

BARTON COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES

Tuesday, October 17, 2006 – 4:00 p.m.
Room U-219 (upper level of the 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. **Action Item**
Consideration for naming of facility.
5. **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. It is recommended that the Board approve the consent agenda as presented.
 - ***Minutes of the regular meeting of the Board of Trustees, held on September 19, 2006:***

Regular Meeting of the Board of Trustees
Barton County Community College
September 19, 2006

ATTENDANCE

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

Trustees Absent: None

Other Attendees: Susan Thacker of the Great Bend Tribune, Linda Dueser, Ron Vratil, Dick Wade, Randall C. Henry, Caicey Crutcher, Mark Dean, Amy Oelke, President Carl Heilman and Marilyn Beary

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Feldt called the meeting of the Board of Trustees of Barton County Community College to order at 4:00 p.m., September 19, 2006 in room U-219 of the Student Union. He then led in the Pledge of Allegiance.

Meeting Minutes – September 19, 2006 (continued)

INTRODUCTION OF GUESTS AND NEW EMPLOYEES

- Stephannie Goerl introduced Joseph Thornton, Coordinator for the Center for Adult Basic Education
- Elaine Simmons introduced Penny Zimmerman, Coordinator of Continuing Education
- Dr. Heilman introduced Dr. Richard Abel, Associate Dean of Liberal Arts and Sciences
- Dr. Abel introduced Jason Edgar, Communications Instructor and Debate/Forensics Coach

PUBLIC COMMENT

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

CONSENT AGENDA

The following were included in the consent agenda for consideration:

- Minutes of the budget hearing/regular meeting of the Board of Trustees, held on August 8, 2006
- Minutes of the special meeting of the Board of Trustees, held on September 6, 2006
- Personnel

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

LINKAGE/COMMENTARY

Charles Perkins, Director of Information Technology, presented information relative to ITV and the future of technology. Following his presentation, he shared the following student testimonial:

My name is Tyla Horacek. I am currently a freshman at Barton County Community College. I am majoring in Business Management-Banking. First off I would like to apologize for my absence today. My work schedule didn't quite work out for this special occasion. I am currently taking an online class here at Barton. I love it. I can't thank the college enough for offering this class online. With my crazy work schedules and all of my classes it is just so hard to get all of the classes I need and actually have time to attend them. I am currently taking Business Ethics online and this was a required course. I do have to say that I was really worried when I found out that I couldn't take the class on campus because they do not have a teacher here who teaches that class. I was relieved to find that Barton did offer it online. This class has helped to inspire my awareness of today's societal issues. This class has helped me to engage in highly intelligible conversations with people I never thought I would ever get to talk to or be on the same level as. I highly recommend taking online classes. They are challenging however they allow you to work at your own pace while at the same time interacting with other students in your class and also the teachers. I am very grateful to the college for this great opportunity and I urge many others to try this wonderful experience. Online classes are a great way to seek a higher education for any one at any age, they are convenient. Thank you for your time and patience.

I really do love my online class. It is perfect for me.

Sincerely,
Tyla Horacek

ENDS REVIEW

Due to time constraints, it was determined that the ENDS statements would be reviewed at the October study session and any revisions would be presented at the regular October Board meeting.

EXECUTIVE LIMITATIONS REVIEW

The executive limitations were included in the Board book for review by the Trustees. No concerns were expressed. Executive Limitations remain appropriate.

INCIDENTAL INFORMATION AND DISCUSSION ITEMS

The following items were discussed/presented:

- Distribution of Community Report
(It was determined that this topic would be discussed further at the October Board study session.)
- KACCT Report – Trustee Johnson updated the Board on the KACCT annual meeting that was held on September 8 and 9 in Wichita.
- KBOR Report – Dr. Heilman updated the Board on the Council of President's meeting and KBOR activities.

Meeting Minutes – September 19, 2006 (continued)

- October Board Meetings/Activities
- President's Report of Monthly Activities

EXECUTIVE SESSION

Chairman Feldt advised that an executive session would not be necessary.

BOARD SELF-ASSESSMENT

The Trustees indicated they liked how the meeting went and felt that the format changes were appropriate. They appreciated the linkage but felt it could be fine tuned. They also appreciated the written comments of Barton student Tyla Horacek.

