

**President's Staff Meeting**

**9:00 a.m. – A-113**

**February 20, 2023**

\*monthly reporting topic

<u>Present X</u> <u>Absent 0</u>		<u>Present X</u> <u>Absent 0</u>		<u>Present X</u> <u>Absent 0</u>	
Amye Schneider	X	Todd Mobray	X	Mark Dean	0
Carl Heilman	X	Brian Howe	X	Angie Maddy	X
Renee Demel	X	Krystall Barnes	X	Lindsey Bogner	X
Myrna Perkins	0	Kurt Teal	X	Jenna Hoffman	X
Elaine Simmons	X	Claudia Mather	X	Trevor Rolfs	X
Maggie Harris	X	Kathy Kottas	X		

**1. \*Grants & Contracts – Kurt and Krystall**

- [Kurt Update](#) – Kurt had nothing new to report; he reviewed his document. Note: there are concerns with the Leavenworth Office making it unsuitable for business and a move may soon be taking place. IT assistance will be required.

Krystall reported that she has been meeting with Grant managers to familiarize herself with the Grants, subawards and the grants.gov website.

**2. New/Revised Policy and Procedures – Jenna**

- First Reading – no concerns. Present for second reading.
  - [1502 – Instructional Program](#)
    - ✓ Employee Questions/Comments (none)
  - [2540 – Credit hour Allocation](#)
    - ✓ Employee Questions/Comments (none)
- Second Reading – no concerns. Approved.
  - [2102 – Institutional Planning and Effectiveness](#)
  - [2171 – Information Services Security Procedures](#)

**3. Motimatic Campaign for Barton Online – Maggie presented an [overview](#) of what had transpired over the past couple of months.**

**4. Campus TVs – Maggie/Renee reported that the assessment continues. BizPlay devices are outdated and then it will need to be determined which TVs are currently using BizPlay or if there is a purpose for the TVs in specific areas.**

**5. \*Institutional Effectiveness – Todd**

- [Committee Membership](#) – Updated with current info (Instruction List) Todd reviewed recommended changes/updates
- [Data Request Form](#) – New version is live
- [Survey Load Calendar](#) – First draft on internal page (New Survey approval/scheduling) Note Noel Levitz new timing to go out to students
- [Internal IE Web Page](#) – Live and under construction
- [Partnerships Update](#) – Numbers updated (form being created) Todd was asked to share with the Board of Trustees in his Strategic Planning Report.
- [What do you want to learn from an Economic Impact Report?](#) Todd requested that members of President's staff complete this survey.

**6. \*Information Services – Renee**

- Who is using SignUp Genius? IT/IS is assessing the need for this program.
- ZenDesk Ticketing system now includes Facility Management. The 3 primary departments using the ticketing system with emails and forms are IT/IS, IR, and Facility Management. Emails follow respectively: [cougartechsupport@bartonccc.edu](mailto:cougartechsupport@bartonccc.edu) - [IE@bartonccc.edu](mailto:IE@bartonccc.edu) - [fmsupport@bartonccc.edu](mailto:fmsupport@bartonccc.edu)  
It was requested that these emails/forms be posted for users to be able to find. The forms center was recommended.

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- It was also noted that Cougar Tech Support Calls (100) for students, go to voicemail and for employees, it rolls and rings IT phones to be picked up.

**7. TEA and Affiliation Legislation** – Carl commented on TEA reformatting and concerns arising from legislation.

**8. Board of Trustees Regular Meeting** – Carl identified a short agenda with a Groundbreaking Ceremony to occur prior to the Board meeting next Tuesday.

**9. Miscellaneous/Announcements**

- Clay Shoot – April 16<sup>th</sup>. New this year, 3 independent raffles of a 3-day bow hunt package and 2 shotguns.
- Performing Art Programs gearing up. Check for upcoming events
- Kansas Deans and Directors Group on campus this Thursday in F-30.
- Cougar Nation Magazine – Quarterly editions and Special editions shared
- Kudos to the Athletic Department and athletes for their community service efforts
- Check out the upcoming Athletic events, playoff schedules
- 1ADII High School State Basketball hosted at Barton March 8, 9, 10, and 11.

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**ENDS:**

**FUNDAMENTAL SKILLS (END 1)  
ACADEMIC ADVANCEMENT (END 3)  
REGIONAL WORKFORCE NEEDS (END 5)  
STRATEGIC PLANNING (END 7)**

**WORKPLACE PREPAREDNESS (END 2)  
BARTON EXPERIENCE (END 4)  
BARTON SERVICES & REGIONAL LOCATIONS (END 6)  
CONTINGENCY PLANNING (END 8)**

**Barton Core Priorities/Strategic Goals**

***Drive Student Success***

1. Advance student entry, reentry, retention, and completion strategies.
2. Foster excellence in teaching and learning.

***Cultivate Community Engagement***

3. Expand partnerships & public recognition of Barton Community College.

***Optimize the Barton Experience***

4. Promote a welcoming environment that recognizes and supports student and employee engagement, integrity, inclusivity, value, and growth.

***Emphasize Institutional Effectiveness***

5. Develop, enhance, and align business processes.