

**REGULAR MEETING OF THE
BOARD OF TRUSTEES
BARTON COUNTY COMMUNITY COLLEGE**

**Tuesday, December 14, 2004 – 4:00 p.m.
U-219 (Upper Level of Student Union)**

AGENDA

1.	Call to Order	1
	Official Board Meetings	
2.	Comments from Chairman	2
	Comments from Chairman Introduction of Guests	
3.	Public and/or Employee Comment	2
4.	Introduction of Guests	2
5.	Staff Report	2
6.	Action Items	3
	Application Request for Kan-Ed Content and Services Grant Program	
7.	Consent Agenda	6
	Minutes of November 16, 2004 Regular Board Meeting	
	Personnel	
	Financial Report	
8.	KACCT/KBOR Report	28
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	President's Report of Monthly Activities	
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	Letter from Mary Hutchinson of NATEF	
	Application Request for Kan-Ed Technology Grant Program	
	Application Request for RSVP Supplemental Grant	
	Application Request for Strategic Planning Grant	
	Acceptance of IMACA Educational Foundation Grant	
11.	Executive Session	44

Meeting of the Board of Trustees
Barton County Community College

December 14, 2004

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

December 14, 2004

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

Mike Dawes will present a report on Hilltopics online.

ACTION ITEMS

**Application Request for the Kan-Ed Content
And Services Grant Program**

Meeting of the Board of Trustees
Barton County Community College

December 14, 2004

**APPLICATION REQUEST FOR THE KAN-ED CONTENT
AND SERVICES GRANT PROGRAM**

Detail: Attached for the Board's review is a grant application request for the Kan-Ed Content and Services Grant Program in the funding range of \$25,000.

Recommendation: The President respectfully requests that the Board of Trustees authorize him to apply for the Kan-Ed Content & Services Grant Program in the funding range of \$25,000 as presented.

Action: Director of Grants

**BARTON COUNTY COMMUNITY COLLEGE
GRANT APPLICATION REQUEST
(Funding range over \$10,000)**

Grant	Kan-Ed Content & Services Grant Program
Funding Agency	Kan-Ed
Summary	Kan-Ed funds are focused on further developing a state-of-the-art network by funding the development of content and services that enrich research and collaborative opportunities among Kansas' institutions of higher education.
Services	The Kan-Ed funds will provide funds for faculty stipends and training for the development of hybrid classes for use both on campus and in outreach classes.
Relationship to College Mission	The project will allow Barton to provide services that advances learning in the service area.
Target Population	Barton students enrolled in ITV-mediated programs including College Advantage and outreach.
Funding Range	\$25,000
Indirect Cost Reimbursement	None
Funding Period	02/01/05 - 01/31/05
Institutional Obligation	None
Cash	None
In-Kind	\$1000 – in house training
Personnel Required	
Existing	Installation, monitoring, and maintenance by Electronic Services staff
New	None
Due Date	December 6, 2004

Presidential Review

I have reviewed this request and it is in concert with the mission and vision of Barton County Community College. I support the request and recommend that the Board of Trustees authorize the College to proceed with the preparation of the grant application, which is in excess of the funding range for which I am authorized to approve.

Veldon L. Law, Ed.D.

President's Approval

12-01-04

Date

Meeting of the Board of Trustees
Barton County Community College

December 14, 2004

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 regular meeting of the Board of Trustees, held on November 16, 2004
- Personnel
- Financial Report

Action: President's Office

**Regular Meeting of the Board of Trustees
Barton County Community College
November 16, 2004**

CALL TO ORDER

The regular meeting of the Board of Trustees of Barton County Community College was called to order at 4:00 p.m., November 16, 2004, in room U-219 of the Student Union.

ATTENDANCE

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

Trustees Absent: None

Other Attendees: Susan Thacker of the Great Bend Tribune; Mark Dean; Cathie Oshiro; Mike Weltsch; Ron Vratil; Michael Dawes; Dick Wade; Becky Seib of the Interrobang; Allen Glendenning; Randall C. Henry; Dr. Veldon L. Law; Angie Brummer and Marilyn Beary.

Chairman Mermis led the attendees in the Pledge of Allegiance.

PUBLIC AND EMPLOYEE COMMENT

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

INTRODUCTION OF NEW EMPLOYEES

The following new employees were introduced to the Trustees:

Robert Barga – Assistant Coach – Men's Basketball

Ryan Zink – Assistant Athletic Trainer

Louise Masden – Instructor (Nursing)

Angela Oberle – Secretary

Brandt Vlieger – Student Housing Assistant

Heidi Hostetler – Evening Instructional Specialist

STAFF REPORT

Jennifer Pfortmiller, Shelley Snyder and Elaine Simmons presented a report on Barton's Dietetic Partnership with KSU.

ACTION ITEMS

Thelma Faye Harms Wellness Center – In recognition of the recent donation and financial commitment towards the new wellness center and the kind and numerous donations that the Harms Trust has provided over the years to campus and community projects, it was recommended that the Board of Trustees authorize the naming of the wellness center as the "Thelma Faye Harms Wellness Center."

Trustee Soeken moved that the Board authorize the naming of the wellness center as the "Thelma Faye Harms Wellness Center." The motion was seconded by Trustee Sessler. Following discussion, the motion carried.

Resolution 04-05 - This year, as a means of saying "thank you" to our City partners who actively participated in the "College to Community Day" held on October 27, 2004 a Resolution was presented to the Board of Trustees, which was asked to unanimously approve Resolution 04-05 and authorize Chairman Mermis to execute the Resolution on the Board's behalf.

Trustee Webster moved that the Board unanimously approve Resolution 04-05 as presented and authorize Mr. Mermis, as Board Chairman, to execute the resolution on the Board's behalf. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.

Interlocal Agreement with the City of Great Bend –To lend support to the Great Bend Neighborhood Revitalization Plan, it was recommended that the Board authorize the President to sign an Interlocal Agreement, which would permit the continuance of the rebate of taxes that the College would have collected on new development. The rebate would only apply to new construction and not existing structures on the tax rolls. Trustee O'Connor requested that the term of the Agreement be shared with the Trustees. The President's Office contacted Nick Gregory, Assistant City Administrator who advised that the term of the Agreement is from January 1, 2004 through December 31, 2006 and must be renewed every three years.

Trustee Johnson moved that the Board authorize the President to sign the Interlocal Agreement with the City of Great Bend as presented. The motion was seconded by Trustee Webster. Following discussion, the motion carried.

Interlocal Agreement with the City of Claflin –To lend support to the Claflin Neighborhood Revitalization Plan, it was recommended that the Board authorize the President to sign an Interlocal Agreement with the City of Claflin, which would permit the continuance of the rebate of taxes that the College would have collected on new development. The rebate would only apply to new construction and not existing structures on the tax rolls. The term of the Agreement is from January 1, 2005 through December 31, 2007 and must be renewed every three years.

Trustee Soeken moved that the Board authorize the President to sign the Interlocal Agreement with the City of Claflin as presented. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

Housing Rate Changes – Due to continuing cost increases for the operation of Barton's student housing, the following annual rates for the fiscal year ending June 30, 2006 were proposed to be effective in Fall 2005.

	Current New Rates	
	Rates	Fall 2005
19 Meal Single Pay	\$3,398.00	\$3,619.00
14 Meal Single Pay	\$3,198.00	\$3,406.00
10 Meal Single Pay	\$3,131.00	\$3,335.00
19 Meal Installment	\$3,594.00	\$3,816.00
14 Meal Installment	\$3,396.00	\$3,600.00
10 Meal Installment	\$3,324.00	\$3,528.00

Trustee Johnson moved that the Board approve the student housing rates as published, effective Fall 2005. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

International Tuition Rates – Based upon the Board's previously adopted philosophy, it was recommended that the Board of Trustees approve a proposed tuition rate increase for international students from \$114 per credit hour to \$123 per credit hour as presented, effective Summer 2005.

Trustee Sessler moved that the Board approve the proposed tuition rate increase for international students from \$114 per credit hour to \$123 per credit hour as presented, effective Summer 2005. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.

