

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

**Thursday, March 24, 2005 – 4:00 p.m.  
U-219 (Upper Level of Student Union)**

**AGENDA**

<b>1.</b>	<b>Call to Order</b> .....	<b>1</b>
	Official Board Meetings	
<b>2.</b>	<b>Comments from Chairman</b> .....	<b>2</b>
	Comments from Chairman Introduction of Guests	
<b>3.</b>	<b>Public and/or Employee Comment</b> .....	<b>2</b>
<b>4.</b>	<b>Introduction of Guests</b> .....	<b>2</b>
<b>5.</b>	<b>Staff Report</b> .....	<b>2</b>
<b>6.</b>	<b>Action Items</b> .....	<b>3</b>
	Naming of Baseball Field	
	Resolution to Refinance Certificate of Participation	
	Phase IV Parking Lot Expansion	
	Grant Application Requests and Acceptance of Grant	
<b>7.</b>	<b>Consent Agenda</b> .....	<b>12</b>
	Revised Minutes of February 2, 2005 Special Board Meeting	
	Minutes of February 22, 2005 Regular Board Meeting	
	Minutes of February 24, 2005 Special Board Meeting	
	Personnel	
	Financial Report	
<b>8.</b>	<b>KACCT/KBOR Report</b> .....	<b>38</b>
<b>9.</b>	<b>Information/Discussion Items</b> .....	<b>38</b>
	Monitoring Reports	
	Upcoming Board Meetings/Activities	
	President's Report of Monthly Activities	
	President's Report – The Compliance Group	
	President's Report – Rumors	
<b>10.</b>	<b>Notices and Communications</b> .....	<b>46</b>
	Grant Application Request – Corporation for National Service	
<b>11.</b>	<b>Executive Session</b> .....	<b>48</b>
<b>12.</b>	<b>Preparation of Hoisington Community Forum</b> .....	<b>49</b>

Meeting of the Board of Trustees  
Barton County Community College

March 24, 2005

**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

March 24, 2005

**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**

Ken Henderson will present a staff report relative to Athletic Training and Sports Medicine.

## **ACTION ITEMS**

**Naming of Baseball Field**

**Resolution to Refinance Certificate of Participation**

**Phase IV Parking Lot Expansion**

**Grant Application Requests and Acceptance of Grant**

Meeting of the Board of Trustees  
Barton County Community College

March 24, 2005

**NAMING OF BASEBALL FIELD**

**Comments:** As the Board will recall, during the Advance on March 2, the Trustees reviewed the College's policies and procedures pertaining to the naming of its facilities. The Board also heard a proposal by Neil Elliott and Dr. Law relative to the naming of the Cougar baseball field. As the Trustees are aware, Jimmy Lawson has been active for many years in the Booster Club. He has long supported Barton athletics and in particular, Barton's baseball program. Additionally, he has been instrumental in promoting baseball within the County, especially in Great Bend.

In recognition of Mr. Lawson's many years of tireless dedication and support of the College and Barton's baseball program, we believe it would be very fitting to honor this outstanding individual by naming the baseball field the "Jimmy E. Lawson Field." The College has received several letters from community members in support of this action.

**Recommendation:** In honor of Jimmy E. Lawson and in recognition of his dedication and support of the College and its baseball program, it is the administration's recommendation that the Cougar baseball field be named the "Jimmy E. Lawson Field" and that appropriate signage be constructed to reflect this designation. Additionally, the College will publicly recognize Mr. Lawson for this honor in the near future.

**Action:** Athletic Director

Meeting of the Board of Trustees  
Barton County Community College

March 24, 2005

**RESOLUTION TO REFINANCE CERTIFICATE OF PARTICIPATION**

**Comments:** At the regular Board meeting on February 22, 2005, the Board approved Resolution #05-01 authorizing Piper Jaffray & Co., Inc. to offer a refinancing of the College's 1999 Certificate of Participation issue to investors at an approximate 3.116% "present value savings percentage".

**Recommendation:** Providing the results from the offering are satisfactory to the Board, the administration recommends that the Trustees now approve Resolution #05-02 to consummate the offering, utilizing the proceeds of the sale to refund prior certificates of participation.

**Action:** Dean of Business Services

Meeting of the Board of Trustees  
Barton County Community College

March 24, 2005

**PHASE IV PARKING LOT EXPANSION**

**Comments:** The current parking lot serving the students housed in Phase IV of housing has 66 available parking spaces in it. The size of the lot is not adequate for the number of students in Phase IV. In addition, the size of the parking lot makes it difficult for the Fire Department to respond to the facility and snow removal is virtually impossible. Architects Stecklein & Brungardt developed a plan and a bid package for the expansion of the parking lot to meet current and future demands. Bids were solicited for both a concrete expansion and asphalt expansion.

The following were the results of the requests for bids:

	<b>Asphalt</b>	<b>Concrete</b>
<b>Gaylon Brothers (Little River)</b>	No Proposal	\$190,639.50
<b>Nitzel Construction (G.B.)</b>	\$180,500.00	\$192,200.00
<b>Suchy Construction (G.B.)</b>	No Proposal	\$179,903.00
<b>Strate Construction (Kinsley)</b>	No Proposal	<b>\$146,645.00</b>
<b>Venture Corporation:</b>	\$154,245.50	No Proposal

All local Concrete and Asphalt companies were contacted and asked to bid on the project. All 5 bidders proposed using local subcontractors for the electrical, dirt work, and concrete supply.

**Recommendation:** It is recommended that the Board of Trustees accept the low bid from Strate Construction, in the amount of \$146,645.00.

**Action:** Director of the Physical Plant

Meeting of the Board of Trustees  
Barton County Community College

March 24, 2005

**GRANT APPLICATION REQUESTS AND ACCEPTANCE OF GRANT**

**Comments:** Attached for the Board's consideration are the following grant application requests:

- Grant Competition to Prevent High-Risk Drinking Among College Students – funding range up to \$150,000
- LWIB – Administrative Entity – funding range up to \$190,000
- Technology Innovation Program – funding range up to \$90,000

Additionally, attached for the Board's consideration is an acceptance for the following grant:

- RSVP – funding range of \$60,000

All of these grants reflect amounts over the \$10,000 limit, which the President is authorized to approve.

**Recommendation:** It is recommended that the Board approve the grant application requests and the grant acceptance as presented.

**Action:** Director of Grants



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

<b>Grant</b>	Grant Competition to Prevent High-Risk Drinking Among College Students
<b>Funding Agency</b>	U.S. Department of Education
<b>Summary</b>	The Grant Competition to Prevent High-Risk Drinking Among College Students provides funding to develop or enhance, implement, and evaluate campus-based strategies to prevent high-risk drinking among college students.
<b>Services</b>	The grant will provide support for: <ul style="list-style-type: none"> <li>▪ Review and revision of current policies, procedures, and systems</li> <li>▪ Professional development for key college and community personnel</li> <li>▪ Development and implementation of prevention and education programs</li> </ul>
<b>Relationship to College Mission</b>	The project empowers students to grow and learn.
<b>Target Population</b>	Students residing in campus housing.
<b>Funding Range</b>	Up to \$150,000
<b>Indirect Cost Reimbursement</b>	8% (Or higher)
<b>Funding Period</b>	June 8, 2005 to June 7, 2007
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Administrative support, facilities, communications, transportation
<b>Personnel Required</b>	
<b>Existing</b>	Participation by counselor, nurse, housing staff, faculty, security, administration, community
<b>New</b>	Project Coordinator/Prevention Specialist
<b>Due Date</b>	March 28, 2005

**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  
\_\_\_\_\_  
President's Signature

03-16-05  
\_\_\_\_\_  
Date

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

<b>Grant</b>	LWIB – Administrative Entity
<b>Funding Agency</b>	KS Department of Commerce
<b>Summary</b>	The College proposes to serve as the Administrative Entity for the Workforce Investment Act Program in the Kansas Local Area I.
<b>Services</b>	Assume responsibility as the Administrative Entity for funds that increase the employment, retention, and earnings of participants, and increase occupational skill attainment by participants, and as a result improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the Nation.
<b>Relationship to College Mission</b>	The project will allow Barton to provide opportunities to enhance its relationship with regional industry and provide workplace training opportunities.
<b>Target Population</b>	Citizens, business and industry in central and western Kansas. The area includes sixty-two counties.
<b>Funding Range</b>	Up to \$190,000
<b>Indirect Cost Reimbursement</b>	21%
<b>Funding Period</b>	July 1, 2005 to June 30, 2007
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Administration, business office support, communication connectivity (The AE contract will pay the College for other services such as printing and phone.)
<b>Personnel Required</b>	
<b>Existing</b>	Administrative supervision
<b>New</b>	Potentially 3 or 4 full-time positions.
<b>Due Date</b>	March 28, 2005

