



END 6

Barton Services & Regional Locations

2023

Dean Military Academics, Technical Education and Outreach Programs, Kurtis Teal

END 6 Barton Services & Regional Locations

The College Mission will be supported by the strategic development of Barton service and regional locations

1. Services and locations will be compatible to the institutional mission of the College
2. Services and locations will be in accordance to available resources
3. Services and locations will maximize revenues and minimize expenses
4. Services and locations will generate revenue to meet their locational expenses
5. Services and locations will compliment growth of student learning services

This policy adopted on 01-20-2011

Revised on 11-24-15

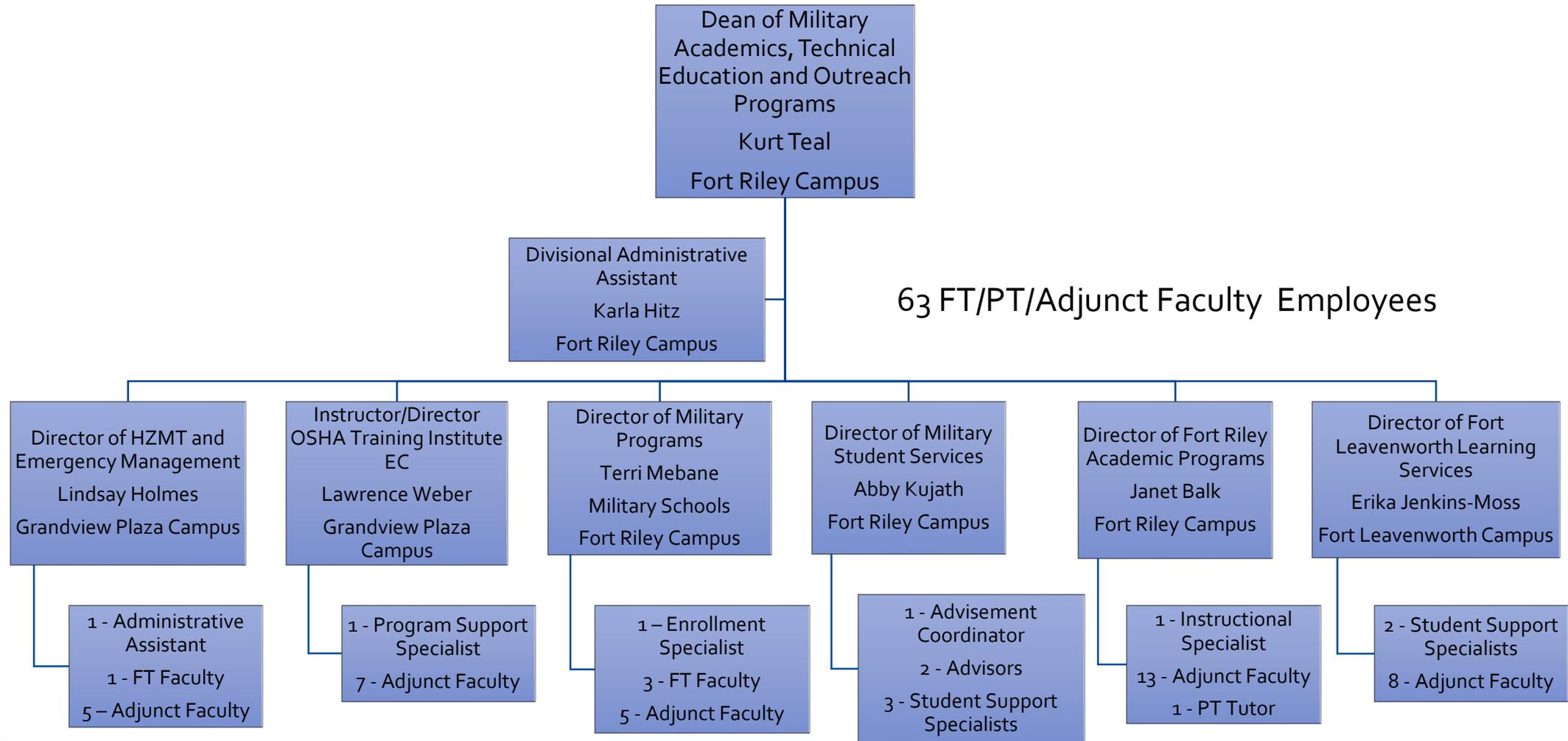
Revised on 05-28-19 (minor change)

Reviewed on 01-25-22 (no changes)

END 6 Barton Services & Regional Locations

Military Academics, Technical Education, and Outreach Programs

Organizational Structure



END 6 Barton Services & Regional Locations

Indicator #1

Services and locations will be compatible to the institutional mission of the College