Replacement of 15-Passenger Van – In order to replace the College's 15-passenger van that was involved in an accident on October 31 as quickly as possible due to the high demand for its use, Dr. Law had authorized Mark Dean to order a replacement van and Dr. Law informed the Trustees that this would be coming to them for ratification at the November Board meeting.

Trustee Soeken moved that the Board of Trustees ratify the purchase of one additional 15-passenger Ford replacement van from Marmie Ford in the amount of \$19,053 and authorize the College to include in the lease purchase agreement, the cost of the van, after deducting for the College's insurance settlement, with the local institution that submits the bid with the lowest cost. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.

CONSENT AGENDA

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

- Minutes of the regular meeting of the Board of Trustees, held on October 19, 2004
- Personnel
- Financial Report

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

KACCT/KBOR REPORT – Trustee Johnson reported that the next KACCT meeting would be held at Kansas City Kansas Community College on December 5 & 6. Dr. Law reported that the next KBOR meeting would be held on November 17 and 18 and that he had a great concern that the 4-year institutions want to eliminate concurrent credit. Dr. Law stated that the community colleges are preparing for a battle over this issue.

INFORMATION/DISCUSSION ITEMS – The following were presented for the Board's information and discussion:

- Monitoring Reports (Note: The Board requested that the "Asset" section of the report on page 45 be updated to reflect the state and national averages.)
- Upcoming Board Meetings/Activities
- President's Report of Monthly Activities

NOTICES AND COMMUNICATIONS

Letter from Darrell Conrade

Acceptance of Grants

- RSVP Special Program
- Jack Kilby Science Day - 2005

EXECUTIVE SESSIONS

Chairman Mermis advised that two executive sessions would be required. He advised that the first executive session would be for the purpose of consulting with legal counsel to discuss matters of client-attorney privilege in order to protect that privilege. He further advised that the second executive session would be for the purpose of discussing personnel matters pertaining to non-elected personnel in order to protect the confidentiality of the individuals being discussed.

Matters of Attorney-Client Privilege – *Trustee Johnson moved that the Board recess to executive session for 15 minutes at 5:00 p.m. for the purpose of consulting with the College attorney to discuss matters of attorney-client privilege in order to protect that privilege, to reconvene in room U-219 of the Student Union at 5:15 p.m. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.* Chairman Mermis asked that Dr. Law, Mr. Henry, Mr. Glendenning and Mr. Wade join the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:15 p.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to attorney-client privilege were discussed and no action was taken.

Chairman Mermis advised that the Board would need to return to executive session in order to continue its consultation with legal counsel on matters of attorney-client privilege in order to protect that privilege. He again asked that Dr. Law, Mr. Henry, Mr. Glendenning and Mr. Wade join the Trustees in executive session.

Trustee Sessler moved that the Board recess to executive session for 15 minutes at 5:17 p.m. to discuss matters of attorney-client privilege in order to protect that privilege, to reconvene in room U-219 of the Student Union at 5:32 p.m. The motion was seconded by Trustee Soeken. Following discussion, the motion carried.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:32 p.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to attorney-client privilege were discussed and no action was taken.

Personnel Issues – Chairman Mermis advised that the Board would need to recess to executive session to discuss personnel issues and he asked that Mr. Henry and Dr. Law join the Trustees in executive session.

Trustee Sessler moved that the Board adjourn to executive session for 15 minutes at 5:35 p.m. to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 5:50 p.m. The motion was seconded by Trustee Johnson. Following discussion, the motion carried.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:50 p.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel were discussed and no action was taken.

ADJOURNMENT – The meeting adjourned at 5:50 p.m.

Stephan J. Mermis, Chairman

Dan Soeken, Vice Chair

Recorded by Marilyn Beary

PERSONNEL

Resignations/Terminations

Jeanne Dannebohm – Custodian I
Catherine Graves – Fort Riley Academic Transfer Programs
Clint Newell – Director of ITV Programs
Heather Wimmer – Admissions Representative

Replacement Positions

Cynthia Collier – Secretary (part-time)
Alan Fullbright – Tutor (part-time)
Scott Holland – Assistant Coach (Cheerleader)
Kara Veverka – Non-Traditional Grant Facilitator

Overload Contracts

Gretchen Lewis Substitute for Winsome Morgan-Bartley

Supplemental Contracts (Associate Faculty)

Charlotte Arney	Emergency 1 st Aid Tact Operations
Charlotte Arney	Emergency 1 st Aid Tact Operations
Charlotte Arney	Emergency 1 st Aid Tact Operations
Charlotte Arney	Emergency 1 st Aid Tact Operations
Charlotte Arney	Emergency 1 st Aid Tact Operations
Dorothy Arvizu	Substitute per Mike Weltsch
Dorothy Arvizu	Substitute for Geraldine Ball
Dorothy Arvizu	Substitute for Geraldine Ball
Mary Austin	Industrial Hygiene/Toxicology
George Bowman	Weapons Storage Facility Operations
Shanna Calvasina	Substitute per Mike Weltsch
Shanna Calvasina	Substitute per Mike Weltsch
Gabriella Donley	Emergency 1 st Aid Tact Operations
Gabriella Donley	Emergency 1 st Aid Tact Operations II
Gabriella Donley	Emergency 1 st Aid Tact Operations
Gabriella Donley	Emergency 1 st Aid Tact Operations
Gabriella Donley	Emergency 1 st Aid Tact Operations
Gabriella Donley	Emergency 1 st Aid Tact Operations
Dennis Hickmon	Detainee Operations
Marlene Kabriel	Language Lab
Lynette Lee	Organize Supply Mgmt Operation
Kenneth Martin	Military Passeng-Carry Vehicle
Bill Nash	OSHA General Industry Regs
Merrilees Owens	Substitute for Geraldine Ball
Shawn Rosenbaum	Emergency 1 st Aid Tact Operations
Shawn Rosenbaum	Emergency 1 st Aid Tact Operations
Shawn Rosenbaum	Emergency 1 st Aid Tact Operations
Brian Schroeder	Emergency 1 st Aid Tact Operations
Brian Schroeder	Emergency 1 st Aid Tact Operations
Brian Schroeder	Emergency 1 st Aid Tact Operations

Thomas Smith	Intro to Exercise Science
Patricia Snyder	Anatomy & Physiology II
Jim Turner	Substitute per Mike Weltsch
Jim Turner	Substitute per Mike Weltsch
Melinda Whitney	Emergency 1 st Aid Tact Operations
Melinda Whitney	Emergency 1 st Aid Tact Operations
Melinda Whitney	Emergency 1 st Aid Tact Operations
Russell Wilson	Combat Lifesaver

Supplemental Contracts (Staff)

Randy Allen	Peer Consulting Ryan Webster
Steve Dudek	Peer Consulting Joel Miller
Steve Dudek	Peer Consulting Annette Bourne

Community Education

Mary Boman	Certified Medication Aide – Great Bend (1/15/05 – 2/26/05)
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College Advantage

Sheree Poskey	Introduction to Sociology – Chase (1/4/05 – 5/13/05)
Glenna Grinstead	English Comp II – Chase (1/4/05 – 5/13/05)
Daniel Winston	Public Speaking – Ellsworth (1/6/05 – 5/18/05)
Ruth Moritz	English Comp II – LaCrosse (1/19/05 – 5/4/05)
Tony Harp	College Algebra – LaCrosse (1/5/05 – 5/21/05)
Ann Blessing-Williams	Public Speaking – Larned (1/18/05 – 5/3/05)
Kathleen Heinze	English Comp II – Lucas-Luray (1/3/05 – 5/20/05)
Ann Blessing-Williams	Introduction to Literature – Pawnee Heights (Rozel) (1/5/05 – 5/25/05)
Ann Blessing-Williams	English Comp II – Pawnee Heights (Rozel) (1/5/05 – 5/25/05)
Blaine Maier	College Algebra – Russell (1/4/05 – 5/25/05)
Blaine Maier	College Algebra – Russell (1/4/05 – 5/25/05)
Darrell Thrasher	Introduction to Sociology – Wilson (1/4/05 – 5/12/05)

BARTON COUNTY COMM COLLEGE
Statement of Revenues and Expenditures
AS OF 30-NOVEMBER-04