**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  
\_\_\_\_\_  
President's Signature

03-16-05  
\_\_\_\_\_  
Date

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

<b>Grant</b>	Technology Innovation Program
<b>Funding Agency</b>	KBOR
<b>Summary</b>	Technology Innovation Programs (TIP) funds will be used to support curriculum development activities for the Industrial Production Technician program.
<b>Services</b>	Potential services include: <ul style="list-style-type: none"> <li>• Identifying and hiring curriculum development specialists to develop the curriculum for operator qualified skills</li> <li>• Purchase of equipment to support the curriculum</li> </ul>
<b>Relationship to College Mission</b>	The project will allow Barton to provide services that advance learning in the service area and to improve the economic environment of industry.
<b>Target Population</b>	Municipalities, business/industry, and utility companies and their workers in the region and potentially in the nation.
<b>Funding Range</b>	Up to \$90,000
<b>Indirect Cost Reimbursement</b>	None
<b>Funding Period</b>	Until June 30, 2005
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Facilities, administration, instruction, support (cash and in-kind) from business/industry and utilities
<b>Personnel Required</b>	
<b>Existing</b>	Community Education leadership
<b>New</b>	Instructors for identified courses, possible equipment to support curriculum
<b>Due Date</b>	Before June 30, 2005

**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  
\_\_\_\_\_  
President's Signature

03-16-05  
\_\_\_\_\_  
Date

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

<b>Grant</b>	RSVP
<b>Funding Agency</b>	Corporation for National Service
<b>Summary</b>	Recruit and Place persons age 55 and better in volunteer positions to help solve needs in Barton and northern Stafford County
<b>Possible Services</b>	Volunteers will mentor children, listen to children read, provide medical transportation, deliver meals, work at Cougar Tales, and in about 50 additional agencies
<b>Target Population</b>	Volunteers age 55+ serving those of all ages
<b>Funding Range (Approximate)</b>	\$60,000
<b>Indirect Cost Reimbursement</b>	
<b>Funding Period</b>	01/01/2005 – 01/12/2006
<b>Institutional Obligation</b>	
<b>Cash</b>	
<b>In-Kind</b>	Copies, printing, mailing, occasional use of vehicle
<b>Personnel Required</b>	
<b>Existing</b>	1 Full time 4 part time
<b>New</b>	None
<b>Application Deadline</b>	12/31/04

**Presidential Review**

The College has received notification that it has been awarded the above grant. I have reviewed this grant and it is in concert with the mission and vision of Barton County Community College. I support the acceptance of this grant and recommend that the Board of Trustees authorize the College to accept the grant, which is in excess of the funding range for which I am authorized.

Veldon L. Law, President  
\_\_\_\_\_  
President's Approval

03-04-05  
\_\_\_\_\_  
Date

Meeting of the Board of Trustees  
Barton County Community College

March 24, 2005

**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:

- Revised minutes of the special meeting of the Board of Trustees, held on February 2, 2005 (please note that the underlined section of the minutes was inadvertently omitted from the original minutes that were submitted for approval at the February 22, 2005 regular Board meeting)
- Minutes of the regular meeting of the Board of Trustees, held on February 22, 2005
- Minutes of the special meeting of the Board of Trustees, held on February 24, 2005
- Personnel
- Financial Report

**Action:** President's Office

**REVISED**

**Special Meeting of the Board of Trustees  
Barton County Community College  
February 2, 2005**

**CALL TO ORDER**

The special meeting of the Board of Trustees of Barton County Community College was called to order at 4:00 p.m., February 2, 2005, 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: Randall Henry; Becky Seib of the Interrobang; Michael Dawes; Ron Vratil; LaVonne Gerritzen; Randy Smith; Cynthia Collier; Carol Dellinger; Angie Maddy; Renetta Furrow; Shanna Legleiter; Jeana Brack; Renelle Mooney; Dick Wade; Karyl White; Mark Dean; Jane Howard; Patrick Busch; Kathy Boeger; Dana Allison; Dana Foss; Nancy Mortimer; Elaine Simmons; Linda Haberman; Kristi Suppes; Donna McCormick; Dee Ann Smith; Edmond Johnson; John Paul Lamatsch; Jennifer Birney; Austin Boyd; Jennifer Ankerholz; Becky Newell; Nancy Jenisch; Linda Carson; Lyles Lashley; Linda McCaffery; Caicey Crutcher; Timothy Folkerts; Christina Vague; Wendy Miller; Tia Owens; Karen Kratzer; Tim Kimmel; Homer Kruckenberg; Teresa Johnson; Lori Crowther; Shanda Mull; Julie Knoblich; Kathy Brock; Julie Munden; Diane Engle; Linda Chisholm; Nancy Carter; Myrna Perkins; Lisa Peterson; Sherri Henry; Shelley Snyder; Crystal Scherer; Sondra Ratts; Mike Flynn; Julie Kramp; Jackie Elliott; Cathie Oshiro; Veldon Law; and Marilyn Beary

**PUBLIC AND EMPLOYEE COMMENT** – Chairman Mermis recognized the guests and stated that he believed they were all there for the same reason. Because of the number of guests in attendance and due to time constraints, Mr. Mermis advised that the Board would be unable to hear from all of them. He asked for a few who would like to speak on behalf of the group. Nancy Mortimer, Nancy Jenisch, Angie Maddy, Homer Kruckenberg and Joe Burger expressed support of Dr. Law, Neil Elliott and the College. Chairman Mermis advised that if others wished to speak, they could attend the February regular Board meeting.

**EXECUTIVE SESSION** – Chairman Mermis advised that an executive session would be necessary for the purpose of discussing matters pertaining to non-elected personnel and matters affecting a student(s) in order to protect the privacy interests of the individuals to be discussed. He asked that Randall Henry, Dr. Law, and Neil Elliott join the Trustees in executive session.

*Trustee Sessler moved that the Board adjourn to executive session for 60 minutes at 4:10 p.m. to discuss matters pertaining to non-elected personnel and matters affecting a student(s) in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 5:10 p.m. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.*

Note: Dr. Law and Neil Elliott were excused from the executive session at 5:00 p.m.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 5:10 p.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel and matters affecting a student(s) had been discussed and no action was taken. He then advised that the Board would need to again adjourn to executive session to continue its discussion on matters pertaining to non-elected personnel and matters affecting a student(s). He requested that Randall Henry again join the Trustees in executive session.

*Trustee Johnson moved that the Board adjourn to executive session for 60 minutes at 5:15 p.m. to discuss matters pertaining to non-elected personnel and matters affecting a student(s) in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 6:15 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 6:15 p.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel and matters affecting a student(s) had been discussed and no action was taken. He then advised that the Board would need to again adjourn to executive session to continue its discussion on matters pertaining to non-elected personnel and matters affecting a student(s). He requested that Randall Henry again join the Trustees in executive session.

*Trustee Webster moved that the Board adjourn to executive session for 15 minutes at 6:15 p.m. to discuss matters pertaining to non-elected personnel and matters affecting a student(s) in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 6:30 p.m. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.*

[Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 6:30 p.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel and matters affecting a student\(s\) had been discussed and no action was taken.](#)

**ADJOURNMENT** – The special meeting adjourned at 6:35 p.m.

---

Stephan J. Mermis, Chairman

---

Mike Johnson, Secretary

Recorded by Marilyn Beary

**Regular Meeting of the Board of Trustees  
Barton County Community College  
February 22, 2005**

**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., February 22, 2005 in room U-219 of the Student Union.

**ATTENDANCE**

Trustees Present: Stephan J. Mermis, Gene O'Connor, Marvin Sessler, Dan Soeken, and J.B. Webster. Mike Johnson participated in the meeting via conference phone.

