

**BUDGET HEARING/REGULAR MEETING OF THE
BOARD OF TRUSTEES
BARTON COUNTY COMMUNITY COLLEGE**

**August 8, 2006 – 4:00 p.m.
U-219 (Upper Level of Student Union)**

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Meeting of the Board of Trustees
Barton County Community College

August 8, 2006

BUDGET HEARING

Comments: The public hearing on the 2006-2007 budget will be held at 4:00 p.m. on Tuesday, August 8, 2006, in room U-219 (upper level) of the Student Union at Barton County Community College. This budget was approved for publication at the July 18, 2006 meeting and appeared in the July 20 issue of the Great Bend Tribune.

Recommendation: It is recommended that the Board hold the budget hearing open until 4:30 p.m. to allow time for any latecomers, then close the budget hearing and approve the budget as published.

BARTON COUNTY

Proof of Publication

SS.

JUDY MURPHY

of lawful age, duly sworn upon oath states that SHE

is the PUBLISHER

of THE GREAT BEND TRIBUNE

THAT said newspaper has been published at least weekly fifty (50) times a year and has been so published for at least five years prior to the first publication of the attached notice:

THAT said paper was entered as second class mail matter at the post office of its publication:

THAT said paper has a general paid circulation on a daily, or weekly, or monthly, or yearly basis in

BARTON County, Kansas, and is

NOT a trade, religious or fraternal publication and has been PRINTED and published in BARTON County, Kansas.

That the attached notice was published in a regular issue of said newspaper for 1 consecutive weeks, the first publication being on the 20th day of July, 2004 and the last publication on the 20th day of July, 2006

Publication Fee \$

Affidavit, Notary's Fees \$

Additional Copies at \$

Total Publication Fee \$63.50

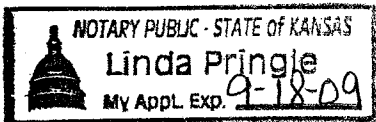
(Sign) Judy A. Murphy

Witness my hand this 20th day of July, 2006

SUBSCRIBED and Sworn to before me this 20th

day of July 2006

Linda Pringle (Notary Public)



My commission expires

Public Notices

Public Notices on July 20, 2006
NOTICE OF PUBLIC HEARING
2006-2007 BUDGET
The governing body of
BARTON COUNTY COMMUNITY COLLEGE
Barton County
will meet on August 8th, 2006, at 4:00 p.m., at
BARTON COUNTY COMMUNITY COLLEGE STUDENT UNION ROOM U-219
for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, and to consider amendments.
Detailed budget information is available at
BARTON COUNTY COMMUNITY COLLEGE ADMINISTRATION BUILDING
and will be available at this hearing.
BUDGET SUMMARY

The Expenditures and the Amount of 2006 Tax to be Levied (as shown below) establish the maximum limits of the 2006-2007 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes, is subject to slight change depending on final assessed valuation.

Table with columns: 2004-2005, 2005-2006, PROPOSED BUDGET 2006-2007. Rows include: Current Fds Unrestricted, General Fund, Vocational Education, Adult Education, Adult Supp. Educ., Employee Benefits, Motorcycle Driver, Truck Driver Training, Auxiliary Enterprise, Current Funds Restricted, Plant Funds, Capital Outlay, Bond and Interest, Special Assessment, No Fund Warrants, Revenue Bonds, Total All Funds, Total Tax Levied, Assessed Valuation.

Table: Outstanding indebtedness, July 1. Columns: 2004, 2005, 2006. Rows: G.O. Bonds, Capital Outlay Bonds, Revenue Bonds, No-Fund Warrants, Temporary Notes, Lease Purchase Principal, Total.

*Tax Rates are expressed in mills. Robert Feldt, Chairman

b2b0

**Regular Meeting of the Board of Trustees
Barton County Community College**

August 8, 2006

4:00 p.m. – Room U-219 (upper level of Student Union)

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
The Chairman will call the meeting to order.

2. **INTRODUCTION OF GUESTS AND NEW EMPLOYEES**
The President will provide introductions.

3. **PUBLIC COMMENT**
The Chairman will invite public comments.

4. **EXECUTIVE REPORT**

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: GENERAL EXECUTIVE CONSTRAINT

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:

4. Provide information to the community, Board, or College constituencies which is untimely, inaccurate, or misleading.

Response: Honesty and integrity in communication is being maintained.

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

Response: Every attempt is made to insure that no conflict of interest occurs.

8. Allow any violation of any laws, rules or regulations, or of any breach of Board policies.

Response: No violations are allowed and processes are in place to attempt to prevent breaches or violations.

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

Response: We believe all assets are adequately maintained and protected.

10. Inform fewer than two administrators of President and Board issues and processes.

Response: Members of the administrative team are informed as appropriate.

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.

It is material deviation to:

3. Make any purchase without prudent protection against conflict of interest or over \$50,000 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. Preference shall be given to local vendors who can provide like quality products and services, and who meet bid specifications within 5%. Any purchase of \$50,000 or more requires Board approval.

Response: All purchases are made in the best interests of the College, according to this policy.

6. Fail to maintain cash reserves for positive cash flow and contingencies equal to at least 10% of the unrestricted operating budget.

Response: Cash reserves equal to 10% or more of the unrestricted operating budget are being maintained.

7. Knowingly jeopardize aid from state, federal, or other funding sources before, during, or after the aided activity.

Response: Based on the developments brought to attention from 1998-2003, we are very sensitive concerning this matter and have implemented numerous processes to meet Board expectations. These processes are being implemented and measured.