1111 GENERAL FUND

YEAR TO DATE
ACTUAL

REVENUES:

FALL TUITION	1,289,047.50
SPRING TUITION	0.00
SUMMER TUITION	34,666.00
FALL OUT OF STATE TUITION	102,748.00
SPRING OUT OF STATE TUITION	0.00
SUMMER OUT OF STATE TUITION	(680.00)
ON LINE TUITION	209,859.00
INTERNATIONAL TUITION	59,600.00
UNDOC RES ALIEN TUITION	765.00
GENERAL STUDENT FEES	0.00
LAVTR	0.00
STATE GRANTS	3,000.00
STATE OPERATING GRANT	2,042,254.00
COUNTY OUT DISTRICT TUITION	115,044.00
BARTON COUNTY AD VALOREM TAX	324,661.55
MOTOR VEHICLE TAX	393,253.44
RECREATIONAL VEHICLE TAX	5,231.99
NEIGHBORHOOD REVIT PRG	1,907.40
DELINQUENT TAXES	22,672.85
TAXABLE SALES	850.31
INTEREST-GENERAL	26,912.57
MISCELLANEOUS REIMBURSEMENTS	139,762.18
INSURANCE REIMBURSEMENTS	0.00
GENERAL MISCELLANEOUS	22,351.11
MISCELLANEOUS SALE OF PROPERTY	26,160.66
TRANSCRIPT REVENUE	17,700.00
MISCELLANEOUS ELECTRONIC DEPT REV	18.14
DONATIONS	0.00
FARM HOUSE RENTALS	3,000.00
FARM LEASE/CROP SALES	0.00
PAYMENT PLAN FEES	10,650.00
CAREER CENTER REVENUE	0.00
EVALUATION FEES	100.00
ITV REVENUE	836.00
INTERNATIONAL STUDENT FEE	3,300.00
REFUNDS-GENERAL	27,065.29
ROOM RENTAL-GENERAL	10,456.25

TOTAL REVENUES	4,893,193.24

BARTON COUNTY COMM COLLEGE
Statement of Revenues and Expenditures
AS OF 30-NOVEMBER-04

1111 GENERAL FUND

YEAR TO DATE
ACTUAL

EXPENDITURES:

INSTRUCTION	2,000,617.69
PUBLIC SUPPORT	8,239.45
ACADEMIC SUPPORT	808,731.18
STUDENT SERVICES	331,516.80
INSTITUTIONAL SUPPORT	1,573,338.51
PHYSICAL PLANT OPERATION	971,208.92
STUDENT FINANCIAL SUPPORT	121,043.50
AUXILIARY SERVICES	8,423.51

TOTAL EXPENDITURES	5,823,119.56
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TRANSFERS AMONG FUNDS:

TRANSFERS TO ABE FUND	0.00
TRANSFERS TO ATHLETIC FUND	400,000.00
TRANSFERS TO ATHLETIC ACTIVITY FUND	72,000.00
TRANSFERS TO STUDENT ACT ACTIV FUND	26,000.00

TOTAL TRANSFERS AMONG FUNDS:	498,000.00
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NET INCREASE/DECREASE IN NET ASSETS	(1,427,926.32)
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BARTON COUNTY COMM COLLEGE
Statement of Revenues and Expenditures
AS OF 30-NOVEMBER-04

1112 VOCATIONAL FUND

YEAR TO DATE
ACTUAL

REVENUES:

STATE OPERATING GRANT	875,251.00
BARTON COUNTY AD VALOREM TAX	0.00
MOTOR VEHICLE TAX	0.00
RECREATIONAL VEHICLE TAX	0.00
DELINQUENT TAXES	0.00
PRIVATE SOURCE GRANT REVENUE	0.00
REFUNDS-GENERAL	277.00

TOTAL REVENUES	875,528.00

EXPENDITURES:

INSTRUCTION	934,902.27
PUBLIC SERVICE	0.00
ACADEMIC SUPPORT	110,403.29
STUDENT SERVICES	0.00
INSTITUTIONAL SUPPORT	0.00
PHYSICAL PLANT OPERATION	0.00
AUXILIARY SERVICES	0.00

TOTAL EXPENDITURES	1,045,305.56

NET INCREASE/DECREASE IN NET ASSETS	(169,777.56)
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BARTON COUNTY COMM COLLEGE
Statement of Revenues and Expenditures
AS OF 30-NOVEMBER-04

1115 EMPLOYEE BENEFIT FUND

YEAR TO DATE
ACTUAL

REVENUES:

BARTON COUNTY AD VALOREM TAX	0.00
MOTOR VEHICLE TAX	0.00
RECREATIONAL VEHICLE TAX	0.00
DELINQUENT TAXES	0.00
MISCELLANEOUS REIMBURSEMENTS	0.00

TOTAL REVENUES	0.00

EXPENDITURES:

INSTRUCTION	330,663.44
PUBLIC SERVICE	29,928.79
ACADEMIC SUPPORT	126,706.31
STUDENT SERVICES	78,514.83
INSTITUTIONAL SUPPORT	151,407.84
PHYSICAL PLANT OPERATION	47,301.03
AUXILIARY SERVICES	18,316.76

TOTAL EXPENDITURES	782,839.00

NET INCREASE/DECREASE IN NET ASSETS	(782,839.00)
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BARTON COUNTY COMMUNITY COLLEGE
GENERAL, VOCATIONAL, AND EMPLOYEE BENEFITS
FUNDS FLOW ACTIVITY
PERIOD ENDED NOVEMBER 30, 2004

	2004-05 BUDGET	PERIOD ENDED 11/30/04	YTD AVAILABLE	% AVAILABLE
Fund Balance, Beginning	\$4,363,507.00	\$4,363,507.00		
Tuition-Out Of State	300,000.00	161,668.00	138,332.00	46.11%
Tuition-In State	3,954,000.00	1,534,338.00	2,419,662.00	61.20
Tuition-Out District	265,000.00	115,044.00	149,956.00	56.59
State Aid	6,053,000.00	2,917,505.00	3,135,495.00	51.80
Property Taxes	5,071,000.00	354,474.00	4,716,526.00	93.01
Other Taxes	830,000.00	393,253.00	436,747.00	52.62
Interest Income	70,000.00	26,913.00	43,087.00	61.55
Other	2,112,000.00	265,527.00	1,846,473.00	87.43
Total Revenue	18,655,000.00	5,768,722.00	12,886,278.00	69.08
Expenditures:				
Academic Salaries	6,296,000.00	2,537,033.00	3,758,967.00	59.70
Support Salaries	3,801,000.00	1,539,077.00	2,261,923.00	59.51
Supplies	3,983,000.00	1,556,586.00	2,426,414.00	60.92
Equipment	24,000.00	15,127.00	8,873.00	36.97
Advertising	50,000.00	36,440.00	13,560.00	27.12
Transfers & Other	480,000.00	400,000.00	80,000.00	16.67
Employee Benefits	2,071,000.00	782,839.00	1,288,161.00	62.20
General Insurance	215,000.00	196,696.00	18,304.00	8.51
Utilities	605,000.00	257,757.00	347,243.00	57.40
In County Scholarships	124,000.00	105,199.00	18,801.00	15.16
Capital Outlay	859,000.00	480,656.00	378,344.00	44.04
Maintenance	431,000.00	241,854.00	189,146.00	43.89
Total Expenditures	18,939,000.00	8,149,264.00	10,789,736.00	56.97%
Fund Balance, Ending	\$4,079,507.00	\$1,982,965.00		

BARTON COUNTY COMMUNITY COLLEGE
GENERAL, VOCATIONAL AND EMPLOYEE BENEFITS
FUNDS FLOW ACTIVITY
PERIOD ENDED NOVEMBER 30, 2004 & 2003