Trustees Absent: None

Other Attendees: Susan Thacker of the Great Bend Tribune; Judy Murphy of the Great Bend Tribune; Chris Green of the Hutchinson News; Becky Seib of the Interrobang; students Casey Hatzenbuehler, Ashley Glen, and Latosha Wallace from the College's Advanced Reporting class; Randall C. Henry; Gene Potts; Mike Dawes; Amy Oelke; Dick Wade; Mark Dean; Jim Vance; Evelyn Appel; Loren Unruh; Steve Murray; Cathie Oshiro; Mike Weltsch; Paul Unruh; Tom Curtis; Jackie Elliott; Stephannie Goerl; Neil Elliott; Darnell Holopirek; Diane Engle; Lori Crowther; Marty Keenan; Homer Kruckenberg; Dr. Veldon L. Law; Angie Brummer and Marilyn Beary.

Chairman Mermis led the attendees in the Pledge of Allegiance.

**PUBLIC AND EMPLOYEE COMMENT**

Chairman Mermis advised if anyone wished to address the Board or make any comments. There were none offered.

**INTRODUCTION OF NEW EMPLOYEES**

The following new employees were introduced to the Trustees:  
Kala Steffen – Admissions Representative

**STAFF REPORTS**

Amy Oelke presented a staff report on an opportunity that she and Charles Perkins have to present a computer system security workshop to Educause.

**ACTION ITEMS**

**Grant Application Request (Operational Support for Arts and Cultural Organizations)** - This grant application, in the funding range of \$5,000 - \$11,000 application request was submitted for the Board's consideration and approval.

*Trustee Soeken so moved. The motion was seconded by Trustee O'Connor.* Following discussion, the motion carried.

**2005-2006 Tuition and Fees** – With the anticipation that state funding will continue to decline, the Administration presented to the Board a request to increase in-state tuition from \$45 per credit hour to \$47 per credit hour effective fall, 2005. Dr. Law and Ron Vratil met with student government leaders prior to today's meeting to apprise them of this pending action. Out-of-state, International and Bartonline tuition and fees were unchanged.

*Trustee Sessler moved that the Board approve the \$2 increase for in-state tuition, effective fall 2005. The motion was seconded by Trustee O'Connor.* Following discussion, the motion carried.



**Natural Gas Participation Agreement** – Dr. Law advised the Board that since July 1, 2001, the College had participated in the Kansas Association of School Boards Kansas Joint Utilities Management Program (KJUMP) for its supply of natural gas. The participation agreement for this consortium ends June 30, 2005. It was recommended that the Board authorize the Chairman and College President to execute a new member participation agreement as presented.

*Trustee Webster moved that the Board accept the plan to rejoin the Kansas Joint Utilities Management Program (KJUMP.) The motion was seconded by Trustee Sessler.* Following discussion, the motion carried.

**Refinancing of Certificate of Participation** – Ron Vratil advised that with interest rates remaining low, the College could realize approximately \$125,000 in savings if it refinanced its 1993 Certificate of Participation. He stated that this would equate to a “present value savings percentage of 3.116%.

*Trustee O'Connor moved that the Board approve a resolution to allow Piper Jaffray to offer a refinancing of the College's 1999 Certificate of Participation issue to investors at an approximately 3.116% “present value savings percentage” and to authorize the Chairman to sign the resolution on the Board's behalf. The motion was seconded by Trustee Webster.* However, Ron Vratil then advised that the “present value savings percentage” should be 3.0% rather than 3.116% as reflected in the Board book. *Trustee O'Connor moved that the Board approve the amended written resolution to reflect a present value savings percentage of not less than 3.0%. The motion was seconded by Trustee Webster.* Following discussion, the motion carried.

**Dean of Learning and Instruction** – Following the resignation of Dr. Karen Clos, the Board approved an 18-month contract for Dr. Gillian Gabelmann as Dean of Learning and Instruction on January 20, 2004. Based on Dr. Gabelmann's outstanding performance in this position, it was recommended that the Board authorize the President to revise her initial 18-month contract to an annual administrative contract beginning July 1, 2005.

*Trustee Webster moved that the Board change Dr. Gabelmann's 18-month contract to an annual administrative contract beginning July 1, 2005. The motion was seconded by Trustee Sessler.* Following discussion, the motion carried.

**Contract Renewals for Head Basketball Coaches** – Both David “Soupy” Campbell (Head Men's Basketball Coach) and Lane Lord (Head Women's Basketball Coach) had received and accepted 11-month contract offers for 2005-2006. It was recommended that the Board approve head coaching contracts for these two employees.

*Trustee Soeken so moved. The motion was seconded by Trustee Sessler.* Following discussion, the motion carried.

**Consent Agenda** – Chairman Mermis advised that the consent agenda would need to be revised to include the following under “Personnel”:

**Replacement Positions:**

Kurt Kohler - Head Coach (Volleyball)

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

- Minutes of the regular meeting of the Board of Trustees, held on January 18, 2005
- Minutes of special meeting of the Board of Trustees, held on January 26, 2005
- Minutes of special meeting of the Board of Trustees, held on February 2, 2005

- Personnel
- Financial Report

*Trustee Soeken moved that the Board approve the consent agenda as amended. The motion was seconded by Trustee Sessler. Following discussion, the motion carried.*

**KACCT/KBOR REPORT** – Trustee Johnson briefed the Board on the KACCT meeting and the Phi Theta Kappa All-Kansas Luncheon, held in Topeka on February 16. Dr. Law reported on KBOR and COP activities and issues.

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

- Monitoring Reports  
As part of the Assessment of Student Learning monitoring report, Stephannie Goerl briefed the Board relative to Student Outcomes Assessment. She also briefed the Board relative to the submission of the required monitoring report on Barton's assessment effort that was submitted to The Higher Learning Commission of the North Central Associate of Colleges and Universities, submitted prior to the December 15, 2004 deadline.
- Upcoming Board Meetings/Activities
- President's Report of Monthly Activities
- Preparation for Community Forums  
Mike Weltsch gave a brief overview of the upcoming forums and the Trustees' roles as facilitators.

### **EXECUTIVE SESSIONS**

Chairman Mermis advised that an executive session would be necessary to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed and to consult with legal counsel to discuss matters of attorney-client privilege, in order to protect that privilege. He asked that Dr. Law and Randy Henry join the Trustees in executive session.

*Trustee Sessler moved that the Board adjourn to executive session for 60 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 and to consult with legal counsel to discuss matters of attorney-client privilege, in order to protect that privilege, to reconvene in room U-219 of the Student Union at 6:35 p.m. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.*

Note: Dr. Law was excused from executive session at 5:47 p.m.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 6:35 p.m. in room U-219 of the Student Union. Chairman Mermis advised that the Board had discussed matters pertaining to non-elected personnel and consulted with legal counsel to discuss matters of attorney-client privilege and that no action was taken.

Chairman Mermis advised that the Board would need to again recess to executive session to continue its discussion on matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed and to consult with legal counsel to discuss matters of attorney-client privilege, in order to protect that privilege. He again asked that Randy Henry join the Trustees in executive session.

*Trustee Sessler moved that the Board adjourn to executive session for 30 minutes at 6:35 p.m. to discuss matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals to be discussed and to consult with legal counsel to discuss matters of attorney-client privilege, in order to*

*protect that privilege, to reconvene in room U-219 of the Student Union at 7:05 p.m. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 7:05 p.m. in room U-219 of the Student Union. Chairman Mermis advised that the Board had discussed matters pertaining to non-elected personnel and consulted with legal counsel to discuss matters of attorney-client privilege and that no action was taken.

**ADJOURNMENT** – The meeting adjourned at 7:10 p.m.

---

Stephan J. Mermis, Chairman

---

Mike Johnson, Secretary

Recorded by Marilyn Beary

**Special Meeting of the Board of Trustees  
Barton County Community College  
February 24, 2005**

**CALL TO ORDER**

The special meeting of the Board of Trustees of Barton County Community College was called to order at 8:00 a.m., February 24, 2005, 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; Tim McQuade; Mike Dawes; Tom Curtis; Randy Henry; Neil Elliott; Dick Wade; Dana Foss; Veldon Law; and Marilyn Beary

**PUBLIC AND EMPLOYEE COMMENT** – The Board received comments from a number of attendees prior to adjourning to executive session.

**EXECUTIVE SESSION** – Chairman Mermis advised that an executive session would be necessary for the purpose of discussing matters pertaining to non-elected personnel and matters affecting a student(s) in order to protect the privacy interests of the individuals to be discussed. He asked that Randy Henry, Neil Elliott, and Dr. Law join the Trustees in executive session.