- Maintain a solid working relationship within the Education Services Officer, Education Services Staff, and Consortium of College representatives at both military installations; attend and actively participate in monthly/quarterly scheduled meetings and support graduation events
- Hiring practices strive for faculty and staff that are functional experts in more than one program/discipline/area and eligible for instruction or staff duties across all campuses
- Fort Riley campus - Provide Academic Services to students (advising, enrollment assistance, financial aid (TRIO), VA advising, financial servicing, tutoring, placement testing, and CLEP/DSST testing)
 - BSEP classes, Tutor Center and CLEP/DSST testing are scheduled to relocate from B7656 to B211 on 5/23/23
- Fort Leavenworth campus - Provide Academic Services to students (enrollment assistance, placement testing, and CLEP/DSST testing) and advising and VA services during quarterly visits from Fort Riley Academic Services representatives. Students may also request advising and VA services via phone or Zoom appointments outside of the quarterly visits
- Grandview Plaza campus - Provide Technical Program and Business Client services to students and businesses (advising, enrollment assistance, financial aid (TRIO), financial servicing, and HZMT/EMHS/OSH/MOST training for-a-fee services)

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Indicator #1

Services and locations will be compatible to the institutional mission of the College (Cont)

- Staff and faculty participate in regional conferences, workshops, serve on Barton committees, program advisory boards, and participate in Barton and KCCLI leadership enhancing activities
- Advisors attend NACADA each year and several staff/faculty attended NISOD conference sessions this past year
 - Faculty have mentioned the excellent support and information the College provides through its Cougar Tales and All Faculty meetings.
- Provide and promote a variety of educational delivery types: In-person, LiveOnline, Fuzion, and Fully Online programs
- Develop and pursue Industry supporting technical programs when opportunities are found
- Advisory committee's meet for each technical program a minimum of twice a year
- Pursue and develop new partnerships with regional business and/or industry organizations and maintain those we already have
- Pursue and provide Industry/regionally recognized certificates for student completers when we learn of new opportunities

END 6 Barton Services & Regional Locations Indicator #2

Services and locations will be in accordance to available resources

- Barton operations at Fort Riley, Fort Leavenworth, and Grandview Plaza are positioned at or near key locations on each military installation
- Academic and Technical programs are designed with soldiers, civilians, and their family members' educational needs in mind
- Utilization of available resources (classrooms, technology, office space, etc.) is achieved and maximized by working closely with our Education Service Center partners at all locations
- Developed a partnership with the Barton Library to bring a selection of books to non-GB campus students, as well as training to staff to assist students with requesting an inter-campus book loan
 - Active at Fort Riley; Soon to be implemented at Fort Leavenworth
- Staff are cross-trained to create functional experts in more than one department/area to assist students during high volume enrollment/student service times
- Monthly Dean/Director staff meetings are conducted to ensure planning, operations, and resource allocation are facilitated across the MATEOP division
- Welcomed and supported visits from The Center staff: The Center recently visited the campuses at Fort Riley, Leavenworth and Grandview Plaza to provide PD training that included Instructional Design for Canvas Course Shells, OER/Competency Alignment, how to navigate the professional development page and an introduction of Barton Online's staff and available programs

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Indicator #3

Services and locations will maximize revenues and minimize expenses

- Budgetary funds are watched closely by each program/department Director; all requisitions require Dean approval. Directors report to the Dean each month the status of their budget (Green, Amber, Red)
- Academic schedules are created by utilizing past data, student needs, student surveys, and regular discussions with the Education Services Office representatives with a focus of minimizing expenses and maximizing the student experience
- Grant opportunities are sought out where applicable/available:
 - BCC Foundation – Fort Riley Military Programs was awarded \$1,778.95 towards the purchase of a Rail Loading Tiedown Simulator. The simulator is used in two MLTR classes to train students in the proper tie-down procedures to secure military vehicles on a flatbed railcar.
 - BCC Foundation – The Occupational Safety and Health program was awarded \$615.00 towards the purchase of hand tools to be used in a majority of the OSH related classes to improved their understanding of the importance of having and using the proper tool for the job department vs. what can happen when the wrong tool is used.
- Identify, evaluate, and pursues restructure options when/where applicable and/or directed
 - Barton Academic and Student Support Operations on Fort Riley are consolidating at or near B211 (BSEP Classroom, Tutor Center, Directors office, CLEP/DSST Test Site, and all class rooms are relocating to B211 from B7656 on 5/23/23)
 - The FR and FL campuses continue a stronger working relationship due to the team mentality of the current directors

END 6 Barton Services & Regional Locations Indicator #4

Services and locations will generate revenue to meet their locational expenses

- Promote to the military community Barton's Academic (LSEC & CP), Technical (Military Programs, EMHS/HZMT and OSH) and Barton Online's course offerings to generate enrollments
 - New programs to promote this Fall: AAS - Early Childhood Education, Emergency Management/ Homeland Security, Hazardous Materials Management, Occupational Safety and Health, Applied Technologies; AA – Criminal Justice; AGS – Military Studies; Certificates - Child Development, Business Management & Leadership- Entrepreneurial emphasis, Emergency Management/ Homeland Security, Emergency Operations Specialist, Emergency Planning and Mitigation, Hazardous Materials Management, Environmental Management Professional, Environmental Regulations Specialist, Occupational Safety and Health, Military Leadership, Military Logistics, Military Dangerous Materials Handling, Criminal Justice, Network Security Specialist
 - Maintain and regularly post items including but not limited to LSEC and CP schedules, inclement weather delays/closures, and Barton student interest articles to both the FR and FL campus Facebook webpages
 - Partner with the Barton print shop and mail office for regular mailings to Fort Riley housing units
 - Developing a similar partnership for regular mailings to all Fort Leavenworth housing units
- Added the capability to provide a tuition paying option to non-scholarship qualifying students to attend LSEC classes at both Forts

