

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
4:30 p.m., Tuesday, December 14, 2021 – Dankert Trustee Board Room
Watch Live via <http://www.butlercc.edu/bctv>**

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| 3:30 p.m. | Board Finance Committee Meeting – President’s Conference Room. |
| 4:30 p.m. | Regular Board Meeting – Dankert Trustee Board Room, Upper Level of the Hubbard Welcome Center, 901 S. Haverhill Road, El Dorado, Kansas.

Executive Session – Not to exceed 60 minutes to discuss 1) employer-employee negotiations, 2) to consult with our attorney for advice regarding contracts; and 3) to discuss non-elected personnel matters pursuant to open meeting exceptions for said matters. |

REGULAR BOARD MEETING

- I. **CALL TO ORDER (4:30 p.m.)**
- II. **PLEDGE OF ALLEGIANCE (4:30 p.m.)**
- III. **APPROVAL OF AGENDA (4:35 p.m.)**
- IV. **EXECUTIVE SESSION (4:40 p.m.)**
- V. **RECOGNITIONS (5:40 p.m.)** ----- 4
- VI. **PUBLIC COMMENT (5:50 p.m.)**
If you wish to address the Board during Public Comment, please complete this form:
<https://bit.ly/3ioB30n>
- VII. **STANDING REPORTS (6:00 p.m.)**
 - A. Student Government Association Report – Guadalupe Torres
 - B. Operational Staff Report – Lisa Bolin
 - C. Professional Employees Report – Terry Sader
 - D. Board Finance Committee Report – Doug Law, Shelby Smith
 - E. Foundation Board Report – Forrest Rhodes, Kim Krull
 - F. KACCT Update – Mary Martha Good, Kim Krull
 - G. President’s Report – Kim Krull
 - H. Education Facilities Authority Report – Jim Howell, Doug Law, Kim Krull
- VIII. **MONITORING REPORTS - NONE**

IX.	BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES - NONE	
X.	BOARD ACTION ITEMS	
	A. Approval of Sale of 9100 Building -----	7
	B. Approval of Pastry Arts AAS Degree and Certificate Program (Whiteside) (7:00 p.m.) -----	8
	C. Approval of Masonry and Cement AAS Degree and Certificate Program (Whiteside) (7:10 p.m.) -----	37
	D. Approval of Video and Scoring Technology Gym Upgrade (Young) (7:20 p.m.)	63
	E. Approval of Concurrent Enrollment Partnership Appendices (7:30 p.m.)-----	77
	F. Personnel	
	1. Approval of Rita Sullivan Retirement (Stultz) -----	111
XI.	CONSENT AGENDA (7:35 p.m.)	
	A. Approval of Minutes	
	1. Regular Board meeting of November 9, 2021 (VanDever) -----	113
	B. Approval of Bills and Warrants for November 2021 (Hackler) -----	120
	C. Bids and Purchases - NONE	
	D. Ratification of Agreements and Contracts – NONE	
XII.	SUPPLEMENTAL INFORMATION (7:40 p.m.)	
	A. Key Performance Indicators Update -----	123
	B. Monthly Statement of Revenue & Expenditures (Sherwood) -----	134
	C. Thank You Notes -----	136
	D. Board Calendars-----	140
XIII.	ADJOURNMENT (7:50 p.m.) -----	144

EXECUTIVE SESSION

MOTION: Trustee _____

Mr. Chair,

I move that the Board recess into Executive Session 1) to discuss employer-employee negotiations to include members of the Board, President Kim Krull, Ray Connell, Bill Rinkenbaugh, Dr. Phil Speary, Shelley Stultz, and Kent Williams; and 2) to consult with our attorney for advice regarding contracts to include members of the Board, Ray Connell, President Kim Krull, Kent Williams, and John Rupp, and 3) to discuss non-elected personnel matters to include members of the Board, Ray Connell, President Kim Krull, and Shelly Stultz pursuant to the open meetings exceptions for matters protected by attorney-client privilege, employer-employee negotiations, and non-elected personnel.

The open meeting will resume here in the Dankert Trustee Board Room within 60 minutes.

CALL FOR A SECOND: Trustee _____

CALL FOR A VOTE

ENTER EXECUTIVE SESSION @ _____ PM

RETURN TO OPEN SESSION @ _____ PM

ANY ACTION REQUIRES A MOTION, SECOND and VOTE

DECEMBER 2021 RECOGNITIONS

- **Disability Mentoring Day** – Aletra Chaney-Profit, Derek Foust, Matt Galbraith, Steve Jackson, Mark Jaye, Sedina Rardin, Niomi Thompson, and Mel Whiteside.
- **Kansas Association of Collegiate Registrars and Admissions Officers** – Megan Chambers, Monica Zavala, and Michelle Ponce
- **Salvation Army Bell Ringing Service** – Accounts Receivable Community Service Program and Enrollment Management volunteers
- **Aviso Award for Inclusion, Equity, and Diversity Efforts**
- **Trustee Mary Martha Good** – December 14th Birthday

MONITORING REPORTS

None.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES
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None.

BOARD ACTION ITEMS

TOPIC for ACTION
9100 Building

REPORT:

For several years, the Board and Administration have discussed the future of the 9100 Building. After completion of the 5000 Building renovation project, classes and offices housed in the 9100 Building were moved to the 5000 Building. At the direction of the Board in September, John Rupp with ReeceNichols South Central Kansas was engaged to assist with the sale of the building. The Board supported using a sealed bid process, which has resulted in bids being submitted for consideration.

RECOMMENDED ACTION:

The sale of the 9100 Building will be recommended.

RECOMMENDED FUNDING SOURCE:

NA

Submitted by:	Dr. Kimberly Krull
Supervisor:	Lance Lechtenberg
Date:	December 14, 2021

TOPIC for ACTION
Pastry Arts AAS Degree and Certificate Program

REPORT:

At the request of industry, over the past eight months Chef Pena has been working to develop a Pastry Arts AAS degree and certificate. Chef Pena has met with industry chefs and restaurant owners on several occasions to discuss this need. Attached is the Pastry Arts AAS degree and certificate program proposal, which will meet the needs of the local restaurant and baking industry. Companies included in Chef Pena's conversations include, but are not limited to, Meddys, Napoli Italian Eatery, Robert J. Dole Veteran Affairs Medical Center, Park Lane, A & M Management (operates Deano's Grill and Tapworks, Oak & Pie, Stearman Airfield Bar and Grill) and others. The program curriculum focuses on meeting industry needs and aligns with the ServSafe standards. All the courses within this AAS and certificate program except 8 are currently being taught so this proposal formalizes existing courses into a new degree and certificate pathway.

RECOMMENDED ACTION:

Request the Board approve the attached Pastry Arts associate of applied science degree and certificate programs for Fall 2022 start. See attached Pastry Arts program package for submittal to KBOR's Technical Education Authority (TEA) committee.

RECOMMENDED FUNDING SOURCE:

In-kind equipment donations, Carl Perkins grant, student fees, and general operating funds. The full-time instructor salary amount would be funded by Butler's general operating fund and is a currently budgeted position.

Submitted by: Mel Whiteside

Supervisor: Dr. Tom Nevill, Vice President of Academics

Date: November 30, 2021

**New Program Request Form
CA1
General Information**

Institution submitting proposal	Butler Community College
Name, title, phone, and email of person submitting the application (<i>contact person for the approval process</i>)	Dr. Tom Nevill, Vice President of Academics tnevill@butlercc.edu , 316.322.3110
Identify the person responsible for oversight of the proposed program	Mel Whiteside, Dean, Science, Technology, Engineering, and Mathematics
Title of proposed program	Professional Pastry Arts
Proposed suggested Classification of Instructional Program (CIP) Code	12.0501 Baking and Pastry Arts/Baker/Pastry Chef
CIP code description	Definition: A program that prepares individuals to serve as professional bakers and pastry specialists in restaurants or other commercial baking establishments. Includes instruction in bread and pastry making, bread and pastry handling and storage, cake and pastry decorating, baking industry operations, product packaging and marketing operations, and counter display and service. (2020)
Standard Occupation Code (SOC) associated to the proposed program	51-3011.00 Bakers
SOC description	Mix and bake ingredients to produce breads, rolls, cookies, cakes, pies, pastries, or other baked goods.
Number of credits for the degree <u>and</u> all certificates requested	62 AAS 30 CERT A
Proposed Date of Initiation	Fall 2022
Specialty program accrediting agency	ServSafe
Industry certification	ServSafe

Signature of College Official_____ Date_____

Signature of KBOR Official_____ Date_____

Narrative

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, CA1-1a form).

***Institutions requesting subordinate credentials need only submit the items in blue. For example, an institution with an approved AAS degree has determined a need for a Certificate C in the same CIP code using the same courses used in the AAS degree program.*

Program Rationale

- Provide an overall explanation and background surrounding the development of the proposed program. Include where the idea came from, who was involved, and why the program is needed.

Currently, the closest Pastry Arts program is located at Johnson County Community College in Olathe, Kansas. Colleges within the Butler County region do not offer Pastry Arts. Butler's current program only offers a Baking Skills class and one semester does not address professional baking skills. Many Butler Culinary students have a strong interest in the pastry program and have indicated they would complete a pastry certificate when offered.

Program Description

- *Provide a complete catalog description (including program objectives) for the proposed program*
The Professional Pastry Arts program will prepare students with the necessary knowledge and skills to successfully pursue careers in the professional baking and pastry industry. Students will train in state-of-the-art facility that is equipped with professional tools and machines. The program features courses in plated desserts, bread making, petit fours, menu development, and chocolate basics. Courses in cost management, purchasing essentials, culinary nutrition, hospitality, along with an internship to apply their skills in the real world, round out the curriculum. This program is ideal for those looking to learn leadership, management, and service skills within the hospitality industry.

Program objectives:

1. The student will demonstrate the fundamental knowledge of pastries, common ingredients, and baking techniques.
 2. The student will demonstrate how to safely prepare and store food according to industry standards.
 3. The student will demonstrate kitchen management, nutrition, and menu design
 4. The student will demonstrate how to calculate food and labor costs, baker's percentages, yield conversions, and selling prices.
 5. The student will demonstrate effective oral and written communication skills.
 6. The student will identify and demonstrate an understanding of personal and work characteristics that contribute to an effective work environment.
 7. The student will apply classroom knowledge to real world experiences through a program-approved internship.
- List and describe the admission and graduation requirements for the proposed program. Program admission follows Butler Community College procedure on admissions.
 - Complete the Application for Admission
 - Submit official transcripts from each institution for prior coursework to be used toward a degree program.

- Placement Test Requirements: Degree seeking students and those enrolling in math or English courses must meet placement test requirements (ACT/SAT scores taken within last 3 years, Butler placement test, Accuplacer test, or college transcripts showing completion of course prerequisites)
- Submit proof indicating proper residence classification for tuition costs.

Graduation Requirement

- Minimum 2.0 GPA at Butler Community College
- Attain a grade of C or better in all required courses
- Complete a Butler Community College degree application form

Demand for the Program

- Using the Kansas Department of Labor's Long Term Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections: occupational growth, occupational replacement rates, estimated annual median wages, and typical education level needed for entry.

According to The Department of Labor Kansas Long-Term Occupational Projections for 2018-2028, KDOL projects 214 annual openings statewide for Bakers (SOC 51-3011) with a annual growth rate of -0.1% and a statewide annual median wage of \$24,340. However, according to the U.S. Bureau of Labor Statistics, the national projected employment growth from 2020-2030 is 9.5% and 10.7% self-employed.

According to the KDOL 2016-2026 Long-Term Occupational Projections, there are 55 annual openings in the South Central region and 220 statewide. Total projected openings between 2016-2026 are 562 in South Central Kansas with a median wage of \$22,920 and 2,201 projected openings statewide.

A job search for "baker" on Indeed.com (October 12, 2021) with the last 14 days and within 50 miles produces a search result of 49 available job with an average salary between \$13-18 an hour.

- Show demand from the local community. Provide letters of support from at least three potential employers, which state the specific type of support they will provide to the proposed program.

APPENDIX A

- Describe how the proposed program supports the Perkins Comprehensive Local Needs Assessment.
- Describe/explain any business/industry partnerships specific to the proposed program.
If a formal partnership agreement exists, agreement explaining the relationship between partners and to document support to be provided for the proposed program must be submitted to the Board office independently of the CA1 materials for review purposes. The agreement will not be published or posted during the comment period.

Duplication of Existing Programs

- Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates existing the system and employed.