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

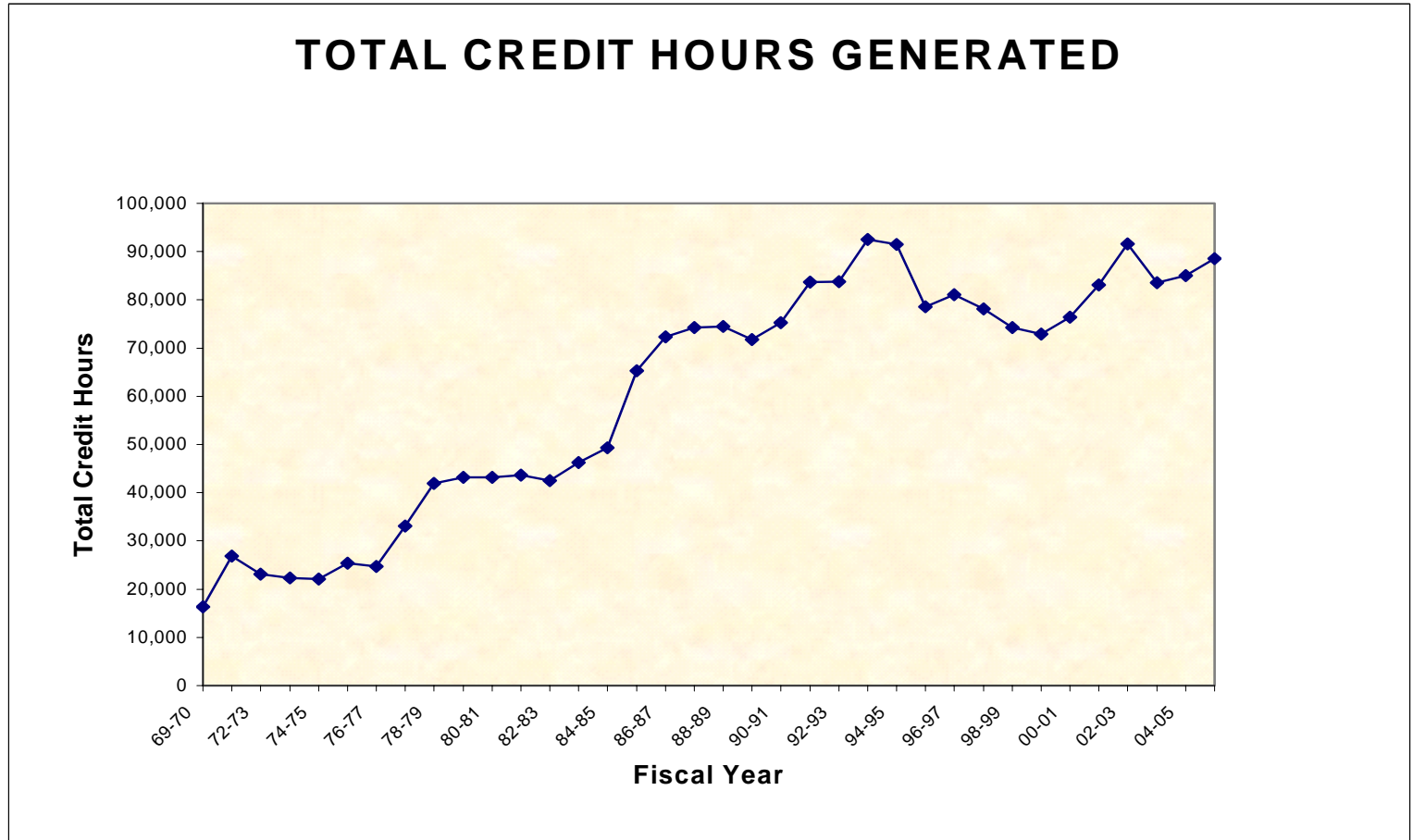
Response: Reports are provided each month.

5. **MONITORING REPORTS**

TOTAL CREDIT HOURS (Institution)

