

**President's Staff Meeting**  
**June 24, 2019**  
**A-113**  
**9:00 a.m.**

**NOTES**

**1. Grants & Contracts** – Kurt/Cathie

- [Kurt Updates](#)

Cathy reported Title III is due July 19<sup>th</sup> and Golden Belt small grants are available. It was also announced that there are possible donors for the Camp Aldrich bunk house construction.

**2. [HLC Accreditation](#)** – Myrna reviewed additions/revisions to the charter and identified that an application to the Student Success Academy has been submitted. The Assessment Academy will conclude in October.

**3. New/Revised Policy and Procedures**

➤ **First Reading**

- [2300-Travel](#) – Mark presented and this will return for a second reading.
- ✓ [Employee Questions/Comments](#)

➤ **Second Reading**

- [2111A-Barton Community College Individual Email Address](#) – Michelle presented and this was approved.

➤ **Third Reading**

- [2112-IT Purchases](#) – Michelle presented and this was approved.

**4. [Integrity Matrix](#)** – Elaine reported no changes/updates this month.

**5. [50<sup>th</sup> Anniversary Updates](#)** – Brandon presented proposed events with the September 21<sup>st</sup> event timeframe running from 10:00 a.m. to 4:00 p.m. Conflicts with events taking place at Ft. Riley were presented. An alternate date of September 28<sup>th</sup> was suggested and subsequently, an email follow-up with consensus to confirm the change of date to September 28. December 6<sup>th</sup> was set as the date for the 1<sup>st</sup> graduating class reception.

**6. [50<sup>th</sup> Anniversary Idea](#)** – Elaine brought forward the City Band and Steve Lueth to celebrate the 50<sup>th</sup> with a hot dog feed prior to the concert with details to be promoted. A Hilltop Reunion is being planned for September 21. Another suggestion brought forward was for employees to contribute towards the purchase of new trees to be planted in honor of the 50<sup>th</sup> anniversary.

**7. [Student Services](#)** – Angie provided the following departmental/program reviews. Additional departments will be identified and added for future review.

- [Program Reviews](#) – [Admissions](#) – [Student Service Departments](#)
- Measles Vaccination – Discussions have taken place with counter parts from other colleges and will continue with the school nurse, Director of Student Life and Coordinator of Student Housing, Instruction and coaches to prepare for a potential measles outbreak and steps being taken to develop a process, documentation that will be needed and a waiver for those that can't or won't provide documentation. An All-College communication will be sent out when completed.

**8. Institutional Effectiveness – Charles**

- Strategic Planning – New Goals – The Leadership Executive Planning Committee met on Thursday June 20<sup>th</sup> with new goals being out for final review for finals edits returned by the end of the day.
- [College Wide Power BI Reports](#)
- Power BI Training email has been sent out for training on how to access.
- [KBOR Performance Agreements](#) – The Board of Trustees will be updated that a bridge agreement is being developed until KBOR approves a new plan.

**9. Information Services – Michelle**

- Student email moving to bartonccc.edu – a new date for this move to take place will be set.
- Ellucian Cloud implementation update – a formalized timeline is being developed for a 9-12-month time frame for completion that will begin as of June 1 with the first few months being IT driven.
- Be reminded that email and technical issues need to be sent to [cougartechsupport@bartonccc.edu](mailto:cougartechsupport@bartonccc.edu)

**10. FY20 Budget** – Carl identified that the third draft is 2.1 million over and that a 4<sup>th</sup> draft is in the works for presentation to the Board in July.

**11. Attorney Contact** – Carl reminded that if you have a need to contact the College attorney that all requests must go through the President.

**12. [Board of Trustees meeting](#)** – Carl briefly reviewed the agenda.

**13. Miscellaneous/Announcements**

**ENDS:**

**ESSENTIAL SKILLS  
ACADEMIC ADVANCEMENT  
REGIONAL WORKFORCE NEEDS  
STRATEGIC PLANNING**

**WORKPLACE PREPAREDNESS  
“BARTON EXPERIENCE”  
BARTON SERVICES & REGIONAL LOCATIONS  
CONTINGENCY PLANNING**

**Drive Student Success**

1. *Prioritize retention and completion strategies*
2. *Enhance the Quality of Teaching and Learning*

**Cultivate Community Engagement**

3. *Cultivate and Strengthen Partnerships*
4. *Reinforce Public Recognition of Barton Community College*
5. *Provide Cultural and Learning Experiences for the community*

**Emphasize Institutional Effectiveness**

6. *Develop, enhance, and align business processes*
7. *Cultivate a service-minded, welcoming and safe environment*

**Optimize Employee Experience**

8. *Support a culture in which employees are engaged and productive*
9. *Develop, enhance, and align business human resource processes*