	YEAR ENDED		NET CHANGE INCREASE (DECREASE)	% CHANGE
	11/30/04	11/30/03		
Fund Balance, Beginning	\$4,363,507.00	\$2,271,636.00	\$2,091,871.00	92.09%
Tuition-Out Of State	161,668.00	161,942.00	(274.00)	(0.17)
Tuition-In State	1,534,338.00	1,375,466.00	158,872.00	11.55
Tuition-Out District	115,044.00	146,826.00	(31,782.00)	(21.65)
State Aid	2,917,505.00	3,152,802.00	(235,297.00)	(7.46)
Out District State Aid	0.00	0.00	0.00	
Property Taxes	354,474.00	1,799,707.00	(1,445,233.00)	(80.30)
Other Taxes	393,253.00	421,159.00	(27,906.00)	(6.63)
Interest Income	26,913.00	22,257.00	4,656.00	20.92
Other	265,527.00	241,914.00	23,613.00	9.76
Total Revenue	5,768,722.00	7,322,073.00	(1,553,351.00)	(21.21)
Expenditures:				
Academic Salaries	2,537,033.00	2,392,474.00	144,559.00	6.04
Support Salaries	1,539,077.00	1,557,073.00	(17,996.00)	(1.16)
Supplies	1,556,586.00	1,464,925.00	91,661.00	6.26
Equipment	15,127.00	7,607.00	7,520.00	98.86
Advertising	36,440.00	31,575.00	4,865.00	15.41
Transfers & Other	400,000.00	400,000.00	0.00	0.00
Employee Benefits	782,839.00	776,718.00	6,121.00	0.79
General Insurance	196,696.00	133,288.00	63,408.00	47.57
Utilities	257,757.00	233,234.00	24,523.00	10.51
In County Scholarships	105,199.00	88,776.00	16,423.00	18.50
Capital Outlay	480,656.00	454,172.00	26,484.00	5.83
Maintenance	241,854.00	234,373.00	7,481.00	3.19
Total Expenditures	8,149,264.00	7,774,215.00	375,049.00	4.82
Fund Balance, Ending	\$1,982,965.00	\$1,819,494.00	\$163,471.00	8.98%

BARTON COUNTY COMMUNITY COLLEGE
AUXILIARY FUNDS
FUNDS FLOW ACTIVITY
PERIOD ENDED NOVEMBER 30, 2004

	STUDENT UNION	DORMITORIES	ATHLETICS	CAMP ALDRICH	FIVE MONTH ACTIVITY	2003-04 BUDGET	YTD AVAILABLE	% AVAILABLE
Fund Balance, Beginning:	473,710	449,791	75,720	45,978	1,045,199	1,045,199		

Revenues:								
Vending	683				683	2,000	1,317	65.85
Bookstore	356,563				356,563	800,000	443,437	55.43
Food service	167,263			0	167,263	482,000	314,737	65.30
Fees	0			0	0	268,000	268,000	100.00
Supplies & Services		10,785			10,785	28,000	17,215	61.48
Housing Rental		480,180		24,771	504,951	913,000	408,049	44.69
Transfers			400,000	50,000	450,000	480,000	30,000	6.25
Revolving					0	0	0	
Misc.	1,254				1,254	4,000	2,746	68.65
Gate Receipts			0		0	5,000	5,000	100.00
Entry Fees & Other			3,090	0	3,090	16,000	12,910	80.69

Total Revenues	525,763	490,965	403,090	74,771	1,494,589	2,998,000	1,503,411	50.15

Expenditures:								
Salaries	29,972	27,268	872	23,141	81,253	245,000	163,747	66.84
Books & Supplies	410,727				410,727	725,000	314,273	43.35
Maintenance	8,480	19,202		5,012	32,694	99,000	66,306	66.98
Food	231,438	128,635		0	360,073	850,000	489,927	57.64
Utilities	2,089	45,537		9,124	56,750	170,000	113,250	66.62
Lease payments & Int	0	64,935			64,935	202,000	137,065	67.85
Travel & Recruiting			53,256		53,256	138,000	84,744	61.41
Officials			17,780		17,780	30,000	12,220	40.73
Training Supplies			12,234		12,234	17,000	4,766	28.04
Insurance			55,323		55,323	60,000	4,677	7.80
Equipment	0	0	61,073	0	61,073	171,000	109,927	64.28
Clinics & Awards			8,964		8,964	10,000	1,036	10.36
Transfers & Refunds		0	0		0	1,000	1,000	100.00
Revolving					0	0	0	
Nationals & Fees			4,692		4,692	34,000	29,308	86.20
Supplies	3,978	3,186	39,150	77	46,391	76,000	29,609	38.96
Misc.		0			0	1,000	1,000	100.00

Total Expenditures	686,684	288,763	253,344	37,354	1,266,145	2,829,000	1,562,855	55.24

Fund Balance, Ending	312,789	651,993	225,466	83,395	1,273,643	1,214,199		
=====								

BARTON COUNTY COMMUNITY COLLEGE
STUDENT UNION
FUNDS FLOW ACTIVITY
PERIOD ENDED NOVEMBER 30, 2004 AND 2003

	PERIOD ENDED		NET CHANGE	%
	11/30/04	11/30/03	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	\$473,710.00	\$663,935.00	(\$190,225.00)	(28.65)

Revenues:				
Vending	683.00	492.00	191.00	38.82
Bookstore	356,563.00	379,190.00	(22,627.00)	(5.97)
Food service	167,263.00	118,263.00	49,000.00	41.43
Fees & Misc.	1,254.00	48.00	1,206.00	2,512.50

Total Revenues	525,763.00	497,993.00	27,770.00	5.58

Expenditures:				
Salaries	29,972.00	28,638.00	1,334.00	4.66
Books & Supplies	410,727.00	427,336.00	(16,609.00)	(3.89)
Maintenance	10,569.00	7,272.00	3,297.00	45.34
Food	231,438.00	215,952.00	15,486.00	7.17
Lease payments & Int.	0.00	11,871.00	(11,871.00)	(100.00)
Equipment	0.00	27,659.00	(27,659.00)	(100.00)
Supplies	3,978.00	9,638.00	(5,660.00)	(58.73)

Total Expenditures	686,684.00	728,366.00	(41,682.00)	(5.72)

Fund Balance, Ending	\$312,789.00	\$433,562.00	(\$120,773.00)	(27.86)
=====				

BARTON COUNTY COMMUNITY COLLEGE
DORMITORIES
FUNDS FLOW ACTIVITY
PERIOD ENDED NOVEMBER 30, 2004 AND 2003

	PERIOD ENDED		NET CHANGE INCREASE (DECREASE)	%
	11/30/04	11/30/03		
Fund Balance, Beginning	\$449,791.00	\$398,857.00	\$50,934.00	12.77
<hr/>				
Revenues:				
Supplies & Services	10,785.00	4,841.00	5,944.00	122.78
Rental & Other	480,180.00	453,656.00	26,524.00	5.85
<hr/>				
Total Revenues	490,965.00	458,497.00	32,468.00	7.08
<hr/>				
Expenditures:				
Salaries	27,268.00	21,428.00	5,840.00	27.25
Maintenance	19,202.00	22,234.00	(3,032.00)	(13.64)
Food	128,635.00	80,876.00	47,759.00	59.05
Utilities	45,537.00	37,609.00	7,928.00	21.08
Lease payments & Int.	64,935.00	85,663.00	(20,728.00)	(24.20)
Equipment	0.00	46,847.00	(46,847.00)	(100.00)
Transfers & Refunds	0.00	0.00	0.00	
Supplies	3,186.00	2,133.00	1,053.00	49.37
Misc.	0.00	0.00	0.00	
<hr/>				
Total Expenditures	288,763.00	296,790.00	(8,027.00)	(2.70)
<hr/>				
Fund Balance, Ending	\$651,993.00	\$560,564.00	\$91,429.00	16.31
<hr/> <hr/>				