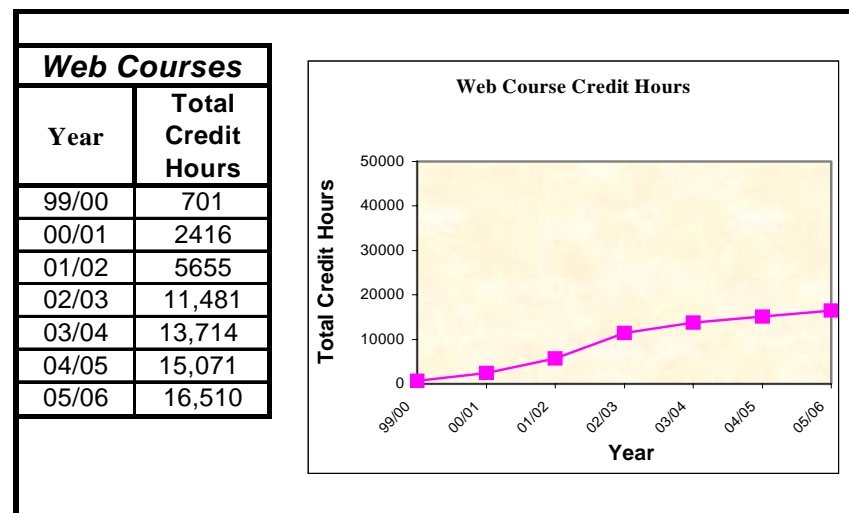
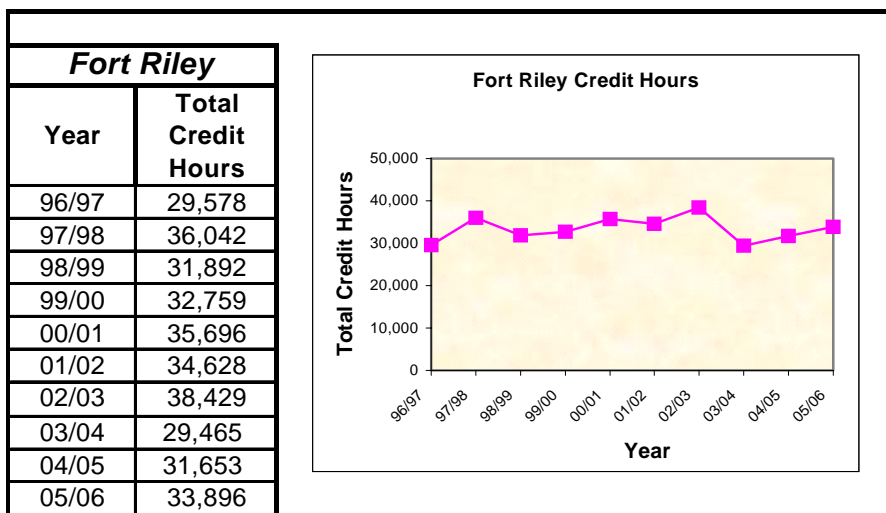
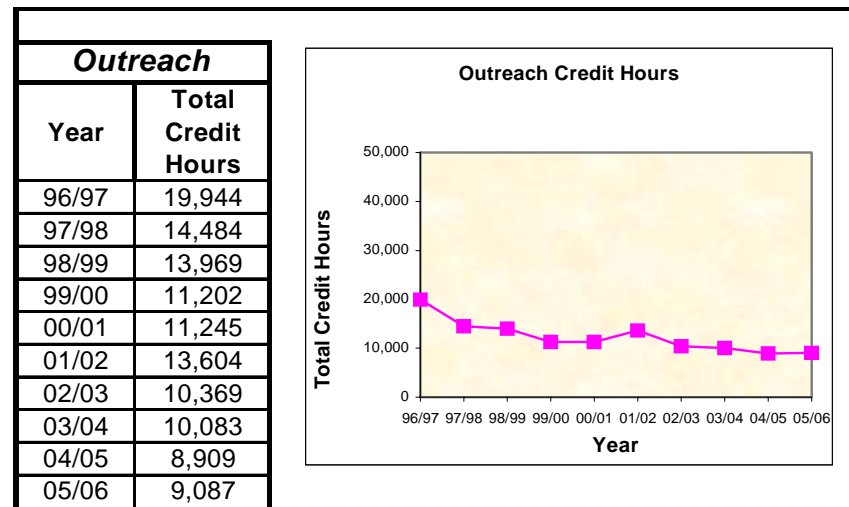
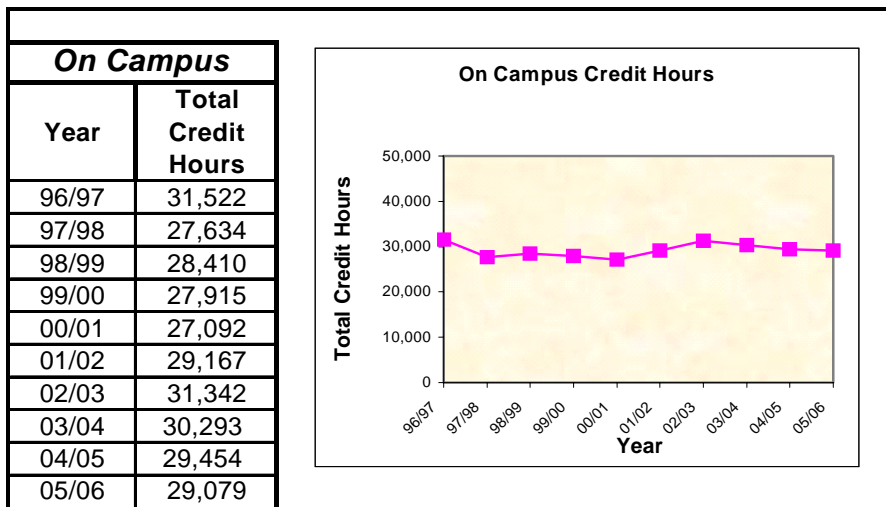
Annual: August 2006

72-73	23,113
73-74	22,366
74-75	22,071
75-76	25,405
76-77	24,682
77-78	33,100
78-79	41,930
79-80	43,170
80-81	43,183
81-82	43,668
82-83	42,512
83-84	46,236
84-85	49,340
85-86	65,297
86-87	72,391
87-88	74,207
88-89	74,528
89-90	71,799
90-91	75,277
91-92	83,640
92-93	83,745
93-94	92,535
94-95	91,549
95-96	78,516
96-97	81,044
97-98	78,160
98-99	74,271
99-00	72,853
00-01	76,449
01-02	83,054
02-03	91,621
03-04	83,555
04-05	85,087
05-06	88,572



TOTAL CREDIT HOURS (Group)

Annual: August 2006



CUSTOMIZED TRAINING

Annual: August 2006

<i>Customized Training</i>	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Number of Businesses Served	15	7	11	9	21
Number of Credit Students	470	114	219	138	258
Number of Non-Credit Students	203	69	202	196	171
Total Credit Hours Generated	772.5	94	400	323	391

Response: Through customized training, Barton plays a key role in helping develop the economic life of individuals and their contributions to the workforce.

