

**REGULAR MEETING OF THE
BOARD OF TRUSTEES
BARTON COUNTY COMMUNITY COLLEGE
Tuesday, September 16, 2003 – 4:00 p.m.
U-219 (Upper Level of Student Union)**

AGENDA

| | | |
|------------|--|-----------|
| 1. | Official Board Meetings | 1 |
| 2. | Call to Order | 1 |
| | Comments from Chairman Introduction of Guests | |
| 3. | Public/Employee Comment | 1 |
| 4. | Introduction of Guests | 1 |
| 5. | Staff Report | 1 |
| 6. | Consent Agenda | 2 |
| | Minutes of August 5, 2003 Budget Hearing/Regular Board Meeting Personnel | |
| 7. | Action Items | 11 |
| | Acceptance of Educational Opportunity Center Grant Request for Extension of Unpaid Leave of Absence | |
| 8. | KCCT/KBOR Report | 15 |
| 9. | Information/Discussion Items | 15 |
| | Monitoring Reports August Board Activities President's Report of Monthly Activities | |
| 10. | Notices and Communications | 19 |
| 11. | Executive Session | 20 |

Meeting of the Board of Trustees
Barton County Community College

September 16, 2003

OFFICIAL BOARD MEETINGS

Comments: All official Board meetings are open to the public except executive sessions, which are convened in compliance with State law. The Board of Trustees welcomes the attendance and participation of citizens in regular meetings and upon recognition by the Chairman, encourages questions or comments pertaining to items on the agenda. Persons having other matters to be brought before the Board should submit these matters in writing to the President at least 72 hours in advance of the meeting, in order that items may be placed on the agenda. In accordance with time requirements, the Chairman reserves the right to limit comments, both in content and length of presentation.

1. No comments will be heard on matters which are not on the agenda without the consent of the Board.
2. Persons wishing to speak will identify themselves to the Chairman and state whether or not they represent the opinion of a group.
3. Each person may speak no longer than five (5) minutes.
4. Presentations containing information or comments related to College personnel or students may be referred for consideration in executive sessions.
5. The Chairman reserves the right to stop the proceedings and poll the Board to determine if a speaker may continue.

Please Note: Barton County Community College Trustees routinely hold a monthly Board study session for the purpose of setting goals, Board development, and future planning; discussion is informal and no votes are taken. Both the regularly scheduled monthly Board meeting and the monthly study session are subject to the Kansas Open Meetings Act and are open to the public.

Information Only

Meeting of the Board of Trustees
Barton County Community College

September 16, 2003

COMMENTS FROM CHAIRMAN

The Chairman will address the assembly.

PUBLIC AND/OR EMPLOYEE COMMENT

No requests for public and/or employee comment have been received.

INTRODUCTION OF GUESTS

- The President or his designee will introduce guests, including new employees.

STAFF REPORT

- Dr. Dennis Franz will present a report on EduKan.

Meeting of the Board of Trustees
Barton County Community College

September 16, 2003

CONSENT AGENDA

Comments: In accordance with Barton's Board policy governance, the following items are presented to the Board for approval as a part of the Consent Agenda.

Recommendation: After reviewing the detail for each item, it is recommended that the Board approve the Consent Agenda as presented:

- Minutes of the Budget Hearing/Regular Meeting of the Board of Trustees, held on August 5, 2003
- Personnel

Action: President's Office

**Minutes of Budget Hearing/Regular Meeting of the Board of Trustees
Barton County Community College
August 5, 2003**

CALL TO ORDER

The budget hearing/regular meeting of the Board of Trustees of Barton County Community College was called to order at 4:00 p.m., August 5, 2003, in room U-219 of the Student Union.

ATTENDANCE

Trustees Present: Mike Johnson, Stephan J. Mermis, Gene O'Connor, Marvin Sessler,
Dan Soeken, J.B. Webster

Trustees Absent: None

Other Attendees: Susan Thacker of the Great Bend Tribune; Don Humphreys; Dr. Karen Clos; Ron Vratil; Michael Dawes; Mike Weltsch; Cathie Oshiro; Dick Wade; Dr. Tim Kimmel; Mark Dean; Angie Brummer; Dr. Veldon L. Law; and Marilyn Beary.

Chairman Mermis led the attendees in the Pledge of Allegiance.

Comments from Chairman: Chairman Mermis opened the meeting by welcoming the guests.

BUDGET HEARING

The Chairman presented the proposed budget for 2003-2004 as published, inquired as to whether there were any questions or comments, and announced that the Budget Hearing would remain open until 4:30 p.m. in order to allow any latecomers the opportunity to address this issue.

Susan Thacker asked clarifying statements relative to the budget process and Don Humphreys presented questions and statements to the Board. At 4:30 p.m., Chairman Mermis asked if there were any further questions concerning the budget. There were none offered. Chairman Mermis then closed the budget hearing.

Trustee Webster moved that the Board of Trustees approve the 2003-2004 budget as published. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.

PUBLIC AND EMPLOYEE COMMENT

No requests for public and/or employee comment were received.

INTRODUCTION OF NEW EMPLOYEE

Dr. Clos introduced Mary Hester - Director of Learning Resources

CONSENT AGENDA

The following items were presented for the Board's Approval:

- Minutes of the regular Board meeting of July 15, 2003
- Personnel

It was noted that the claims and financials for the month of July was not available, due to time constraints, and would be available for review at the September, 2003 Board meeting.

Trustee Soeken moved that the Board approve the consent agenda as presented. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

ACTION ITEMS

RSVP Grant Application Request – The Board was presented with a request to authorize the President to approve application for the Retired and Senior Volunteer Program Grant (RSVP) in the funding range of \$60,000.

Trustee Sessler moved that the Board authorize the President to approve application for the RSVP grant as presented. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

Acceptance of Grants – The College had received grant notifications for the following grants and it was recommended that the Board authorize the President to accept the grants on the College's behalf which were in amounts over the \$10,000 limit for which the President may accept without Board authorization:

- ABE/GED (funding range of approximately \$109,220)
- Carl Perkins Improvement (funding range of approximately \$204,974)
- Carl Perkins Non-Traditional (funding range of \$37,500)
- Tech Prep (funding range of approximately \$60,000)
- Student Support Services (funding range of approximately \$285,353)
- Upward Bound (funding range of approximately \$234,624)

Trustee O'Connor questioned the \$105,297 institutional obligation as reflected on the ABE/GED Grant Acceptance Request. Cathie Oshiro advised the Board that this was a typographical error that would be corrected.

Trustee Soeken moved that the Board authorize the President to accept the grants, as corrected. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.

Professional Liability Insurance – Quotes for professional liability insurance were distributed for Board action. The Administration recommended to the Trustees that the low quote from Granite State Insurance Company, with what is anticipated as an annual premium of \$9,887 be approved as presented.

Trustee Johnson moved that the Board approve the professional liability insurance to be provided by Granite State Insurance Company as recommended. The motion was seconded by Trustee Soeken. Following discussion, the motion carried.

KACCT/KBOR Report – Dr. Law shared with the Board current and upcoming activities with the KACCT/KBOR.

INFORMATION/DISCUSSION ITEMS – The following were presented to the Board as informational items:

Monitoring Reports
Upcoming Board Meetings/Activities
President's Report of Monthly Activities

EXECUTIVE SESSION – Chairman Mermis advised that an executive session would not be necessary.

ADJOURNMENT – The meeting adjourned at 4:52 p.m.