*Trustee Sessler moved that the Board adjourn to executive session for 45 minutes at 8:35 a.m. to discuss matters pertaining to non-elected personnel and matters affecting a student(s) in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 9:20 a.m. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.*

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 9:20 a.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel and matters affecting a student(s) had been discussed and no action was taken. He then advised that the Board would need to again adjourn to executive session to continue its discussion on matters pertaining to non-elected personnel and matters affecting a student(s). He requested that Randy Henry again join the Trustees in executive session.

*Trustee Sessler moved that the Board adjourn to executive session for 60 minutes at 9:25 a.m. to discuss matters pertaining to non-elected personnel and matters affecting a student(s) in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 10:25 a.m. The motion was seconded by Trustee O'Connor. Following discussion, the motion carried.*

Note: Dr. Law was asked to rejoin the Trustees in executive session at 10:10 a.m.

Open Session – The recessed session of the Board of Trustees of Barton County Community College reconvened at 10:25 a.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel and matters affecting a student(s) had been discussed and no action was taken. He then advised that the Board would need to again adjourn to executive session to continue its discussion on matters pertaining to non-elected personnel and matters affecting a student(s). He requested that Randy Henry and Dr. Law again join the Trustees in executive session.

*Trustee O'Connor moved that the Board adjourn to executive session for 30 minutes at 10:30 a.m. to discuss matters pertaining to non-elected personnel and matters affecting a student(s) in order to protect the privacy interests of the individuals to be discussed, to reconvene in room U-219 of the Student Union at 11:00 a.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 11:00 a.m. in room U-219 of the Student Union. Chairman Mermis advised that matters pertaining to non-elected personnel and matters affecting a student(s) had been discussed and no action was taken.

**DISCUSSION**

The Board discussed the feasibility of hiring a consultant with the firm of Farrar and Associates to review the College's policies and procedures to assure due diligence within its practices.

This prompted further public and employee discussion. Chairman Mermis requested that Dr. Law, in collaboration with Neil Elliott and Mr. Henry, provide to him a list of the names of additional consultants that the Trustees might wish to consider prior to making a final determination on this issue.

**ADJOURNMENT** – The special meeting adjourned at 11:47 a.m.

---

Stephan J. Mermis, Chairman

---

Mike Johnson, Secretary

Recorded by Marilyn Beary

## **PERSONNEL**

### **Retirement**

Pennie Wallerstedt – Coordinator of Admissions & Records (Fort Riley)

### **Departing Employees**

Dorothy Arvizu – Tutor (Fort Riley – part-time)

Mark Lewis – Head Coach (Tennis)

Robyn Strandberg – Assistant Care Provider (part-time)

Kara Veverka – Non-Traditional Grant Facilitator

Greg Wolf – Instructor (Ft. Riley Military Programs)

### **Replacement Positions**

Betty Anderson – Benefits Specialist

### **Temporary Positions**

Kyler Connell – Camp Aldrich (part-time)

Janie Manning – Interim Director of Nursing

Ben Shaffer – Grounds (part-time)

Dave Tudor – Camp Ranger II (part-time)

### **Contract Change**

Louise Masden – from Nursing Instructor (12-month) to Nursing Instructor (11-month)

### **Position Changes**

Robert Mattocks – from Custodian II to Custodian I

Jim Turner – from Tutor (Fort Riley Academic Transfer Programs – part-time) to Tutor (Fort Riley Academic Transfer Programs – full-time)

### **Overload Contracts**

Shanna Legleiter

Keyboarding I, II/Refresher Keyboarding

Gretchen Lewis

English Study Skills/Math Learning Strategies

Judy Miller

Principles of Phlebotomy/Phlebotomy Clinical

Judy Miller

Principles of Phlebotomy (Summer 04)

Steve Oelke

Adv. Microcomputer Repair

### **Supplemental Contracts**

Charlotte Arney

Emergency 1<sup>st</sup> Aid Tact Operations

Geraldine Ball

American History to 1877

George Bowman

Weapons Storage Facility Operation

Gabriella Donley

Emergency 1<sup>st</sup> Aid Tact Operations

Karen Frick

General Psychology

Karen Frick

Abnormal Psychology

Marlene Kabriel

Conversational German I/Conv. Spanish

Spanish for Communication/Conv. French I

Lynette Lee

Management of Supply Operation

Kenneth Martin	Military Passeng-Carry Vehicle
Locadio Perez	Emergency 1 <sup>st</sup> Aid Tact Operations
Locadio Perez	Emergency 1 <sup>st</sup> Aid Tact Operations
Locadio Perez	Emergency 1 <sup>st</sup> Aid Tact Operations
Brenda Siebold	Database Management Systems
Melinda Whitney	Emergency 1 <sup>st</sup> Aid Tact Operations

### **Substitute Instructors**

Geraldine Ball	Marriage & Family
Geraldine Ball	Psychology of Sex Role Lib.
Leslie Patrick	Basic Math Skills/Preparatory Mathematics
James Turner	Intermediate Algebra

### **Community Education**

John Mulvaney	Improving Attitudes in the Workplace (3/21/05 – 3/21/05)
Kay Boyd	Computer Necessities and Fun (3/23/05 – 4/20/05)
Linda Runge	CNA –St. John (3/29/05 – 5/5/05)
Cathy Holmes	CNA – Great Bend (4/5/05 – 6/2/05)
<b>Outreach - St. John</b>	
Lynn Chestnut	Maintenance Seminar – Basic Repair (4/4/05 – 4/18/05)

BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 28-FEBRUARY-05

1111 GENERAL FUND

YEAR TO DATE  
ACTUAL

REVENUES:

FALL TUITION	1,324,507.50
SPRING TUITION	949,950.00
SUMMER TUITION	34,666.00
FALL OUT OF STATE TUITION	108,120.00
SPRING OUT OF STATE TUITION	62,084.00
SUMMER OUT OF STATE TUITION	(680.00)
ON LINE TUITION	411,954.00
INTERNATIONAL TUITION	109,154.00
UNDOC RES ALIEN TUITION	1,485.00
GENERAL STUDENT FEES	0.00
LAVTR	0.00
STATE GRANTS	3,000.00
STATE OPERATING GRANT	4,241,356.00
COUNTY OUT DISTRICT TUITION	162,006.00
BARTON COUNTY AD VALOREM TAX	3,366,016.65
MOTOR VEHICLE TAX	611,605.50
RECREATIONAL VEHICLE TAX	8,473.01
NEIGHBORHOOD REVIT PRG	7,310.33
DELINQUENT TAXES	60,213.40
TAXABLE SALES	1,057.19
INTEREST-GENERAL	50,474.68
MISCELLANEOUS REIMBURSEMENTS	245,316.79
INSURANCE REIMBURSEMENTS	0.00
GENERAL MISCELLANEOUS	29,923.83
MISCELLANEOUS SALE OF PROPERTY	26,160.66
TRANSCRIPT REVENUE	27,671.00
MISCELLANEOUS ELECTRONIC DEPT REV	18.14
DONATIONS	0.00
FARM HOUSE RENTALS	4,800.00
FARM LEASE/CROP SALES	13,500.00
PAYMENT PLAN FEES	17,190.00
CAREER CENTER REVENUE	0.00
EVALUATION FEES	150.00
ITV REVENUE	12,330.30
INTERNATIONAL STUDENT FEE	3,750.00
GAIN ON SALE	17,436.00
REFUNDS-GENERAL	31,549.21
ROOM RENTAL-GENERAL	18,511.25
	-----
TOTAL REVENUES	11,961,060.44



BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 28-FEBRUARY-05

1111 GENERAL FUND

YEAR TO DATE  
ACTUAL

EXPENDITURES:

INSTRUCTION	3,167,200.60
PUBLIC SUPPORT	8,537.60
ACADEMIC SUPPORT	1,275,395.74
STUDENT SERVICES	524,144.42
INSTITUTIONAL SUPPORT	2,324,829.05
PHYSICAL PLANT OPERATION	1,460,057.51
STUDENT FINANCIAL SUPPORT	190,140.00
AUXILIARY SERVICES	9,963.07

TOTAL EXPENDITURES	8,960,267.99
--------------------	--------------

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
------------------------------	------------

NET INCREASE/DECREASE IN NET ASSETS	2,502,792.45
-------------------------------------	--------------

BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 28-FEBRUARY-05

1112 VOCATIONAL FUND

YEAR TO DATE  
ACTUAL

REVENUES:

STATE OPERATING GRANT	1,817,723.00
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	889.00
	-----
TOTAL REVENUES	1,818,612.00