Institution	Program	CIP Code	Award	Declared Majors	Number of Graduates	Number of Graduates Exiting and Employed	Annual Median Wage
Johnson County Community College	Pastry/Baking	12.0501	CERT	15	10	7	\$50,701
Kansas City Kansas Community College	Baking	12.0501	AAS/CERT	*	*	*	*

(Data from 2019 K-TIP Report)

- Was collaboration with similar programs pursued:

Butler Community College and Johnson County Community College (JCCC) leadership announced a new partnership that elevates the training for Butler's Culinary Arts students and allows Johnson County to extend their culinary program's reach to more Kansas students. Johnson County Community College's Chef Apprenticeship program was the first to be accredited by the American Culinary Federation (ACF) Educational Institute in 1979. It remains the largest in the country and is the only ACF accredited program in Kansas.

JCCC's partnership with Butler allows Butler's culinary arts students the opportunity to earn the ACF credential while staying in the Wichita area. Students can enroll in JCCC practicum classes which qualify them to test for ACF Culinarian Certification and ACF Sous Chef Certification. All exams include written and cooking components. Through the practicum classes, Butler students will work in the Wichita and surrounding area as paid chef apprentices under the supervision of an experienced JCCC American Culinary Federation-qualified chef. Both community college programs result in an Associate of Applied Science (AAS) degree.

The Culinarian Certificate is 2000 hours of on-the-job training plus a designation of Butler courses and Practicums I and II. The Sous Chef Certificate is 4000 hours of on-the-job training hours and includes the Culinarian Certification plus additional courses and Practicums III and IV.

Additionally, Butler offers a Culinary Academy at Augusta's Central Kitchen and is partnered with Andover High School to offer culinary arts courses in their new Culinary Arts facility until Butler's new culinary building is completed along Kellogg in the new Andover Marketplace area.

(Reference: <https://www.butlercc.edu/news/article/592/butler-and-jccc-partner-on-chef-apprenticeship-program>, August 11, 2021)

Program Information

- List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program. **APPENDIX B**
- If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.
- Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point. **APPENDIX C and D**
- List any pertinent program accreditation available:
 - Provide a rationale for seeking or not seek said accreditation
 - If seeking accreditation, also describe the plan to achieve it

Faculty

- Describe faculty qualifications and/or certifications required to teach in the proposed program

Faculty Qualifications

All faculty must comply with the Higher Learning Commission qualified standards. Faculty teaching in career and technical education college-level certificate and occupational associate's degree programs should hold a bachelor's degree in the field and/or a combination of education, training and tested experience. Such qualifications are allowable even in instances where technical/occupational courses transfer, which HLC recognizes is an increasing practice. While it is preferred that faculty have a bachelor's degree and a minimum of two years or 4,160 hours of construction experience (including internship hours), faculty with an associate degree and five years or 10,400 hours of construction experience will be considered, or no degree with 10 years (20,800 hours) of construction experience.

All General Education courses will be taught by faculty following HLC guidelines as outlined in the faculty handbook. Faculty teaching transfer courses must hold an approved graduate degree from an institution which has been accredited by an agency approved by the Council for Higher Education Accreditation. Faculty must have thirty (30) hours of relevant substantial study, including at least eighteen (18) semester hours in the teaching academic discipline. Faculty teaching courses in career and technical programs must hold a graduate degree and/or possess equivalent occupational technical experience appropriate to the courses they are teaching.

For full-time Culinary instructor:

All full-time and part-time faculty are expected to meet the following minimum requirements: An associate degree from an accredited culinary school or culinary certificate and three years of food industry experience OR five years of food industry experience. Prior teaching experience is highly preferred.

- Sous chef – Two years experience
- Executive chef – One year experience

Cost and Funding for Proposed Program

- Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).

The new culinary facility will be funded by private donations. The college will continue to make lease payments using funds from the Post-Secondary Tech Ed fund in the same amount that was previously spent on the Boston Rec lease.

Faculty Funding

The first year of the Pastry Arts program will involve two Butler funded adjunct faculty members. Year two (fall 2023), we plan to begin a search for a FT pastry chef with a beginning salary of \$66,774 (benefits included) plus two adjunct pay = \$8,376 (six, 3 credit hr. classes X \$698/cr. hr.). Adjunct faculty pay will be paid from Butler's General Fund. An annual pay increase of 2.5% is included for FT and PT faculty pay adjustments.

Facility Costs

The Pastry Arts program will share a space with Butler's Culinary Arts and Hospitality Management programs located at our new Butler Culinary Arts facility in Andover, Kansas. The Butler Culinary Arts facility is funded through a combination of private donations and General Fund reserves. The main sources of revenue for the General Fund are Student Tuition and Fees, State Aid, and Local Taxes.

Student Fees

It is anticipated that various industry partners will contribute to the new Pastry Arts program with in-kind and monetary donations. This alone, however, will not cover the total ongoing expenses necessary to fund equipment and supply for the program. Butler will minimize the financial burden on students and other stakeholders; however, program specific fees are a necessary component to cover costs of equipment maintenance, food, supplies, future equipment replacement, etc. Butler will begin by assessing a \$25 per credit hour fee on each Pastry Arts specific course. Following year one of the program, the advisory committee and Butler administration will assess this fee and make further recommendations. With forecasted first year enrollment of 10 full-time (enrolled in 15 credit hours per semester) and 5 part-time (enrolled in 6 credit hours per semester) students, forecasts show \$9,000 in program fee revenue for the 2021-2022 academic year.

Equipment and Supplies

Though there have been price increase trends on many items over the past two years (e.g., fuel, food, medical, etc.), the Bureau of Labor and Statistics (BLS) September 2021 report states, “The all items index rose 5.4 percent for the 12 months ending September, compared to a 5.3-percent rise for the period ending August.” Because economists and analysts predict this trend continuing through 2022, a 5.4 percent annual increase was taken into consideration in calculating future costs for equipment and supplies (Source: News Release, Bureau of Labor Statistics, U.S. Department of Labor; Consumer Price Index – September 2021, at <https://www.bls.gov/news.release/pdf/cpi.pdf>, October 28, 2021).

- Provide detail on **CA-1a form. APPENDIX E**
- Provide Excel in CTE fee details on the **CA-1b form. APPENDIX F**
- If the program is requesting Perkins funds, provide details on the **CA-1c form.**

APPENDIX G

- If the program is requesting KS Promise Act eligibility, provide details on the **CA-1d form.**
- #### **APPENDIX H – Not applicable**
- Describe any grants or outside funding sources that will be used for the initial start up of the new program and to sustain the proposed program.

As of October 2021, Butler has received outside funding in the form of donations. We have received a land donation valued over \$1.1 million and a one-million dollar donation toward our new state of the art Culinary/Hospitality facility. Additional in-kind and monetary donations are anticipated by industry partners, and other outside donations from the culinary industry. Additionally, if needed, funding will be considered through Carl Perkins’s and other CTE specific grants.

Program Review and Assessment

- Program Review Cycle

The program review will adhere to the established Butler Community College’s procedure for program assessment. An in-depth review of the program will be completed, with data and outcome reviews by program faculty, the department chair, and the Dean for STEM/ CTE. This data includes enrollment demographics, program retention, student success rates, job placement, and wages.

In addition to the regular review process, the program will be reviewed by the department chair and faculty on a semester by semester basis. This will allow any unforeseen problems associated with outcomes and/or leaning units to be addressed, so the program can evolve.

PROVIDE Committee

The Academic Program Viability system in place at Butler Community College is based upon the IMPROVE model (Index to Measure Program Viability and Effectiveness). The goal of this process is to assure the College's resources are used in response to the College's Mission, its Strategic Master Plan, the needs of students, and the requirements of the community it serves. The framework of review for program clusters is based upon five metrics: Community Stake, Market Outlook, Mission Compatibility, Performance, and Resourcing/Revenue/Costs. A weighted score is determined for each program cluster by a broad-based cross-functional PROVIDE committee (Program Viability Determination) so that recommendations for viability of program clusters can be reported to inform program decisions. Each program cluster score falls into one of four possible outcomes:

1. Program Discontinuation (termination of the program) IMPROVE score of 50 or less
2. Program Modification (structural changes to the program) IMPROVE score of 51-60
3. Status Quo (no significant changes to the program) IMPROVE score of 61-80
4. Program Initiation (recommendation for program expansion) IMPROVE score of above 80

Each program cluster is reviewed on a two-year rotation. As with any new program, the initial review by the PROVIDE committee will happen in the second year of operations. In addition, as part of the budget development process, each program is expected to conduct a program review analysis as needs are identified and move forward in the budgeting process. This annual program review is intended to identify departmental goals, identify needed resources and establish a timeline for program modifications. These are reviewed by the program division dean, then submitted to the Vice President of Academics, and then to Executive Council for resource allocation/reallocation.

Program Approval at the Institution Level

- Provide copies of the minutes at which the new program was approved from the following groups:
 - Program Advisory Committee **APPENDIX I**
(including a list of the business and industry members)
 - Curriculum Committee
The Butler Community College Faculty Curriculum Team examines, recommends and approves all courses; it does not examine nor approve degree programs. Approved courses reflected in the attached pathway have been reviewed/approved by the division dean and the Vice President of Academics prior to final review/approval from our Board of Trustees.
 - **Governing Board See APPENDIX J – PENDING – Add approval meeting notes from Nov. meeting**
(including a list of all Board members and indicate those in attendance at the approval meeting)

Submit the completed application and supporting documents to the following:

Director of Workforce Development
Kansas Board of Regents
1000 SW Jackson St., Suite 520
Topeka, Kansas 66612-1368

APPENDIX A Letters of Support



October 26, 2021

Kansas Board of Regent:

On behalf of A & M Management which operates Deano's Grill and Tapworks, Oak & Pie, Stearman Airfield Bar & Grill, and Jax Restaurant and Bar, I am pleased to offer my company's full support to the proposed Professional Pastry Arts Program to be added as an accredited class to the Hospitality Department at Butler Community College. A program such as this only helps to increase the quality of talent for the Hospitality Industry and especially in our community. Being a local operator, we can change our menus and operation procedures quickly. Having students that come out of the Hospitality Program at BCCC only increases A & M Managements ability to make those changes quickly because of knowledgeable and trained students. By having a first class culinary and hospitality program, students will develop the knowledge, skills, and abilities to fill another piece of the food service puzzle that our company continually looking for to fill positions.

I have been a strong supporter of the Hospitality Program at BCCC for years. I am excited that they are continually looking at other opportunities that are needed to improve the culinary learning experience for the current program. I believe that by BCCC getting the chance to offer an accredited Pastry Program will be an added plus for current students and a point of difference for future students. The more culinary knowledge offer a student the more rounded out culinary education they will have which can lead to higher wages along with a more sustainable career path.

So, I humbly ask that you accept this letter of commitment to endorse Butler Community College's application for the Professional Pastry Arts Program that will be an accredited class and an integral part of the Butler Community College Professional Culinary program.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Arnold', written over a light blue horizontal line.

John Arnold
President and C.O.O. of A & M Management





October 27, 2021

Kansas Board of Regents

I would like to offer my support for the Butler Community College Professional Pastry Arts program to be accredited by the Kansas Board of Regents. As you know, we are in the process of building a new facility, and adding Pastry Arts to the program will help round out the offerings available to students in South Central Kansas.

Our new facility for the Butler Culinary Program is moving along at a rapid pace, and we have designed and will equip a pastry arts kitchen that will feature the latest in equipment and technology.

My wife and I are the lead gift on this building, and I have been involved with the Butler Hospitality Program for over 25 years. My wife also serves on the board of trustees for Butler. We appreciate your consideration and accreditation would be a big win for students and the State of Kansas.

We would be happy to share success stories of many Butler graduates that have done so well in an industry that is approachable by all demographics. There truly is not another industry that supports diversity like the hospitality industry.

I am also Vice Chair of the National Restaurant Association, and will be Chair in 2023 representing the approximately one million restaurants in our country. The Pro Start program at our Education Foundation is a great start for high school students and this program will give them a great option in our industry.

Thank you for your consideration.

A handwritten signature in black ink, appearing to read "Scott Redler", is positioned above the printed name.

Scott Redler
Co-Founder & Chief Experience Officer

Alex Harb
President
Meddys
921 E. Douglas Avenue
Wichita, Kansas 67202
316-518-1414

October 22, 2021

Kansas Board of Regents:

On behalf of Meddy's, I am pleased to offer my company's full support to the proposed Professional Pastry Arts Program to be added as an accredited class to the Hospitality Department at Butler Community College. My business flourishes by serving high quality products and exceptional guest service. The opportunity to increase the quality of talent for the Hospitality Industry in our community will help add to the quality of life for our entire community. In addition, it will be a plus for Meddy's by giving us a better opportunity to compete at a higher level. By having a first class culinary and hospitality program, students will develop the knowledge, skills, and abilities to fill another piece of the food service puzzle that our industry so desperately needs to fill. Especially, in the state of Kansas. Being able to offer a program such as this to an already successful Hospitality program at Butler will be an added plus for current students and a point of difference to add future students. Giving a graduate more tools in there learning tool belt would lead to a more rounded out culinary education which can lead to higher wages along with a more sustainable career path.