BARTON COUNTY COMMUNITY COLLEGE
ATHLETICS
FUNDS FLOW ACTIVITY
PERIOD ENDED NOVEMBER 30, 2004 AND 2003

	PERIOD ENDED		NET CHANGE	%
	11/30/04	11/30/03	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	\$75,720.00	\$42,786.00	\$32,934.00	76.97
<hr/>				
Revenues:				
Transfers	400,000.00	400,000.00	0.00	0.00
Revolving	0.00	0.00	0.00	
Gate Receipts	0.00	0.00	0.00	
Entry Fees & Other	3,090.00	530.00	2,560.00	483.02
<hr/>				
Total Revenues	403,090.00	400,530.00	2,560.00	0.64
<hr/>				
Expenditures:				
Salaries	872.00	1,904.00	(1,032.00)	(54.20)
Travel & Recruiting	53,256.00	53,911.00	(655.00)	(1.21)
Officials	17,780.00	19,530.00	(1,750.00)	(8.96)
Training Supplies	12,234.00	10,483.00	1,751.00	16.70
Insurance	55,323.00	59,394.00	(4,071.00)	(6.85)
Equipment	61,073.00	63,063.00	(1,990.00)	(3.16)
Clinics & Awards	8,964.00	255.00	8,709.00	3,415.29
Transfers	0.00	0.00	0.00	
Nationals & Fees	4,692.00	1,798.00	2,894.00	160.96
Supplies	39,150.00	28,112.00	11,038.00	39.26
<hr/>				
Total Expenditures	253,344.00	238,450.00	14,894.00	6.25
<hr/>				
Fund Balance, Ending	\$225,466.00	\$204,866.00	\$20,600.00	10.06
<hr/>				

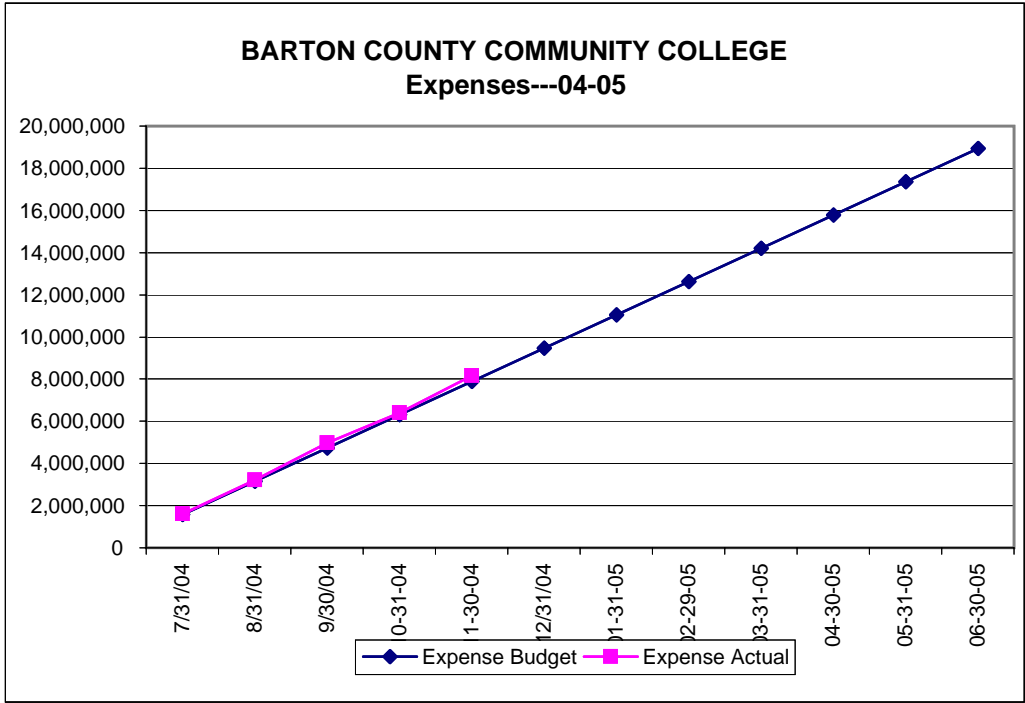
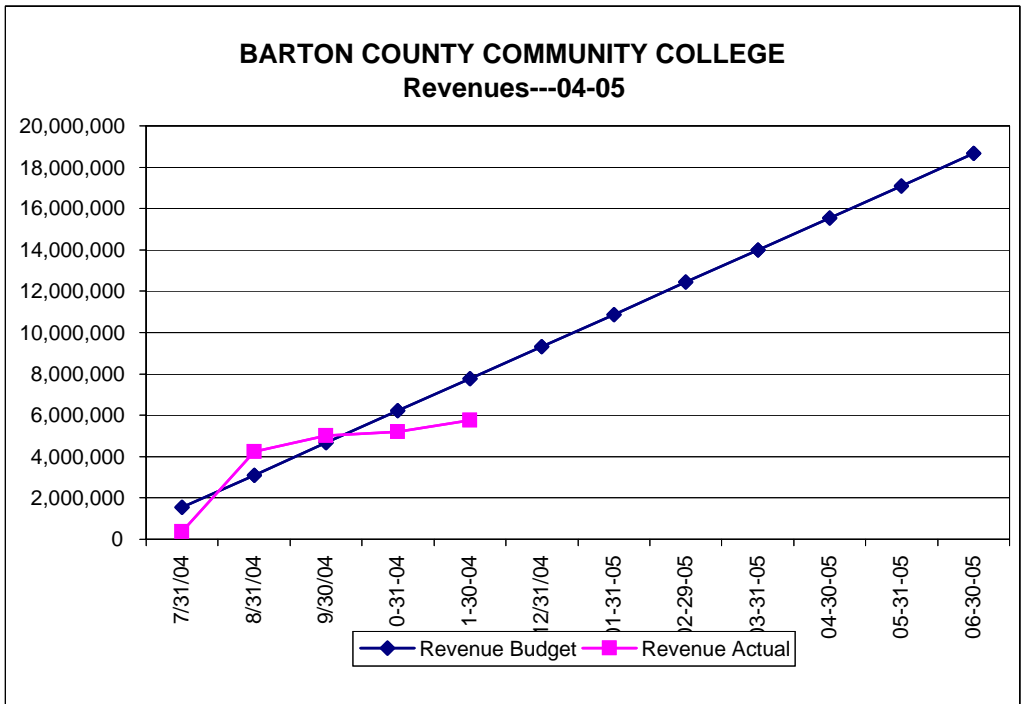
BARTON COUNTY COMMUNITY COLLEGE
 CAMP ALDRICH
 FUNDS FLOW ACTIVITY
 PERIOD ENDED NOVEMBER 30, 2004 AND 2003