EXPENDITURES:

INSTRUCTION	1,602,000.03
PUBLIC SERVICE	0.00
ACADEMIC SUPPORT	174,127.70
STUDENT SERVICES	0.00
INSTITUTIONAL SUPPORT	0.00
PHYSICAL PLANT OPERATION	0.00
AUXILIARY SERVICES	0.00
	-----
TOTAL EXPENDITURES	1,776,127.73
NET INCREASE/DECREASE IN NET ASSETS	42,484.27

BARTON COUNTY COMM COLLEGE  
Statement of Revenues and Expenditures  
AS OF 28-FEBRUARY-05

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	547,086.47
PUBLIC SERVICE	48,757.66
ACADEMIC SUPPORT	215,700.29
STUDENT SERVICES	134,141.67
INSTITUTIONAL SUPPORT	269,378.40
PHYSICAL PLANT OPERATION	78,148.78
AUXILIARY SERVICES	29,781.68
	-----
TOTAL EXPENDITURES	1,322,994.95

NET INCREASE/DECREASE IN NET ASSETS	(1,322,994.95)
-------------------------------------	----------------

BARTON COUNTY COMMUNITY COLLEGE  
GENERAL, VOCATIONAL, AND EMPLOYEE BENEFITS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2005

	2004-05 BUDGET	PERIOD ENDED 02/28/05	YTD AVAILABLE	% AVAILABLE
Fund Balance, Beginning	\$4,363,507.00	\$4,363,507.00		
<hr/>				
Tuition-Out Of State	300,000.00	278,678.00	21,322.00	7.11%
Tuition-In State	3,954,000.00	2,722,563.00	1,231,437.00	31.14
Tuition-Out District	265,000.00	162,006.00	102,994.00	38.87
State Aid	6,053,000.00	6,059,079.00	(6,079.00)	(0.10)
Property Taxes	5,071,000.00	3,442,013.00	1,628,987.00	32.12
Other Taxes	830,000.00	611,606.00	218,394.00	26.31
Interest Income	70,000.00	50,475.00	19,525.00	27.89
Other	2,112,000.00	453,253.00	1,658,747.00	78.54
<hr/>				
Total Revenue	18,655,000.00	13,779,673.00	4,875,327.00	26.13
<hr/>				
Expenditures:				
Academic Salaries	6,296,000.00	4,173,413.00	2,122,587.00	33.71
Support Salaries	3,801,000.00	2,518,291.00	1,282,709.00	33.75
Supplies	3,983,000.00	2,287,087.00	1,695,913.00	42.58
Equipment	24,000.00	21,348.00	2,652.00	11.05
Advertising	50,000.00	45,324.00	4,676.00	9.35
Transfers & Other	480,000.00	400,000.00	80,000.00	16.67
Employee Benefits	2,071,000.00	1,382,925.00	688,075.00	33.22
General Insurance	215,000.00	185,935.00	29,065.00	13.52
Utilities	605,000.00	401,688.00	203,312.00	33.61
In County Scholarships	124,000.00	155,715.00	(31,715.00)	(25.58)
Capital Outlay	859,000.00	645,656.00	213,344.00	24.84
Maintenance	431,000.00	340,009.00	90,991.00	21.11
<hr/>				
Total Expenditures	18,939,000.00	12,557,391.00	6,381,609.00	33.70%
<hr/>				
Fund Balance, Ending	\$4,079,507.00	\$5,585,789.00		
<hr/>				

BARTON COUNTY COMMUNITY COLLEGE  
GENERAL, VOCATIONAL AND EMPLOYEE BENEFITS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2005 & 2004

	YEAR ENDED 02/29/05	YEAR ENDED 02/29/04	NET CHANGE INCREASE (DECREASE)	% CHANGE
Fund Balance, Beginning	4,363,507	2,271,636	2,091,871	1
<hr/>				
Tuition-Out Of State	278,678	290,683	(12,005)	(4)
Tuition-In State	2,722,563	2,478,537	244,026	10
Tuition-Out District	162,006	169,428	(7,422)	(4)
State Aid	6,059,079	6,212,991	(153,912)	(2)
Out District State Aid	0	0	0	
Property Taxes	3,442,013	4,688,689	(1,246,676)	(27)
Other Taxes	611,606	600,711	10,895	2
Interest Income	50,475	38,247	12,228	32
Other	453,253	377,933	75,320	20
<hr/>				
Total Revenue	13,779,673	14,857,219	(1,077,546)	(7)
<hr/>				
Expenditures:				
Academic Salaries	4,173,413	3,850,708	322,705	8
Support Salaries	2,518,291	2,507,414	10,877	0
Supplies	2,287,087	2,169,356	117,731	5
Equipment	21,348	10,739	10,609	99
Advertising	45,324	40,164	5,160	13
Transfers & Other	400,000	400,000	0	0
Employee Benefits	1,382,925	1,194,303	188,622	16
General Insurance	185,935	192,563	(6,628)	(3)
Utilities	401,688	404,526	(2,838)	(1)
In County Scholarships	155,715	90,392	65,323	72
Capital Outlay	645,656	522,541	123,115	24
Maintenance	340,009	305,444	34,565	11
<hr/>				
Total Expenditures	12,557,391	11,688,150	869,241	7
<hr/>				
Fund Balance, Ending	5,585,789	5,440,705	145,084	0
<hr/> <hr/>				

BARTON COUNTY COMMUNITY COLLEGE  
AUXILIARY FUNDS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2005

	STUDENT UNION	DORMITORIES	ATHLETICS	CAMP ALDRICH	SEVEN 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	918				918	2,000	1,082	54.10
Bookstore	626,091				626,091	800,000	173,909	21.74
Food service	275,694			0	275,694	482,000	206,306	42.80
Fees	0			0	0	268,000	268,000	100.00
Supplies & Services		14,415			14,415	28,000	13,585	48.52
Housing Rental		905,119		45,766	950,885	913,000	(37,885)	(4.15)
Transfers			400,000	50,000	450,000	480,000	30,000	6.25
Revolving					0	0	0	
Misc.	1,928				1,928	4,000	2,072	51.80
Gate Receipts			0		0	5,000	5,000	100.00
Entry Fees & Other			7,440	0	7,440	16,000	8,560	53.50
-----								
Total Revenues	904,631	919,534	407,440	95,766	2,327,371	2,998,000	670,629	22.37
-----								
Expenditures:								
Salaries	48,511	39,987	4,705	28,753	121,956	245,000	123,044	50.22
Books & Supplies	584,467				584,467	725,000	140,533	19.38
Maintenance	18,506	22,460		5,294	46,260	99,000	52,740	53.27
Food	354,943	220,611		0	575,554	850,000	274,446	32.29
Utilities	3,471	73,084		12,512	89,067	170,000	80,933	47.61
Lease payments & Int	0	191,334			191,334	202,000	10,666	5.28
Travel & Recruiting			86,461		86,461	138,000	51,539	37.35
Officials			24,255		24,255	30,000	5,745	19.15
Training Supplies			14,320		14,320	17,000	2,680	15.76
Insurance			64,594		64,594	60,000	(4,594)	(7.66)
Equipment	0	8,384	78,624	0	87,008	171,000	83,992	49.12
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	3,420	64,629	224	72,251	76,000	3,749	4.93
Misc.		0			0	1,000	1,000	100.00
-----								
Total Expenditures	1,013,876	559,280	351,244	46,783	1,971,183	2,829,000	857,817	30.32
-----								
Fund Balance, Ending	364,465	810,045	131,916	94,961	1,401,387	1,214,199		
=====								

BARTON COUNTY COMMUNITY COLLEGE  
STUDENT UNION  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2005 AND 2004

	PERIOD ENDED		NET CHANGE	%
	02/28/05	02/28/04	INCREASE (DECREASE)	CHANGE
Fund Balance, Beginning	473,710	663,935	(190,225)	(29)
-----				
Revenues:				
Vending	918	1,224	(306)	(25)
Bookstore	626,091	664,565	(38,474)	(6)
Food service	275,694	244,279	31,415	13
Fees & Misc.	1,928	599	1,329	222
-----				
Total Revenues	904,631	910,667	(6,036)	(1)
-----				
Expenditures:				
Salaries	48,511	45,818	2,693	6
Books & Supplies	584,467	643,819	(59,352)	(9)
Maintenance	21,977	10,798	11,179	104
Food	354,943	322,992	31,951	10
Lease payments & Int.	0	11,871	(11,871)	(100)
Equipment	0	27,659	(27,659)	(100)
Supplies	3,978	9,636	(5,658)	(59)
-----				
Total Expenditures	1,013,876	1,072,593	(58,717)	(5)
-----				
Fund Balance, Ending	364,465	502,009	(137,544)	(27)
=====				