Stephan J. Mermis, Chairman

Mike Johnson, Secretary

Recorded by Marilyn Beary

PERSONNEL

Resignations/Terminations

Erin McKernan – Support Specialist

Grant Positions Ending

LaVerne Bitsei-Baldwin – Tutor (Fort Riley)

Catherine Graves – Tutor (Fort Riley)

Marlene Sedillos – Learning Skills & Technology Specialist (Fort Riley)

Jim Turner – Tutor (Fort Riley)

Jim Waitt – Instructional Technology Technician

Temporary Appointments

Ping Cao – Volleyball Aide

Luz Betty Gordon – Tutor (MLT bi-lingual; part-time)

Stephanie Kimbrel – Lab Assistant (part-time; Fort Riley)

Temporary Appointments Ending

Todd Ammeter – Camp Aldrich (part-time)

Jami Klug – Camp Aldrich (part-time)

Benjamin South – Camp Aldrich (part-time)

Star Staton – Camp Aldrich (part-time)

Damian Tudor – Camp Aldrich (part-time)

Replacement Positions

Keith Kennon – Security Officer

Wendy Miller – Secretary (Upward Bound/Student Support Services and TRIO Grants)

Kay Neighbors – Accounts Payable Clerk

Jaden Uken – Assistant Men's Basketball Coach

Rita Williamson – Technology Tutor (Adult Education)

Position Changes

Teresa Johnson – from Degree Audit, Tracking & Training Specialist to Instructor (English)

Judith Whitley – from Evening Instructional Specialist to Non-Traditional Grant Facilitator

Overload Contracts

Randy Allen

General Psychology ITV

Dana Allison

Digital Image Editing

Rick Bealer

Course Development

Kathy Boeger

Business Law

Jeana Brack

Intro to Computers

Linda Carson

Children's Literature

Linda Carson

Child Care Seminar

Cheyly Clawson

Modern Dance I & II

Cheyly Clawson

Jazz Dance I

Cheyly Clawson

Barton Dance Theater

Cheyla Clawson
Cheyla Clawson
Paul Clemens
Kathleen Dewey
Steve Dudek
Steve Dudek
Robert Dunavan
Robert Dunavan
Wade Forrestt
Bill Forst
Michael Grub
Brian Howe
Brian Howe
Brian Howe
Ed Johnson
Ed Johnson
Teresa Johnson
Teresa Johnson
Ron Kirmer
Ron Kirmer
Shanna Legleiter
Shanna Legleiter
Shanna Legleiter
Linda McCaffery
Renelle Mooney
Ruth Moritz
Cindy Piper
Cindy Piper
Doug Polston
Stephen Pottorff
Kay Robinson
Jennifer Schartz
Darcy Wedel
Owen Williamson

Jazz Dance I
Dance Theater
Fundamentals of Chemistry Lab
Business Statistics
Painting I
Painting II
Principles of Microeconomics
Introduction to Business
Lifetime Fitness & Wellness
Art History Survey I
Basic Applied Math
College Algebra
College Algebra
Course Development
Introduction to Sociology
Introduction to Sociology
English Composition I
Course Development
Special Problems in Auto
Auto Braking System
Beginning Keyboard
Ten Key
Word Processing
History
Income Tax Prep.
English Composition I
Personal & Community Health
Bowling
UNIX
Environmental Science / Lab
Public Speaking
Newspaper Production I/Radio Practicum
Auto Computer Control System
English Composition II

Christine Abbott
Christine Abbott
Christine Abbott
Christine Abbott
Christine Abbott
Christine Abbott
Janet Balk
Janet Balk
Geraldine Ball
Geraldine Ball
Charles Bartlett
Jennifer Battles
Laverne Bitsie-Baldwin

Supplemental Contracts

Introduction to Sociology
Human Sexuality
Interpersonal Communication
Developmental Psychology
Death & Dying
Marriage and Family
Western Civilization to 1500
Western Civilization to 1500
Women & the American Experience
Introduction to Philosophy
Intermediate Algebra
EMTS Lab Assistant
College Algebra

| | |
|-------------------|--------------------------------------|
| George Bowman | Transformers & DC Motors |
| George Bowman | Weapons Storage Facility Oper |
| George Bowman | Laser Sighting & Engage System |
| George Bowman | Military Passeng.-Carry Vehicle |
| Sarah Bretches | Basic Algebra – 2 sections |
| Kenneth Brooks | Introduction to Geology / Lab |
| Walter Brown | Tank & Lease Operations |
| Walter Brown | Substitute |
| Walter Brown | Transport Hand & Stor-Explos. Mat. |
| Gerald Butler | World & Regional Geography |
| Gerald Butler | Physical Geography |
| Wendy Butler | Principles of Macroeconomics |
| Wendy Butler | Personal Finance |
| Wendy Butler | Principles of Macroeconomics |
| Wendy Butler | Principles of Microeconomics |
| Winifried Butler | Total Quality Management |
| Winifried Butler | Western Civilization to 1500 |
| Ping Cao | HPER |
| Eugene Compton | Emergency Medical Training |
| Eugene Compton | Emergency Medical Training |
| Eugene Compton | EMTS Lab Assistant |
| Dustin Cook | Basic Algebra |
| Charles Davis | The Short Story |
| Charles Davis | Introduction to Philosophy |
| Charles Davis | Intro to Literature |
| Charles Davis | Introduction to Philosophy |
| Jeffrey DeFries | Business Ethics |
| Denise DelCarmen | Basic Nutrition |
| Denise DelCarmen | Basic Nutrition |
| Jared Duley | Social Psychology |
| Jared Duley | Social Psychology |
| Jennifer Dunn | Principles of Biology |
| Rhonda Eurich | Beginning/Intermediate Swimming |
| Deborah Eyestone | English Comp. II |
| Gordon Farmer | Military Hist./Amer. Civil War |
| Jo Felke | Karate I |
| Marsha Finley | Human Resource Management |
| Marsha Finley | Fld. Exp. In Human Resource Mgmt. |
| Marsha Finley | Sanitation & Mgmt. of Food Service |
| Marsha Finley | Nutrition Therapy |
| Marsha Finley | Fld. Exp. Sani. & Mgmt. of Food Sys. |
| Marsha Finley | Field Experience in Nutrition |
| Marsha Finley | Course Mentor |
| Bill Forst | Art Appreciation |
| Bill Forst | Art Appreciation |
| Gillian Gabelmann | Basic Algebra |
| Larry Gale | Woodworking I, II, IAP |
| Magdalena Gamble | Nuclear Bio & Chem. Resp. Operat |
| Stephannie Goerl | English Composition I |

| | |
|-----------------|-------------------------------|
| Vaughn Goerl | Basic Applied Math |
| Addie Goymerac | Environmental Science |
| Addie Goymerac | Environmental Science / Lab |
| Addie Goymerac | Intermediate Algebra |
| Addie Goymerac | Intermediate Algebra |
| Sheyenne Heller | English Composition I |
| Sheyenne Heller | Technical & Report Writing |
| Sheyenne Heller | Fundamentals of Grammar |
| Sheyenne Heller | English Composition I |
| Sheyenne Heller | English Composition II |
| Sheyenne Heller | Great Books Program |
| Joy Hembree | Aqua Aerobics |
| Ken Henderson | Intro to Athletic Training |
| William Hickert | Scuba Diving |
| Teresa Johnson | Speedreading |
| Teresa Johnson | English ITV Instructor |
| Marlene Kabriel | Language Lab |
| Don Kayser | Golf/Adv. Golf |
| Lee Keil | Auto Body Repair I, II, III |
| Joel Keith | Beginning Guitar |
| Ed Kennedy | Supply in War |
| Rhonda Kent | Introduction to Counseling |
| Dennis King | Environmental Health & Safety |
| Dennis King | Environmental Health & Safety |
| Dennis King | Substitute |
| Dennis King | Renovating & Remodeling |
| Dennis King | Contingency Planning |
| Dennis King | OSHA General Industry Regs. |
| Gene Kingslien | Personal & Community Health |
| Kurtis Koch | Applied Music Ind. Percussion |
| Karen Kratzer | Medical Terminology |
| Myron Kryschtal | Intro to Leadership Concepts |
| Myron Kryschtal | Intro to Political Science |
| Myron Kryschtal | Intro to Leadership Concepts |
| Myron Kryschtal | Intro to Political Science |
| Myron Kryschtal | International Relations |
| James Lakey | Intro to Philosophy |
| James Lakey | Systematic Ethics |
| James Lakey | Intro to Philosophy |
| Lyles Lashley | Basic Applied Math |
| Lyles Lashley | Basic Applied Math |
| Joel Lundstrom | General Psychology |
| Joel Lundstrom | Contemporary Social Problems |
| Joel Lundstrom | General Psychology |
| Joel Lundstrom | Contemporary Social Problems |
| John Mack | Introduction to Logic |
| Joel Maiorano | Religion |
| Jari Marietta | Intro to Literature |
| Kim Mansfield | Introduction to Counseling |