So, I humbly ask that you accept this letter of commitment to endorse Butler Community College's application for the Professional Pastry Arts Program that will be an accredited class and an integral part of the Butler Community College Professional Culinary program.

Sincerely,



Alex Harb
Owner
Meddys



Letter of Support

Kansas Board of Regents


October 27, 2021

I would like to offer support from the Robert J. Dole Veterans' Affairs Medical Center for a Professional Pastry/Baking Program to be added as an accredited course through the Hospitality Department at Butler Community College. I have been in the industry for 15 years and have always had professionally trained bakers in my establishments. A pastry chef is practically a field of its own anymore with as much as the culinary world changes. Pastry chefs use the freshest ingredients they can find to have the most satisfying results, focusing mainly on desserts such as cakes, cookies, pies, scones, and so on. They learn so much in the school setting that when they hit the industry, they're levels above their peers. As we are changing the food culture here at the Veterans' Hospital we are concentrating on all fresh ingredients, trying to get as much scratch made items on our menus for our Nations hero's. We just done a complete overhaul on our desserts menu and are now 74% scratch made and we could really use a professionally trained pastry chef/baker. I highly recommend this program to better our growing culinary field in the state of Kansas, this will stop people like myself from moving away to getting professional schooling and then half the time not returning with the skills to help our local economy.

I ask that the Kansas Board of Regents accepts this letter of support to endorse Butler Community College's application for the Professional Pastry Arts Program to ultimately help our industry strive in the local economies and provide the absolute best baked goods in the State.

Respectfully,

Derrick Voyles-



10-27-2021

Executive Chef at the Robert J. Dole Veterans' Affairs Medical Center- professionally trained in Culinary Arts and Baking/Pastries from Le Cordon Bleu Culinary School and L'eCole Culinaire both of St. Louis, Missouri.



October 26, 2021

Dear Kansas Board of Regents,

My name is Jeremy Wade, owner/operator of Napoli Italian Eatery. I am writing to you today to pledge my support for the accreditation of the Butler County Community College Professional Pastry arts program to be added to the Hospitality Department at BCCC.

Our restaurant has seen great success serving the highest quality Italian cuisine we can prepare, and because our business relies on highly trained and skilled staff, we would love to see a program of this caliber join the Wichita and surrounding communities. This would be beneficial in several ways. We could continue to build our staff with highly skilled positions, which would increase the high level of quality we are committed to serving. Wichita has long needed this and would be a boon to local restaurants that are all fighting for the few skilled positions we need. For our city to grow and continue to stay on trend with some of the bigger metro areas, we need some of the same foundations those cities have, and this would give us this highly needed foundation.

The opportunity to increase the quality of talent for the Hospitality Industry in our community will help add to the quality of life for our entire community. In addition, it will be a plus for Napoli Italian Eatery by giving us a better opportunity to compete at a higher level. By having a first class culinary and hospitality program, students will develop the knowledge, skills, and abilities to fill another piece of the food service puzzle that our industry so desperately needs to fill. Especially, in the state of Kansas. Being able to offer a program such as this to an already successful Hospitality program at Butler will be an added plus for current students and a point of difference to add future students. Giving a graduate more tools in there learning tool belt would lead to a more rounded out culinary education which can lead to higher wages along with a more sustainable career path.

Thank you for your time in this matter and I hope my endorsement can help bring the accreditation this school deserves!

Thank you,

Jeremy Wade

Chef/Owner

Napoli Italian Eatery

Park Lane

October 26, 2021

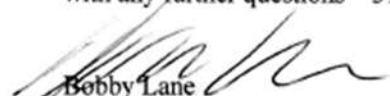
To whom it may concern,

I am writing this letter to offer my support to the Butler College Pastry Arts Program. The addition of a specific Pastry Arts program will not only be an amazing addition to the current culinary school curriculum, but it would become a regional draw for the school, as there are very few pastry specific programs in the greater Midwest.

The addition of a Pastry specific program also avails itself to continued education seekers. Chefs, bakers, and restaurant owners that have already worked in the industry but will now be able to study and add the benefits of pastry centric classes as a source of continued education.

I have been a chef and restaurateur for the past 40 years and now currently work in the private sector. Having the ability to hire chefs trained specifically in pastry is always a great benefit to a working kitchen.

I look forward to supporting this program in any way possible in the future. Please do not hesitate to call me with any further questions – 316-737-8104.


Bobby Lane
Chef/ Owner
Park Lane Consultants

Park Lane Consultants, 9313 East Lakepoint Drive, Wichita, Kansas 67226



DEPARTMENT OF VETERANS AFFAIRS
Medical & Regional Office Center
5500 E. Kellogg
Wichita, KS 67218

October 28, 2021

Dear Kansas Board of Regents:

REF: Support for the Professional Pastry Arts Program from Butler Community College:

This is to offer support to the proposed Professional Pastry Arts Program from Butler Community College, Culinary Program. Robert J. Dole VA currently have an affiliation agreement with the Culinary Arts Program. We serve as an Internship site for their program. We strongly believe that this is a way for the VA to give back to the community and improve the quality of health of our Veterans. The Culinary Arts Program students practice their skills in our Hospital as they bring new ideas and techniques, which in turn enhances the quality of our service and meals to our patients. In addition to benefiting our facility, the program will provide qualified and professionally skilled applicants within the federal and community Culinary Arts positions that are open.

This organization supports the Professional Pastry Arts program which will benefit our food service staff in enhancing their skills, knowledge and abilities as well as utilizing the benefits of the Tuition Reimbursement Program as students. In the process of continuous improvement of the quality of our food production by decreasing pre-made products and making more products from scratch, our staff will benefit from the training in Professional Pastry products. It is certain that this program will increase tremendously benefit of skill, knowledge, and high quality of food and service to our Veterans and the community at large. We support the affiliation, coordination, and implementation of Butler Community College's application to the Professional Pastry Arts Program.

Sincerely,

LILLIAN D
KAPTEN 186803

Digitally signed by
LILLIAN D KAPTEN 186803
Date: 2021.10.28 14:13:19
-05'00'

Lillian Kapten, MPH, LD, RDN, CDCES
Chief of Nutrition and Food Service





October 30, 2021

Kansas Board of Regent:

On behalf of Rolling Hills Country Club, I am please to offer my support to the proposed Professional Pastry Arts Program to be added as an accredited class to the hospitality department at Butler Community College. With a great need for new opportunities this would be an excellent addition for the industry to grow. Offering a program such as this helps to improve the hospitality industry and our community.

I think it is great that you are looking for more opportunities to improve the culinary experience. I believe that BCCC is the perfect school to make this happen.

I hope you accept this letter of endorsement to Butler Community College's application for the Professional Pastry Arts Program as a accredited class.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rob Little', is written over a horizontal line.

Rob Little

General Manager

P.O BOX 12388 / WICHITA, KANSAS 67277 / 316-722-4273

APPENDIX B

Course descriptions

BA 104. Computer Concepts and Applications. 3 hours credit. Prerequisite: The student must have a typing speed of at least 20 words per minute (a pretest will be given). This course will enable the student to use the Windows operating system and Microsoft Office applications, including word processing, spreadsheet, database, and presentation graphics. The student will build technology literacy skills by practicing essential computer concepts. The learning outcomes and competencies specified by the Kansas Core Outcomes Project for this course, as approved by the Kansas Board of Regents (Transfers as CSC 1010).

BS 160. General Psychology. 3 hours credit. This course will enable the student to apply the knowledge obtained about topics including the biological basis of behavior, sensation, learning, cognition, intelligence, motivation, development, personality, psychological disorders, and social psychology to one's personal life. The student will be able to use this knowledge and the critical thinking skills gained from this course to enhance the quality of one's life when interacting with others. The learning outcomes and competencies detailed in this outline meet or exceed the learning outcomes and competencies specified by the Kansas Core outcomes Project for this course, as approved by the Kansas Board of regents (Transfers as PSY1010).

CA 109. Culinary Nutrition. 2 hours credit. This course will enable the student to apply basic nutrition principles in developing nutritious menu items. The student will focus on proper diet and disease prevention. The student will explore nutrition's role in a healthy diet, from identifying basic nutrition needs to finding alternatives for those with food allergies, food intolerance and food-intake related diseases.

CA 151. Kitchen Essentials/Culinary Math. 3 hours credit. Prerequisite: Placement score or MA040 or MA050 (or MA051, MA052, and MA053) with a C or better or diagnostic credit. This course will enable the student to utilize the fundamentals of mathematics, including calculating percents, ratios, decimals, fractions, weights and measures, and introductory algebra concepts. The student is introduced to the application of mathematical fundamentals to a variety of culinary and hospitality uses including equivalencies, recipe costing and conversion, calculating food and labor cost percentages, baker's percentages, yield conversions, and selling prices.

CA 152. Menu Development. 3 hours credit. Prerequisite: HM 190 with a C or better. This course will enable the student to learn the principles of planning menus, considering customer preferences, types of food service operations, kitchen management, nutrition, and menu design. The student will incorporate basic nutritional concepts in relation to current health concerns.

CA 153. Essentials of Purchasing. 3 hours credit. Prerequisite: HM 190 with a C or better. This course will enable the student to develop essential concepts of purchasing, storeroom operations, and financial procedures. The student will be introduced to the application of cost controls to storeroom operations for a profitable operation. The student will learn about food laws and the purchasing, receiving, storing, and issuing of ingredients.

EG 101. English Composition 1. 3 hours credit. Prerequisite: A score at a predetermined level on a placement instrument, or a C or better in EG 060 and RD 012, or a C or better in EG 060 and concurrent enrollment in RD 012. This course will enable the student to communicate effectively through a variety of writing activities. The student will develop knowledge, skills, and critical thinking ability with regard to writing and reading. The student will recognize the importance of the grammatical and rhetorical structures of language to clear and effective writing. The student will recognize the process of creating documents through regular writing assignments. The learning outcomes and competencies detailed in this outline meet or exceed the learning outcomes and competencies specified by the Kansas Core Outcomes Project for this course, as approved by the Kansas Board of Regents (Transfers as ENG1010).

FL 130. Spanish for Culinary Arts. 3 hours credit. This course will enable the student to communicate in Spanish within the novice range about topics pertaining to culinary arts. The student will relate cultural practices to perspectives, develop insight into the nature of language and culture, and participate in multilingual communities at home and around the world.

HM 101. Sanitation Management. 1 hour credit. This course will enable the student to apply effective sanitation management principles to food service operations. The student will identify how to address environmental issues and communicate effectively with personnel and outside agencies. The student will demonstrate the ability to ensure compliance with the FDA Food Code in order to reduce health risks through Hazard Analysis Critical Control Point (HACCP) and Safety Assurance Process (SAP) approaches. The student will be qualified to earn the ServSafe Certification sponsored by the National Restaurant Association.

HM 180. Introduction to Hospitality and Tourism. 3 hours credit. This course will enable the student to analyze the components of the hospitality and tourism industry while identifying potential career paths within this industry. The student will be introduced to entities within the hospitality industry and develop an understanding of the economic impact that tourism has on local economies.

HM 190. Food and Beverage Management. 3 hours credit. This course will enable the student to appraise the components of food, beverage and labor costs within the food service industry. The student will learn cost calculation and sales concepts and their relationship with profits. The student will learn concepts and methods for food, beverage, and labor control.

IP 193. Internship 1.2. 2 hours credit. The department highly recommends PD 100. The student must secure an internship position related to the student's program of study prior to the first day of class. This course will enable the student to link classroom learning to an applied setting in a work environment. The student will work a minimum of 100 contact hours. The student will intern for a specific period of time, which may serve as a precursor to professional employment.

MA 114. Technical Mathematics 1. 3 hours credit. Prerequisite: Placement score or MA060 (or MA064, MA065, and MA066) with a C or better or diagnostic credit. This course will enable the student to directly apply mathematics to several fields of study. The student will solve practical applications of arithmetic, geometry, ratios and proportions, signed numbers, powers, roots and functions.

PA101. Professional Pastry Arts 1. 3 hours credit. Prerequisite: HM 101 with a C or better or concurrent enrollment. This course will enable the student to identify, prepare, and present a variety of classical pastries as well as learn the history of pastries. The student will develop basic skills in sanitation and safety practices. The student will become familiar with equipment in the professional pastry kitchen. The student will prepare cookies, tarts, pies, and other classical pastries.