BARTON COUNTY COMMUNITY COLLEGE  
DORMITORIES  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2005 AND 2004

	PERIOD ENDED		NET CHANGE	%
	02/28/05	02/28/04	INCREASE (DECREASE)	
Fund Balance, Beginning	449,791	398,857	50,934	13
<hr/>				
Revenues:				
Supplies & Services	14,415	12,346	2,069	17
Rental & Other	905,119	817,645	87,474	11
<hr/>				
Total Revenues	919,534	829,991	89,543	11
<hr/>				
Expenditures:				
Salaries	39,987	34,189	5,798	17
Maintenance	22,460	26,939	(4,479)	(17)
Food	220,611	191,170	29,441	15
Utilities	73,084	66,707	6,377	10
Lease payments & Int.	191,334	85,663	105,671	123
Equipment	8,384	51,197	(42,813)	(84)
Transfers & Refunds	0	0	0	
Supplies	3,420	2,427	993	41
Misc.	0	0	0	
<hr/>				
Total Expenditures	559,280	458,292	100,988	22
<hr/>				
Fund Balance, Ending	810,045	770,556	39,489	5
<hr/> <hr/>				



BARTON COUNTY COMMUNITY COLLEGE  
ATHLETICS  
FUNDS FLOW ACTIVITY  
PERIOD ENDED FEBRUARY 28, 2005 AND 2004

	PERIOD ENDED		NET CHANGE	%
	02/28/05	02/28/04	INCREASE (DECREASE)	
Fund Balance, Beginning	75,720	42,786	32,934	77
<hr/>				
Revenues:				
Transfers	400,000	400,000	0	0
Revolving	0	0	0	
Gate Receipts	0	0	0	
Entry Fees & Other	7,440	6,351	1,089	17
<hr/>				
Total Revenues	407,440	406,351	1,089	0
<hr/>				
Expenditures:				
Salaries	4,705	3,827	878	23
Travel & Recruiting	86,461	82,356	4,105	5
Officials	24,255	26,600	(2,345)	(9)
Training Supplies	14,320	12,075	2,245	19
Insurance	64,594	68,407	(3,813)	(6)
Equipment	78,624	85,904	(7,280)	(8)
Clinics & Awards	8,964	8,181	783	10
Transfers	0	0	0	
Nationals & Fees	4,692	6,224	(1,532)	(25)
Supplies	64,629	44,621	20,008	45
<hr/>				
Total Expenditures	351,244	338,195	13,049	4
<hr/>				
Fund Balance, Ending	131,916	110,942	20,974	19
<hr/>				

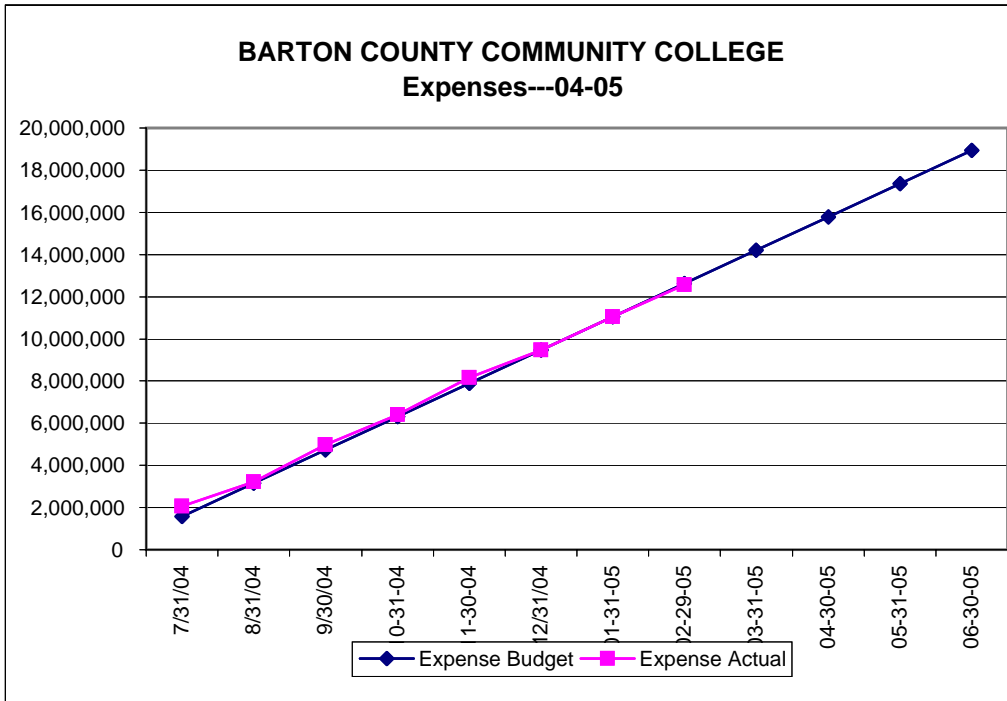
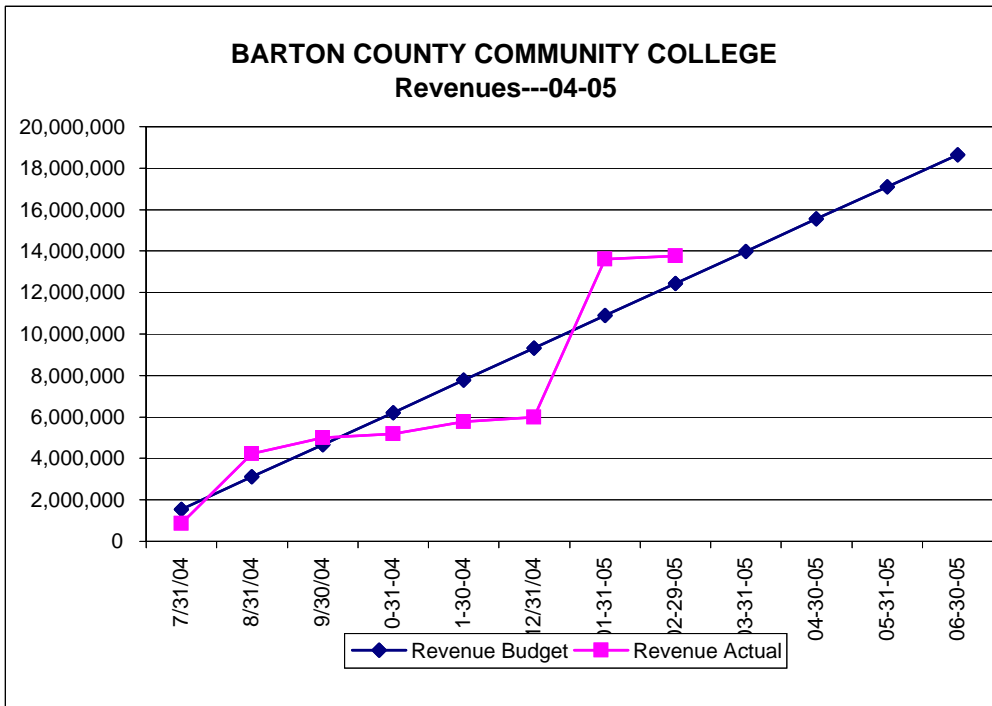
BARTON COUNTY COMMUNITY COLLEGE  
 CAMP ALDRICH  
 FUNDS FLOW ACTIVITY  
 PERIOD ENDED FEBRUARY 28, 2005 AND 2004