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|--------------------------------|--|
| Kim Mansfiel | Group Dynamics |
| Ruth Moritz | Peer Consulting |
| Ruth Moritz | Peer Consulting |
| Anita Motsenbocker-Alford Java | Programming |
| Kevin Murphy | Microcomputer Apps. I |
| Kevin Murphy | Microcomputer Apps. I |
| Dan Myers | Supervisory Development |
| Bill Nash | OSHA General Industry Regs |
| Bill Nash | Incident Command |
| Bill Nash | Emergency Resp. to Chem. Spills |
| Bill Nash | OSHA General Industry Regs |
| Susan Newby | Public Speaking |
| Richard Nichols | Weapons Storage Facility Oper. |
| Richard Nichols | Training Records Management |
| Richard Nichols | Small Group Leaders Train Case |
| Jacqueline Oborny | Elementary Spanish I |
| Evelyn Parker | Making the Transition |
| Rick Peters | Art Appreciation |
| Rick Peters | Art Appreciation |
| Rick Peters | Art Appreciation |
| Warren Peterson | Police Defense Tactics |
| Dale Riggs | Photography I |
| Debra Ring | Children's Nutrition |
| Norman Russell | Technical Mathematics |
| Norman Russell | College Algebra |
| Norman Russell | Elements of Statistics |
| Norman Russell | Physical Science |
| Gary Sacher | Military Passeng-Carry Vehicle |
| Jann Sherman | Basic Algebra |
| Jeff Shull | Microcomputer Repair & Upgrade |
| Brenda Siebold | Spreadsheet Applications |
| Brenda Siebold | Adv. WP Applications & Proced |
| Brenda Siebold | Multimedia Presentations |
| Brenda Siebold | Adv. WP Applications & Proced |
| Gloria Siefkes | Basic Nutrition |
| Susan Simmons | Data Base Management System |
| Susan Simmons | Word Processing Applications |
| Patricia Snyder | Anatomy & Physiology I |
| Kayla Springer | Conversational Spanish |
| Angela Sullivan | College Algebra |
| John Truitt | Environ. Protection Agency Reg. |
| John Truitt | Substitute |
| John Truitt | Environmental Protect Agency Regs II |
| Lori Underwood | Hilltops Accompaniment |
| Roger Vanderlinde | Organization Maintenance Mgmt |
| Roger Vanderlinde | Organization Maintenance Mgmt |
| Roger Vanderlinde | American West |
| Bruce Watson | EMT & Refresher Seminar II |
| Bruce Watson | Emerg. 1 st Aid Tact Operations |

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|------------------|--|
| Bruce Watson | Emerg. 1 st Aid Tact Operations |
| Bruce Watson | Emerg. 1 st Aid Tact Operations |
| Bruce Watson | EMTS Lab Assistant |
| Bruce Watson | Emerg. 1 st Aid Tact Operations |
| Patricia Wells | Basic Math Skills/Preparatory Math |
| Michael Weltsch | American Military History |
| Michael Weltsch | American Military History |
| Melinda Whitney | Emerg. 1 st Aid Tact Operations |
| Melinda Whitney | EMT & Refresher Seminar II |
| Russell Wilson | Pre Hosp. Trauma Life Support - P |
| Russell Wilson | Trauma AIMS |
| Russell Wilson | Emerg. 1 st Aid Tact Operations |
| Russell Wilson | Pre Hosp. Trauma Life Support – P |
| Mandy Wiltse | Accounting I – ITV |
| Mandy Wiltse | Course Development |
| Greg Wolf | Transport Hand & Stor Explos Mat |
| Greg Wolf | Emergency Resp. to Chem. Spills |
| Darren Worcester | Technical Drafting I |

Community Education

| | |
|-------------------|--|
| Donna Scott | Certified Medication Aide Update – Hays (10/3/03 – 10/4/03) |
| Robin Fabricus | BML Law & Banking (10/7/03 – 12/9/03) |
| Carolyn Churchill | Business Communication - Pension (10/7/03 – 12/9/03) |

Degree Program

| | |
|---------------|---|
| Larissa Adams | Adv. Methods of Classroom Mgmt./Ellsworth (9/16/03 – 11/18/03) |
| Janice Lubeck | Business Ethics/Russell (10/7/03 – 12/9/03) |

Outreach

| | |
|--------------|--|
| Teresa Finch | Foods for Today/St. John (8/27/03 – 12/10/03) |
|--------------|--|

ACTION ITEMS

Acceptance of Educational Opportunity Center Grant
Request for Extension of Unpaid Leave of Absence

Meeting of the Board of Trustees
Barton County Community College

September 16, 2003

ACCEPTANCE OF EDUCATIONAL OPPORTUNITY CENTER GRANT

Detail: The College has received approval notification for the Educational Opportunity Center Grant in the funding range of \$255,385.

Recommendation: It is recommended that the Board of Trustees authorize the President to accept, on behalf of the College, the Educational Opportunity Center Grant in the funding range of \$255,385 which exceeds the limit for which the President may accept without Board authorization.

Action: Director of Grants

**BARTON COUNTY COMMUNITY COLLEGE
ACCEPTANCE OF GRANT
(Funding Range Over \$10,000)**

| | |
|------------------------------------|--|
| Grant | Educational Opportunity Center |
| Funding Agency | Department of Education – TRIO |
| Summary | The Educational Opportunities Centers Program provides grants to conduct projects designed to: (1) provide information regarding financial and academic assistance available for individuals who desire to pursue a program of postsecondary education, and (2) assist individuals applying for admissions to institutions that offer programs of postsecondary education. |
| Services | EOC offices in Great Bend, Lyons, Larned, and Junction City provide: <ul style="list-style-type: none"> • Public information campaigns designed to inform the community about opportunities for postsecondary education and training • Academic advice and assistance • Assistance in completing college admissions and financial aid • Assistance in preparing for college admissions exams • Guidance on secondary school entry or reentry or GED • Personal and career counseling • Tutorial services • Career workshops and counseling |
| Target Population | <ul style="list-style-type: none"> • At least 1,000 participants who reside in the service area • at least 19 years old |
| Funding Range | \$255,385 |
| Indirect Cost Reimbursement | \$18,918.00 |
| Funding Period | 09/01/03 – 08/30/04 |
| Institutional Obligation | |
| Cash | None |
| In-Kind | Office Space Furniture Business Office and Accounting Support Grant Monitoring |
| Personnel Required | |
| Existing | Coordinator, 2 Academic/Vocational Advisors, 1.5 Data Specialists |
| New | |

Presidential Review

The College has received notification that it has been awarded the above grant. I have reviewed this grant and it is in concert with the mission and vision of Barton County Community College. Therefore, I recommend that the Board of Trustees authorize me to accept the grant as presented, which is in excess of the funding range for which I am authorized to approve without Board action.

President's Signature

Date

Meeting of the Board of Trustees
Barton County Community College

September 16, 2003

REQUEST FOR EXTENSION OF UNPAID LEAVE OF ABSENCE

Detail: As the Board may recall, at its regular meeting on October 15, 2002, an unpaid leave of absence was approved for Jerry Treaster, Physical Plant employee, for up to one (1) year to serve our country through his National Guard Unit. At that time, the Board was advised that should additional time be required, Mr. Treaster would be required to submit a new request for unpaid leave of absence at least one month prior to the expiration of the original request.

Attached is a request from Jerry Treaster to extend his unpaid leave of absence, originally granted for one year, until February 2004 as he continues to serve as a member of the Kansas Army National Guard at McConnell Air Force Base to support Operation Enduring Freedom.

Recommendation: It is recommended that the Board approve the extension of the unpaid leave of absence for Jerry Treaster through February 2004. Should additional time be needed, Mr. Treaster will again be required to submit a new unpaid leave of absence request at least one month prior to the expiration of this request.

Action: President's Office

RECEIVED
JUL 31 2003
PRESIDENT'S OFFICE
BCCC

July 31, 2003

Dr. Law,

Attached is a request from Jerry Treaster to extend his unpaid leave of absence until February 2004. The Board of Trustees previously approved his leave through January 2, 2004. His deployment has been extended until sometime in February. My recommendation is to approve the extension through the end of February.

Thanks,



Mark Dean
Director of the Physical Plant

31 July 2003

To Whom it May Concern:

I am presently deployed with the Kansas Army National Guard at McConnell Air Force Base to support Operation Enduring Freedom. My deployment has been extended until February 2004. I am requesting that my leave of absence from BCCC be extended until that time.

Thank you,

A handwritten signature in cursive script, appearing to read "Spc. Jerry Treaster".

Spc. Jerry Treaster
HHB 35th Divarty
Hutchinson, KS

KACCT/KBOR REPORT

Mike Johnson and Dr. Law will update the Board concerning Kansas Association of Community College Trustees and Kansas Board of Regents activities.

INFORMATION/DISCUSSION ITEMS

Monitoring Reports
October Board Activities
President's Report of Monthly Activities

Monitoring Reports September 2003

POLICY TYPE: ENDS

| |
|---------------------------------------|
| POLICY TITLE: ESSENTIAL SKILLS |
|---------------------------------------|

Essential Skills

Students will have the essential skills appropriate for their chosen field of endeavor.

Response: Enclosed are a few reports providing an indication of efforts and success in helping students to develop essential skills.