CLASSROOM AND LABORATORY CONTACT HOURS BY FACULTY

Annual: August 2006

Contact Hours by Faculty		Fall 2004		Spring 2005		Fall 2005		Spring 2006	
		Faculty	# Hours	Faculty	# Hours	Faculty	# Hours	Faculty	# Hours
On-Campus	Full-Time	54	12,036	52	10,628	53	12,590	53	10,373
	Part-Time	62	2,664	67	3,450	63	2,672	82	3,383
Outreach	Full-Time	16	493	10	449	18	773	15	1,063
	Part-Time	72	3,587	65	2,783	63	2,960	62	3,085
Fort Riley	Full-Time	20	6,911	24	8,124	23	7,759	24	11,509
	Part-Time	33	6,140	29	4,252	23	3,009	37	6,928

Note: The above calculations do not contain contact time for arranged classes, independent study classes, internships, on-line classes, and non-credit classes. Since these types of classes are all arranged, contact time cannot be calculated.

Response: In addition to classroom and laboratory time, faculty invest time with students during office hours, club meetings, athletic practices and events, tutoring sessions and college sponsored functions.

ABE/GED GRADUATES AND ENROLLMENTS

Annual: August 2006

<i>ABE/GED Student Enrollment</i>	Main Site				Outreach Sites			
	2002	2003	2004	2005	2002	2003	2004	2005
Total Number of GED Graduates	78	72	85	60	4	8	NA	NA
Number of GED Graduates Enrolled at BCCC	12	12	15	16	1	3	NA	NA

Notes: ~One year equals July 1 through June 30.
~No outreach sites this year.

Response: Barton provides foundational services for students increasing their opportunities to be successful in life.

STUDENT CHARACTERISTICS

Annual: August 2006

<i>Student Characteristics</i>		Fall 2005 Headcount						
		Fort Riley		On-Campus & Outreach		Total		
Total Number of Students		2,804	48.3%	3,005	51.7%	5,809	100%	
Gender	Male	2,028	72.3%	1,302	43.3%	3,330	57.3%	
	Female	776	27.7%	1,703	56.7%	2,479	42.7%	
Age	Under 18	4	0.1%	407	13.5%	411	7.1%	
	18 to 19	259	9.2%	671	22.3%	930	16.0%	
	20 to 24	1,172	41.8%	746	24.8%	1,918	33.0%	
	25 to 34	920	32.8%	495	16.5%	1,415	24.4%	
	35 to 44	357	12.7%	320	10.6%	677	11.7%	
	45 to 54	76	2.7%	239	8.0%	315	5.4%	
	55 and over	16	0.6%	127	4.2%	143	2.5%	
Ethnicity	White, non-Hispanic	1,956	69.8%	2,556	85.1%	4,512	77.7%	
	Black, non-Hispanic	423	15.1%	269	9.0%	692	11.9%	
	Hispanic	282	10.1%	130	4.3%	412	7.1%	
	Asian Pacific Islander	102	3.6%	37	1.2%	139	2.4%	
	Alaskan Native / American Indian	41	1.5%	13	0.4%	54	0.9%	
Residency	In State	Barton County	0	0.0%	1,006	33.5%	1,006	17.3%
		Service Area (excluding Barton)	1	0.0%	585	19.5%	586	10.1%
		Other KS Counties	2,197	78.4%	1,016	33.8%	3,213	55.3%
	Out of State/International	606	21.6%	398	13.2%	1,004	17.3%	
Student Type	First Time / First Year Student	1,863	66.4%	787	26.2%	2,650	45.6%	
	Continuing / Former Student	874	31.2%	1,493	49.7%	2,367	40.7%	
	High School Student	3	0.1%	546	18.2%	549	9.5%	
	Transfer Student	64	2.3%	179	6.0%	243	4.2%	

- Please note that the "On-Campus and Outreach" category includes the web-based instruction components of BartOnline, EduKan, and BCCC Web/Ecompanion.

Response: The above snapshot of Fall 2005 headcount reveals Barton's very diverse student population but shows that most of the ethnic diversity comes from the Fort Riley and Junction City sites. The College continues to show a gradual increase in the number of Hispanic students connected to the Barton County Campus. The Hispanic Advisory Board has continued its efforts and initiated La Oportunidad fund to provide financial aid to Hispanic students with financial need beginning this fall. The student organization, Hispanic American Leadership Organization (HALO), has also been created to give Hispanic students another option for campus and community involvement. Starting in the fall of 2006, recruitment materials, including the Barton web site, will also be translated to Spanish.

