



# Cougar QUARTERLY

*Barton Community College Associate Faculty Newsletter*

**August - October 2015**

## Welcome Back!

We are happy to have you with us for another exciting school year. Thank you for taking the time to read this issue of the Cougar Quarterly for important information pertaining to your job with us as an associate faculty member.

Our associate faculty members are spread across the state and across the country, so we can't always assemble as a group to discuss the items in this newsletter. We hope that you find this newsletter as a useful channel of communication in whatever capacity that you may serve the College. Thank you for all that you do. Please know that you are appreciated!

Planning for the 2015-16 Academic Year!

## Annual Associate Faculty Meeting

**Thursday, August 13, 2015**

**4:00 - 8:00 pm  
Science Building**

ALL Associate Faculty  
Expected to Attend!

**BARTON**  
COMMUNITY COLLEGE

### AGENDA

- ◆ **New Faculty Member Session:** Two years or less; All Welcome  
4:00 - 4:30 pm Registration - Science Building Lobby  
4:30 - 5:15 pm Session - S118
- ◆ **Second Registration:** Remaining Associate Faculty Members  
4:30 - 5:15 pm - Science Building Lobby
- ◆ **Discipline Specific Session -** 5:15-6:00 pm  
Assigned Science & Technical Building Rooms
- ◆ **Dinner**  
6:00 - 6:30 pm - S118
- ◆ **Informative Sessions -** S118  
6:30 - 6:45 pm Instructional Policies & Procedures  
6:45 - 7:10 pm Student Success  
7:10 - 7:20 pm Intermission (popcorn)  
7:20 - 7:45 pm Instructor Success  
7:45 - 8:00 pm Q & A

Please RSVP by Monday, August 3<sup>rd</sup> to  
Denise Schreiber at [schreiberd@bartonccc.edu](mailto:schreiberd@bartonccc.edu) or  
(620) 792-9324.

## Fall Campus Hours

Fall hours will return on the Barton County Campus on Monday, August 10th.

Regular office hours are Monday - Friday from 7:30 am to 4:30 pm.

Please note that some offices have extended hours, contact them for additional information.

# How, When, & Where Can You Reach Me?



## ***Karly Little***

Coordinator of Community Education

**Email:** [littlek@bartonccc.edu](mailto:littlek@bartonccc.edu)

**Office Phone:** (620) 792-9294

**Office Fax:** (620) 786-1180

Great Bend Campus - Technical Building

**Office Hours:** Monday - Friday; 7:30 am - 4:30 pm

## **Barton Community College Tuition**

\$93 per credit hour for Barton County residents

\$100 per credit hour for other Kansas county residents

\$146 per credit hour for BARTonline students, regardless of residence.

(Please note that Barton Community College reserves the right to change the cost per credit hour at any time.)

## **The Mission**

The Mission of Barton Community College is to provide quality educational opportunities that are accessible, affordable, continuously improving and student focused. Barton is driven to provide an educational system that is learning-centered, innovative, meets workforce needs, and strengthens communities.

**#GoBarton**



## Graduate Coursework - Update Your Files at BCC!



We know as professionals you have ever-growing and changing credentials. Don't forget to include Barton when you provide credential updates to your school districts or other places of employment.

We are required to report graduate hours and degrees earned to the Kansas Board of Regents in a timely manner. Accurate records will also ensure you're paid the correct rate for the classes you teach. Please be proactive in keeping us informed.

With specific questions, please contact your main point of contact at Barton. College Advantage and Outreach instructors, contact Karly Little.

## Senate Bill 155 Information

Whether you work regularly with Senate Bill 155 or you're hearing about it now for the first time, important changes are happening with this innovative initiative that we feel are important to share with you.