Measuring the development of essential skills remains a challenge. However, Barton and other institutions around the country are devoting more and more effort to determining appropriate outcome measurements to indicate progress. This is an area where the Board and the public can expect to see continued change and growth as the College discovers more and better ways to indicate its performance. The Outcomes Assessment Team continues to grapple with how to effectively measure the development and access of essential skills. This remains a key area of concentration in preparing to respond to the required Higher Learning Commission report.

POLICY TYPE: EXECUTIVE LIMITATIONS

| |
|--|
| POLICY TITLE: GENERAL EXECUTIVE CONSTRAINTS |
|--|

The President shall act at all times in an exemplary manner consistent with the responsibilities and expectations vested in that office. The President shall act in a manner consistent with Board policies and consistent with those practices, activities, decisions, and organizational circumstances, which are legal, prudent, and ethical.

Accordingly, the President may not:

General Executive Constraint #5

Permit conflict of interest in awarding purchases or other contracts or hiring of employees.

Response: To my knowledge, no conflict of interest regarding purchases, contracts, or hiring has occurred. I believe institutionally, we continue to demonstrate that our purchasing processes provide fairness, preference to local business whenever possible, and encourage competition so the taxpayers receive the most for their money. Additionally, we continue to use personnel screening and selection processes that encourage qualified and quality applicants and fairness in appointments. As it relates to this last item, we maintain processes that allow us to expeditiously make appointments when it is thought to be in the best interest of the College.

General Executive Constraint #9

Allow assets to be unprotected, inadequately maintained, or unnecessarily risked.

Response: To my knowledge, all assets are protected and with no or minimal risk. The only possible exception, of which the Board is already aware, has been created by the state's budget crisis. That exception is -- in meeting our projected budget's expenditure plan, we have had to

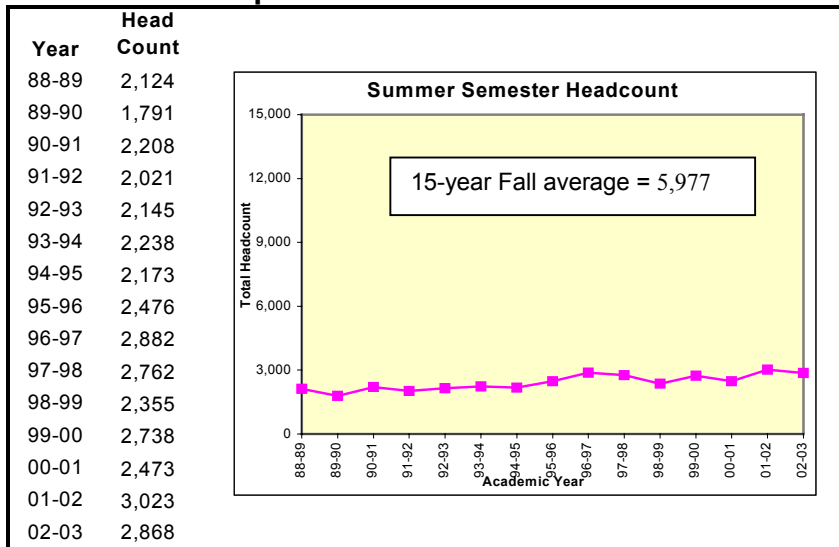
make the difficult decision to recommend no increases in salaries as well as delay significant capital expenditures. These two areas are significant assets that need to be maintained but, because of budget challenges, are not being adequately addressed.

On both fronts, we will monitor the reactions to the budget shortfall and bring to the Board's attention anything that might place these and other assets in further danger.

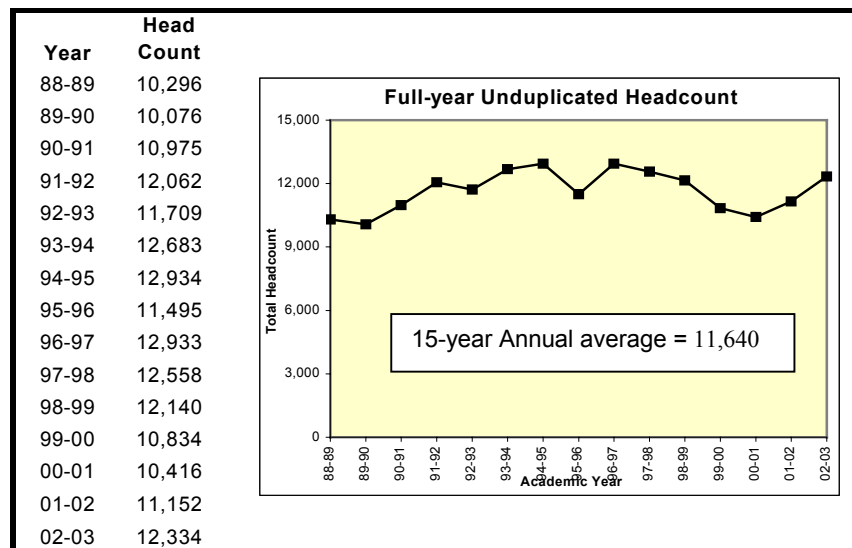
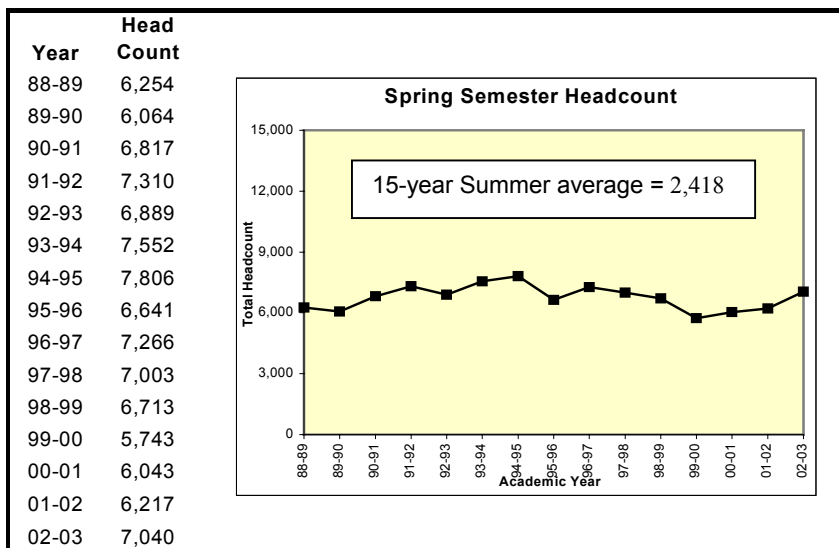
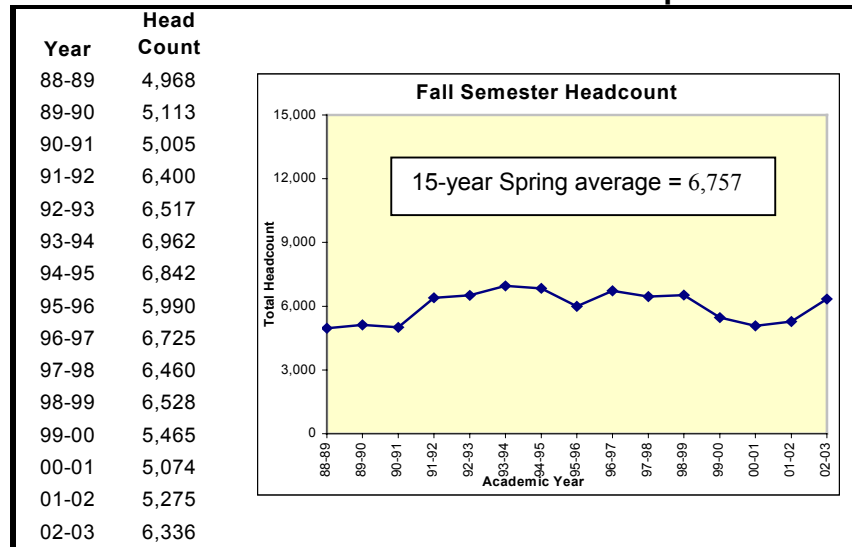
POLICY TYPE: ENDS