MARKET PENETRATION INTO SERVICE AREA HIGH SCHOOLS

Annual: August 2006

Market Penetration Local High School	# HS Graduates				# Enrolled at Barton*				% Enrolled at Barton				4-Year Ave.
	2002	2003	2004	2005	2002	2003	2004	2005	2002	2003	2004	2005	
Chase HS	24	12	19	10	3	1	4	1	13%	8%	21%	10%	13.8%
Clafin HS	25	28	32	26	6	6	8	10	24%	21%	25%	38%	27.0%
Ellinwood HS	42	53	42	52	12	27	17	19	29%	51%	40%	37%	39.7%
Ellsworth HS	62	48	50	46	4	7	4	5	6%	15%	8%	11%	9.7%
Great Bend HS	217	207	238	233	74	67	85	83	34%	32%	36%	36%	34.5%
Hoisington HS	54	43	53	51	12	16	26	20	22%	37%	49%	39%	36.8%
LaCrosse HS	24	27	34	26	2	1	3	2	8%	4%	9%	8%	7.2%
Larned HS	70	71	65	58	9	10	14	4	13%	14%	22%	7%	14.0%
Little River HS	19	24	22	17	0	0	0	0	0%	0%	0%	0%	0.0%
Lucas-Luray HS	18	18	12	11	0	1	3	1	0%	6%	25%	9%	8.5%
Lyons HS	66	47	51	52	4	3	4	6	6%	6%	8%	12%	7.9%
Macksville HS	18	22	17	24	0	2	4	1	0%	9%	24%	4%	8.6%
Otis-Bison HS	24	36	24	14	3	6	4	4	13%	17%	17%	29%	17.3%
Pawnee Heights HS	15	16	17	18	1	3	1	2	7%	19%	6%	11%	10.6%
Quivira Heights HS	29	27	28	17	5	5	12	1	17%	19%	43%	6%	22.8%
Russell HS	64	53	61	52	8	5	8	6	13%	9%	13%	12%	11.7%
St. John HS	31	31	31	28	2	5	5	4	6%	16%	16%	14%	13.2%
Stafford HS	24	19	27	20	2	0	1	1	8%	0%	4%	5%	4.4%
Sterling HS	37	34	35	45	0	0	0	0	0%	0%	0%	0%	0.0%
Wilson HS	21	17	19	20	2	3	1	10	10%	18%	5%	50%	20.8%
Overall	884	833	877	820	149	168	204	180	16.9%	20.2%	23.3%	22.0%	20.5%

* # Enrolled at Barton includes those HS graduates who enrolled during the academic year following their HS graduation.

Response: Market penetration reflects representation of traditional age students from the surrounding area. The College's ability to attract recent high school graduates has remained relatively consistent through the years. With high school populations remaining relatively stable, any increases in service area recruitment will be small. Efforts to improve penetration include increased emphasis on special events for recruits and summer enrollment days. Recruitment of students for Career and Technical Programs continues to be a targeted for improvement. Starting in the fall of 2006, an Honors Program and Forensics Program have been added to attract more local graduates as well.

ACCREDITED/LICENSED PROGRAMS

Annual: August 2006

	Program	Type	Dates	Agency
CURRENT	Adult Health Care	Providership	Yearly	KS Department of Health & Environment
	AD/SSD	Providership	Bi-Annual	KS Department of Health & Environment
	Automotive Technology	Certification	2002-2007	National Auto Technology Educ Found.
	Dietary Manager	Providership	2001-2006	Dietary Managers Association
	Medical Laboratory Technology	Accreditation	2004-2011	NAACLES
	Nurse Aide/Med Aide	Providership	Bi-Annual	KS Department of Health & Environment
	Nursing	Accreditation	1997-2005**	National League of Nursing
	Nursing	Accreditation	Yearly	KS State Board of Nursing
	Nursing Continuing Education	Certification	Per Workshop	KS State Board of Nursing
	Paramedic	Accreditation	2005-2008	Committee of Accrediation of Educational Programs for the EMS Professions (CoAEMSP)

** Did not have new dates from National League of Nursing at time report was due.

Note: The above accreditations are over and above the North Central Accreditation.

Response: A variety of accredited and licensed certificate/degree programs provides an independent review of program quality.

6. **CONSENT AGENDA**

Routine items are presented for action in one motion. Any Trustee may remove an item from the consent agenda for individual discussion and action.

Recommendation: It is recommended that the Board approve the Consent Agenda as presented:

- Minutes of the regular meeting of the Board of Trustees, held on July 18, 2006
- Minutes of the special meeting of the Board of Trustees, held on August 2, 2006
- Minutes of the special meeting of the Board of Trustees, held on August 4, 2006
- Personnel

Note: Due to the need to move the meeting forward in compliance with Kansas Statutes relative to the budget hearing, time did not allow for the August financial report to be included in this month's Board book. Therefore, the August financial report will be included with the September financial report and presented to the Board at its regular meeting on September 19.

**Regular Meeting of the Board of Trustees
Barton County Community College
July 18, 2006**

ATTENDANCE

Trustees Present: Robert Feldt, Mike Johnson, Dr. Paul Maneth and J.B. Webster.

Note: Judy Murphy attended the meeting via conference connection. Due to unforeseen technical difficulties, Don Learned was connected at 4:10 p.m.

Trustees Absent: None

Other Attendees: Matt McNabb of the Hutchinson News, Susan Thacker of the Great Bend Tribune, Michael Dawes, Ron Vratil, Dick Wade, Jim Vance, Robert Branam, Lucille Branam, Randall C. Henry, President Carl Heilman and Marilyn Beary

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Webster called the meeting of the Board of Trustees of Barton County Community College to order at 4:00 p.m., July 18, 2006 in room U-219 of the Student Union. He then led in the Pledge of Allegiance.

INTRODUCTION OF GUESTS AND NEW EMPLOYEES

LaVonne Gerritzen introduced Linda Gobin, Director of Nursing and Amy Evans, Secretary (Nursing).

PUBLIC COMMENT

Chairman Webster asked if there were any public comments; there were none.

ELECTION OF 2006-2007 BOARD OFFICERS

Chairman Webster advised that the Board would need to elect officers for 2006-2007.

Trustee Johnson nominated Robert Feldt as Board Chair. The nomination was seconded by Trustee Murphy. Following discussion, the nomination carried 4-1 with Trustee Webster voting in the negative.

Trustee Webster nominated Dr. Paul Maneth as Vice Chair. The nomination was seconded by Trustee Johnson. Following discussion, the nomination carried 5-0.

Trustee Maneth nominated Mike Johnson as Secretary. The nomination was seconded by Trustee Webster. Following discussion, the nomination carried 5-0.