PA121. Professional Pastry Arts 2. 3 hours credit. Prerequisite: PA 101 with a C or better. This course will enable the student to develop consistency in pastry preparation. The student will prepare choux dough, puff pastry, and cakes. The student will develop a working knowledge of ingredient functionality. The student will practice mixing, baking, and storing of baked goods. The student will identify and operate specialized pastry equipment. The student will demonstrate and practice proper food handling.

PA131. Petit Fours. 3 hours credit. Prerequisite: PA 101 with a C or better. This course will enable the student to develop a working knowledge of various types of petit fours, teas, coffee, specialized diet items, and various cheeses. The student will identify, prepare, and present a variety of petit fours. The student will analyze traditional petit fours forms. The student will identify and prepare pastries for specialized diets. The student will demonstrate and practice proper food handling.

PA201. Professional Pastry Arts 3. 3 hours credit. Prerequisite: PA 121 with a C or better. This course will enable the student to identify, demonstrate, store, and practice advanced pastry techniques. The student will train in large pastry production. The student will demonstrate a working knowledge of advanced pastry preparations. The student will identify, prepare, serve, and store specialized diet

pastries. The student will demonstrate and practice proper food handling. The student will identify and demonstrate pastry troubleshooting.

PA202. Bread Basics. 3 hours credit. Prerequisite: PA101 and PA121 both with a C or better. This course will enable the student to learn, identify, and prepare various types of bread. The student will identify and use equipment in the preparation of bread and demonstrate techniques used in the production of bread. The student will identify various leavening agents. The student will demonstrate and practice proper food handling.

PA250. Plated Desserts. 3 hours credit. Prerequisite: PA 201 with a C or better. This course will enable the student to develop a working knowledge of various types of à la minute desserts. The student will plan, execute, and present pre-desserts, entremets, breakfast desserts, and other à la minute desserts. The student will identify, demonstrate, and present specialized diet desserts. The student will demonstrate advanced techniques while preparing à la minute desserts. The student will demonstrate and practice proper food handling.

PA260. Chocolate Basics. 3 hours credit. Prerequisite: PA 201 with a C or better. This course will enable the student to develop a working knowledge of chocolate basics, while preparing chocolate pastries, decorations, and other chocolate items. The student will learn the history of chocolate, sourcing chocolate, characteristics of chocolate, and large chocolate production. The student will identify, demonstrate, and practice proper chocolate tempering while preparing chocolate showpieces and other tempered chocolate items. The student will demonstrate proper food handling while working with chocolate.

PA270. Cakes. 3 hours credit. Prerequisite: PA 201 with a C or better. This course will enable the student to develop a working knowledge of major baking methods while preparing a variety of cakes. The student will develop and practice major baking methods, prepare a variety of cake components, and practice assembly, decoration, and presentation of cakes for a variety of occasions. The student will demonstrate and practice proper food handling.

SP 100. Public Speaking. 3 hours credit. This course will enable the student to communicate effectively in a variety of public speaking venues, utilizing nonverbal as well as verbal skills. The student will be able to critically assess information both on a verbal and research level. This course will enable the student to recognize the importance of self-concept in oral communication, to interview effectively and to work in groups confidently. The learning outcomes and competencies detailed in this outline meet, or exceed the learning outcomes and competencies specified by the Kansas Core Outcomes Project for this course, as approved by the Kansas Board of Regents (Transfers as COM1010).

APPENDIX C
Professional Pastry Arts Pathway - AAS

First Semester		
HM101	Sanitation Management	1
HM180	Intro to Hospitality & Tourism	3
CA109	Culinary Nutrition	2
PA101	Professional Pastry Arts 1	3
CA151	Kitchen Essentials/ Culinary Math	3
EG 101	English Comp 1	3
		15
Second Semester		
PA121	Professional Pastry Arts 2	3
PA131	Petit Fours	3
MA114	Technical Math or Higher	3
SP100 or SP 102	Public Speaking or Interpersonal Communication	3
BA104	Computer Concepts and Applications	3
		15
Summer		
IP 193	Internship 1.2	2
Third Semester		
HM190	Food Beverage Cost Management	3
PA 201	Professional Pastry Arts 3	3
PA 202	Bread Basics	3
BS160 or BS105	General Psychology or Sociology	3
FL130	Spanish for Culinary Arts	3
		15
Fourth Semester		
PA250	Plated Desserts	3
PA260	Chocolate Basics	3
PA270	Cakes	3
CA152	Menu Development	3
CA153	Essentials of Purchasing	3
		15
Total Credit Hours		62

APPENDIX D
Professional Pastry Arts – CERT A

First Semester: 15 Credit Hours		
HM101	Sanitation Management	1
HM180	Intro to Hospitality and Tourism	3
CA109	Culinary Nutrition	2
PA 101	Professional Pastry Skills 1	3
CA151	Kitchen Essentials/ Culinary Math	3
HM190	Food Beverage Cost Management	3
		15
Second Semester: 15 Credit Hours		
PA 121	Professional Pastry Skills 2	3
FL 130	Spanish for Culinary Arts	3
CA 153	Essentials of Purchasing	3
PA 131	Petit Fours	3
CA152	Menu Development	3
		15
	Total Credit Hours	30

APPENDIX E
KBOR Fiscal Summary for Proposed Academic Programs
CA-1a Form (2020)

Institution: Butler Community CollegeProposed Program: Professional Pastry Arts

IMPLEMENTATION COSTS				
Part I. Anticipated Enrollment:			Implementation Year: Fall 2022	
Please state how many students/credit hours are expected during the initial year of the program?				
			Full-Time	Part-Time
A. Headcount:			10	5
Part II. Initial Budget			Implementation Year	
A. Faculty			Existing:	New: Funding Source:
Full-time	0	\$ 0	\$ 0	General Operating Fund
Part-time/Adjunct	2	\$ 0	\$16,758	GOF
		Amount		Funding Source
A. Equipment required for program		\$ 130,217		Donations, Carl Perkins and General Operating Fund
B. Tools and/or supplies required for the program		\$ 10,000		General Operating Fund
C. Instructional Supplies and Materials		\$ 1,200		General Operating Fund
D. Facility requirements, including facility modifications and/or classroom renovations		\$ 0		General Operating Fund
E. Technology and/or Software		\$ 0		General Operating Fund
F. Other <i>(Please identify; add lines as required)</i>		\$		
Total for Implementation Year		\$ 158,175		

Part I. Program Enrollment		Second and Third Years		
Please state how many students/credit hours are expected during the first two years of the program?				
		Full-Time		Part-Time
A. Headcount:		40 (20/yr).		20 (10/yr.)
Part II. Ongoing Program Costs		First Two Years		
A. Faculty		Existing:	New:	Funding Source:
Full-time	1	\$	\$136,928	General Operating Fund (includes 2.5% annual increase)
Part-time	2	\$	\$ 34,364	General Operating Fund (includes 2.5% annual increase)
		Amount		Funding Source
B. Equipment required for program		\$ 0		Carl Perkins and Existing General Operating Fund (GOF)
C. Tools and/or supplies required for the program		\$ 10,000		General Operating Fund (\$5K per yr.)
D. Instructional Supplies and Materials		\$ 2,364		Student funded
E. Facility requirements, including facility modifications and/or classroom renovations		\$ 0		General Operating Fund
F. Technology and/or Software		\$ 0		General Operating Fund
G. Other (Please identify; add lines as required)				
Total for Program Sustainability		\$ 183,656		

Please indicate any additional support and/or funding for the proposed program:

We have received equipment donations from various industry partners and anticipate additional donations will continue through the 2021-2022 academic year. We are forecasting \$9,000 in student fee revenue for 2022-2023; thereafter, student fees will be reviewed by Butler administration and the Culinary/Pastry Arts advisory committee.

Submit the completed application and supporting documents to the following:

Director of Workforce Development
 Kansas Board of Regents
 1000 SW Jackson St., Suite 520
 Topeka, Kansas 66612-1368

APPENDIX F
CA-1b- Excel Fees in CTE

Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.
*Please include all costs charged to **high school students** for the proposed new program.*

Institution Name:	Butler Community College	
Program Title:	Pastry Arts	
Program CIP Code:	12.0501 Baking and Pastry Arts/Baker/Pastry	
<i>Please list all fees associated with this Program: Only list costs the institution is charging students.</i>		
Fee	Short Description	Amount
	Covers student uniform, liability insurance	\$110.00
	Covers expenses for liability insurance	\$10.00
	Covers expenses for liability insurance	\$10.00
	Covers expenses for liability insurance	\$10.00
	Covers expenses for liability insurance	\$10.00
<i>Please list all courses within the program and any fees associated to those courses: Only list costs the institution is charging students. Do not duplicate expenses.</i>		
Course ID	Short Description	Amount
PA 101	Covers expenses for liability insurance	\$10.00
PA 121	Covers expenses for liability insurance	\$10.00
PA 131	Covers expenses for liability insurance	\$10.00
PA 201	Covers expenses for liability insurance	\$10.00
PA 202	Covers expenses for liability insurance	\$10.00
PA 250	Covers expenses for liability insurance	\$10.00
PA 260	Covers expenses for liability insurance	\$10.00
<i>Please list items the student will need to purchase on their own for this program: Institution is not charging students these costs, rather students are expected to have these items for the program.</i>		
Item	Short Description	Estimated Amount
Knife set	Knives for program courses.	\$ 150
Uniform	Program student uniform	\$195

APPENDIX G – PENDING
Carl D. Perkins Funding Eligibility Request Form
CA-1c Form (2020)

Name of Institution	Butler Community College
Name, title, phone, and email of person submitting the Perkins Eligibility application <i>(contact person for the approval process)</i>	Jaime Goering Director of Resource Development 316.322.3188 Office: BOE 404 jgoering1@butlercc.edu
Name, title, phone, and email of the Perkins Coordinator	Same as above
	Professional Pastry Arts
Program CIP Code	12.0501 Baking and Pastry Arts/Baker/Pastry Chef
Educational award levels <u>and</u> credit hours for the proposed request	AAS – 62 credit hours Certificate A – 30 credit hours
Percentage of tiered credit hours for the educational level of this request	PENDING
Number of concentrators for the educational level	PENDING
Does the program meet program alignment?	Yes
Justification for conditional approval: <i>(this section must reference information found within the Local Needs Assessment)</i>	PENDING

Signature of College Official_____ Date_____

Signature of KBOR Official_____ Date_____

For KBOR Staff use

Approval effective for Academic Year:

APPENDIX H

Kansas Promise Eligibility Request Form

CA-1d Form (2020)

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Kansas Promise eligibility.

A complete list of approved Promise Eligible programs may be located at:

https://www.kansasregents.org/students/student_financial_aid/promise-act-scholarship

Program Eligibility

2021 House Bill 2064, section 2, (7) (A) identifies promise eligible programs as (i) Information Technology and Security, (ii) Mental and Physical Healthcare, (iii) Advanced Manufacturing and Building Trades, (iv) Early Childhood Education and Development.

Section 3, (c) allows for the postsecondary educational institution to designate an additional promise eligible program that corresponds to a high wage, high demand, or critical need occupation. The Act further states the postsecondary educational institution shall maintain the promise eligible program for at least three consecutive years.

Name of Institution	
Name, title, and email of person responsible for Academic program	
Name, title, and email of Financial Aid contact	

Add programs under the appropriate category the institution would like reviewed for Kansas Promise Eligibility. Add additional rows as needed.

Information Technology and Security			
CIP Code	Program Name	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

Mental and Physical Healthcare			
CIP Code	Program Name	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

Advanced Manufacturing and Building Trades			
CIP Code	Program Name	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

Early Childhood Education and Development			
CIP Code	Program Name	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

The postsecondary educational institution may designate an additional promise eligible program that corresponds to a high wage, high demand, or critical need** occupation.

College Designated Program				
CIP Code	Program Name	High Wage, High Demand, or Critical Need	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

**If the above program is considered “critical need,” please provide supporting documentation:

--

Signature of College Official_____ Date_____

Signature of KBOR Official_____ Date_____

Special Note to Kansas Independent Colleges:

Please carbon copy the KICA contact below when submitting this application to the Kansas Board of Regent office:

Matt Lindsey, President KICA
matt@kscolleges.org

APPENDIX I
Program Advisory Committee and Minutes

Last Name:	First Name:	Title:	Company:
Redler	Scott	Co-Founder & COO	Freddy's Frozen Custards & Steakburgers
Bell	Wayne	District Director, Wichita District Office	U.S. Small Business Administration
Hunt	BJ	Business Operations	Walnut River Brewing Co.
Tonn	Tiya	County Coordinator	Butler County Farm Bureau Assoc.
Leibbrandt	Joseph B.	Agriculture Department Chair	Butler Community College
Padzensky	Les	Regional Manager	Freddy's Frozen Custards & Steakburgers
Lane	Robert	Partner	Park Lane Consultants
Whiteside	Mel	Dean of STEM	Butler Community College
Peña	Alcia	Pastry Instructor/ Committee Secretary	Butler Community College
Peña	Luis M.	Director of Culinary Arts	Butler Community College

**APPENDIX J - PENDING
Governing Board**

A copy of the official minutes will be placed here that will have members listed.