POLICY TITLE: MISSION

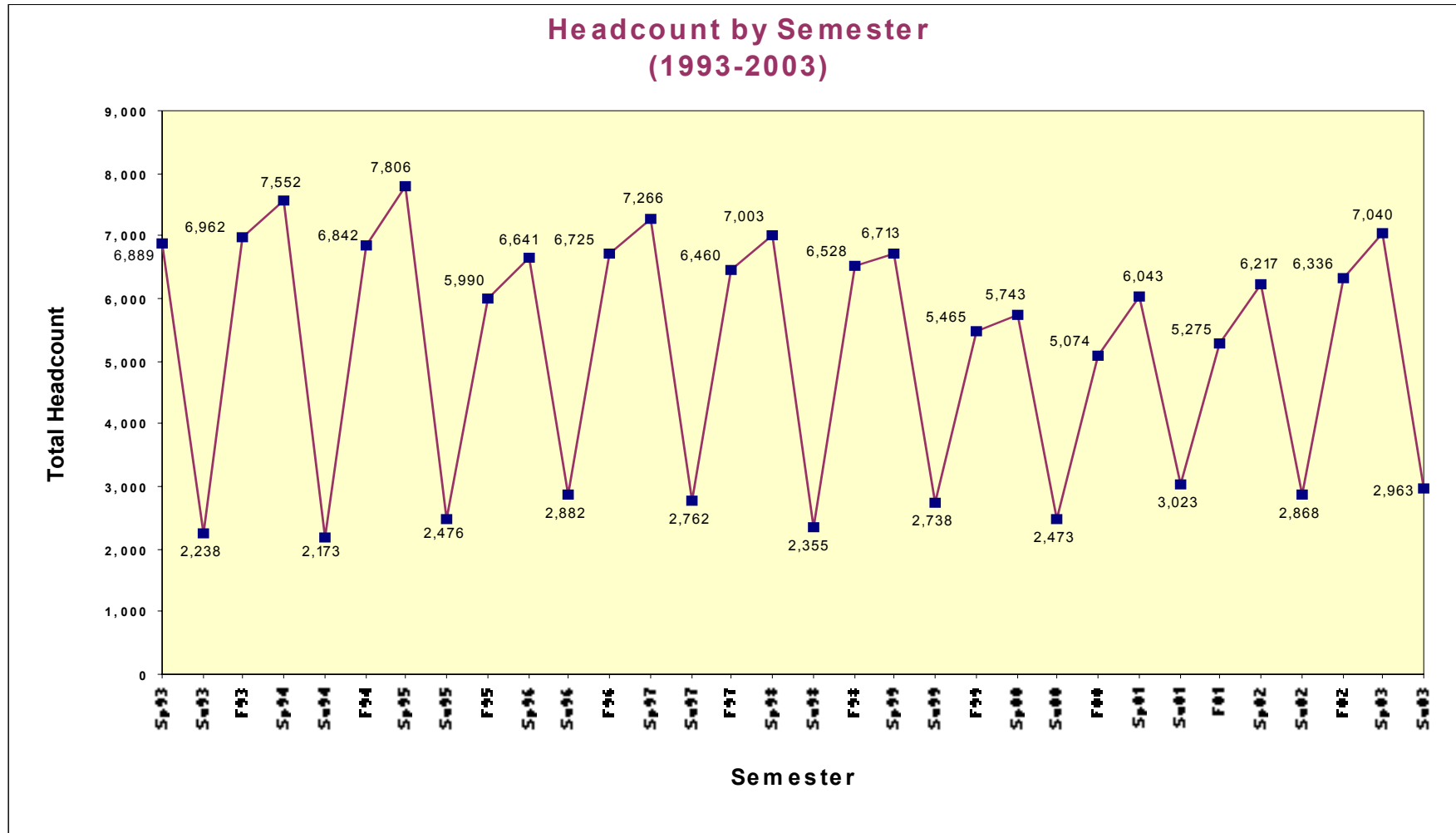
Enrollment Comparisons



Annual: September 2003



One Academic Year = Summer, Fall & Spring sequence of terms



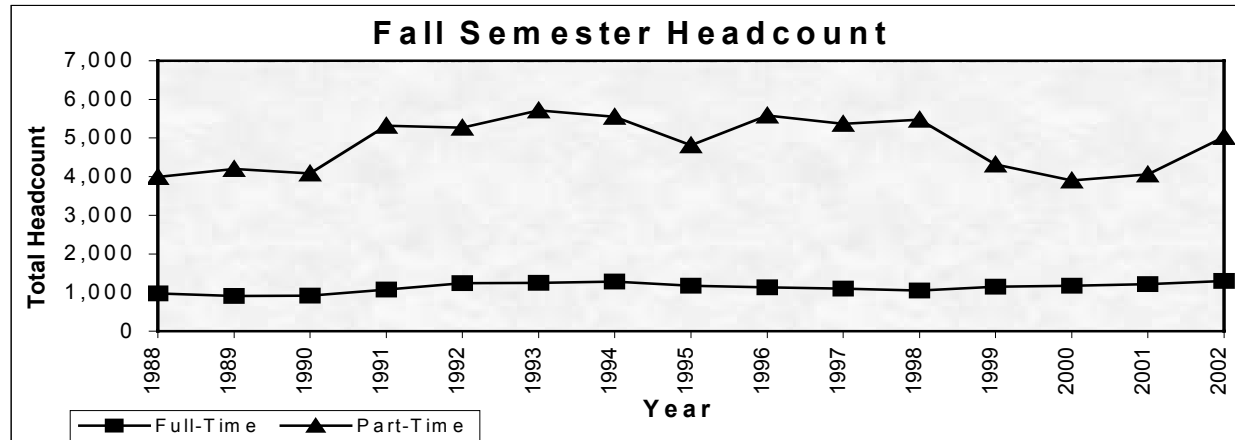
Response: For any academic year, the highest headcount always occurred during the Spring semester. In addition, headcount always increased from Fall to Spring semester.

Periodic enrollment reports containing more detailed elements provide the administration with snapshots of semester trends.

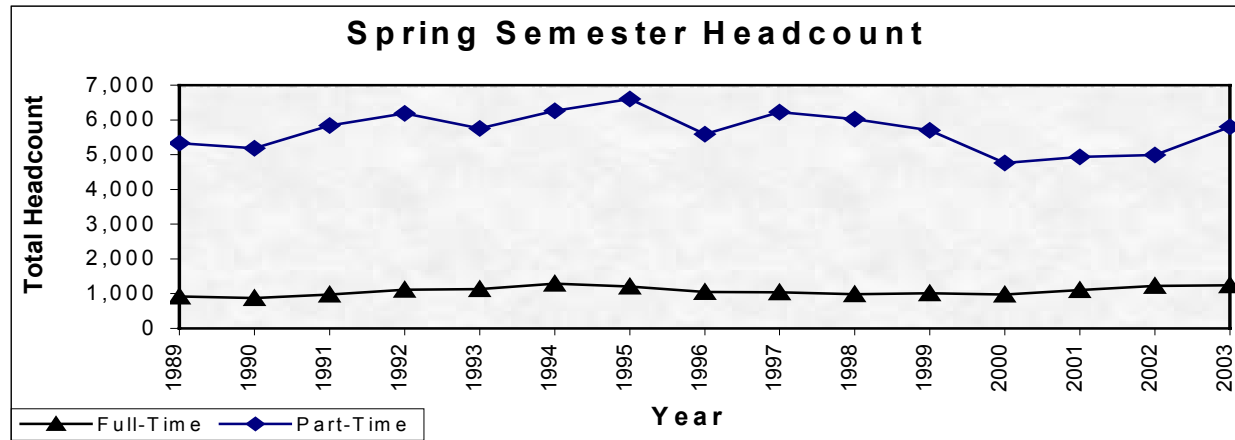
ENROLLMENT COMPARISONS, (cont.)

Annual: September 2003

| Year | Full-Time | Part-Time |
|------|-----------|-----------|
| 1988 | 977 | 3,991 |
| 1989 | 914 | 4,199 |
| 1990 | 920 | 4,085 |
| 1991 | 1,080 | 5,320 |
| 1992 | 1,245 | 5,272 |
| 1993 | 1,250 | 5,712 |
| 1994 | 1,288 | 5,554 |
| 1995 | 1,177 | 4,813 |
| 1996 | 1,139 | 5,586 |
| 1997 | 1,100 | 5,365 |
| 1998 | 1,054 | 5,474 |
| 1999 | 1,149 | 4,316 |
| 2000 | 1,173 | 3,901 |
| 2001 | 1,217 | 4,058 |
| 2002 | 1,304 | 5,032 |



| Year | Full-Time | Part-Time |
|------|-----------|-----------|
| 1989 | 918 | 5,336 |
| 1990 | 876 | 5,188 |
| 1991 | 976 | 5,841 |
| 1992 | 1,118 | 6,192 |
| 1993 | 1,134 | 5,755 |
| 1994 | 1,292 | 6,260 |
| 1995 | 1,203 | 6,603 |
| 1996 | 1,054 | 5,587 |
| 1997 | 1,040 | 6,226 |
| 1998 | 983 | 6,020 |
| 1999 | 1,012 | 5,701 |
| 2000 | 977 | 4,766 |
| 2001 | 1,102 | 4,941 |
| 2002 | 1,221 | 4,996 |
| 2003 | 1,239 | 5,801 |



A Full-time student takes 12 or more credit hours.