When Senate Bill 155 was first introduced, the list of courses that qualified for tuition coverage was extensive and included all classes classified as Career Technical Education. That list has since been edited based on the following criteria:

- The class must be categorized as a "tiered" class by the Kansas Board of Regents (KBOR).
- The class must be tied into a career or technical program at the specified two-year college or technical institution.
- The class must have had enrollment in the prior year (Summer 2014/Fall 2014/Spring 2015).

When enrolling students in Senate Bill 155 classes, please observe the list details. Per KBOR, each two-year college and technical institution now operates with an individual list of Senate Bill 155-approved classes. The following list has been determined by KBOR as the Senate Bill 155 offerings for Barton Community College.

[Senate Bill 155 List - Barton Community College](#)

Update: A few major changes have happened to Barton's list of Senate Bill 155 classes, per KBOR's decisions, are that Anatomy & Physiology, Computer Concepts & Applications, and some Criminal Justice classes are no longer covered by the Senate Bill. Other changes have also occurred, so check the list to make sure your desired class is still included.

This information is also available at [highschool.bartonccc.edu](http://highschool.bartonccc.edu) under the Senate Bill 155 header.

### **SENATE BILL 155**

The Kansas Senate passed Senate Bill 155 in May 2012. This bill authorizes the state of Kansas to pay tuition charges for any tiered Career Technical Courses. Therefore, courses designated as Senate Bill 155-eligible will be available to high school students at no cost except textbook and program fees (if applicable). This applies to face-to-face and online Career Technical Courses.

*Contact Karly Little for more information at (620) 792-9294 or [littlek@bartonccc.edu](mailto:littlek@bartonccc.edu)*



Your students will receive information about Barton College Advantage and Outreach classes being offered at their high schools for Fall 2015. The mailing they're receiving list class prerequisites, Course Reference Numbers, and specific class details like dates and times the courses are offered. The mailings also include information about when a Barton representative will visit their school to help them enroll in these classes. The following is a list of the enrollment dates, for your information.

<b>Location</b>	<b>Enrollment Date</b>	<b>Enrollment Time</b>
Central Plains	August 4, 2015	1:00 - 3:00 pm
Great Bend	August 4 & 5, 2015	8:00 am - 4:00 pm
Wilson	August 5, 2015	12:00 - 2:00 pm
Ellinwood	August 5 & 6, 2015	Enroll with your counselor during district enrollment
Ellsworth	August 5 & 6, 2015	Enroll with your counselor during district enrollment
Russell	August 11, 2015	11:00 am - 2:00 pm
St. John	August 11, 2015	4:00 - 7:00 pm
Hays	August 20, 2015	12:00 - 5:30 pm
Pawnee Heights	Enroll the first week of school	Enroll the first week of school
La Crosse	August 21, 2015	8:00 - 10:00 am
Chase	August 25, 2015	1:00 pm
Otis-Bison	August 26, 2015	8:30 am
Hoisington	August 27, 2015	2:35 pm
Larned	August 28, 2015	8:30 am
Lyons	September 2, 2015	8:00 - 10:00 am

Non-Discrimination Notice: To provide equal employment, advancement and learning opportunities to all individuals, employment and student admission decisions at Barton will be based on merit, qualifications, and abilities. Barton County Community College does not discriminate on the basis of race, color, national origin, sex, disability, age or any characteristic protected by law in all aspects of employment and admission in its education programs or activities. Any person having inquiries concerning Barton County Community College's non-discrimination compliance policy, including the application of Equal Opportunity Employment, Titles IV, VI, VII, IX, Section 504 and the implementing regulations, is directed to contact the College's Compliance Officer, Barton County Community College, Room A-123, Great Bend, Kansas 67530 (620) 792-9234. Any person may also contact the Director, Office of Civil Rights, U.S. Department of Education, Washington, DC 20201.