INVESTITURE PRACTICE

Chairman Feldt advised that immediately following the meeting, the Board would need to conduct a brief practice for the upcoming presidential investiture program.

ADJOURNMENT

The meeting adjourned at 5:40 p.m.

Robert Feldt, Chair

Mike Johnson, Secretary

- ***PROPOSED REVISIONS TO ENDS STATEMENTS***

At its October 4, 2006 study session, the Board identified the following revisions to its ENDS statements, for official action at today's meeting:

POLICY TYPE: ENDS

POLICY TITLE: ESSENTIAL SKILLS

- Students will be given the opportunity to acquire essential skills **acquire the skills needed to be successful for the program they are in.**
- **(Insert here): Students will have the essential skills to succeed in the workplace.**
- Students will have the essential skills to lead productive lives.
- **(Insert here): Students will be provided remediation as needed.**

POLICY TYPE: ENDS

POLICY TITLE: ACADEMIC ADVANCEMENT

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

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

3. Students will have adequate preparation to be successful after transfer to other colleges or universities.
4. ***Students will be able to obtain Bachelor's and advanced degrees through studies sponsored by Barton County Community College.***

POLICY TYPE: ENDS

POLICY TITLE: PERSONAL ENRICHMENT

- Recipients pursuing individual interests will be personally enriched.
- Individuals/students will ~~have the opportunity to~~ experience various cultural activities.
- Individuals/students will ~~have the opportunity to~~ participate in College activities.
- Intercollegiate athletics and other extra curricular programs and activities will ~~provide educational opportunities that~~ improve the lives of the participant(s).

POLICY TYPE: ENDS

POLICY TITLE: REGIONAL WORKFORCE NEEDS

~~Barton County Community College will take a leadership role in the development and expansion of employment opportunities.~~

Employment Opportunities in Barton County will be expanded.

6. Linkage/Commentary

- A. The Board of Trustees will dialogue with representatives from CPI.
- B. The Board will then dialogue with representatives from Innovative Livestock Services.

Julie Kramp, Business & Industry Training Coordinator, will reference the following information in her presentation to the Board.

COMMUNITY EDUCATION “Providing Employment Opportunities”

One of the many ways Barton County Community College meets the end statement “Barton County Community College will take a leadership role in the development and expansion of employment opportunities” is through Community Education. The following report provides information from one target area served by Community Education, that of Customized Training. *Attachments include information regarding additional employment focused training provided through Community Education.*

Customized Training – Training developed to respond to the specific industry needs. Information about customized training is included in the yearly monitoring reports. Last year’s report indicated the following statistics:

Total number of Businesses Served	21
6 Company Specific	
3 Natural Gas Companies	
12 Kansas Municipalities	
Number of Credit Students	258
Number of Non-credit Students	171
Credit Hours Generated	391

The companies served by customized during this time frame include:

- **Case New Holland** training provides technicians with hands-on industry approved training that enables them to maintain and repair equipment used in farm operations. While the direct impact is on the technicians who are able to maintain employment, this training also indirectly impacts the farmers who depend upon their equipment to produce and harvest the crops that keep this country fed.
- **Aquila** requested training in Business Communication. This training was offered in their Great Bend location for employees throughout the state. Aquila provides electric and natural gas to residents and businesses in the state and region.
- **Ellsworth Economic Development** requested Dreamweaver training for their Main Street businesses so that they can continually perform their own webpage updates. For smaller communities, websites provide a vital link to the rest of the world. The Economic Development office contacted Community Education with a specific request for this class and multiple businesses in Ellsworth and Great Bend participated.
- **Salina Public Library** partnered with Community Education to provide Community Spanish for their patrons to communicate more effectively with their growing Spanish speaking residents.
- **Mission Teams from the Salina Church of Christ** requested Command Spanish training for their physicians, nurses and volunteers traveling to South America to provide health care services for the residents of those countries. The ability to communicate with patients in their native language is a skill that will be used at their practices in the states as well.
- **Natural Gas Companies and Municipalities** served through the Midwest Utility and Pipeline Training Center includes: **Midwest Energy, Atmos Energy, Enterprise Products, the Cities of Partridge, Winfield, Little River, Jamestown, Cheney, Rozel, LaCygne, Kechi, Ulysses, Pawnee**