ENROLLMENT COMPARISONS, (cont.)

Annual: September 2003

Response: For Fall and Spring semesters, there is greater stability in the number of full-time students attending Barton compared with part-time students.

The greatest increase in full-time enrollments occurred from Fall 1990 to Fall 1991 (17% increase). The greatest decrease in full-time enrollments occurred from Spring 1995 to Spring 1996 (12% decrease).

Community Giving in Support of the Foundation

Annual: September 2003

| <i>Foundation Operations</i> | 2000 | 2001 | 2002 | 2003 |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|
| Total Cash & Investments | \$3,677,626 | \$3,767,185 | \$3,729,618 | \$3,340,940 |
| Other Assets | \$531,013 | \$547,948 | \$613,004 | \$618,319 |
| | | | | |
| Total Assets* | \$4,208,639 | \$4,315,133 | \$4,342,622 | \$3,959,259 |
| | | | | |
| <i>Foundation Scholarships</i> | 2000-01 Year | 2001-02 Year | 2002-03 Year | |
| Annually Funded Scholarships* | \$10,274 | \$21,050 | \$4,000 | |
| Employee Development Fund | \$5,500 | \$6,783 | \$5,400 | |
| Endowed | \$234,036 | \$128,158 | \$95,000 | |
| Foundation GPA Awards* | \$69,100 | \$69,900 | n/a | |
| Gifts and Grants | \$38,422 | \$22,043 | \$25,029 | |

***Total Assets Notes:** Total assets include cash and investments, common stock, oil and gas royalties, and real estate. The goal of the Foundation is to maintain the fiduciary responsibility mandated by its founders in 1967 by ensuring upward growth to support Barton's mission.

***Annually Funded Scholarships Notes:** The lower amount is due to:

- The AEF campaign was moved to the spring of each year resulting in funds not being received in time for disbursement for the 2002-03 school year
- Policy change of not awarding scholarships until money is received from the donor
- Students did not meet donor-specified criteria
- Due to a breakdown in communications, donors were not contacted and invoiced

***Foundation GPA Awards Notes:** From this point forward the GPA Awards category is no longer applicable. All foundation-awarded scholarships are based on GPA levels and funded from the other categories listed above.

Mission: “The Barton County Community College Foundation exists to produce private support for enhancing the quality of the College’s service in fulfilling its mission. The Foundation will coordinate fund raising activities for scholarships and other academic endeavors, and will foster strong community relationships, recognize donors for their support to the College, and will seek to educate the community about the benefits of charitable giving.”

Alumni Contributions

Annual: September 2003

| Annual Enrichment Fund | | |
|-----------------------------------|--------------------|--------------------|
| Donations | # of Donors | Gift Value |
| AEF Pledge Drive | 193 | \$27,587.97 |
| Land Income - Frank & Leila Smith | 1 | \$2,246.54 |
| Gifts & Grants | 4 | \$15,070.00 |
| Donations to endowed scholarships | 16 | \$19,749.42 |
| Annually funded scholarships | 14 | \$9,880.00 |
| Miscellaneous Scholarship Fund | 42 | \$3,696.00 |
| Totals | 270 | \$78,229.93 |

| Special Gifts | | |
|---------------------------------|--------------------|--------------------|
| Donations | # of Donors | Gift Value |
| <i>Gift-in-Kind -- Art</i> | 8 | \$7,500.00 |
| <i>Non-Auction Gift-in-Kind</i> | 7 | \$40,100.00 |
| Gifts & Grants | 2 | \$375.00 |
| Totals | 17 | \$47,975.00 |

| Employee Development Fund | | |
|--|--------------------|-------------------|
| Donations | # of Donors | Gift Value |
| Payroll Deduction Pledged by Employees | 111 | \$5,848.15 |

| Memorial Funds | | |
|------------------------------------|--------------------|--------------------|
| Memorials | # of Donors | Gift Value |
| Friends of the Gallery | 36 | \$596.00 |
| Rosalie Pennington Scholarship | 4 | \$450.00 |
| Marjorie C. Howard Memorial | 12 | \$2,155.00 |
| Landon Unruh Memorial | 2 | \$5,267.35 |
| Kelly Meyeres Petry Memorial | 1 | \$1,000.00 |
| Walter & Jennie Kummer Scholarship | 37 | \$535.00 |
| Glenn Schuetz Memorial Fund | 1 | \$5,100.00 |
| Monica Bell Reser Scholarship | 10 | \$825.00 |
| Totals | 103 | \$15,928.35 |

Alumni Contributions (cont'd.)

Annual: September 2003

| Shafer Art Gallery | | |
|-------------------------------------|--------------------|-------------------|
| Donations | # of Donors | Gift Value |
| <i>Gift-in-Kind -- Art</i> | <i>1</i> | <i>\$265.00</i> |
| Gifts & Grants | 1 | \$20.00 |
| Donations to Friends of the Gallery | 58 | \$4,696.76 |
| Cash Donations | 9 | \$2,215.22 |
| Totals | 69 | \$7,196.98 |

| Big Benefit Auction | | |
|--|--------------------|--------------------|
| Donations | # of Donors | Gift Value |
| <i>Auction Donors – Gift-in-Kind</i> | <i>130</i> | <i>\$30,406.30</i> |
| Auction Donors – Purchasers at Auction | 127 | \$28,005.20 |
| Jimmie Downing Endowment | 34 | \$9,423.34 |
| Donations to Title IV Scholarship | 3 | \$385.00 |
| Ticket sales- 289 tickets holders | 162 | \$5,780.00 |
| Pledges Outstanding – Not included in total | 7 | \$11,816.66 |
| Totals | 456 | \$73,999.84 |

| Bequests | | |
|-----------------------------------|--------------------|-------------------|
| Donations | # of Donors | Gift Value |
| Jess Darnell Memorial Scholarship | 1 | \$25,000.00 |

- Grand Total of all Funds Generated for 2002-2003 fiscal year \$254,178.25
- All items in regular font indicate actual cash.
- All items in italics indicate gifts in kind that remain an asset of the Foundation or services which were offered at a discount that translated into a fiscal savings to the college or gifts in kind that were donated to the auction and then sold so no longer remain with the college or foundation.
- To determine the actual monetary value raised, all Gift in Kind donations would need to be deducted from the Grand Total as well as any expenses incurred during any of the above mentioned campaigns.
- When reviewing the total number of donors to the Big Benefit Auction please be aware that the number will be somewhat inflated, because the same individual or business may be included in more than one category of giving. For example, someone could donate a gift-in-kind item, buy tickets, and also purchase items at the auction, and therefore would be included as a donor in all three categories.

Special Note: In comparing this report to last year's report, please be aware that this year we began recording gifts differently and set up campaigns to more accurately reflect what each category generated. This may result in reductions in some categories and increases in others.

Total Degrees & Certificates Awarded by Level**Annual: September 2003**

| <i>Award Level</i> | 1999-00 | 2000-01 | 2001-02 | 2002-03 |
|--|---------|---------|---------|---------|
| CERT-1 -- Certificates < 1 academic year (ex. EMT, Adult Health Care, Dietary Manager) | 313 | 346 | 562 | 394 |
| CERT-2 -- Certificates of at least 1 but < 2 academic years (ex. Nursing - LPN Training) | 59 | 65 | 51 | 65 |
| Associate Degrees (ex. Nursing - RN Training) | 441 | 428 | 421 | 450 |

Note: One year equals July 1 through June 30.

Response: The total number of certificates and degrees awarded appears to have remained relatively constant over the past several years, with an exceptional year in 2001-02 for CERT-1 awards when the numbers of Adult Health Care and EMT certificate award were unusually high.

POLICY TYPE: ENDS

POLICY TITLE: BARTON EXPERIENCE

Student Right-to-Know & Campus Security Act

Annual: September 2003

Student Right-to-Know

In compliance with the Student Right-to-Know/Campus Security Act and the Jeanne Clery Disclosure of Campus Security Policy/Campus Crime Statistics Act, it is the policy of Barton County Community College to make readily available to all prospective/current students and college staff the following information on an annual basis concerning:

- The completion or graduation rate of all full-time, first-time certificate or degree seeking undergraduate students, as well as the average completion or graduation rate of students who have received athletically-related student aid (below), and
- The disclosure of crime statistics within specific classifications and arrests indicating reported incidents as required by law.