DRAFT

TOPIC for ACTION
Masonry and Cement AAS Degree and Certificate Program

REPORT:

At the request of industry, various Butler staff worked with several educational and industry partners over a six-month timeframe to develop the Masonry and Cement AAS degree and certificate. Numerous meetings and conversations with various construction companies within Butler and Sedgwick counties were held. Companies involved in conversations include the Kansas Department of Corrections (El Dorado), Beran Concrete, Midwest Block and Brick, Miller Oldcastle, Monarch Concrete, Sherwood Construction, and Wildcat Construction. The program curriculum focuses on meeting regional industry needs and aligns with the National Center for Construction Education and Research (NCCER) standards.

While the instructor salary is noted below as funded through the general operating fund, once the degree and certificate are approved, grant funding may be received to cover a portion of the salary.

RECOMMENDED ACTION:

Request the Board ratify the attached Masonry and Cement associate of applied science degree and certificate programs for submittal to the Kansas Board of Regents. See attached Masonry and Cement program package for submittal to KBOR's Technical Education Authority (TEA) committee.

RECOMMENDED FUNDING SOURCE:

In-kind equipment donations, Carl Perkins grant, student fees, and general operating funds. The full-time instructor salary amount would be funded by Butler's general operating fund.

Submitted by: Mel Whiteside

Supervisor: Dr. Tom Nevill, Vice President of Academics

Date: November 30, 2021

Butler Community College

New Program Proposal
Masonry & Concrete Technology
Associate of Applied Science
and
Certificate

November 30, 2021

New Program Request Form

CA1

General Information

Institution submitting proposal	Butler Community College
Name, title, phone, and email of person submitting the application <i>(contact person for the approval process)</i>	Dr. Tom Nevill, Vice President of Academics tnevill@butlercc.edu , 316.322.3110
Identify the person responsible for oversight of the proposed program	Mel Whiteside, Dean of Science, Technology, Engineering, and Mathematics
Title of proposed program	Masonry and Concrete Technology
Proposed suggested Classification of Instructional Program (CIP) Code	46.0101
CIP code description	Title: Mason/Masonry Definition: A program that prepares individuals to apply technical knowledge and skills in the laying and/or setting of exterior brick, concrete block, hard tile, marble and related materials, using trowels, levels, hammers, chisels, and other hand tools. Includes instruction in technical mathematics, blueprint reading, structural masonry, decorative masonry, foundations, reinforcement, mortar preparation, cutting and finishing, and applicable codes and standards.
Standard Occupation Code (SOC) associated to the proposed program	47-2021.00 - Brickmasons and Blockmasons
SOC description	Lay and bind building materials, such as brick, structural tile, concrete block, cinder block, glass block, and terra-cotta block, with mortar and other substances, to construct or repair walls, partitions, arches, sewers, and other structures.
Number of credits for the degree <u>and</u> all certificates requested	61 AAS 36 CERTB
Proposed Date of Initiation	Fall 2022
Specialty program accrediting agency	NCCER (National Center for Construction Education & Research)
Industry certification	1. NCCER Core (prerequisite) 2. NCCER Mason, Level I 3. NCCER Mason, Level 2

Signature of College Official_____ Date_____

Signature of KBOR Official_____ Date_____

Narrative

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, CA1-1a form).

***Institutions requesting subordinate credentials need only submit the items in blue. For example, an institution with an approved AAS degree has determined a need for a Certificate C in the same CIP code using the same courses used in the AAS degree program.*

Program Rationale

- Provide an overall explanation and background surrounding the development of the proposed program. Include where the idea came from, who was involved, and why the program is needed.

The Masonry and Concrete Technology program derived from a conversation with Dr. Cris Fanning, Education Director Kansas Department of Corrections, Jeff Butler, El Dorado Department of Corrections, and Michelle Ruder, associate dean and director of BETA, to provide prisoners at the El Dorado Department of Corrections with credentialed masonry training which leads to employment following their release. Furthermore, companies such as Beran Concrete, Midwest Block and Brick, Miller Oldcastle, Monarch Concrete, Sherwood Construction and others are in need of masons and concrete formers.

Program Description

- Provide a complete catalog description (including program objectives) for the proposed program.

The AAS degree and Certificate in Masonry and Concrete Technology prepares students for masonry careers in the construction industry. Through theory, lectures and hands on projects, students will obtain needed skills to gain proficiency in brick, concrete, stonework, block, and form work. Students will learn how to use and maintain equipment and tools, as well as equipment, tool and jobsite safety. Completion of this degree or certificate will prepare students for a career as an industry apprentice, journeyman mason, or contractor.

Program Objectives

Objectives for students

1. Gain general skills and proficiency in OSHA standards, procedures, and policies
2. Masonry safety practices
3. Masonry mathematics
4. Use and care of equipment and power tools
5. Read and interpret blueprints and site documents
6. Masonry materials and techniques to work with those materials
7. Participate in student leadership opportunities
8. Develop partnerships with employers for student/faculty internships, employment opportunities, job shadows and equipment/supply donations.

Objectives for the program

1. Maintain up to date curriculum which aligns with industry advisory committee members recommendations, NCCER guidelines and HLC requirement.
2. Build relationships with the local construction industry by participating on local committees, boards and industry organizations.
3. Maintain Outside Accreditation with NCCER
4. Assess student learning
5. Monitor student satisfaction through student surveys

6. Monitor employer satisfaction through CaTERS surveys and advisory committee input.
7. Monitor instructor satisfaction
- List and describe the admission and graduation requirements for the proposed program.

Admission Requirements

Program admission follows Butler Community College procedure on admissions.

- Complete the Application for Admission
- Submit official transcripts from each institution for prior coursework to be used toward a degree program.
- Placement Test Requirements: Degree seeking students and those enrolling in math or English courses must meet placement test requirements (ACT/SAT scores taken within last 3 years, Butler placement test, Accuplacer test, or college transcripts showing completion of course prerequisites)
- Submit proof indicating proper residence classification for tuition costs.

Graduation Requirement

- Minimum 2.0 GPA at Butler Community College
- Attain a grade of C or better in all required courses

Complete a Butler Community College degree application form

Demand for the Program

- Using the Kansas Department of Labor's Long Term Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections: occupational growth, occupational replacement rates, estimated annual median wages, and typical education level needed for entry.

As of October 27, 2021, there were 33 job postings on Indeed.com within 50 miles of El Dorado, Kansas, requiring some type of mason experience. These job postings included concrete finisher/cement mason, construction mason, brick/stone mason. The starting base wage for these positions is \$30,000 per year or \$14.42 per hour.

(Source: <https://www.indeed.com/q-Masonry-l-Wichita,-KS-jobs.html?from=relatedQueries&saIdx=2&rql=1&parentQnorm=brick%20mason&vjk=64df37fa72e8a3d5>)

According to the Kansas Department of Labor's Long Term Occupational Outlook, 2018 to 2028, within the Butler Community College service area, which includes counties within southcentral and southeastern Kansas, forecasted employment in Southcentral Kansas for Brickmasons and Blockmasons is 29 annual openings with a median annual wage of \$58,150, while for Cement Masons and Concrete Finishers there are 85 forecasted annual openings with an annual median wage of \$36,987. For Southeastern Kansas, the KDOL is forecasting 12 annual openings for Cement Masons and Concrete Finishers with an annual median wage of \$42,121.

EMSII, Q3 data published October 2021, shows growth from 2018-2028 in target construction occupations such as Cement Masons and Concrete Finishers with a growth of 6.55 percent.

- Show demand from the local community. Provide letters of support from at least three potential employers, which state the specific type of support they will provide to the proposed program. Demand from industry leaders for graduates of the proposed program is high. Many industry leaders project much higher job demands than those reported in official labor trends; changes in federal programs focusing on infrastructure improvements could have dramatic and positive employment consequences for this industry. Difficulty in finding quality labor has presented

local industry leaders with challenges to recruitment, even going so far to recruit from outside the South-Central Kansas region. Regional demand is very high. Further, this program provides capable and skilled residents of South-Central Kansas new opportunities and careers so that they will remain in the geographic region; and contribute to the further development and tax base of our local economy. Letters of support - **See Appendix A.**

- Describe how the proposed program supports the Perkins Comprehensive Local Needs Assessment.

- Describe/explain any business/industry partnerships specific to the proposed program.

If a formal partnership agreement exists, agreement explaining the relationship between partners and to document support to be provided for the proposed program must be submitted to the Board office independently of the CAI materials for review purposes. The agreement will not be published or posted during the comment period.

Business/Industry Partnerships

Butler Community College has several partnerships in place for both students and faculty. Several companies have expressed a strong interest in investing and supporting Butler's Construction Technology program through in-kind donations, internships, and assisting students with job placement. These companies include, but are not limited to, Association of General Contractors, (AGC), Beran Concrete, Midwest Block and Brick, Miller Oldcastle, Monarch Concrete, and Sherwood Construction. Further, Butler hopes to develop 2+2 agreements with four-year institutions in the state, such as Kansas State University, Fort Hays State University, and Pittsburgh State University, offering similar degree pathways and majors. In partnership with our Construction Technology program, Butler will continue to work with industry partners to develop robust internship, job-shadowing, and work site visitation opportunities for students. By building upon our existing relationships, we hope to include our partners in these educational opportunities, thereby providing and facilitating training that will help meet specific needs for the masonry industry in our region.

Duplication of Existing Programs

- Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates exiting the system and employed.
- Was collaboration with similar programs pursued:
 - Please explain the collaboration attempt or rationale for why collaboration was not a viable option

<i>Fort Scott Community College</i>				
Program Name	Total# Declared Majors	Total# Graduates	Total# Graduates Exited & Employed	Median Wage: Graduates Exited & Employed
Mason/Masonry	12	5	*	*

Fort Scott Community College is the only community or technical college within the state listed to have a Masonry program. Due to the 2.5 hour (148 mile) distance of the FSCC campus from Butler's Andover campus, no contact was made with FSCC regarding potential collaboration.

Program Information

- List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program. See **APPENDIX B**
- If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.
- Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point. See **APPENDIX C and D**
- List any pertinent program accreditation available:
 - Provide a rationale for seeking or not seek said accreditation N/A
 - If seeking accreditation, also describe the plan to achieve it

Butler officially received NCCER accreditation October 2021. In order to issue the NCCER Credentials, the college must be an NCCER Accredited Training & Education Facility (ATEF). This accreditation is through NCCER and is endorsed and overseen by an industry organization. AGC of Kansas will be the Sponsor and oversight for this Accreditation, the only cost would be a \$50 application fee. Our Construction Technology instructor, Mr. Brandon Leach, is NCCER certified to teach and credential students.

The NCCER masonry certificates we will offer:

Industry Credentials

OSHA 10hr - Construction Industry

NCCER Masonry Level 1

NCCER Masonry Level 2

Faculty

- Describe faculty qualifications and/or certifications required to teach in the proposed program.

Faculty Qualifications

Masonry faculty will be OSHA 10 – Construction, and NCCER Level 1 and 2 certified.

Additionally, all faculty must comply with the Higher Learning Commission qualified standards.

Faculty teaching in career and technical education college-level certificate and occupational associate's degree programs should hold a bachelor's degree in the field and/or a combination of education, training and tested experience. Such qualifications are allowable even in instances where technical/occupational courses transfer, which HLC recognizes is an increasing practice. While it is preferred that faculty have a bachelor's degree and a minimum of two years or 4,160 hours of construction experience (including internship hours), faculty with an associate degree and five years or 10,400 hours of construction experience will be considered, or no degree with 10 years (20,800 hours) of construction experience.

All General Education courses will be taught by faculty following HLC guidelines as outlined in the faculty handbook. Faculty teaching transfer courses must hold an approved graduate degree from an institution which has been accredited by an agency approved by the Council for Higher Education Accreditation. Faculty must have thirty (30) hours of relevant substantial study, including at least eighteen (18) semester hours in the teaching academic discipline. Faculty teaching courses in career and technical programs must hold a graduate degree and/or possess equivalent occupational technical experience appropriate to the courses they are teaching.

Cost and Funding for Proposed Program

- Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).

Faculty Funding

The first three years of the Masonry program will involve one Butler funded full-time (FT) faculty member. Year two FT instructor salary = \$50,916; year two adjunct pay = \$5,958 (Three, 3 credit hr. classes X \$662/cr. hr.). Adjunct faculty pay will be paid from Butler's General Fund. An annual pay increase of 2% is included for FT and PT faculty pay adjustments.