Trustee Johnson nominated Ron Vratil as Treasurer. The nomination was seconded by Trustee Murphy. Following discussion, the nomination carried 5-0.

Trustee Maneth nominated Mike Johnson as KACCT Delegate. The nomination was seconded by Trustee Murphy. Following discussion, the nomination carried 5-0.

EXECUTIVE REPORTS

Dr. Heilman presented executive reports relative to general executive constraint, compensation and benefit, financial condition, and communication and counsel to the Board.

MONITORING REPORTS

Dr. Heilman presented ENDS monitoring reports relative to work preparedness.

CONSENT AGENDA

The following were included in the consent agenda for consideration:

- Minutes of the regular meeting of the Board of Trustees, held on June 20, 2006

- Personnel
Alondrae Coopedge – Faculty & Staff Administrative Support Specialist (Fort Riley)
Ayanna Francis – Enrollment Specialist (Fort Riley)
Robert Marney – Assistant Coach (Track and Cross Country)
Mary Mitchell – Administrative Assistant (Fort Riley)
Tim Perry – Assistant Coach (Men's Basketball)
Amanda Schriener – Assistant Coach (Dance Line)
Joseph Thornton – Coordinator of Center for Adult Basic Education
- Financial Report

Trustee Webster moved that Amanda Schriener's name be pulled from the consent agenda and postponed until the nepotism policy may be reviewed. The motion was seconded by Trustee Johnson. Following discussion, the motion carried 6-0.

Trustee Webster moved that the consent agenda be approved as presented with the exception noted. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0.

ACTION ITEMS

Trustee Resignation – The Board was presented with a letter of resignation from Trustee Murphy, announcing her intent to resign from the Board of Trustees, with her last meeting being August 8, 2006. *Trustee Johnson moved that the Board of Trustees accept Trustee Murphy's resignation and begin the process of finding a replacement for her. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0. Chairman Feldt expressed his appreciation on behalf of the Board for Trustee Murphy's service.*

Notice of Board Vacancy – The Board reviewed the legal notification announcing the vacancy on Barton's Board of Trustees, created by the resignation of Trustee Murphy. *Trustee Maneth moved that the Board approve publication of the notification in the Great Bend Tribune as presented. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0.*

Board Signatures For Banking Authorizations – Dr. Heilman advised that the banking institutions that handle all College banking activities require electronic signatures of the Board Chairperson, Secretary and Treasurer. *Trustee Webster moved that the Board authorize the Chairperson, Secretary and Treasurer to sign signature authorizations for use in the banking operations of the College as recommended. The motion was seconded by Trustee Murphy. Following discussion, the motion carried 6-0.*

2006-2007 Operating Budget – The Board was presented with a copy of the College's 2006-2007 operating budget, which had been presented at recent study sessions. *Trustee Murphy moved that the Board approve the proposed operating budget as presented, including improvements in revenue production, a pool of funds for improving employees' pay levels, additional budget increase for library acquisitions, and improving cash balances. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0.*

Publication of 2006-2007 Budget – The Board was presented with the proposed budget publication page for its review. *Trustee Webster moved that the Board approve the budget to be published in the Great Bend Tribune as submitted. The motion was seconded by Trustee Maneth. Following discussion, the motion carried 6-0.*

Athletic Insurance – The Board was presented with quotes for 2006-2007 athletic insurance as well as a quote for catastrophic insurance. *Trustee Johnson moved that the Board approve the low quote from Life Insurance Company of North America in the amount of \$59,128 with a \$2,500 deductible for athletic insurance and the catastrophic quote from Mutual of Omaha in the amount of \$4,078 for the 2006-2007 academic year. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0.*

Bus Financing – The Board was requested to authorize the President to sign a lease purchase agreement to finance the 46-passenger bus that it had previously authorized. *Trustee Maneth moved that the Board approve the President to sign a lease purchase agreement with the local bank submitting the bid with the lowest cost and best payment arrangements to finance the 46-passenger bus. The motion was seconded by Trustee Webster.* Following discussion, the motion carried 6-0.

INFORMATION AND DISCUSSION

The following items were presented:

KBOR Report – Dr. Heilman advised that there had been no meetings and he distributed informational material that he obtained from the KBOR website.

KACCT Report – Trustee Johnson advised that there had been no further meetings and that the next meeting would be held on September 8 and 9 in Wichita.

August Board Meetings/Activities

President's Report of Monthly Activities

Note: Trustee Learned exited the meeting at 4:42 p.m.

EXECUTIVE SESSIONS

Chairman Feldt advised that the Board would need to recess to executive sessions, in compliance with the Kansas Open Meetings Act.

Executive Session #1

Trustee Webster moved in compliance with K.S. A. 75-432 19(a) that the Board recess to executive session for 20 minutes at 4:45 p.m. to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 5:05 p.m. He further advised that in compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Maneth. Following discussion, the motion carried 5-0. Randy Henry and President Heilman were requested to join the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:05 p.m. in room U-219 of the Student Union. Chairman Feldt advised that the Board had discussed matters of attorney-client privilege.

Note: Trustee Murphy exited the meeting at 4:50 p.m.

Executive Session #2

Trustee Maneth moved in compliance with K.S. A. 75-432 19(a) that the Board recess to executive session for 20 minutes at 5:08 p.m. to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 5:28 p.m. He further advised that in compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Johnson. Following discussion, the motion carried 4-0. Randy Henry, President Heilman and Steve Pigg were requested to join the Trustees in executive session. Mr. Pigg participated via conference phone.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:28 p.m. in room U-219 of the Student Union. Chairman Feldt advised that the Board had discussed matters of attorney-client privilege.