Graduation Rates

Disclosure of Graduation Rates of All Full-time, First-time Students

For comparative purposes for the athletic programs below, the graduation rate (IPEDS Graduation Rate Survey) for all first-time students who entered Barton County Community College on a full-time basis in Fall 1999 was 38.9%.

Disclosure of Graduation Rates of Full-time, First-time Athletes by Sport

| Basketball | MALE | | | FEMALE | | |
|-----------------------------------|----------------|------------|-----------------|----------------|------------|-----------------|
| | Initial Cohort | Completers | Graduation Rate | Initial Cohort | Completers | Graduation Rate |
| Non-Resident Alien | | | | | | |
| Black, non-Hispanic | 3 | 2 | 66.7% | | | |
| American Indian or Alaskan Native | | | | | | |
| Asian or Pacific Islander | | | | | | |
| Hispanic | | | | | | |
| White, non-Hispanic | 1 | 0 | 0.0% | 5 | 4 | 80.0% |
| TOTALS | 4 | 2 | 50.0% | 5 | 4 | 80.0% |
| Baseball | MALE | | | FEMALE | | |
| | Initial Cohort | Completers | Graduation Rate | Initial Cohort | Completers | Graduation Rate |
| Non-Resident Alien | | | | | | |
| Black, non-Hispanic | 2 | 1 | 50.0% | | | |
| American Indian or Alaskan Native | | | | | | |
| Asian or Pacific Islander | | | | | | |
| Hispanic | | | | | | |
| White, non-Hispanic | 8 | 3 | 37.5% | | | |
| TOTALS | 10 | 4 | 40.0% | | | |
| Cross-Country/Track | MALE | | | FEMALE | | |
| | Initial Cohort | Completers | Graduation Rate | Initial Cohort | Completers | Graduation Rate |
| Non-Resident Alien | | | | | | |
| Black, non-Hispanic | 18 | 10 | 55.6% | 7 | 6 | 85.7% |
| American Indian or Alaskan Native | | | | | | |
| Asian or Pacific Islander | | | | | | |
| Hispanic | | | | | | |
| White, non-Hispanic | 1 | 0 | 0.0% | 4 | 0 | 0.0% |
| TOTALS | 19 | 10 | 52.6% | 11 | 6 | 54.5% |
| All Other Sports Combined | MALE | | | FEMALE | | |
| | Initial Cohort | Completers | Graduation Rate | Initial Cohort | Completers | Graduation Rate |
| Non-Resident Alien | | | | | | |
| Black, non-Hispanic | 1 | 0 | 0.0% | 2 | 1 | 50.0% |
| American Indian or Alaskan Native | | | | | | |
| Asian or Pacific Islander | | | | | | |
| Hispanic | 1 | 1 | 100.0% | 1 | 1 | 100.0% |
| White, non-Hispanic | 5 | 1 | 20.0% | 19 | 8 | 42.1% |
| TOTALS | 7 | 2 | 28.6% | 22 | 10 | 45.5% |

Student Right-to-Know and Campus Security Act, (cont.)

Crime Statistics

Offenses Reported to the Campus Crime & Security Survey

The Barton County Community College Security Department is responsible for reporting statistics on various offenses to the federal Campus Crime & Security Survey.

| Number of Occurrences | 2000 | 2001 | 2002 |
|-------------------------------|------|------|------|
| Aggravated Assault | 1 | 0 | 1 |
| Arrest/Warrants | 1 | 1 | 3 |
| Arson | 0 | 0 | 0 |
| Auto Theft | 0 | 0 | 0 |
| Battery | 1 | 3 | 4 |
| Battery of Law Officer | 0 | 0 | 0 |
| Burglary | 5 | 2 | 3 |
| Criminal Damage | 6 | 5 | 7 |
| Criminal Threat | 0 | 0 | 1 |
| Criminal Trespass | 0 | 0 | 3 |
| Forgery | 1 | 0 | 0 |
| Hate Crimes | 0 | 0 | 0 |
| Larceny/Theft | 19 | 14 | 7 |
| Lewd and Lascivious Behavior | 0 | 1 | 0 |
| Liquor Law Arrest | 0 | 0 | 0 |
| Liquor Law Violation | 1 | 28 | 48 |
| Manslaughter - Voluntary | 0 | 0 | 0 |
| Manslaughter - Involuntary | 0 | 0 | 0 |
| Murder | 0 | 0 | 0 |
| Narcotics Arrest | 0 | 0 | 0 |
| Narcotics Violation | 2 | 1 | 6 |
| Robbery | 0 | 0 | 0 |
| Sexual Assault - Forcible | 1 | 1 | 1 |
| Sexual Assault - Non-forcible | 0 | 1 | 1 |
| Vandalism | 3 | 2 | 3 |
| Weapons Possession | 0 | 0 | 0 |

In addition to the above, Security Personnel responded to the following:

| | | | |
|---|----|----|----|
| Arrests on Warrants | 1 | 1 | 1 |
| Obscene Material | 0 | 0 | 0 |
| Arguments/Fights | 10 | 6 | 9 |
| Emergency Calls (People hurt, Ambulance needed, etc.) | 6 | 7 | 9 |
| Remove Student from Housing or Classroom | 1 | 0 | 1 |
| Storm Damage to Vehicle | 0 | 0 | 0 |
| Recovery of Stolen Property | 2 | 1 | 0 |
| Vehicle Accidents | 5 | 5 | 4 |
| Vehicle Jump Starts | 61 | 39 | 41 |
| Keys Locked in Vehicle | 50 | 23 | 44 |
| Flat Tires | 6 | 6 | 2 |
| Other Mechanical Assistance | 1 | 1 | 1 |

POLICY TYPE: ENDS

| |
|---------------------------------------|
| POLICY TITLE: ESSENTIAL SKILLS |
|---------------------------------------|

Student / Faculty Ratio

Annual: September 2003

| <i>Student / Faculty Ratio</i> | | Fall 2001 | Spring 2002 | Fall 2002 | Spring 2003 |
|--------------------------------|--------------------------|-----------|-------------|-----------|-------------|
| Main Campus | Total Number of Students | 1,182 | 1,227 | 1,382 | 1,302 |
| | Total Number of Faculty | 122 | 137 | 123 | 123 |
| | Student/Faculty Ratio | 9 to 1 | 8 to 1 | 11 to 1 | 10 to 1 |
| Outreach | Total Number of Students | 1,307 | 1,979 | 1,254 | 1,705 |
| | Total Number of Faculty | 107 | 117 | 111 | 103 |
| | Student/Faculty Ratio | 12 to 1 | 16 to 1 | 11 to 1 | 16 to 1 |
| Fort Riley | Total Number of Students | 2,633 | 2,764 | 3,273 | 3,291 |
| | Total Number of Faculty | 53 | 56 | 61 | 58 |
| | Student/Faculty Ratio | 49 to 1 | 49 to 1 | 53 to 1 | 56 to 1 |
| Web-based Instruction | Total Number of Students | 333 | 504 | 720 | 1080 |
| | Total Number of Faculty | 61 | 73 | 74 | 69 |
| | Student/Faculty Ratio | 5 to 1 | 6 to 1 | 9 to 1 | 15 to 1 |

Note: The higher ratio at Fort Riley is explained by the fact there are multiple course cycles per semester, plus a larger percentage of part-time instructors at Fort Riley.

Response:

Students have the opportunity to work directly with their faculty members due to the excellent student to faculty ratio. This helps to ensure greater opportunities for the individual student to master essential skills.