Facility Costs

The Masonry Tech. program will share a space with Butler's Construction Technology program located at the Butler of Andover campus and at Rose Hill High School, Rose Hill, Kansas. The Butler of Andover facility is funded through a combination of certificates of participation (COP) and General Fund reserves. The COPs are repaid from the General Fund. The main sources of revenue for the General Fund are Student Tuition and Fees, State Aid, and Local Taxes.

Student Fees

It is anticipated that various industry partners will contribute to the new Masonry program with in-kind and monetary donations, though, this alone will not cover the total ongoing expenses necessary to fund equipment and supply the program. Butler will minimize the financial burden on students and other stakeholders; however, program specific fees are a necessary component to cover costs of equipment maintenance, supplies, future equipment replacement, etc. Butler will assess a \$75 per course fee on each Masonry Technology specific course. Following year one of the program, the advisory committee and Butler administration will assess this fee and make further recommendations. With forecasted first year enrollment of 10 full-time (enrolled in 15 credit hours per semester) and 5 part-time (enrolled in 6 credit hours per semester) students, forecasts show \$9,000 in program fee revenue for the 2021-2022 academic year.

Equipment and Supplies

Though there have been price increase trends on many items over the past two years (e.g., fuel, food, medical, etc.), the Bureau of Labor and Statistics (BLS) September 2021 report states, "The all items index rose 5.4 percent for the 12 months ending September, compared to a 5.3-percent rise for the period ending August." Because economists and analysts predict this trend continuing through 2022, a 5.4 percent annual increase was taken into consideration in calculating future costs for equipment and supplies (Source: News Release, Bureau of Labor Statistics, U.S. Department of Labor; Consumer Price Index – September 2021, at <https://www.bls.gov/news.release/pdf/cpi.pdf>, October 28, 2021).

- Provide detail on **CA-1a form**. See **APPENDIX E**
- Provide Excel in CTE fee details on the **CA-1b form**. See **APPENDIX F**
- If the program is requesting Perkins funds, provide details on the **CA-1c form**. See **APPENDIX G**
- If the program is requesting KS Promise Act eligibility, provide details on the **CA-1d form**. See **APPENDIX H**
- Describe any grants or outside funding sources that will be used for the initial start-up of the new program and to sustain the proposed program.

Currently, no outside funding has been procured; however, additional in-kind and monetary donations are anticipated by industry partners, and other outside donations from the construction industry. Additionally, if needed, funding will be considered through Carl Perkins's and other CTE specific grants.

Program Review and Assessment

- Describe the institution's program review cycle.

Program Review Cycle

The program review will adhere to the established Butler Community College's procedure for program assessment. An in-depth review of the program will be completed, with data and outcomes reviews by the faculty, department chair, Dean for STEM and CTE. This data includes enrollment demographics, program retention, student success rates, job placement, and wages.

In addition to the regular review process, the program will be reviewed by the department chair and faculty on a semester by semester basis. This will allow any unforeseen problems associated with outcomes and/or leaning units to be addressed, so the program can evolve.

PROVIDE

The Academic Program Viability system in place at Butler Community College is based upon the IMPROVE model (Index to Measure **P**rogram Viability and **E**ffectiveness). This process assesses goal is to assure that the College's resources are used in response to the College's Mission, it's Strategic Master Plan, the needs of students, and the requirements of the community it serves. The framework of the review of program clusters is based upon five metrics. These metrics include Community Stake, Market Outlook, Mission Compatibility, Performance and Resourcing/Revenue/Costs. A weighted score is determined for each program cluster by a broad-based cross-functional PROVIDE committee (Program Viability Determination) so that recommendations pertaining to the viability of the program can be reported to inform program decisions. Each program cluster score falls into one of four possible outcomes:

5. Program Discontinuation (termination of the program) IMPROVE score of 50 or less
6. Program Modification (structural changes to the program) IMPROVE score of 51-60
7. Status Quo (no significant changes to the program) IMPROVE score of 61-80
8. Program Initiation (recommendation for program expansion) IMPROVE score of above 80

Each program cluster will be reviewed on a 3-year rotation. As with any new program, the initial review by the PROVIDE committee will happen in the third year of operations.

In addition, as part of the budget development process, each program is expected to conduct a program review analysis as needs are identified and move forward in the budgeting process. This annual program review is intended to identify departmental goals, identify needed resources and establish a timeline for program modifications. These are reviewed by the program division dean, then submitted up to the Vice President of Academics, and then on to the Executive Council for resource allocation/reallocation.

Program Approval at the Institution Level

- Provide copies of the minutes at which the new program was approved from the following groups:

- Program Advisory Committee See **APPENDIX I**
(including a list of the business and industry members)
- Curriculum Committee

The Butler Community College Faculty Curriculum Team examines, recommends and approves all courses; it does not examine nor approve degree programs. Approved courses reflected in the attached pathway have been reviewed/approved by the division dean and the Vice President of Academics prior to final review/approval from our Board of Trustees.

- Governing Board See **APPENDIX J - PENDING**
(including a list of all Board members and indicate those in attendance at the approval meeting)

Submit the completed application and supporting documents to the following:

Director of Workforce Development

Kansas Board of Regents

1000 SW Jackson St., Suite 520

Topeka, Kansas 66612-1368

APPENDIX A – PENDING Letters of Support



November, 11, 2021

Butler Community College
Attn: Michele Ruder
Director of BETA Curriculum Chair
Sent electronically mruder@butlercc.edu

Hi Michelle, Of course we support the 20- hour multilevel proposed masonry curriculum, and highly recommend you add these Masonry classes at EDCF.

Lory is a tenured, top- notch, passionate masonry instructor, and artisan craftsman.

Many of our installers are ageing and are turning in their trowels; and we are challenged to reinfuse the labor force.

We desperately need to add new masons to our labor pool pipeline as we continue to lose market share to competitive systems.

We are active members of KMIC (Kansas Masonry Industries Council), have worked side by side with Lori through many demo programs across the state.

Oldcastle has 186 locations across the US, and though as we have a National reach, we provide local and regional support.

We have multiple plants and facilities in the state including Ash Grove Cement in Chanute KS and Miller Oldcastle with multiple plants in the Kansas City area.

Please add us to the list of endorsers for more masonry led by Lori Postoak.

Masonry provides a very resilient and sustainable solution.

Thank you so much

A handwritten signature in blue ink that reads 'Jack Sykes'.

Jack Sykes

2405 E. 85th Street • Kansas City, Missouri 64132 •

• Phone (816) 444-2244 • Fax (816) 444-8736



11/30/2021

Kansas Board of Regents
1000 SW Jackson St
Suite 520
Topeka, KS 66612-1368


To Whom It May Concern

Beran Concrete would like to extend this letter of support for Butler Community College and the proposed Masonry/Concrete Program. The construction industry in our area has struggled for years to find individuals who could help our organizations maintain and grow year over year. We here at Beran are excited to be apart and support a program like this. We look forward to ingraining in the culture of the program through internships, education, and scholarships.

The curriculum discussed and introduced at the advisory meetings have us thrilled about the future of this program and future graduates. Getting students in the program and excited about the construction industry will have vast effects on the communities in which they choose to live. These students will build the future infrastructures these communities need to continue to grow and prosper.

We feel that through continued support of the Butler Community College Masonry Program we will be able to help employers like us get qualified applicates needed to help our businesses operate year over year. So excited about the future of the program should you have any questions, please reach out would love to talk about the program and its future

Best Regards,


James McNaul
Executive Vice President
Beran Concrete Inc.



Josh Mahan
4101 E12th Ter
Kansas City, MO 64127

November 12, 2021

Michelle L. Ruder
Butler Community College
901 S Haverhill Rd
El Dorado, KS 67042

Dear Michelle,

It was recently brought to my attention that your university is considering adding a two year masonry program to its curriculum. I am writing this letter today to express support for this program and what it can offer the students of the future.

Over the past five years in this industry we are seeing fewer and fewer masons and believe that this program can help educate and inspire the next generation of laborers and designers.

Not only does the curriculum help the future labor of this industry you currently have a top notch instructor who is seasoned in this field on multiple levels willing to hit the ground running.

Please know that Butler would have KMIC's (Kansas Masonry Industries Council) support to help in anyway possible. We are a non profit group of masonry manufacturers, installers, designers and more who travel across the state promoting masonry.

On behalf of KMIC and Midwest Block please know that you have our complete endorsement for the proposed masonry courses taught by Lori Postoak.

Of all the building products out there we believe that masonry is the most resilient product that will stand the test of time.

Thank You!

Josh Mahan
Outside Sales

APPENDIX B

Course Descriptions

BA 104. Computer Concepts and Applications. 3 hours credit. Prerequisite: The student must have a typing speed of at least 20 words per minute (a pretest will be given). This course will enable the student to use the Windows operating system and Microsoft Office applications, including word processing, spreadsheet, database, and presentation graphics. The student will build technology literacy skills by practicing essential computer concepts. The learning outcomes and competencies specified by the Kansas Core Outcomes Project for this course, as approved by the Kansas Board of Regents (Transfers as CSC 1010).

CN 101. OSHA 10hr – Construction Industry. 1 credit hour. This course will enable the student to gain critical knowledge regarding OSHA policies, procedures, and standards including general industry safety and health principles. The student will learn the scope and application of the OSHA construction industry standards, with special emphasis placed on those areas that are most hazardous, along with recommended abatement techniques.

CN 102. Craft Fundamentals. 2 hours credit. This course will enable the student to develop skills in basic construction safety practices. The student will develop construction specific communication and employability skills. The student will properly utilize safety practices.

CN 103. Introduction to Craft Skills. 3 hours credit. Corequisite: Concurrent enrollment in CN 101. This course will enable the student to develop basic construction mathematic skills, use basic hand and power tools, and interpret construction drawings. The student will learn how to store and move construction materials in a safe manner. The student will properly utilize proper safety practices.

CN 120. Masonry Professional Introduction. 3 hours credit. Prerequisite: CN 103. This course will enable the student to develop skills in masonry construction safety practices. The student will develop masonry vocabulary and basic installation details.

CN 121. Masonry Fundamentals. 3 Credit Hours. Prerequisite CN 120. This course will enable the student to develop basic understanding of basic masonry tools and interpret construction drawings. The student will learn how to store and move construction materials in a safe manner. Students will learn mortar types, materials, and applications. The student will utilize proper safety practices throughout the course.

CN 122. Masonry Craft Skills. 4 Credit Hours. Prerequisite: CN 121 with a C or better. This course will enable the student to develop basic masonry skills and knowledge. The student will develop skills in setup, layout and block and brick cutting.

CN 205. Construction Management. 3 Credit Hours. Prerequisite: CN 107 with a C or better. This course will enable the student to acquire skills needed to become an effective leader. The student will also learn about workforce diversity, organization, basic leadership skills, safety, and project scheduling and control. The student will emphasize safety procedures.

CN 221. Residential Masonry. 3 Credit Hours. Prerequisite: CN 122 with a C or better. This course will enable the student to develop basic residential masonry skills and knowledge. The student will develop skills in reading building plans, and build small structure foundations and outlying masonry work. The student will use safety procedures.

CN 222. Masonry Quality Control. 2 Credit Hours. Prerequisite: CN 122 with a C or better. This course will enable the student to develop quality control skills and knowledge. The student will develop skills in procedures for inspection and testing of masonry materials. Students will develop skills in applying insulation and moisture control. The student will use safety procedures.

CN 223. Masonry Metal Work. 3 Credit Hours. Prerequisite: CN 222 with a C or better. This course will enable the student to develop advanced masonry skills and knowledge. The student will develop skills in grout and other masonry reinforcements such as rebar. Students will develop skills with

metal work necessary in masonry work, i.e. opening frames, fasteners, and hangers. The student will use safety procedures.

CN 224. Advanced Masonry Techniques. 5 Credit Hours. Prerequisite: CN 222 with a C or better. This course will enable the student to develop advanced practical masonry skills and knowledge. The student will develop skills in wall systems and structural components. This course is intended to give the students comprehensive practice in the masonry craft. The student will use safety procedures.

EG 101. English Composition 1. 3 hours credit. Prerequisite: A score at a predetermined level on a placement instrument, or a C or better in EG 060 and RD 012, or a C or better in EG 060 and concurrent enrollment in RD 012. This course will enable the student to communicate effectively through a variety of writing activities. The student will develop knowledge, skills, and critical thinking ability with regard to writing and reading. The student will recognize the importance of the grammatical and rhetorical structures of language to clear and effective writing. The student will recognize the process of creating documents through regular writing assignments. The learning outcomes and competencies detailed in this outline meet or exceed the learning outcomes and competencies specified by the Kansas Core Outcomes Project for this course, as approved by the Kansas Board of Regents (Transfers as ENG1010).