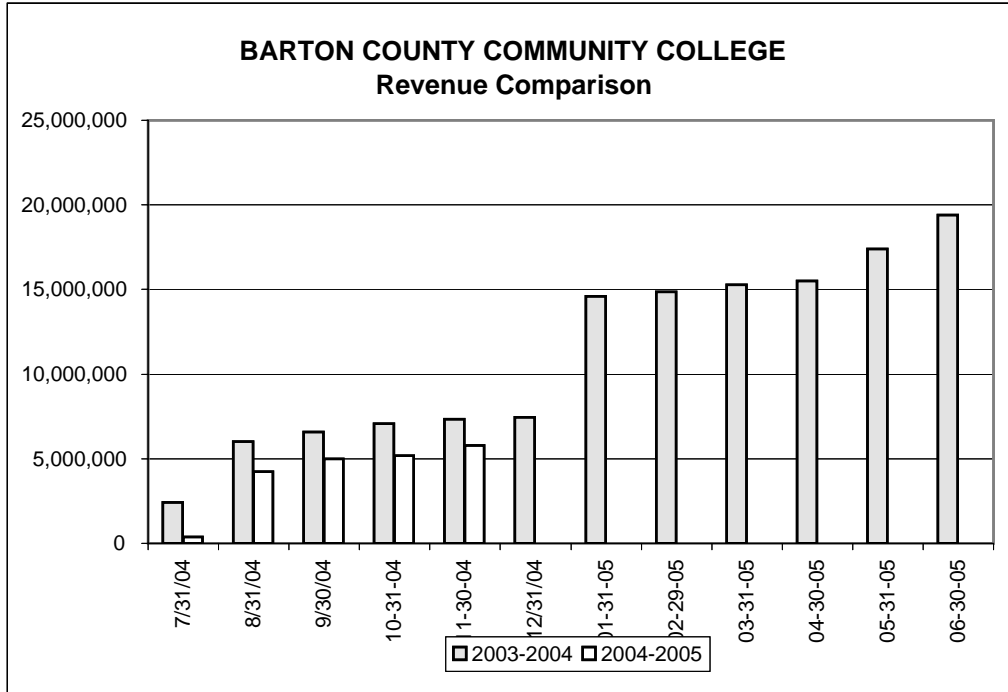
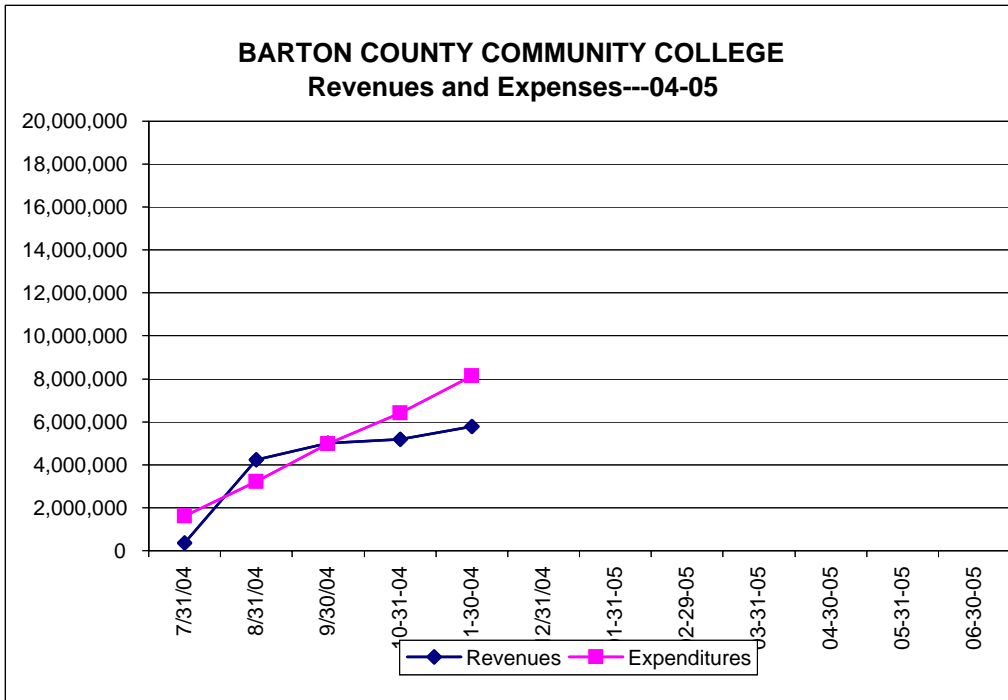
	PERIOD ENDED		NET CHANGE	%
	11/30/04	11/30/03	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	\$45,978.00	\$71,154.00	(\$25,176.00)	(35.38)
<hr/>				
Revenues:				
Food Service	0.00	0.00	0.00	
Housing Rental	24,771.00	26,695.00	(1,924.00)	(7.21)
Transfers	50,000.00	0.00	50,000.00	
<hr/>				
Total Revenues	74,771.00	26,695.00	48,076.00	180.09
<hr/>				
Expenditures:				
Salaries	23,141.00	20,488.00	2,653.00	12.95
Food	0.00	0.00	0.00	
Utilities	9,124.00	8,370.00	754.00	9.01
Equipment	0.00	0.00	0.00	
Supplies	5,089.00	8,526.00	(3,437.00)	(40.31)
<hr/>				
Total Expenditures	37,354.00	37,384.00	(30.00)	(0.08)
<hr/>				
Fund Balance, Ending	\$83,395.00	\$60,465.00	\$22,930.00	37.92
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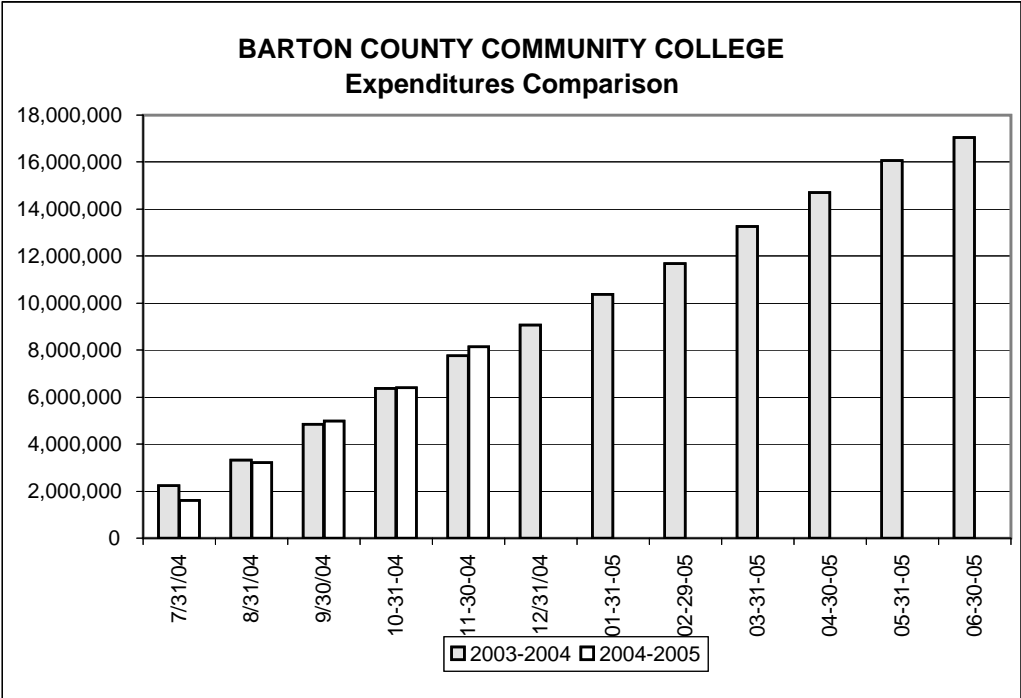
Date 6-DEC-04

BARTON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
11/30/04

FUND-DESCRIPTION	BEGIN-BAL	MONTH-RCPT	MONTH-EXP	YTD RCPT	YTD-EXP	END-BAL	CHECKING	INVEST	CHANGE
GENERAL & VOC	3,740,805	828,395	1,438,863	5,713,009	7,020,519	2,433,295	2,039,195	350,000	44,100
EMPLOYEE BENEFITS	0	0	190,188	0	782,839	(782,839)	(782,839)	0	0
STUDENT UNION	473,710	65,011	169,177	525,763	668,898	330,575	229,575	100,000	1,000
DORMITORY	449,791	1,042	63,997	490,965	283,669	657,087	556,687	100,000	400
CAMP ALDRICH	45,978	8,160	2,061	74,771	37,354	83,395	83,395	0	0
ATHLETICS	75,720	800	50,693	403,090	253,040	225,770	225,770	0	0
	4,786,004	903,408	1,914,979	7,207,598	9,046,319	2,947,283	2,351,783	550,000	45,500







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

Monitoring Reports December 2004

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 with no or minimal risk. The only possible exception, of which the Board is already aware, is the institution's fiscal position. In meeting our projected budget's expenditure plan you can continue to expect difficult and frugal decisions. We are at a point that in order to maintain our comprehensive nature and services, we will have to regularly seek local and consistent tax support or eliminate services and programs. This has the potential to risk assets, human resources, etc.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: FINANCIAL CONDITION

The President shall administer the Board approved budget without material deviation from Board priorities in ENDS policies, and shall protect the College from financial risk.

Accordingly, the President may not:

Financial Condition #3

Make any purchase: (a) without prudent protection against conflict of interest; (b) over \$10,000 without Board approval; (c) over \$10,000 without seeking at least three competitive quotes or sealed bids, submitted on prepared specifications. No purchase shall be made except on the basis of quality, cost, and service. Consideration shall be given to local vendors who can provide like quality products and services and who meet bid specifications.

Response: Following review of this constraint with the Dean of Business Services, I feel confident that the College is in compliance with the policy. We remain sensitive and judicious in balancing the need to support the local economy with making wise purchases in stretching limited tax dollars. We are discussing with the Board how it would like to handle routine expenditures that, when totaled at the end of the year, exceed \$10,000.

Financial Condition #6

Fail to maintain adequate reserves which allow the College cash reserve to drop below 8% of its annual budget, working toward a goal of 16%.