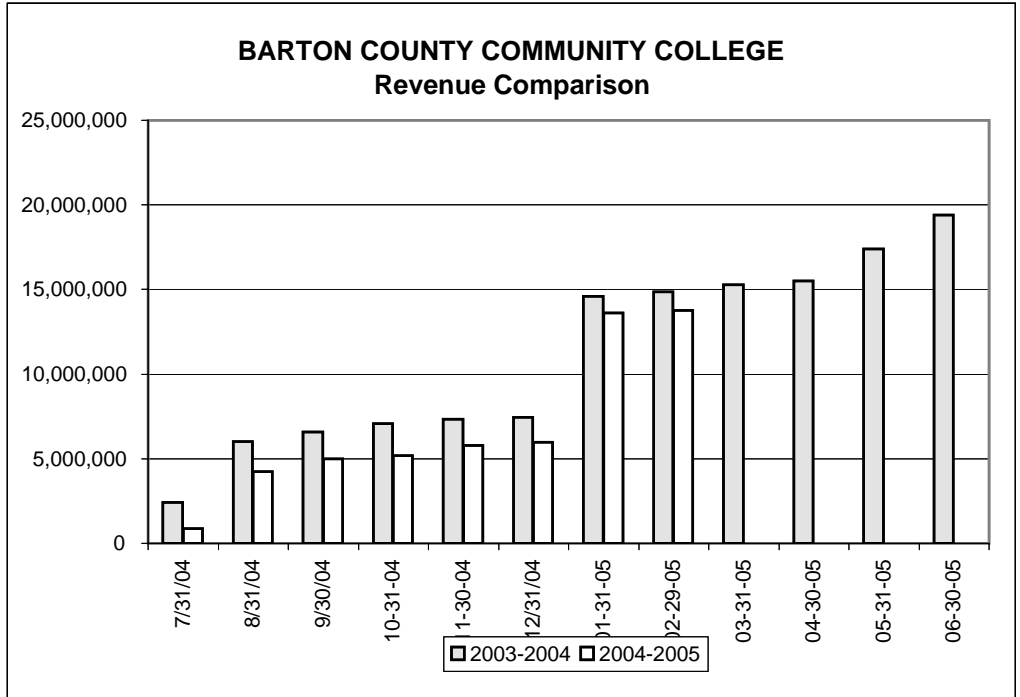
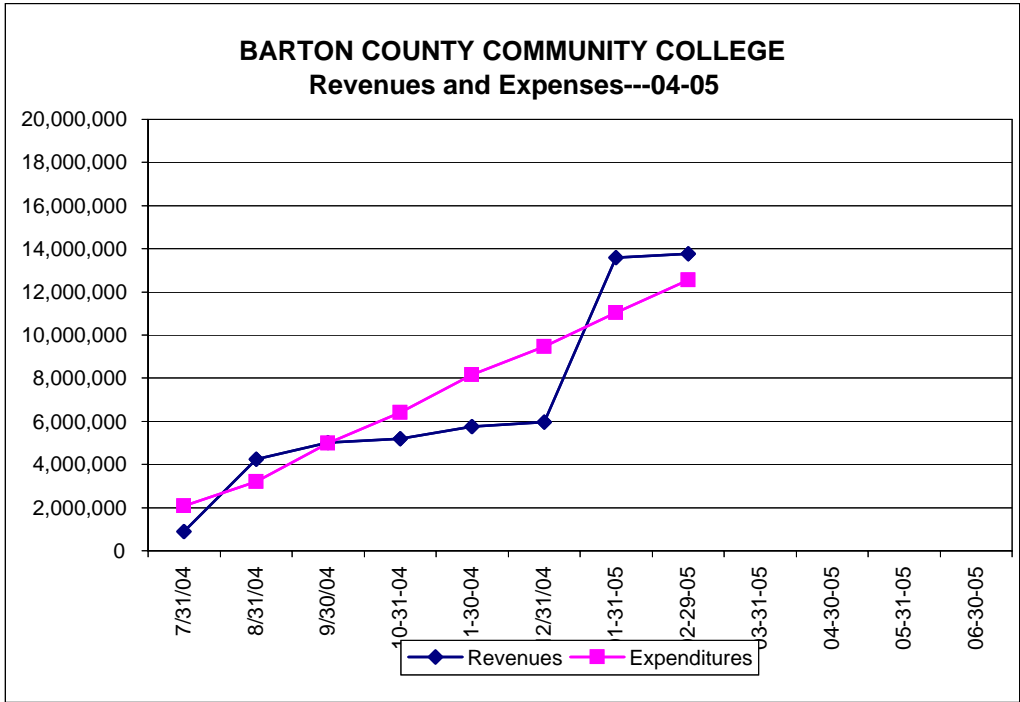
	PERIOD ENDED		NET CHANGE INCREASE (DECREASE)	% CHANGE
	02/28/05	02/28/04		
Fund Balance, Beginning	45,978	71,154	(25,176)	(35)
-----				
Revenues:				
Food Service	0	0	0	
Housing Rental	45,766	35,415	10,351	29
Transfers	50,000	0	50,000	
-----				
Total Revenues	95,766	35,415	60,351	170
-----				
Expenditures:				
Salaries	28,753	21,772	6,981	32
Food	0	0	0	
Utilities	12,512	11,453	1,059	9
Equipment	0	0	0	
Supplies	5,518	8,975	(3,457)	(39)
-----				
Total Expenditures	46,783	42,200	4,583	11
-----				
Fund Balance, Ending	94,961	64,369	30,592	48
=====				

Date 10-MAR-05

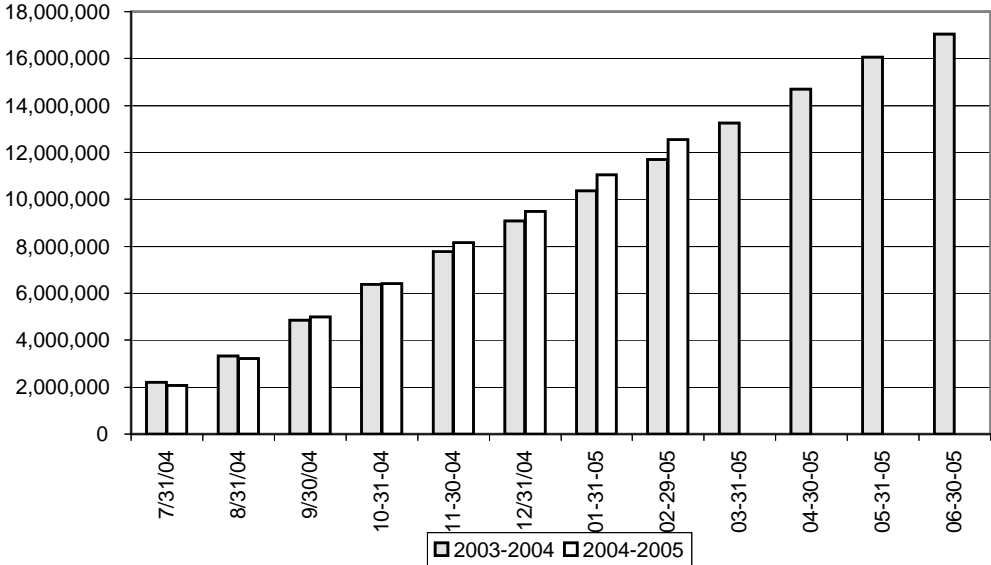
BARTON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
02/28/05

FUND-DESCRIPTION	BEGIN-BAL	MONTH-RCPT	MONTH-EXP	YTD RCPT	YTD-EXP	END-BAL	CHECKING	INVEST	CHANGE
GENERAL & VOC	3,740,805	1,156,920	1,386,252	13,217,180	10,866,702	6,091,283	5,697,183	350,000	44,100
EMPLOYEE BENEFITS	0	0	174,618	0	1,322,995	(1,322,995)	(1,322,995)	0	0
STUDENT UNION	473,710	81,241	120,143	904,631	987,083	391,258	290,258	100,000	1,000
DORMITORY	449,791	915	67,545	919,534	558,853	810,472	710,072	100,000	400
CAMP ALDRICH	45,978	2,070	2,785	95,766	46,783	94,961	94,961	0	0
ATHLETICS	75,720	2,500	37,993	407,440	350,851	132,309	132,309	0	0
	4,786,004	1,243,646	1,789,336	15,544,551	14,133,267	6,197,288	5,601,788	550,000	45,500





**BARTON COUNTY COMMUNITY COLLEGE  
Expenditures Comparison**



## **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  
President's Report – The Compliance Group  
President's Report – Rumors

**Monitoring Reports  
March 2005**

***POLICY TYPE: EXECUTIVE LIMITATIONS***

<b>POLICY TITLE: GENERAL EXECUTIVE CONSTRAINTS</b>
--

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 CONDITIONS**

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 #4**

It is material deviation to: Accept gifts or grants which obligate the College to make future expenditures of funds or human resources other than those created by the gift or grant without Board approval.