FL 107. Beginning Spanish 1. 5 hours credit. This course will enable the student to communicate in Spanish using fundamentals of basic vocabulary and phrases, pronunciation, reading and writing. The student will also define cultural characteristics inherent to the target culture, study the relevance of the target language community as it reflects on the student's own life, and make connections to other disciplines. This course is designed for the student who is beginning basic language study and preparing to pursue foreign language credits that fulfill degree requirements. The learning outcomes and competencies detailed in this outline meet, or exceed the learning outcomes and competencies specified by the Kansas Core Outcomes Project for this course, as approved by the Kansas Board of Regents (Transfers as SPA1010).

FL 108. Beginning Spanish 2. 5 hours credit. Prerequisite: FL 107 with a C or better or four traditional academic semesters of Spanish in secondary school. This course will enable the student to communicate using fundamentals of basic vocabulary and phrases, pronunciation, and reading and writing. The student will also define cultural characteristics inherent to the target culture and study the relevance of the target language community as it reflects on the student's own life. This course is designed for the student who is continuing basic language study and preparing to pursue foreign language credits that fulfill degree requirements. The learning outcomes and competencies detailed in this outline meet, or exceed the learning outcomes and competencies specified by the Kansas Core Outcomes Project for this course, as approved by the Kansas Board of Regents (Transfers as SPA1020).

IP 193. Internship 1.2. 2 hours credit. The department highly recommends PD 100. The student must secure an internship position related to the student's program of study prior to the first day of class. This course will enable the student to link classroom learning to an applied setting in a work environment. The student will work a minimum of 100 contact hours. The student will intern for a specific period of time, which may serve as a precursor to professional employment.

IP 293. Internship 2.2. 2 hours credit. Prerequisites: IP 192, IP 193, or IP 194 with a C or better and the student must secure a suitable internship position in a related field prior to the first day of class. This course will enable the student to gain additional experience in a work environment and apply classroom learning to the workplace. The student will work a minimum of 100 contact hours. The student will intern for a specific period of time, which may serve as a precursor to professional employment.

MA 114. Technical Mathematics 1. 3 hours credit. Prerequisite: Placement score or MA060 (or MA064, MA065, and MA066) with a C or better or diagnostic credit. This course will enable the student to directly apply mathematics to several fields of study. The student will solve practical applications of arithmetic, geometry, ratios and proportions, signed numbers, powers, roots and functions.

APPENDIX C

Masonry and Concrete Technology AAS Pathway

Fall Semester - Year 1			
Course	Course Name	Clock Hrs	Credit Hrs
CN 101	OSHA 10 hr – Construction Industry	16	1
CN 102	Craft Fundamentals	32	2
CN 103	Intro to Craft Skills	48	3
CN 120	Masonry Professional Introduction	48	3
CN 121	Masonry Fundamentals	48	3
CN 122	Masonry Craft Skills	48	4
Total Credit Hours			16

Spring Semester – Year 1			
Course	Course Name	Clock Hrs	Credit Hrs
CN 205	Construction Management	48	3
CN 221	Residential Masonry	48	3
CN 222	Masonry Quality Control	32	2
CN 223	Masonry Metal Work	48	3
CN 224	Advanced Masonry Skills II	80	5
Total Credit Hours			16

Fall Semester - Year 2			
Course	Course Name	Clock Hrs	Credit Hrs
IP 193	Internship 1.2	32	2
SP 102	Interpersonal Communication	48	3
BA 104	Computer Concepts and Applications	48	3
EG 101	English Composition	48	3
FL 107	Beginning Spanish 1	80	5
Total Credit Hours			16

Spring Semester – Year 2			
Course	Course Name	Clock Hrs	Credit Hrs
IP 293	Internship 2.2	32	2
MA114	Technical Mathematics 1	48	3
FL 108	Beginning Spanish 2	80	5
BA 109	Entrepreneurship	48	3
Total Credit Hours			13
Total credit hours to complete Masonry and Concrete Technology AAS = 61			

APPENDIX D
Masonry and Concrete Technology – CERTB

Fall Semester - Year 1			
Course	Course Name	Clock Hrs.	Credit Hrs.
CN 101	OSHA 10 hr. – Construction Industry	16	1
CN 102	Craft Fundamentals	32	2
CN 103	Intro. to Craft Skills	48	3
CN 120	Intro. to Masonry	48	3
CN 121	Masonry Fundamentals	48	3
CN 122	Masonry Craft Skills	48	4
Total Credit Hours			16

Spring Semester - Year 1			
Course	Course Name	Clock Hrs.	Credit Hrs.
CN 205	Construction Management	48	3
CN 221	Residential Masonry	48	3
CN 222	Masonry Quality Control	32	2
CN 223	Masonry Metal Work	48	3
CN 224	Advanced Masonry Skills II	80	5
Total Credit Hours			16

Summer Semester - Year 1			
Course	Course Name	Clock Hrs.	Credit Hrs.
IP 193	Internship 1.2	32	2
IP 293	Internship 2.2	32	2
Total Credit Hours			4

Total credit hours to complete Masonry and Concrete Technology certificate = 36

APPENDIX E
KBOR Fiscal Summary for Proposed Academic Programs
CA-1a Form (2020)

Institution: Butler Community CollegeProposed Program: Masonry and Concrete Technology

IMPLEMENTATION COSTS

Part I. Anticipated Enrollment:		Implementation Year: Fall 2022		
Please state how many students/credit hours are expected during the initial year of the program?				
		Full-Time		Part-Time
A. Headcount:		10		5
Part II. Initial Budget		Implementation Year		
A. Faculty		Existing:	New:	Funding Source:
Full-time	0	\$ 0	\$ 0	General Operating Fund
Part-time/Adjunct	1	\$ 0	\$8,379	GOF
		Amount	Funding Source	
G. Equipment required for program		\$ 50,801	Carl Perkins and General Operating Fund	
H. Tools and/or supplies required for the program		\$ 10,000	General Operating Fund	
I. Instructional Supplies and Materials		\$ 1,500	General Operating Fund	
J. Facility requirements, including facility modifications and/or classroom renovations		\$ 0	General Operating Fund	
K. Technology and/or Software		\$ 0	General Operating Fund	
L. Other (Please identify; add lines as required)		\$		
Total for Implementation Year		\$ 79,059		

PROGRAM SUSTAINABILITY COSTS (Second and Third Year)

Part I. Program Enrollment		Second and Third Years		
Please state how many students/credit hours are expected during the first two years of the program?				
		Full-Time		Part-Time
A. Headcount:		20 (10/yr).		10 (5/yr.)
Part II. Ongoing Program Costs		First Two Years		
H. Faculty		Existing:	New:	Funding Source:
Full-time	1	\$	\$136,928	General Operating Fund (includes 2.5% annual increase)
Part-time	1	\$	\$ 17,391	General Operating Fund (includes 2.5% annual increase)
		Amount	Funding Source	
I. Equipment required for program		\$ 0	Carl Perkins and Existing General Operating Fund (GOF)	
J. Tools and/or supplies required for the program		\$ 21,836	General Operating Fund (includes 6% annual inflation rate)	
K. Instructional Supplies and Materials		\$ 3,275	Student funded (includes 6% annual inflation rate)	
L. Facility requirements, including facility modifications and/or classroom renovations		\$	General Operating Fund	
M. Technology and/or Software		\$	General Operating Fund	
N. Other (Please identify; add lines as required)				
Total for Program Sustainability		\$	179,430	

APPENDIX F
CA-1b- Excel in CTE

<p><i>Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.</i></p> <p><i>Please include all costs charged to <u>high school students</u> for the proposed new program.</i></p>		
Institution Name:	Butler Community College	
Program Title:	Masonry and Concrete Technology	
Program CIP Code:	46.0101 – Mason/Masonry	
<p><i>Please list all fees associated with this program:</i></p> <p><i>Only list costs the institution <u>is</u> charging students.</i></p>		
Fee	Short Description	Amount
Insurance	Liability insurance	\$110.00
<p><i>Please list all courses within the program and any fees associated to those courses:</i></p> <p><i>Only list costs the institution <u>is</u> charging students. Do not duplicate expenses.</i></p>		
Course ID	Short Description	Amount
CN 102	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 103	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 120	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 121	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 122	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 205	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 220	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 221	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 222	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 223	Covers expense liability insurance and cert. fee used in course.	\$10.00
CN 224	Covers expense liability insurance and cert. fee used in course.	\$10.00
<p><i>Please list items the student will need to purchase on their own for this program:</i></p> <p><i>Institution is not charging students these costs, rather students are expected to have these items for the program.</i></p>		
Item	Short Description	Estimated Amount
Misc. Tools	Tools needed for program courses.	\$ 200
Tool bag	Used to store tools and supplies.	\$100.00

APPENDIX G – PENDING
Carl D. Perkins Funding Eligibility Request Form
CA-1c Form (2020)

Name of Institution	Butler Community College
Name, title, phone, and email of person submitting the Perkins Eligibility application (<i>contact person for the approval process</i>)	Jaime Goering Director of Resource Development 316.322.3188 Office: BOE 404 jgoering1@butlercc.edu
Name, title, phone, and email of the Perkins Coordinator	Same as above
	Masonry and Concrete Technology
Program CIP Code	46.0101 – Mason/Masonry
Educational award levels <u>and</u> credit hours for the proposed request	61 hrs.- AAS 36 hrs. – CERT B
Percentage of tiered credit hours for the educational level of this request	PENDING
Number of concentrators for the educational level	PENDING
Does the program meet program alignment?	Yes
Justification for conditional approval: (<i>this section must reference information found within the Local Needs Assessment</i>)	PENDING

Signature of College Official_____ Date_____

Signature of KBOR Official_____ Date_____

<i>For KBOR Staff use</i>
Approval effective for Academic Year:

APPENDIX H – PENDING

Kansas Promise Eligibility Request Form CA-1d Form (2020)

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Kansas Promise eligibility.

A complete list of approved Promise Eligible programs may be located at:

https://www.kansasregents.org/students/student_financial_aid/promise-act-scholarship

Program Eligibility

2021 House Bill 2064, section 2, (7) (A) identifies promise eligible programs as (i) Information Technology and Security, (ii) Mental and Physical Healthcare, (iii) Advanced Manufacturing and Building Trades, (iv) Early Childhood Education and Development.

Section 3, (c) allows for the postsecondary educational institution to designate an additional promise eligible program that corresponds to a high wage, high demand, or critical need occupation. The Act further states the postsecondary educational institution shall maintain the promise eligible program for at least three consecutive years.

Name of Institution	Butler Community College
Name, title, and email of person responsible for Academic program	Mel Whiteside, Dean, STEM; mwhiteside@butlercc.edu
Name, title, and email of Financial Aid contact	Heather Ward, Director – Financial Aid; hmward@butlercc.edu

Add programs under the appropriate category the institution would like reviewed for Kansas Promise Eligibility. Add additional rows as needed.

Information Technology and Security			
CIP Code	Program Name	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

Mental and Physical Healthcare			
CIP Code	Program Name	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

Advanced Manufacturing and Building Trades			
CIP Code	Program Name	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)
46.0101	Masonry and Concrete Technology	AAS and Cert. B	FA 22

Early Childhood Education and Development			
CIP Code	Program Name	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

The postsecondary educational institution may designate an additional promise eligible program that corresponds to a high wage, high demand, or critical need** occupation.

College Designated Program				
CIP Code	Program Name	High Wage, High Demand, or Critical Need	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date (FA21, SP22, SU22)

**If the above program is considered “critical need,” please provide supporting documentation:

--

Signature of College Official_____ Date_____

Signature of KBOR Official_____ Date_____

Special Note to Kansas Independent Colleges:

Please carbon copy the KICA contact below when submitting this application to the Kansas Board of Regent office:

Matt Lindsey, President KICA

matt@kscolleges.org

APPENDIX I – PENDING Program Advisory Minutes



- Let's Take Tomorrow -

Meeting Minutes Construction Technology Advisory Committee Meeting November 18th, 6:00 P.M. Rose Hill HS, Rosehill, KS.