Response: The Board has been apprised that additional progress toward this goal was made over the course of the past year. The cash reserve is much nearer its goal than it was in the mid to late 1990s. As you are aware, the reserve – though we had projected the need to use some of it this past year – has actually grown because the state did not make some of the cuts we had anticipated. This is the fourth or fifth year in a row we have seen growth in the reserves, in spite of some extreme fiscal difficulties.

Financial Condition #8

Fail to provide a monthly report of the College's current financial condition.

Response: Each month, as part of the Board's agenda, "Claims" and "Financial Reports" are presented for the Board's review and action. The reports accurately reflect the fiscal condition of the institution. Further, information regarding the Foundation's fiscal condition is provided to the Trustees from the Foundation Office each month. The clarifying questions asked by the Board are appreciated, as they help us to more fully discharge our accountability to the public.

POLICY TYPE: ENDS

POLICY TITLE: MISSION

Academic Advancement

Students desiring academic advancement will be prepared for successful transfer to other colleges and universities.

1. Students will have the academic prerequisites sufficient for successful transfer.
2. Students will have appropriate knowledge of transfer requirements.

Response: This past year, 240 students received one of the transfer degrees (associate of arts or associate of sciences) from Barton as they graduated. This is an increase of 53 students from the previous year (28% increase). The College has been very deliberate in designing these degrees. The courses selected for the degrees meet the College's general education requirements, as well as other core courses that compose the degree and are acceptable for transfer. Accordingly, a student can transfer with the degree, or should they opt to leave Barton prior to receiving their degree, the courses will transfer as they pursue additional education.

For the most part, students who transfer do not have difficulties in having their course work accepted in transfer. Exceptions may, on occasion, be found when a student either changes their mind about the major they are seeking, or they opt to complete their degree at a different four-year institution than they originally planned. While these exceptions exist, they are rare and for the most part, course work is accepted in transfer, but may not necessarily meet major requirements.

Academic program changes at the four-year institutions are a constant. This means that two-year institutions must constantly review their requirements and make necessary adjustments in their courses and programs so students do not experience transfer difficulty. This is a major responsibility of Barton's full-time faculty. Their efforts are demonstrated in the review of the College's syllabi and general education requirements. They are also heavily involved in the state's efforts at establishing core competencies to assist students in transferring from institution to institution.

Student advisement is another area that is necessary to ensure student academic advancement. It is the advisors' responsibility to ensure that students are aware of transfer requirements. The advisement center has developed degree templates that reflect transfer requirements for the state universities and colleges. Transfer requirements are available for students via the College web site or from their advisor. Additionally, the inception of Web for Students has allowed students the opportunity to view their Barton transcripts on-line and print

an unofficial transcript for course evaluation at transfer institutions. Finally, as part of the partnership with KSU we continue to work toward dual admissions, which would be another means of helping students know beforehand what courses to take and how those courses will fit into their Bachelor's degree plan at KSU.

POLICY TYPE: ENDS

POLICY TITLE: PERSONAL ENRICHMENT

Title IX - Equity in Athletics Disclosure Act

Annual: December 2004

<i>Full-time 20th Day Enrollment for Fall 2003</i>		<i>% of Total</i>
Male Undergraduates	389	47%
Female Undergraduates	445	53%
Total Undergraduates	834	100%

<i>Athletically-Related Student Aid</i>	
Male Athletes	\$164,650
Female Athletes	\$162,815
Totals	\$327,465

Note: Athletically-related student aid is aid awarded to a student that requires the student to participate in an intercollegiate athletics program.

<i>Athletic Participation by Sport</i>	Men's Teams	Women's Teams
Basketball	12	12
Baseball	32	-
Golf	9	3
Soccer	30	16
Softball	-	19
All Track Combined	37	29
Tennis	11	6
Volleyball	-	12
Total Participants	131	97

Note: A participant is a student athlete who either a) is listed as a team member, b) practices with the team and receives coaching as of the day of the first scheduled intercollegiate contest, or c) receives athletically-related student aid.

<i>Expenses & Revenue</i>	Operating Expenses	% of Total	Actual Revenue	% of Total
Men's Teams	\$155,840	53%	\$211,473	55%
Women's Teams	\$139,601	47%	\$176,128	45%
Total Expenses & Revenue	\$295,441	100%	\$387,601	100%

Notes: -Operating expenses include lodging, meals, transportation, officials, uniforms, and equipment for both home and away games.

-Total Revenue consists primarily of operating budget, gate receipts (50/50 split), guarantees, and entry fees (charge to teams that participate in our tournaments). Of the gate receipts, only 25% of the revenue generated from the sale of reserved season tickets is included (the remaining 75% goes to the booster club). Guarantees and entry fees provide the percentage difference. Revenues do not include any state aid received on the athletes or income received from their student housing.

Title IX - Equity in Athletics Disclosure Act, Continued

<i>Head & Assistant Coaching Staff</i>	<i>Head Coaching Staff</i>				<i>Assistant Coaching Staff</i>			
	Male		Female		Male		Female	
	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time
Men's Teams	4	1	0	1	2	4	0	0
Women's Teams	4	1	1	1	3	1	1	0
Totals	8	2	1	2	5	5	1	0

Note: This table reflects the gender of the head and assistant coaching staff and whether they are assigned to the team on a full-time or part-time basis.

Response: This report indicates that the College is providing excellent opportunities for students to enrich their lives through participation in competitive athletics. The means by which the College is providing these opportunities is by providing adequate financial resources for the athletic teams to recruit quality student athletes and to operate their individual athletic programs.

UPCOMING BOARD MEETINGS/ACTIVITIES

**December 18 through
January 2**

Campus Closed for Christmas Break

January 11

**President's Forum – 8:30 a.m.
Fine Arts Auditorium**

January 18

**Regular Monthly Board Meeting – 4:00 p.m.
Room U-219 (upper level of Student Union)**

Reminder: There will be NO study session in January

President's Monthly Activities
November 01- 30, 2004

November 01	Met with Thane Francis Met with Bob and Jeremy VanNess
November 02	Delivered Dessert of the Month to Dana Foss Met with Cathie Oshiro regarding conclusion to a student issue
November 03	Facilitated President's Staff meeting Hosted lunch with Board of Trustees Participated in the ITV demonstration for Trustees Facilitated the monthly Board study session
November 04	Met with the Fiscal Review Team to consider potential goals
November 05	Met with Clements & Associates' Consultant Attended the Barton Basketball Pizza Hut Classic
November 06	Attended the Barton Basketball Pizza Hut Classic
November 07	Held a dinner meeting with Darnell and Clements & Associates' Consultant to discuss feasibility assessment
November 08	With Mike Weltsch met with Dr. George Knox at Cloud County Community College to discuss cooperative possibilities
November 09	Met with Kansas State University graduate student studying community colleges Attended the Presidential Scholar luncheon
November 10	Attended the AACC Commission on Research in Washington D.C.
November 11	Attended the AACC Commission on Research in Washington D.C.
November 12	Attended the AACC Commission on Research in Washington D.C.
November 13	Attended the regional volleyball tournament in Hutchinson
November 14	Attended the regional volleyball tournament in Hutchinson
November 15	Met with Betsy and Stephanie Turner Hosted a regional Superintendents' meeting Attended a faculty meeting regarding reorganization proposals
November 16	With Dr. Gabelmann met with the faculty facilitators Facilitated the Board of Trustees meeting

November 17 Attended the KBOR meetings in Topeka

November 18 With Dr. Gabelmann met with Dr. Shallenberger to discuss KU
transfer issues
Attended the KBOR meetings in Topeka

November 19 Met with Allen Glendenning regarding legal issues

November 22 Met with a student to discuss concerns
Attended a faculty meeting regarding reorganization proposals

November 23 Met with Dr. Gabelmann and LaVonne Gerritzen to discuss staffing
issues and concerns

November 24 Thanksgiving Break – Offices Closed
Attended Barton’s Thanksgiving basketball tournament game

November 25 Thanksgiving Break – Offices Closed
Attended Barton’s Thanksgiving basketball tournament game

November 26 Thanksgiving Break – Offices Closed
Attended Barton’s Thanksgiving basketball tournament game

November 29 Met with Chy Miller to review EMS accreditation self-study report

NOTICES AND COMMUNICATIONS

- Letter from Wayne Brungardt, AIA
- Letter from Mary Hutchison of NATEF
- Application Request for Kan-Ed Technology Grant Program
- Application Request for RSVP Supplemental Grant
- Application Request for Strategic Planning Grant
- Acceptance of IMACA Education Foundation Grant

NOV 07 2004
PRESIDENT'S OFFICE
BCCC

November 8, 2004

Veldon Law, Ed. D., President
Barton County Community College
245 NE 30th Rd.
Great Bend, KS 67530

Re: Dorothy Moses Morrison Chapel Renovation
Fine Arts Building
Barton County Community College
Project No. 0107

Dear Dr. Law:

This is to express my sincere appreciation for the opportunity to serve as your Architect for the Dorothy Moses Morrison Chapel Renovation Project.