# Welcome

to



# BARTON

COMMUNITY COLLEGE



**Nancy Wiebe**  
Executive Director  
of the Foundation

A native of Caldwell, Kan., Wiebe comes to the Barton Community College Foundation with a strong background in nonprofit administration, foundations and fundraising. She is a graduate of the University of Kansas with a Bachelor of Science in Journalism and a Master of Business Administration. She has spent the majority of her career in Wichita. She has worked for organizations in agricultural journalism, oil exploration, child welfare, United Way and physician education. She has managed foundations funding programs for elderly services, HIV, AIDS and dental needs. The mother of three young adults, Nancy will be moving to Great Bend this summer with her husband, Cal, an attorney. She began her duties as Executive Director on July 1.

Dr. Garrett has been with Lone Star College since 2002 and is responsible for the system-wide continuing education operations of the six campus Lone Star College System including career and technical education programs and personal enrichment classes serving over 15,000 students each year. Robin serves on the Texas Workforce Education Leadership Committee and was the chair from 2010-2012, serving workforce education for the state. She is also on the steering committee for the state-wide program of study implementation project. Robin holds a Ph.D. from Nova Southeastern University's Graduate School of Computer and Information Sciences with a concentration in Technology in Education. Dr. Garrett will arrive on campus August 10th.



**Dr. Robin Garrett**  
Vice President

# Associate Faculty Responsibilities

## Certification Rosters

### Fall Semester

If you teach a year-long class, you will receive an email from the Office of the Registrar in September. This email lists instructions for how to certify your class rosters through your PAWS account.

### Year-Long

If you teach a year-long class, you will receive an email from the Office of the Registrar in September. This email lists instructions for how to certify your class rosters through your PAWS account.

### Spring Semester

If you teach a semester-long class in the spring, you will receive an email from the Office of the Registrar in January-February. This email lists instructions for how to certify your class rosters through your PAWS account. If you haven't yet seen this email, please check your spam filters in your email inbox. Sometimes those filters catch our .edu addresses and file them away.

Certifying rosters is a very important part of your responsibility as associate faculty members. If you have received the email but not yet completed it, please sign into your PAWS account and do so immediately. If you have technical issues when you reach the PAWS sign in page read through the directions listed there. If you need your Barton ID number, use the Lookup ID button and verify your information. If you're a new PAWS user, your PIN is your six-digit birthdate. If you have signed in before but forgotten the password you reset, please use the Forgot PIN? button.

If you are still unable to sign in, please contact Enrollment Services at (800) 748-7594 or (620) 792-9252. Their contact information is also listed on the sign in page, should you need to contact them.

## Classroom Assessment Techniques

### (CATs, for short)

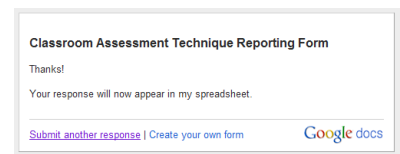
Submitting a CAT only takes a few minutes!!

Submission/Documentation of the CAT can be done using the following link: [www.tinyurl.com/submitCAT](http://www.tinyurl.com/submitCAT)

We ask that you submit one CAT for every CRN that you teach, **so please enter the CRN on the form, not the course number.** For courses with multiple CRNs tied to them, there is a field where multiple CRNs may be entered on the form.

If you made a change of any sort after performing your CAT in your classroom, answer Yes to the final question. For example: Deciding not to teach a lesson based on the fact that your CAT determined your class already understood the material is still a positive change based on a CAT, so you should answer Yes.

After you click "Submit," the following web page will load to confirm submission:



If you think that you submitted a CAT, but it didn't get to us, please consider these possibilities:

- Did you click Submit? It's fairly common to fill out the information and close the information before clicking the Submit button.
- Did an error message pop up when you completed your CAT? There are required fields on the form, and if any of those are left blank, the form won't be processed.
- Did you type your Course Reference Number (CRN) correctly? The most common errors made when submitting CATs is to mistype the CRN or to complete more than one CAT while duplicating the CRN. The survey is set to accept one CAT per CRN and will not correct you if you've typed it incorrectly.