Executive Session #3

Trustee Johnson moved in compliance with K.S. A. 75-432 19(a) that the Board recess to executive session for 10 minutes at 5:30 p.m. to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 5:40 p.m. He further advised that in compliance with this Act, no binding

action may be taken in executive session. The motion was seconded by Trustee Maneth. Following discussion, the motion carried 4-0. Randy Henry and President Heilman were requested to join the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:40 p.m. in room U-219 of the Student Union. Chairman Feldt advised that the Board had discussed matters of attorney-client privilege. He further advised that the Board would need to return to executive session to continue its discussion on matters of attorney-client privileged.

Continuation of Executive Session (#3)

Trustee Johnson moved (in compliance with K.S.A. 75-4319-a) that the Board recess to executive session for 10 minutes at 5:41p.m. to discuss matters of attorney-client privilege in order to protect the privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 5:51 p.m. and that no action would be taken in executive session. The motion was seconded by Trustee Maneth. Following discussion, the motion carried 4-0. Randy Henry and President Heilman were again requested to join the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:51 p.m. in room U-219 of the Student Union. Chairman Feldt advised that the Board had discussed matters of attorney-client privilege.

ADJOURNMENT

The meeting adjourned at 5:52 p.m.

Robert Feldt, Chair

Mike Johnson, Secretary

Recorded by Marilyn Beary

**Special Meeting of the Board of Trustees
Barton County Community College
August 2, 2006**

ATTENDANCE

Trustees Present: Robert Feldt, Mike Johnson, Don Learned, Dr. Paul Maneth, Judy Murphy and J.B. Webster

Trustees Absent: None

Other Attendees: Dale Hogg of the Great Bend Tribune, Allen Glendenning, Randall C. Henry, President Carl Heilman and Marilyn Beary

CALL TO ORDER

Chairman Feldt called the special meeting of the Board of Trustees of Barton County Community College to order at 2:30 p.m., August 2, 2006 in room U-219 of the Student Union.

EXECUTIVE SESSIONS

Chairman Feldt advised that the Board would need to hold two executive sessions, in compliance with the Kansas Open Meetings Act.

Executive Session #1 –*Trustee Johnson moved in compliance with K.S. A. 75-43219(a) that the Board recess to executive session for 40 minutes at 2:30 p.m. to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 3:10 p.m. He further advised that in compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Learned.* Following discussion, the motion carried 6-0. Allen Glendenning, Randy Henry and President Heilman were requested to join the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 3:10 p.m. in room U-219 of the Student Union.

Chairman Feldt advised that the Board had discussed matters of attorney-client privilege and that the Board would need to again recess to executive session to continue its consultation with legal counsel.

Trustee Johnson moved in compliance with K.S. A. 75-43219(a) that the Board again recess to executive session for 30 minutes at 3:12 p.m. to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 3:42 p.m. He further advised that in compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Webster. Following discussion, the motion carried 6-0. Allen Glendenning, Randy Henry and President Heilman were requested to rejoin the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 3:42 p.m. in room U-219 of the Student Union.

Chairman Feldt advised that the Board had discussed matters of attorney-client privilege and that the Board would need to recess to a second executive session to discuss non-elected personnel.

Executive Session #2

Trustee Maneth moved in compliance with K.S. A. 75-43219(a) that the Board recess to executive session for 30 minutes at 3:43 p.m. to discuss non-elected personnel matters, in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 4:13 p.m. The motion was seconded by Trustee Murphy. Following discussion, the motion carried 6-0. Randy Henry and President Heilman were requested to join the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 4:13 p.m. in room U-219 of the Student Union.

Chairman Feldt advised that the Board had discussed matters of non-elected personnel and that the Board would need to recess to continue its first executive session discussion of attorney-client privilege.

Continuation of Executive Session #1

Trustee Maneth moved in compliance with K.S. A. 75-43219(a) that the Board recess to executive session for 5 minutes at 4:14 p.m. to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 4:19 p.m. He further advised that in compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Learned. Following discussion, the motion carried 6-0. Allen Glendenning, Randy Henry and President Heilman were requested to join the Trustees in executive session.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 4:19 p.m. in room U-219 of the Student Union. Chairman Feldt advised that the Board had discussed matters of attorney-client privilege.

ADJOURNMENT

The meeting adjourned at 4:20 p.m.

Robert Feldt, Chair

Mike Johnson, Secretary

Recorded by Marilyn Beary

**Special Meeting of the Board of Trustees
Barton County Community College
August 4, 2006**

ATTENDANCE

Trustees Present: Robert Feldt, Mike Johnson, Don Learned, Dr. Paul Maneth and Judy Murphy (for 3 minutes via conference phone)

Trustees Absent: J.B. Webster

Other Attendees: Dale Hogg of the Great Bend Tribune, Allen Glendenning, Randall C. Henry, President Carl Heilman and Marilyn Beary

CALL TO ORDER

Chairman Feldt called the special meeting of the Board of Trustees of Barton County Community College to order at 5:00 p.m., August 4, 2006 in room U-219 of the Student Union.

EXECUTIVE SESSION

Chairman Feldt advised that the Board would need to hold an executive session, in compliance with the Kansas Open Meetings Act.

Trustee Maneth moved in compliance with K.S. A. 75-43219(a) that the Board recess to executive session for 20 minutes at 5:00 p.m. to consult with legal counsel on a matter protected by the attorney-client privilege, in order to protect that privilege and the Board's position in litigation, to reconvene in room U-219 of the Student Union at 5:20 p.m. He further advised that in compliance with this Act, no binding action may be taken in executive session. The motion was seconded by Trustee Learned. Following discussion, the motion carried 5-0. Allen Glendenning, Randy Henry and President Heilman were requested to join the Trustees in executive session.