- **Rock, Windom, and Garden Plain.** This training is designed to ensure the efficient, safe and continued distribution of natural gas. Because companies and municipalities are required by state and federal regulations, this training not only provides employees with skills to keep their jobs, it also keeps companies compliant with these mandates and provides a safer working and living environment. The Kansas Corporation Commission Office of Pipeline Safety, who regulates these agencies, is on the MUPTC steering committee and provided payment for 8 participants in this training. In addition, due to the non-compliance of one city within our service area, a \$5,000 fine levied by the KCC was made payable to MUPTC. This was in order to demonstrate their commitment to this training as a method of gaining skills to maintain compliance and safety.
- **CPI Qualified Plan Consultants** has an on-going partnership with Community Education that provides training for their employees in the field of Pension Administration. CPI employees may take individual courses to prepare them for certifications such as the QKA designation that increase their rate of pay and employability. CPI offers a scholarship to Barton for students interested in a career at their company. They assist with tuition reimbursement for all employees who take classes at Barton.
Representatives from CPI are attending the meeting on October 17th to speak to this partnership.
- **Innovative Livestock Services** requested Command Spanish for their staff members who have Spanish speaking employees and co-workers. The goal for this training was to improve communication skill in order to strengthen communication and prevent potential turnover that might be caused by misunderstanding or a perceived sense of indifference. ***Representatives from ILS are attending the meeting scheduled for 10/17 in order to discuss the WorkFit project they initiated with Community Education.***
- **WorkFit** – is a collaboration of education, industry and service to provide area employers with information that will help match employee's physical abilities with specific job tasks, resulting in fewer injuries and reduced Workmen's Compensation claims while increasing employee retention and productivity. Additional information is located on Barton's website:
www.bartonccc.edu/workfit

ADDITIONAL PROGRAMS AND PARTNERSHIPS ADDRESSING THIS ENDS STATEMENT THROUGH COMMUNITY EDUCATION AT BARTON COUNTY COMMUNITY COLLEGE:

- **Workforce Center Partnership** The Business and Industry Training Coordinator is a co-operator for the Great Bend Workforce Center, thus providing a working relationship with other service providers who deal with employers (Kansas Legal Services, the Kansas Department of Commerce, etc.) and affect the direction of Workforce Center Activities as they relate to business engagement.
- **GB WFC Business Services Team** - all partners work together to develop a strategic approach to business engagement, including assisting with job development, job retention, training, and other needs as determined by area business and industry.

- **Kansas Department of Commerce Linkage** - to obtain funding from state and federal monies earmarked for emergent and incumbent workers.
- **Local Workforce Investment Board** - business engagement activities, including the November 15 Employer Forum.
- **Business Management and Leadership** – Accelerated classes with schedules designed for working adults who wish to complete a degree or certificate. This program provides employees a means to enhance work skills, increase employability and raise earning potential. BM&L programs are currently offered on Barton’s campus and in partnership with Larned State Hospital. BM&L courses were offered in Russell and Larned Middle Schools, with core groups completing their coursework. Total numbers served by BM&L are as follows:

18 Hour Certificates Completed

2002 - 18
 2003 - 13
 2004 - 7
 2005 - 6
 YTD - 5

32 Credit Hour Certificates

2002 - 7
 2003 - 6
 2004 -10
 2005 - 6
 YTD - 3

Associates Degrees Awarded

2002 2
 2003 12
 2004 3
 2005 3
 2006 3

- **Building Academic Skills in Correctional Settings** – Classes offered to inmates at Ellsworth Correctional Facility and Westside School at Larned Juvenile Correctional Facility. This training is intended to assist inmates gain meaningful employment upon their release, and to decrease the rate of recidivism for these offenders. In addition to the partnerships between the institutions, a for-profit company, MAICO in Ellsworth, has donated computers, software, tables and chairs to ECF in order to provide training that will allow inmates to work for them while they are incarcerated as well as when they are released.
- **Adult Health Care** –entry level training to achieve required Kansas Department of Health & Environment (KDHE) certification for Certified Nurse Aides, Certified Medication Aides, Home Health Aides, Activity Directory and/or Social Service Designee Courses. Certification by KDHE is a requirement of employment in the state. Community Education provides continuing education and updates as mandated by KDHE for designated certified positions (Med Aide, Long Term Care Updates, Administrators and so on).
- **Continuing Nursing Education** – Kansas Board of Nursing requires 30 hours of approved training annually to maintain licensure. Community Education provides training for professionals to meet this requirement and therefore, maintain employability.
- **Child Education Fair** – each year, Community Education provides professional continuing education training for licensed Child Care Providers to maintain licensure. (**Approximate annual average 200 participants.**)