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Indicator #4

Services and locations will generate revenue to meet their locational expenses (Cont)

- Support, direct, and guide faculty toward the movement of converting all LSEC classes to Open Educational Resources (OER) to greatly reduce the annual costs of purchasing books for calendar year 2024 forward
- Continuing our partnerships with Deans Howe and Dr. Kottas in offering 8-week Great Bend campus classes to FR/FL students under the military (UOF) affiliated scholarship
 - In Spring 2022, the GB campus classes of ACCT 1616 and ACCT 1618 were open to FR/FL students
 - In Fall 2022, the GB campus classes of ACCT 1602 were open to FR/FL students
- Both Dean's are receptive to and assist us with asking their faculty (if not already scheduled) to facilitate both LSEC and CP classes when we have faculty shortfalls
- Contract/services revenue is used to fund/augment unscheduled or unbudgeted expenses when needed
- Standard cost vs. revenue worksheets are required for use in Agreement, Contract and Technical Training for-a-fee classes
 - An estimated \$218,269.00 has been received via the HZMT/EMHS/OSHA/MOST for-a-fee training service over the previous 10 months

END 6 Barton Services & Regional Locations Indicator #5

Services and locations will compliment growth of student learning services

- Cultivate and maintain a solid working relationship with Education Service Center representatives at both military installations
- Identify and address new student services opportunities/requirements in monthly one-to-one and group program/department meetings
- Continue cross training of administrative and enrollment staff to assist during peak enrollment and personal absences of staff
- Key department personnel participate on the College's PTP committee and other learning service related committees
- Academic Program and Student Services Directors conduct weekly, monthly, and quarterly meetings to:
 - Ensure all LSEC (daytime) and CP (evening) classes facilitated at one Fort are available to students at the other Fort. This teamwork has significantly reduced the number of low-enrollment class cancelations
 - Ensure the availability and equal distribution/allocation of resources (Books and/or lab kits for Art and Chemistry classes)
- Making use of monthly slow activity days (RDO) to provide professional and inter-department training to staff

END 6 Barton Services & Regional Locations Student Engagement / Feedback

- Student comment emailed to staff about Dr. Ravitskiy facilitating an LSEC LIFE 1409 Anatomy & Physiology II class: "I would like to thank you for all of the time and effort that you put towards the class these past many weeks. I have learned so much and feel ready to head into nursing school this fall. It is more than academics that you are teaching... and today's final class brought it all together."
- A parent called Director Jenkins-Moss: "I wanted you to know that you have the most wonderful and helpful office staff. They answered my many phone calls and questions as I tried to prepare my high schooler to take this upcoming Summer cycle. They were very patient with me and my son is enrolled and ready to take classes. I appreciated their friendliness and professionalism."
- Paraphrased student comment emailed to Director Kujath: I am stationed at Fort Riley, K.S. Since 2021, and have been a student at Barton Community College for a year. I am writing to let you know that Miss. Emily Harper is an excellent academy adviser. I gave her 5 stars for her dedication and her job, because of her support, I am going to graduate this year, from Barton Community College. I am so happy!!!!
- Student comments left via the ArmyIgnitED Portal:
 - Staff and professors are knowledgeable with support for students of all backgrounds. College has great support programs from library, tutors and tech support making the learning environment very welcoming.
 - Excellent College – Informative classes with understanding instructors.

END 6 Barton Services & Regional Locations Student Engagement / Feedback (Cont)

- Student evaluation, Dr. Barbara Hanson's LSEC ENGL 1206: I really enjoy Dr. Hanson's classes as she is helpful, thoughtful, and knowledgeable. Don't let anyone else know, we don't want to damage her street cred, but she is amazing, considerate, and sympathetic. I would love to have her again. However, this is my last required English class, so I say goodbye and thank you.
- Student evaluation, Jimi Parker's CP COMM 1230: Dr. Parker is awesome and made this course that I dreaded taking encouraging, educational, and fun.
- Student evaluation, Sue Simmons' CLDP LEAD 1004: Thank you Sue for the time and effort that you have put into this course, and the additions that you have made to improve it. You are a great asset to you organization and the Army as a whole. Those that take this course are all the better for it. I look forward to what this course you have built looks like in the future
- Student evaluation, Amber Bebout's LSEC MATH 1809: Miss Bebout is an upbeat and enthusiastic teacher, very knowledgeable in her field and always willing to be there for us if needed outside of class. Her lectures are clear and concise even when being hours long, she explained things in a way that kept us engaged, and made sure we got everything before moving forward.
- Student evaluation, Qiong Yu's LSEC ENGL 1120: Mrs. Yu is an excellent teacher, she knows how to interact with the students and she looks for different ways to explain to us so that we can understand what she is teaching us.



Questions?