Note: Due to technical difficulties, the phone connection with Trustee Murphy failed at 5:03 p.m. However, there was still a quorum of the Board present and the meeting moved forward without Trustee Murphy's participation.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:20 p.m. in room U-219 of the Student Union.

Chairman Feldt advised that the Board had discussed matters of attorney-client privilege.

ADJOURNMENT

The meeting adjourned at 5:20 p.m.

Robert Feldt, Chair

Mike Johnson, Secretary

Recorded by Marilyn Beary

PERSONNEL

Dr. Richard Abel – Associate Dean of Liberal Arts and Sciences (replacement)
Alissa Duncan – Instructor (Fort Riley Academic Transfer Programs)
(replacement)
Ryan Parker – Head Coach (Volleyball) (replacement)
Lana Schartz-Brown – Instructor (Nursing) (replacement)
Amanda Schriener – Head Coach (Dance Line)
Joseph Thornton – Coordinator of Center for Adult Basic Education
(replacement)
Penny Zimmerman – Coordinator of Continuing Education (replacement)

7. ACTION ITEMS

A. Filling Of Board Vacancy

Comments: As authorized by the Board at its regular meeting on July 18, 2006, legal notification announcing the vacancy on Barton’s Board of Trustees was published in the July 20 edition of the Great Bend Tribune. This vacancy was created by the resignation of Trustee Judy Murphy, and the remaining term of office will expire on June 30, 2009.

Three individuals submitted completed application packets prior to the published deadline and copies were forwarded to the Trustees for their individual review prior to the meeting. These applicants were invited to address the Board at today’s meeting.

Recommendation: Chairman Feldt recommends that the Board discuss the individuals’ completed application packets and take action on this matter.

B. New Administrative Positions

The following is an excerpt from the General Executive Limitations Board policy, General Executive Constraint #11:

“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:

11. Establish dean or vice-president level positions without prior authorization of the Board. The President is constrained from establishing a position at this level through hiring a new staff member or transferring currently employed personnel without prior consent.”

Comments: In order to address North Central Association's assessed need for a one college operational framework and required emphasis for institutional effectiveness and efficiency, two new administrative positions have been identified.

Recommendation: The President requests Board approval to establish two new administrative positions: a) Vice President of Instruction and Student Services and b) Dean of Student Services.

8. INFORMATION AND DISCUSSION

A. *KACCT/KBOR REPORT*

- Mike Johnson will update the Board concerning activities of the Kansas Association of Community College Trustees.
- Dr. Heilman will update the Board concerning Kansas Board of Regents activities (please see handout in the Board's meeting folders.)

B. *SEPTEMBER BOARD MEETINGS/ACTIVITIES*

- **Wednesday, September 6** – 12:00 p.m. – Board Study Session – Room U-219
- **Tuesday, September 19** – 4:00 p.m. – Regular Monthly Board Meeting – Room U-219
- **Saturday, September 30** – 3:00 p.m. – Installation of Dr. Heilman – Fine Arts Auditorium followed by reception in the Student Union

C. *PRESIDENT'S REPORT OF MONTHLY ACTIVITIES* **July 1 - 31, 2006**

- 7/03 Office time
- 7/04 Independence Day – offices closed
- 7/05 Facilitated President's Staff meeting
- 7/06 Attended breakfast meeting with Mike Johnson
- 7/07 Met with Community Ed dept. heads
Conducted campus walk about
- 7/10 Facilitated Board study session
- 7/11 Interviewed Associate Dean applicant

- Attended "Go West, Young Band" concert
- 7/12 Interviewed Associate Dean applicant
Met with Dick Wade's dept. heads
Attend Foundation Board meeting
- 7/13 Met with Ron Vratil's dept. heads
Attended Great Bend Chamber coffee
Met with Foundation dept. heads
- 7/14 Interviewed Associate Dean applicant
Conducted campus walk about
Chamber event at Dove Motors
- 7/15 Participated in Ellinwood After Harvest parade
Participated in After Harvest luncheon
Participated in Gus Shafer Gallery VIP reception
Participated in Gus Shafer Gallery VIP dinner
- 7/16 Participated in Gus Shafer Gallery open house
- 7/17 Facilitated President's Staff meeting
Interviewed Associate Dean applicant
- 7/18 Attended Work Fit Partners meeting
Facilitated Board meeting
- 7/19 Attended breakfast meeting with Robert Feldt and Paul Maneth
Attended EduKan Administrative Retreat in Dodge City
- 7/20 Attended EduKan Admin. Retreat in Dodge City
- 7/21 Office Time
- 7/24 Facilitated President's Staff meeting
Traveled to Fort Riley to meet with dept. heads
- 7/25 Met with Quality Service Team
Attended Chamber Business to Business reception
- 7/26 Attended Work Fit Employee Symposium
Gave presentation at Great Bend Kiwanis Club
- 7/27 Attended Great Bend Chamber coffee
Met with Instructional Staff
Attended Foundation social for President
- 7/28 Met with United Way leaders
Attended Hoisington Business After Hours

7/31 Facilitated President's Staff meeting
Met with Student Development staff

9. EXECUTIVE SESSION

The Board may need to recess to executive session, should it be deemed necessary, in compliance with the Kansas Open Meetings Act.

10. ADJOURNMENT

At the conclusion of the meeting, the Board will adjourn.