Courses Taught by Full-time and Part-time Faculty

Annual: September 2003

| <i>Courses Taught by Full & Part-time Faculty</i> | | Fall 2001 | | Spring 2002 | | Fall 2002 | | Spring 2003 | |
|---|------------------------|------------------|---------------|------------------|---------------|------------------|---------------|------------------|---------------|
| | | # Courses Taught | % | # Courses Taught | % | # Courses Taught | % | # Courses Taught | % |
| On Campus | Full-time Faculty | 339 | 63.1% | 339 | 62.8% | 326 | 63.3% | 348 | 65.3% |
| | Part-time Faculty | 198 | 36.9% | 201 | 37.2% | 189 | 36.7% | 185 | 34.7% |
| | Total # Courses | 537 | 100.0% | 540 | 100.0% | 515 | 100.0% | 533 | 100.0% |
| Out Reach | Full-time Faculty | 25 | 11.3% | 23 | 9.8% | 15 | 7.4% | 17 | 10.1% |
| | Part-time Faculty | 196 | 88.7% | 211 | 90.2% | 188 | 92.6% | 152 | 89.9% |
| | Total # Courses | 221 | 100.0% | 234 | 100.0% | 203 | 100.0% | 169 | 100.0% |
| Fort Riley | Full-time Faculty | 159 | 53.9% | 175 | 52.4% | 205 | 53.4% | 191 | 48.1% |
| | Part-time Faculty | 136 | 46.1% | 159 | 47.6% | 179 | 46.6% | 206 | 51.9% |
| | Total # Courses | 295 | 100.0% | 334 | 100.0% | 384 | 100.0% | 397 | 100.0% |
| Web-Based | Full-time Faculty | 38 | 29.0% | 50 | 29.4% | 55 | 30.1% | 45 | 24.5% |
| | Part-time Faculty | 93 | 71.0% | 120 | 70.6% | 128 | 69.9% | 139 | 75.5% |
| | Total # Courses | 131 | 100.0% | 170 | 100.0% | 183 | 100.0% | 184 | 100.0% |
| Total | Full-time Faculty | 523 | 49.7% | 537 | 48.5% | 601 | 46.8% | 601 | 46.8% |
| | Part-time Faculty | 530 | 50.3% | 571 | 51.5% | 684 | 53.2% | 682 | 53.2% |
| | Total # Courses | 1,053 | 100.0% | 1,108 | 100.0% | 1,285 | 100.0% | 1,283 | 100.0% |

Note: The significant role played by adjunct instructors is evident in outreach, summer sessions on campus, and at Fort Riley. However, the on-campus day and evening programs enjoy the stability of our full-time teaching staff.

Response:

A majority of coursework provided by the College's full-time faculty occurs on campus; however, full-time faculty also mentor part-time faculty to ensure an integrated, consistent curriculum with similar standards. This helps ensure the development of essential skills.

Course Success Rates by Discipline

Annual: September 2003

The following are "C-or-better" success rates (i.e., % of A, B, C, or P grades of all enrollments attempted).

| Course Success Rates | | | | |
|-----------------------------|------------------|--------------------|------------------|--------------------|
| Discipline | Fall 2001 | Spring 2002 | Fall 2002 | Spring 2003 |
| ACCT | 87% | 81% | 74% | 75% |
| ADHC | 97% | 100% | 100% | 100% |
| AGRI | 85% | 93% | 96% | 95% |
| ANTH | 79% | 87% | 79% | 80% |
| ARTS | 88% | 87% | 83% | 88% |
| BSTC | 81% | 85% | 87% | 82% |
| BUSI | 94% | 96% | 87% | 94% |
| CHEM | 72% | 84% | 46% | 85% |
| CHLD | 100% | 89% | 96% | 95% |
| COMM | 77% | 80% | 80% | 80% |
| DANC | NA | 100% | 92% | 92% |
| DIET | 77% | 93% | 92% | 94% |
| DRAF | 100% | 89% | 90% | 77% |
| ECON | 85% | 80% | 75% | 72% |
| EDUC | 70% | 81% | 79% | 85% |
| ELEC | 100% | NA | 100% | 100% |
| ELTR | NA | 100% | NA | NA |
| EMTS | 92% | 90% | 95% | 93% |
| ENGL | 83% | 81% | 81% | 78% |
| FERT | NA | NA | NA | NA |
| FIRE | 89% | 81% | 94% | 80% |
| HIST | 77% | 80% | 82% | 77% |
| HLTH | 95% | 91% | 90% | 94% |
| HOME | 94% | 93% | 87% | 88% |
| HZMT | 94% | 92% | 93% | 94% |
| GRPH | NA | NA | NA | 75% |
| JOUR | 91% | 88% | 84% | 77% |
| JUST | 97% | 96% | 92% | 95% |
| LANG | 94% | 90% | 87% | 89% |
| LEAD | NA | NA | 67% | 78% |
| LIFE | 79% | 73% | 75% | 80% |
| LITR | 85% | 79% | 85% | 82% |
| MACH | NA | NA | NA | NA |
| MATH | 73% | 74% | 75% | 70% |
| MLTC | 85% | 80% | 84% | 88% |
| MUSI | 88% | 83% | 89% | 89% |
| NAID | 100% | 93% | 93% | 91% |
| NRCE | 100% | 99% | 100% | 100% |
| NURS | 85% | 96% | 92% | 91% |
| OTAS | 98% | 100% | 100% | NA |
| PETR | 92% | 98% | 100% | 96% |
| PHED | 96% | 94% | 96% | 95% |
| PHIL | 75% | 82% | 74% | 71% |
| PHSC | 86% | 84% | 72% | 72% |
| PHYS | 83% | 100% | 33% | NA |
| POLS | 87% | 77% | 75% | 70% |
| POWR | 90% | 85% | 90% | 92% |
| PRGM | 78% | 89% | 70% | 66% |
| PSYC | 77% | 75% | 79% | 72% |
| READ | 74% | 78% | 67% | 58% |
| RELI | 100% | 92% | 92% | 75% |
| SOCI | 77% | 76% | 78% | 76% |
| THEA | 92% | 89% | 91% | 82% |
| TRAD | 94% | 96% | 98% | 95% |
| WDWK | 100% | 93% | 100% | 100% |
| WELD | NA | NA | 66% | NA |

Course Success Rates by Discipline (cont'd.)

Annual: September 2003

Response:

The data indicate that the vast majority of students attempting course work at the College receive successful grades.

OCTOBER BOARD MEETINGS/ACTIVITIES

October 2 Board Advance – 8:00 a.m. at Camp Aldrich Classroom

October 21 Regular Monthly Board Meeting – 4:00 p.m., room U-219 (upper level of Student Union)

President's Monthly Activities
August 1 - 31, 2003

- August 1 Vacation
- August 4 Met with Gary Gore to Discuss Potential Future Economic Development Opportunity
- August 5 Attended the Western Kansas Access Initiative Conference in Dodge City
Facilitated Board of Trustee Meeting & Budget Hearing
- August 6 Facilitated Presidents Staff Meeting
Met with Neil Elliott regarding Jayhawk Conference By-Law proposals
Met with representative from Congressman Moran's Office
Met with Steve Mermis
Attended Foundation Board Meeting
Attended Special Aldrich Committee Meeting
- August 7 Attended Foundation Reception for Darnell Holopirek
- August 8 Vacation
- August 11 Attended BLINK Stewardship Board Meeting
- August 12 Gave welcome at the Hispanic Youth Retreat
Met with BCCCOP Members
Met with representatives from the Boy Scouts organization
- August 13 Attended Mason Howard's Funeral
- August 14 Welcomed new faculty at the New Faculty Orientation
Attended Prairie Enterprise Project Open House and Board meeting in Kinsley
- August 15 Met with Mark Ball regarding Country Club benefits for College employees
Attended lunch with Don Hess
- August 18 Addressed the campus in the President's Forum
Helped with Student Move-In Day
Attended Parent Orientation
- August 19 Attended New Student Orientation
- August 20 Facilitated President's Staff Meeting
Attended Foundation Meeting
Met with Ron Vratil about information necessary for BOT Study Session

- August 21 Attended Great Bend Chamber Coffee
 Attended BLINK Luncheon
 Attended CNE Self Study Meeting
- August 22 Participated in Conference Call with BOR Staff Regarding Transfer and
 College Advantage Issues
 Attended K-State/Barton Partnership Meeting
 Presented token of appreciation to retiring staff member
 Hosted Annual Employee Picnic
- August 25 Hosted Luncheon Meeting with Chris Stipe and Jan Hipp of Clara Barton
 Hospital relative to Barton's Nursing Program
 Met with Bob Peter on the Morrison Windows Project
- August 26 Attended Fiscal Review Team Meeting
 Attended Funeral for Violet McCarty
 Attended Foundation Administrative Board Luncheon
 Met with Chairman Mermis
 Met with Foundation and College Staff about Eagle Communications
 Scholarship
- August 27 Vacation
- August 28 Vacation
- August 29 Vacation

NOTICES AND COMMUNICATIONS

Meeting of the Board of Trustees
Barton County Community College

September 16, 2003

EXECUTIVE SESSION

Detail: An executive session will be required.

Recommendation: It is recommended that the Board recess to executive session to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individual(s) to be discussed, in compliance with the Kansas Open Meetings Act.

Action: Board Chair