**Response:** Grants are routinely reviewed to ensure they support institutional mission and direction. They are consistently brought to the Board for approval prior to submission, if the grant requires resources that exceed the spending limitations provided to the President through Policy Governance. Additionally, should the College be successful in receiving the grant award, this notification is also brought to the Board for acceptance.

To date, no gifts have been received that obligate the College to make future expenditures – should this occur, the gifts would also be brought to the Board for action.

**Financial Condition #5**

It is material deviation to: Accept gifts or grants, which are not in the best interest of the College.

**Response:** As outlined previously, prior to application, grants are reviewed to ensure they are in support of the College’s mission and will further the institution’s ability to meet its strategic goals.

**Financial Condition #6**

Fail to maintain adequate reserves that 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 1990's. 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" Measurements**

**POLICY TITLE: WORK PREPAREDNESS**

**Professional State License Pass Rates**

**Annual: March 2005**

Professional License Program		1999-00	2000-01	2001-02	2002-03	2003-04	Prior 4 yrs (2000-01 to 2003-04)
Nursing ADN	# Attempted	17	19	18	21	21	79
	# Passed	17	18	16	20	20	74
	Pass Rate	100%	95%	89%	95%	95%	94%
Practical Nursing Certificate	# Attempted	26	20	18	28	35	101
	# Passed	26	20	17	28	35	100
	Pass Rate	100%	100%	94%	100%	100%	99%
Certified Nurses Aide	# Attempted	144	86	240	101	70	497
	# Passed	142	86	225	96	69	476
	Pass Rate	99%	100%	94%	95%	99%	96%
Home Health Aide	# Attempted	17	4	10	6	0	20
	# Passed	15	4	10	6	0	20
	Pass Rate	88%	100%	100%	100%	-	100%
Certified Medical Aide	# Attempted	44	40	73	19	18	150
	# Passed	41	30	63	19	16	128
	Pass Rate	93%	75%	86%	100%	89%	85%
Medical Laboratory Technician	# Attempted	5	0	5	13	11	29
	# Passed	5	0	3	9	7	19
	Pass Rate	100%	-	60%	69%	64%	66%
EMS Education Basic	# Attempted	NA	NA	18	32	26	76
	# Passed	NA	NA	18	28	25	71
	Pass Rate	-	-	100%	88%	96%	93%
EMS Education Paramedic	# Attempted	NA	NA	7	0	0	7
	# Passed	NA	NA	6	0	0	6
	Pass Rate	-	-	86%	-	-	86%
Licensure Exams, Overall	# Attempted	253	169	389	220	181	959
	# Passed	246	158	358	206	172	894
	Pass Rate	97%	93%	92%	94%	95%	93%

Notes: -One year equals July 1 through June 30.  
 -EMT information for 1997-2001 is not available.

**Response:** Students at Barton County Community College have consistently performed well on licensure exams.

**UPCOMING BOARD MEETINGS/ACTIVITIES**

<b>March 25 &amp; 28</b>	<b>All Day</b>	<b>Campus closed for Easter</b>
<b>March 29</b>	<b>7:00 p.m.</b>	<b>Hoisington Community Forum – Hoisington Activity Center (1200 Susank Road)</b>
<b>April 6</b>	<b>12:00 p.m.</b>	<b>Board Study Session – U-219</b>
<b>April 7</b>	<b>7:00 p.m.</b>	<b>Claflin Community Forum – Claflin High School Cafeteria (700 W. Albro)</b>
<b>April 19</b>	<b>4:00 p.m.</b>	<b>Regular Monthly Board Meeting – U-219</b>

**President's Monthly Activities  
February 01-28, 2005**

- February 02      Facilitated President's Staff meeting  
Facilitated the Board study session  
Facilitated the Special Board of Trustees meeting  
Attended the Men's basketball game vs. Seward County
- February 03      Visited and worked from the Fort Riley Campus
- February 04      Met with Steve Mermis and Dan Soeken  
Participated in a phone conference with Randy Henry,  
Chris Carpenter and John Hayob
- February 05      Presented the welcome at the new faculty orientation  
Attended the Men's and Women's basketball games vs. Pratt
- February 07      Met with Ron Vratil regarding the College audit  
Met with Dr. Gabelmann, Elaine Simmons and Mike Weltsch about  
Salina Vo Tech CAN/CMA at Fort Riley  
Met with Neil Elliott and Dick Wade  
Attended the bi-weekly faculty facilitators meeting with  
Dr. Gabelmann, Karyl White and Linda McCaffery
- February 08      Met with candidate for Head Volleyball coaching position  
Attended the Presidential Scholar luncheon  
Attended the Instructional Staff meeting to discuss out-district  
courses  
Met with Mike Weltsch, Dick Wade and Marilyn Beary regarding the  
development of forum questions for the Ellinwood Community  
Forum
- February 11      Met with candidate for Head Volleyball coaching position
- February 14      Met with Dr. Gabelmann  
Attended BLINK Stewardship Board meeting  
Attended the Campus Coffee  
Addressed Faculty Council regarding reorganization  
Met with Student Senate officers to discuss proposed tuition  
increase  
Met with the Silver Cougar Club
- February 15      Gave blood at the American Red Cross Blood Mobile
- February 16      Attended the KACCT/COP/KBOR meetings in Topeka

February 17      Attended the KBOR meetings in Topeka

February 18      Attended the bi-weekly faculty facilitators meeting

February 19      Hosted alumni with Coleen Cape  
 Attended homecoming events and basketball games

February 20      Participated in the Phi Theta Kappa induction ceremony  
 Attended the awards reception for the Shafer Gallery's  
 contemporary art show

February 21      Met with Women's Basketball recruits  
 Met with Dr. Gabelmann and Marilyn Beary regarding process for  
 non-renewal notifications  
 Attended the General Staff meeting

February 22      Facilitated the Board of Trustees meeting

February 23      Facilitated the President's Staff meeting  
 Attended the Foundation Executive Committee meeting  
 Facilitated the PIC meeting  
 Attended meeting with Dr. Gabelmann, Karyl White and  
 Linda McCaffery  
 Attended the Men's and Women's basketball games

February 24      Facilitated the Special Board of Trustees meeting  
 Met with Mike Weltsch  
 Facilitated the Ellinwood Community Forum

February 25      Met with Dr. Gabelmann and Jackie Elliott regarding Academic  
 Freedom

February 26      Attended the Men's and Women's basketball games vs. Cloud

February 28      Attended a student disciplinary meeting  
 Facilitated the special President's Staff meeting  
 Met with Coach Bargaen  
 Ate Lunch with the Silver Cougar Club  
 Met with Ron Vratil  
 Met with Neil Elliott, Randy Henry and Steve Mermis  
 Met with Dr. Gabelmann

**NOTICES AND COMMUNICATIONS**

**Grant Application Request – Corporation for National Service**

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

<b>Grant</b>	Mentoring children in out of home placement
<b>Funding Agency</b>	Corporation for National Service
<b>Summary</b>	Volunteers will be recruited to mentor children who are at risk
<b>Possible Services</b>	Mentoring
<b>Target Population</b>	Children at risk
<b>Funding Range (Approximate)</b>	\$9,000
<b>Indirect Cost Reimbursement</b>	
<b>Funding Period</b>	06-01-2005 – 12/31/2005
<b>Institutional Obligation</b>	
<b>Cash</b>	None
<b>In-Kind</b>	Copies
<b>Personnel Required</b>	
<b>Existing</b>	1 full time 4 part time
<b>New</b>	None
<b>Application Deadline</b>	March 25, 2005

**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, President  
\_\_\_\_\_  
President's Approval

03-05-05  
\_\_\_\_\_  
Date



Meeting of the Board of Trustees  
Barton County Community College

March 24, 2005

**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

**PREPARATION FOR  
HOISINGTON COMMUNITY FORUM**

**PREPARATION FOR  
HOISINGTON COMMUNITY FORUM**

As the Board is aware, the Hoisington Community Forum has been set for **7:00 p.m. on Tuesday, March 29, 2005 at the Activity Center in Hoisington** (located at 1200 Susank Road.)

Unfortunately, Trustee Soeken will be unable to attend the forum, due to a prior commitment. This leaves only four Trustees who will be in attendance at the forum. Mike Weltsch respectfully requests to meet briefly with Trustees Mermis, Johnson, Sessler and Webster immediately after the Board adjourns from its meeting to discuss revised planning for this event in order to help assure a positive experience for both the Hoisington community and the Board. Thank you.