The pursuit for authentic quality and a suitable setting for the stained glass windows made the Project more than an exciting experience.

Hopefully, the Project has established an important historical reference in the continuing "Arts Focused" development of your Campus.

It has been a real joy to work with Mark Dean and I feel proud to have been a part of this Project.

Again, Thank You for the opportunity and Best Wishes in your future endeavors.

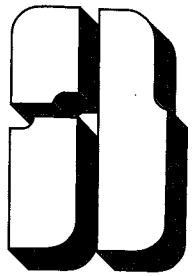
Sincerely,

STECKLEIN AND BRUNGARDT p.a. ARCHITECTS



Wayne Brungardt, AIA

jab



Stecklein
and
Brungardt
p.a.
Architects

Alan Stecklein
Wayne Brungardt

Member
American
Institute
of
Architects

Suite 310
1200 Main Street
Hays, Kansas
67601
(785) 625-6425
FAX (785) 625-8691
E-mail
sbarch@ruraltel.net
www.sbarchitectspa.com

Planning
Architecture
Interior
Design

RECEIVED
DEC 01 2004
PRESIDENT'S OFFICE
BCCC

December 1, 2004

Mr. Darcy Wedel
Coordinator
Barton County Community College
245 NE 30th Road
Great Bend, KS 67530

Dear Mr. Wedel:

We have received your midpoint compliance review.

The National Automotive Technicians Education Foundation (NATEF) is pleased to inform you that based on the information you have provided, the Automobile training program of Barton County Community College continues to meet the standards of quality education as certified by the National Institute for Automotive Service Excellence (ASE). Your concern and hard work directed at automotive educational needs are evident by the quality of your program.

Remember that recertification of your Automobile training program should be scheduled before the expiration date indicated on the plaque you received. Please be advised that the Automobile program standards were revised in 2002 and are on a three year revision cycle. **NATEF now requires instructors of certified programs to complete 20 hours per year of industry based training relevant to the areas the program is certified in. Please keep in mind that documentation of this training will be required when your program applies for recertification.** You may view the 2002 standards on our website at www.natef.org. Should you need a hard copy of the standards or have any questions regarding recertification, do not hesitate to contact the NATEF office.

Sincerely,



Mary Hutchinson
Executive Director

cc: Dr Veldon Law, President

**BARTON COUNTY COMMUNITY COLLEGE
GRANT APPLICATION REQUEST
(Funding range - \$10,000)**

Grant	Kan-Ed Technology Grant Program
Funding Agency	Kan-Ed
Summary	Kan-Ed funds are focused on providing funds for upgrades or modifications to existing H.323 equipment. (This is the Polycom configuration that we currently use for the ITV program.)
Services	The Kan-Ed funds will provide equipment that will enable Barton to enhance its current ITV capacity.
Relationship to College Mission	The project will allow Barton to provide services that advances learning in the service area.
Target Population	Barton students enrolled in ITV-mediated programs including College Advantage and outreach.
Funding Range	\$10,000
Indirect Cost Reimbursement	None
Funding Period	02/01/05 - 01/31/05
Institutional Obligation	None
Cash	None
In-Kind	\$500 – In electronic services
Personnel Required	
Existing	Installation, monitoring, and maintenance by Electronic Services staff
New	None
Due Date	December 6, 2004

Presidential Review

I have reviewed this request and it is in concert with the mission and vision of Barton County Community College. I support the request and authorize the College to proceed with the preparation of the grant application.

Veldon L. Law, Ed.D.
President's Approval

12-01-04
Date

**BARTON COUNTY COMMUNITY COLLEGE
GRANT APPLICATION REQUEST
(Funding Range Under \$10,000)**

Grant	RSVP supplemental
Funding Agency	Golden Belt Community Foundation
Summary	Funds are being requested to add administrative hours for the Volunteers in Action coordinator to inform and assist low-income persons in applying for the Medicare Prescription Drug Discount card. Additional funds are needed to purchase or pay postage for books so that each child in Kindergarten has a new book of their own to take home.
Possible Services	Volunteers in Action coordinator will talk to senior groups and assist individual persons with selection of the Medicare Prescription Discount Drug Card. Using the office laptop, she will go to the homes of homebound persons. The EARS coordinator will choose books from First Book. RSVP volunteers will distribute the books to kindergarten children in schools in Barton and Northern Stafford County.
Target Population	Low income Medicare recipients and Kindergarten children by way of RSVP volunteers
Funding Range (Approximate)	\$825.00
Indirect Cost Reimbursement	
Funding Period	1 year
Institutional Obligation	
Cash	0
In-Kind	0
Personnel Required	
Existing	2
New	
Application Deadline	September 15, 2004

Presidential Review

I have reviewed this request and it is in concert with the mission and vision of Barton County Community College. I support the request and authorize the College to proceed with the preparation of the grant application.

Veldon L. Law, Ed.D.

President's Signature

12-01-04

Date

**BARTON COUNTY COMMUNITY COLLEGE
GRANT APPLICATION REQUEST
(Funding Range Under \$10,000)**

Grant	Strategic Planning
Funding Agency	Golden Belt Community Foundation
Summary	To hold a series of meetings which will help identify strengths, weaknesses, threats and opportunities of the RSVP program
Possible Services	Two meetings with a facilitator
Target Population	Staff, advisory board and selected volunteers
Funding Range (Approximate)	\$550.00
Indirect Cost Reimbursement	
Funding Period	December 1- May 2005
Institutional Obligation	
Cash	None
In-Kind	None
Personnel Required	
Existing	
New	
Application Deadline	November 15, 2004

Presidential Review

I have reviewed this request and it is in concert with the mission and vision of Barton County Community College. I support the request and authorize the College to proceed with the preparation of the grant application.

Veldon L. Law, Ed.D.

President's Signature

12-01-04

Date

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

Grant	IMACA Education Foundation
Funding Agency	IMACA
Summary	The grant will be requested for air conditioning tools. IMACA is an organization that specializes in auto air conditioning repairs and Refrigerant handling certification. The grants that are funded by this organization are exclusively for charitable or educational purposes. Specifically for Automotive Air Conditioning education and related technology.
Possible Services	<ul style="list-style-type: none"> Tools purchased with this grant will allow new technology to be used in the Automotive Air Conditioning classes. The use of this grant will allow us to purchase new equipment without depleting our budget.
Target Population	<ul style="list-style-type: none"> Classes and population served will be college and high school students that are enrolled in our Air Conditioning classes.
Funding Range (Approximate)	\$1053.00
Indirect Cost Reimbursement	none
Funding Period	Fall 2004
Institutional Obligation	To purchase only requested and return unused balance
Cash	none
In-Kind	none
Personnel Required	Present instructors
Existing	yes
New	none
Submission to BOT	

Presidential Review

The College has received notification that it has been awarded the above grant. I have reviewed the grant and it is in concert with the mission and vision of Barton County Community College. I support the request and have authorized the College to accept the grant.

Veldon L. Law, Ed.D.

President's Approval

12-01-04

Date

Meeting of the Board of Trustees
Barton County Community College

December 14, 2004

EXECUTIVE SESSION

Detail: An executive session may be required.

Recommendation: It is recommended that the Board recess to executive session, should it be deemed necessary, in compliance with the Kansas Open Meetings Act.

Action: Board Chairman