- **Dietary Manager Studies** – Entry Level Dietary Manager Training is designed for those interested in managing food service at nursing homes, schools, correctional facilities, and hospitals. Classes are offered live and online. (2006: 28 students - 19 online/9 classroom).
- **Kansas Highway Patrol** – through a partnership with the Salina Training Center, KHP cadets may take their training for college credit through Barton County Community College and work towards an Associate Degree.
- **Lee Turner** – Continuing Law Enforcement Education made possible in part through an endowment fund established by former local attorney Lee Turner. This training provides law enforcement with updates in skills, safety, regulations and essential skills such as Incident Command, Survival Skills, and Human Relations in Law Enforcement and assists them in maintaining their certification.
- **GAP Classes** –offered to area high school students, GAP classes offer not only academic coursework, but also career pathway courses for students who want to Get Ahead in College. Examples of vocational course work include: Animation Authoring, Digital Image Editing and Digital Photography and Networking.

7. **ENDS Review**

The Board of Trustees will review its ENDS statements on a monthly basis.

POLICY TYPE: ENDS

POLICY TITLE: ESSENTIAL SKILLS

Students will be given the opportunity to acquire essential skills.

- Students will be provided remediation as needed.
- Students will have the essential skills to succeed in the workplace.
- Students will have the essential skills to lead productive lives.

POLICY TYPE: ENDS

POLICY TITLE: WORK PREPAREDNESS

Students will be prepared for success in the workplace.

1. Students will have the skills and knowledge required for successful entry into the workplace.
2. Students will have the work ethics, discipline, and collaborative skills necessary to be successful in the workplace.
3. Students will have the skills and knowledge necessary to maintain, advance, or change their employment or occupation.

POLICY TYPE: ENDS
POLICY TITLE: ACADEMIC ADVANCEMENT

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

1. Students will have the academic prerequisites sufficient for successful transfer.
2. Students will have appropriate knowledge of transfer requirements.
3. Students will have adequate preparation to be successful after transfer to other colleges or universities.

POLICY TYPE: ENDS
POLICY TITLE: PERSONAL ENRICHMENT

Recipients pursuing individual interests will be personally enriched.

- Individuals/students will have the opportunity to experience various cultural activities.
- Individuals/students will have the opportunity to participate in College activities.
- Intercollegiate athletics and other extra curricular programs and activities will provide educational opportunities that improve the lives of the participant(s).

POLICY TYPE: ENDS
POLICY TITLE: "BARTON EXPERIENCE"

Students will be positive about their Barton experience.

1. In exit surveys and other feedback report mechanisms, students will speak positively of their experiences at Barton.
2. Students will cite individual, personal, caring attention from faculty and staff as a significant factor in how they perceive their experience at Barton.

POLICY TYPE: ENDS
POLICY TITLE: REGIONAL WORKFORCE NEEDS

Barton County Community College will take a leadership role in the development and expansion of employment opportunities.

8. Executive Limitations Review

The Board will review its Executive Limitations statements on a monthly basis.

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:

1. Deal with students, staff, or persons from the community in an inhumane, unfair, or undignified manner.
2. Make decisions except by a process where openness is maintained.
3. Permit financial conditions which risk fiscal jeopardy, compromise Board ENDS priorities, or fail to show a generally acceptable level of foresight.
4. Provide information to the community, Board, or College constituencies which is untimely, inaccurate, or misleading.
5. Permit conflict of interest in awarding purchases or other contracts or hiring of employees.
6. Allow the day-to-day operations to impede the vision or prevent the achievement of the ENDS of the College.
7. Manage the College without adequate administrative policies for matters involving instructional services, administrative and financial services, human resources, marketing and economic development, enrollment management, and student services.
8. Allow any violation of any laws, rules or regulations, or of any breach of Board policies.

