort Riley Kansas

Topic

1) Discussion of certificate for military training covering several areas
    a. Certificate of Applied Science
        i. Leadership
        ii. Logistics
        iii. Dangerous Materials Handling & Response
        iv.
2) Discuss content of certificate
    a. Classes
    b. Schedule of classes

Elective Courses

1) Reviewed list of courses for each area of emphasis.
2) Reviewed elective courses

Overall Comments/Recommendations

1) Subject matter experts within the division can look and comment on certificate
2) Classes are already being offered
3) Focus is on NCO's
4) Need to get more players on board
5) Several minor changes were discussed and agreed on.
6) Overall consensus was to move forward with the certificates.

Todd Douglass
Chief of Individual Training

Fort Riley Advisory Committee
Meeting to discuss the development of
Certificate Programs

December 12, 2008

The second Advisory Committee meeting was conducted with the following individuals present:

John Truitt- Director Military Programs, Barton Community College
Bill Nash- Dean of Technical Education, Barton Community College
Timothy Livsey- Director, Plans Training Mobilization and Security (DPTMS) Chairperson, Scott Fellows- Chief of Training (DPTMS) Assistant Chairperson, Todd Douglass-Chief of Individual Training Branch (DPTMS) Recorder, Ray Arnold-Chief of Troop School (DPTMS), Major Raymond Fuller-Deputy G-3, 1st Infantry Division, Fort Riley Kansas, Mr. Curtis Shanklin, G-3 Training 1st Infantry Division, Fort Riley Kansas, Mr. Sergio Loredo, G-3 Training 1st Infantry Division, Marion Moore-Directorate of Human Resources, Education Services.

Topic

1) Review and discuss the intent of establishment of the Advisory Committee and its role.
    a. Committee membership
    b. Committee charter
    c. Committee vision

2) Review each of the 3 proposed Certificate programs

    a. Review programs
    b. Recommendations
    c. Approve/revise/disapprove programs

Overall Comments/Recommendations

1) Mr. Timothy Livsey (DPTMS) chaired the meeting and offered the floor to Mr. Bill Nash to explain the intent of the Certificate programs and address questions and concerns.

2) All attendees reviewed the three proposed Certificate Programs. Mr. Livsey opened the floor to discussion of the programs. The committee agreed to support the three Certificate programs as currently constructed by a vote of 10 concurs and 1 abstain.

3) Mr Livsey would like to ensure that all course proponents are identified on the course list. Mr. Arnold has that for action.

4) Mr. Livsey also discussed the importance of knowing what other installations are doing in this area.

5) The committee will reconvene in June of 2009 to conduct the semi-annual review.

6) Mr. Livsey adjourned the meeting.

Todd Douglass
Chief of Individual Training