9. Allow assets to be unprotected, inadequately maintained, or unnecessarily risked.
10. Inform fewer than two administrators of President and Board issues and processes.
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.
12. Implement new programs without Board approval.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: HUMAN RELATIONS

The President shall create and sustain an environment for living, working, teaching, and learning that supports the development and realization of human potential and promotes the College's core values. Treatment of and dealing with students, staff, and persons from the community, shall be humane, fair, and dignified.

Accordingly, the President may not:

1. Operate without policies and/or procedures which set forth staff and student rules, provide for effective handling of grievances, ensure due process, and protect against wrongful conditions.
2. Discriminate against anyone for expressing an ethical dissent.
3. Fail to comply with all laws, rules, and regulations pertaining to employees and students including those pertaining to:
 - Terminations and Resignations
 - Discrimination
 - Equal Opportunity
 - Sexual Harassment
 - Rights of Privacy
4. Prevent students and staff from using established grievance procedures.
5. Fail to acquaint students and staff with their rights and responsibilities.
6. Fail to maintain confidentiality where appropriate.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: COMPENSATION AND BENEFITS

The President shall maintain fiscal integrity and a positive public image with respect to employment, compensation, and benefits to employees, consultants, and contract workers.

Accordingly, the President may not:

1. Change his or her own compensation and benefits.
2. Employ persons in positions considered permanent in nature without Board approval.
3. Employ full or part-time faculty whose credentials are not appropriate for the position.
4. Grant tenure without Board approval.
5. Sign a collective bargaining agreement without Board approval.
6. Establish current compensation and benefits which:
 - a. Deviate materially from the geographic or professional market for the skills employed, or become noncompetitive.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: BUDGETING/FORECASTING

Budgeting for any fiscal year shall follow Board ENDS priorities, control College financial risk, and accurately reflect projections of income and expenses. The President shall propose a budget after first seeking broad input from all College constituencies. Budgets will become effective upon approval by the Board. Any deviation shall require Board approval.

Accordingly, the President shall not:

1. Propose an unbalanced budget. Supporting information shall include: a reasonable projection of revenues and expenses, separation of capital and operational items, and planning assumptions.
2. Propose a budget which does not take into account Board ENDS priorities.
3. Propose a budget which excludes adequate support for Board operations (fiscal audit, legal expenses, Board development and training, and Board membership fees), and non-compensation needs such as plant and facilities maintenance, instructional equipment, new program and course development, staff development, institutional research, etc.

4. Propose an unrestricted operating budget with a cash reserve of less than 10% for cash flow and contingency purposes.
5. Propose a budget which does not include a recommendation for staff and faculty salary increases.

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:

1. Indebt the organization in an amount greater than can be repaid by otherwise unencumbered revenues within the current fiscal year or can be repaid from accounts previously established by the Board for that purpose.
2. Expend funds from reserves, restricted, or designated accounts, except for the purposes for which the account was established, without prior Board approval.
3. Make any purchase or expend any funds without prudent protection against conflict of interest for over \$50,000. Purchases cannot be made 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 or expenditure of \$50,000 or more requires Board approval.
4. 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.
5. Accept gifts or grants which are not in the best interest of the College.
6. Fail to maintain cash reserves for positive cash flow and contingencies equal to at least 10% of the unrestricted operating budget.
7. Knowingly jeopardize aid from state, federal, or other funding sources before, during, or after the aided activity.
8. Fail to provide a monthly report of the College's current financial condition.
9. Allow cash to drop below the amount needed to settle payroll and debts in a timely manner.

10. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: ASSET PROTECTION

The President shall cause assets to be adequately maintained and protected from unnecessary risk.

Accordingly, the President may not:

1. Allow unbonded personnel access to material amounts of cash.
2. Permit plant and equipment to be subjected to improper wear and tear or inadequate maintenance.
3. Unnecessarily expose the College, the Board, or staff to claims of liability.
4. Receive, process, or disburse funds under controls which are not sufficient to meet the auditor's standards.
5. Invest funds in non-interest bearing accounts or in investments not permitted by Kansas law. Further, no investments shall be made without compliance with, in order of priority, the following principles: (a) security of the investment; (b) receiving favorable consistent interest earned on the investment; (c) local financial institutions receiving favorable consideration where (a) and (b) are relatively equal.
6. Acquire, encumber, or dispose of real property without Board approval.
7. Fail to protect property, information, and files from loss or damage.
8. Fail to protect the College's trademarks, copyrights, and intellectual property interests.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: COMMUNICATION AND COUNSEL TO THE BOARD

The President shall keep the Board adequately informed.

Accordingly, the President shall not:

1. Fail to make the Board aware of relevant trends, anticipated adverse media coverage, actual or anticipated legal actions, or material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.

2. Fail to advise the Board if, in the President's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Staff Relationship, particularly in the case of Board behavior which is detrimental to the working relationship between the Board and the President.
3. Present information in an inappropriate form that is inaccurate, incomplete, or misleading.
4. Fail to report in a timely manner an actual or anticipated non-compliance with any Board policy.
5. Fail to deal with the Board as a whole, except when: (a) fulfilling individual requests for information, or (b) responding to officers or committees duly charged by the Board.
6. Neglect to submit monitoring data required by the Board (see Board/President Relationship policy on Monitoring Executive Performance) in a timely, accurate, and understandable fashion, directly addressing provisions of the Board policies being monitored.
7. Fail to provide a mechanism for official Board, officer, or committee communications.

9. Incidental Information and Discussion Items

- ***Upcoming Board Meetings/Activities:***

Wed., November 1 – 12 pm – Monthly Study Session (room U-219)

Tues., November 21 – 4 pm – Monthly Board Meeting (room U-219)

Note: The campus will be closed November 22 through November 26 for Thanksgiving.

- ***President's report of monthly activities for September:***

09/01 Participated in Zinn Memorial Golf Tournament
 Taped Interview with Mike Dawes & Julie Munden

09/04 Participated in Hoisington Labor Day Parade

09/05 Facilitated President's Staff meeting
 Met with individual staff member
 Met with individual staff member
 Met with individual staff member
 Met with individual staff member

09/06 Attended Pre-Professional Development meeting
 Facilitated Special Board meeting
 Facilitated BOT Study Session
 Attended Foundation Board meeting

09/07 Facilitated All-College Forum at Barton-Fort Riley Campus

09/08 Attended KACCT/COP annual meeting in Wichita
 Attended KACCT dinner & social in Wichita
 Attended breakfast meeting with Robert Feldt

09/09 Attended KACCT/COP annual meeting in Wichita

09/11 Facilitated President's Staff meeting
 Met with campus United Way committee
 Met with BCCCOP officers

09/12 Met with individual staff member
 Conducted teleconference with Chuck Smrt
 Met with individual staff member
 Met with individual staff member
 Met with individual staff member

09/13 Attended meetings on Barton-Fort Riley campus
 Attended men's soccer game

09/14 Attended IT Reporting Meeting
Met with staff members
Met with individual staff member
Attended Silver Cougar Club annual picnic

09/15 Attended breakfast meeting with Robert Feldt
Met with individual staff member
Attended LWIB meeting at Workforce Center

09/17 Attended women's soccer game

09/18 Facilitated Management Council meeting
Met with Congressman Jerry Moran

09/19 Facilitated BOT meeting

09/20 Attended KBOR meeting in Topeka

09/21 Attended KBOR meeting in Topeka
Attended Garrison Commander meeting at Barton-Fort Riley
Attended General Staff Meeting

09/22 Met with individual staff member
Met with individual staff member
Met with individual staff member
Met with individual staff member
Met with committee to prepare NJCAA response
Attended luncheon meeting with Robert Feldt and Paul Maneth
Met with individual staff member

09/25 Facilitated President's Staff meeting
Attended Raptor Center meeting
Met with staff members
Met with Janet Kuhn, Brad Kuhn & Betty Lawson re: baseball field
Met with potential donors

09/26 Conducted Campus Walk About
Met with individual staff member

09/27 Hosted area USD Superintendents' luncheon
Met with individual staff member

09/28 Attended Cougar Booster Club Board meeting

09/29 Attended luncheon meeting with Robert Feldt

09/30 Guest of Honor at Investiture as Barton's fifth President
Attended Fiesta Para "La Oportunidad"

- *KACCT update by Trustee Johnson*
- *KBOR update by Dr. Heilman*

10. Board Self- Assessment

The Trustees will assess today's meeting.

11. Executive Session (if needed)

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

12. Adjournment

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