Welcome – Brandon Leach

CALL TO ORDER

Brandon Leach

OLD BUSINESS

Secretary – Tyler Dehn, Wildcat Construction

Last Mtg.'s Minutes included:

Hiring Brandon, Construction Tech. Certificate option Approved, equip. & material need

NEW BUSINESS

1. Update on enrollment
 - + Rosehill facility doesn't have full occupancy yet, will start Aug. 2022
 - + Andover Campus started at 20
7 night and 7 daytime students still enrolled.
2. Update on Rose Hill/Academy
 - + 1 enrolled, recruiting area high schools
 - + internships; ages dealing with child labor laws and insurance.
30 Hour OSHA for be available for internship during winter, train the trainer?
3. Update on EDCF
 - + Larry PostOak – 5 currently enrolled and completed first section 2hours, additional 3 hours by mid Dec. 2021.
4. Masonry certificate and AAS degree approval
 - + Letters of support for Masonry? KBOR to review.
5. NCCER Accredited – master trainers by Brandon
6. ADDED Item: Eureka, Kansas – Horse Track shutdown in 2008, tornado. Repurpose for education facility. Historical site could get grants to remodel. Business, welding, construction. 30 miles from El Dorado, 1 hour from Emporia. WSU Tech currently. No, but not yet.

NEXT MEETING

Spring 2022

REPORTS – Other?

No official reports

OPEN DISCUSSION

Open floor for comments or questions from group at large.

Spring 2022

Open House/ Industry Rosehill Campus – Mid February?

Grand opening – March/April?

High School recruiting – industry volunteers needs?

Marketed in schools and build an event in area high schools

Camp Hype, baseball game, Kansas State Fair?

ADJOURNMENT

APPENDIX J - PENDING
Board of Trustees minutes

TOPIC for ACTION
Video and Scoring Technology Gym Upgrade

REPORT:

Using Maintenance of Efforts funds from the state, Butler Community College has an opportunity to upgrade the gymnasium technology with the addition of video board technology. Upgrading will provide enhanced communication for internal/external stakeholders and community members. This will provide enhancements to the Nurses' Pinning ceremony, secondary graduation location during inclement weather, and community events; and a unique opportunity for students to learn and experience current technology. Video boards will provide an improved atmosphere for spectators, families, athletes, and coaches and a "wow" factor that directly impacts recruiting and competitiveness with other conference schools.

Daktronics technology is currently used at the stadium, and this upgrade will provide continuity between equipment at both locations.

Main Video Displays: \$265,707
Scorers Tables: \$ 60,000
Scoring Equipment: \$ 19,293
Total: \$343,000

RECOMMENDED ACTION:

Board approval of Daktronics video boards, score board, and score table purchase.

RECOMMENDED FUNDING SOURCE:

Maintenance of Effort Funds

Submitted by: Bill Young, Vice President of Digital Transformation/CIO
Supervisor: Dr. Kim Krull, President
Date: November 30, 2021



DAKTRONICS SALES AGREEMENT

Butler County Community College
901 S Haverhill Rd
El Dorado, KS, 67042

725423-2 REV 0
30-Aug-2021
Valid for 60 Days

RE: Basketball Video and Scoring

Dear Todd Carter,

Daktronics, Inc. ("Daktronics") appreciates the opportunity to provide a Sales Agreement to Butler County Community College ("Purchaser").

Equipment and Services:

- Video Displays, Scorers Tables, and Scoring Equipment
- Control Equipment
- Installation
- Service: 1 Year

(See attachments for additional details.)

Main Video Displays	\$265,707
Scorers Tables	\$60,000
Scoring Equipment	\$19,293
TOTAL CONTRACT PRICE (EXCLUDING TAXES)	\$343,000
	(amount in USD)

Delivery Terms: Equipment is quoted FCA Destination. Ship Date will be determined after execution of this Sales Agreement, shop drawings are approved, and down payment is received.

Without limiting any other provision in this Agreement, the parties agree that any delays caused directly or indirectly as a result of the COVID-19 pandemic are excusable and will extend the time for performance under this Agreement. Delays may be caused by, without limitation, government mandates, unsafe site conditions, or resource constraints arising out of conformity with CDC guidelines or government mandates.

Thank you for allowing Daktronics to submit a Sales Agreement for this project. We appreciate your consideration and are excited about the possibility of working with you. If you have any questions please contact the following:

www.daktronics.com
201 Daktronics Dr. Brookings, SD 57006
tel 605-325-8766 email sales@daktronics.com
DD2327826 Rev.29-13March2021 Page 1 of 10
Sales Agreement 725423-2-0





DAKTRONICS SALES AGREEMENT



Ryan Kuzman
Regional Sales
605-695-4368
Ryan.Kuzman@Daktronics.com

or



Chris Mutchler
Project Manager
605-212-2825
Chris.Mutchler@Daktronics.com

ACCEPTANCE

The "Contract Documents" are comprised of the following and will be the basis of our Sales Agreement:

- Sales Agreement 725423-2 Rev 0
- [SL-02375 Standard Terms and Conditions of Sale](http://www.daktronics.com/terms_conditions/SL-02375.pdf)
 - (http://www.daktronics.com/terms_conditions/SL-02375.pdf)
- [SL-02374 Standard Warranty and Limitation of Liability](http://www.daktronics.com/terms_conditions/SL-02374.pdf)
 - (http://www.daktronics.com/terms_conditions/SL-02374.pdf)
- Attachments
 - A [Equipment and Software](#)
 - B [Purchase Price and Payment Schedule](#)
 - C [Project Management, Engineering, and Site Support Services](#)
 - D [Installation Responsibilities](#)
 - E [Standard Warranty Service and Extended Services](#)

Purchaser hereby agrees to purchase the Equipment, peripherals, Services, and additional supplies as defined by the Contract Documents. The Contract Documents constitute the full and final understanding of the parties and entirely replace and supersede any previous understanding or agreement between the parties. By executing this agreement, Purchaser acknowledges that it has had opportunity and means to review the Contract Documents as provided, including any online documents.

The parties acknowledge and agree that Daktronics design and installation services meet the requirements of the building code in effect for the installation site as of the date of the Contract Documents, and is priced accordingly. In the event Daktronics is required at any time to conform its design or installation to a code with requirements greater than those required as of the date of the Contract Documents, the parties acknowledge and agree that Purchaser shall be fully responsible for all costs associated with such increased code requirements.

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Sales Agreement 725423-2-0





DAKTRONICS SALES AGREEMENT

The parties agree that due to the volatile market for materials, including but not limited to steel, copper wire, electrical devices, and other related components, Daktronics reserves the right to adjust the contract price prior to execution of the Sales Agreement.

All notices required herein shall be given to Purchaser at the address indicated above unless otherwise directed by the Purchaser in writing. The delivery and installation shall be at the address indicated on page one unless otherwise provided below:

Product Delivery Address

Customer:
Address:
City, State, Zip:
Contact:
Phone and E-mail:

Installation/End User Address

Customer:
Address:
City, State, Zip:
Contact:
Phone and E-mail:

The undersigned has actual authority to execute this document, and Daktronics is relying upon such authority.

ATTESTATION:

PURCHASER:

By: _____ Name/Title: _____ Date: _____
Signature Print or Type

DAKTRONICS, INC:

By: _____ Name/Title: _____ Date: _____
Signature Print or Type

By: _____ Name/Title: _____ Date: _____
Signature Print or Type

Estimated Delivery: Determined by order date and approval of shop drawings.
Estimated Date of Substantial Completion: Determined by order date.



DAKTRONICS SALES AGREEMENT

ATTACHMENT A | EQUIPMENT AND SOFTWARE

MAIN VIDEO

Two (2) Indoor Daktronics LED Video Displays

- Daktronics Model: DVN-3001-5.9MN-1400-BR-MA-420x756
- Approximate Active Area: 8.20' high x 14.76' wide
- Pixel Pitch: 5.9mm
- Matrix: 420 pixels high x 756 pixels wide

SCORER'S TABLES

One (1) Daktronics Scorers Tables

- Daktronics Model: ST-3100-5.9MN-126x1512
- Approximate cabinet dimensions: 2.46' high x 29.53' wide

SCORING EQUIPMENT

- Two (2) BB-2107-W-PV (Indoor LED Basketball Scoreboard)
- One (1) BB-2115-AR-PV (LED game/shot clocks - set of 2)
- Five (5) TI-2031-R-UV (Wall mount locker room clock)
- One (1) SD-2102-W-PV (Stats Display)
- Two (2) Light Strips

Two (2) Non Backlit Ad Panels

Daktronics Custom Control

Venus® Control Suite - Pro Package - Cloud Based

Installation – Physical, Electrical, & Secondary Structure

Project Management

Spare Parts

Shipping to Site

One (1) Year Parts & Labor

Creative Services – Basic Content Package

Two (2) Days – On-Site Training

One (1) Day – Technical Event Support

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DAKTRONICS SALES AGREEMENT

ATTACHMENT B | PURCHASE PRICE AND PAYMENT SCHEDULE

The Purchase Price shall be \$343,000 (Excluding Taxes).

"Purchase Price" shall also include any additions or deletions pursuant to any duly authorized Change Orders.

The Payment Schedule is as follows, subject to credit review:

- Progress Payments

Financing option available; consult your sales representative for additional information.

TAXES: No taxes have been included in the price. Purchaser will be assessed all taxes and other governmental charges in connection with the sale, purchase, transportation, delivery, or use, of any of the goods provided, with the exception of taxes based upon Daktronics' net income. If Purchaser is tax-exempt or purchasing for resale, a copy of Purchaser's tax-exempt certificate shall be required at time of order.

CHANGE ORDERS: Without voiding the contract, the parties may agree to change the scope, timing, or other aspect of the deliverables. Such changes shall be in accordance with Section 3 of Standard Terms and Conditions of Sale (http://www.daktronics.com/terms_conditions/SL-02375.pdf)

All Change Order work performed by Daktronics or a subcontractor of Daktronics will be performed at cost plus 20% overhead and profit.



SALES AGREEMENT

ATTACHMENT C | PROJECT MANAGEMENT, ENGINEERING AND SITE SUPPORT SERVICES

Our project management philosophy is focused on a smooth and uneventful experience for the Purchaser, and mitigating risk throughout the project to ensure there are no unexpected costs or delays. This philosophy includes a team tailored and dedicated to the unique needs of your project. Yet, understanding the need to have clear communication, your single point of contact will be our assigned project manager, who is familiar with your project and has completed jobs of similar scope and scale to yours.

Your project manager will collaborate with you and the entire project team to make sure every detail is covered and you have a clear understanding of what is happening during the course of the project.

Because our engineering capabilities are in-house, there is a reduction of risk in the possibility of issues arising. If there are items or discrepancies that come up, we can quickly address them to make sure problems do not compound. These engineering capabilities include mechanical, structural, electrical, and control systems to design and document the overall system.

Throughout the project, the project manager and the Purchaser will collaborate on many items. Some core functions of this process include:

- Organizing the key project team members from all parts of the project to complete the services as defined on the Installation Responsibilities (Attachment D). The responsibilities checklist is provided to make sure all parties clearly understand the scope and expectations.
- Establishing and managing the project timeline to meet the needs of your team.
- Reviewing the preliminary and/or final project shop drawings as per scope. This includes an explanation of the drawings and key items to approve before production.
- Coordinating shipments and deliveries to align with the established timeframes.
- Communicating activities of the Daktronics project team to understand when staff will be on-site for specific duties such as equipment installation support, control room set-up, final connections, system testing and training.
- Finalizing the project and securing project acceptance.

SUPPORT AND TRAINING

Daktronics support includes comprehensive training options, from technical training to learning how to use the software. We offer several different formats to suit your needs and schedule. Talk to your representative about what training is best for your needs.

DAKTRONICS CREATIVE SERVICES

- Daktronics will provide a media kit.
- Additionally, Daktronics will provide a basic content package. See www.daktronics.com/ContentRates for details.
- A Daktronics Creative Services Account Manager will work with Purchaser to fulfill all content packages. Quotes will be provided to the Purchaser detailing the scope of work and price chargeable at the then-current rate for services. Upon mutual agreement of the scope(s), Daktronics will furnish the content to Purchaser at no additional charge so

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DAKTRONICS SALES AGREEMENT

long as the Purchaser has sufficient credit of creation services remaining. The content creation services credit for Basic and Bronze packages will expire one (1) year following the execution of the contract documents. All other packages will expire three (3) years following the execution of the contract documents unless otherwise noted. Any remaining credit at the end of this period shall become void. The services are subject to the limitations on content creation such as trademark, copyright, and intellectual property right limitation. Creative Services Terms and Conditions (<http://www.daktronics.com/DCSTC>).

AD COPY

Purchaser will provide high quality, print ready artwork 30 days prior to shipment. In the event Daktronics does not receive the artwork in time, Daktronics will ship the panels with our standard finish and Purchaser will be responsible for future decoration.

Unless specifically outlined in the Contract Documents, this order does not include the following:

- Physical installation
- Electrical installation
- Installation support
- Preventative maintenance
- Cable or conduit including labor
- Freight or insurance costs
- Any additional site related costs
- Appropriate structure, footing, and engineering
- Bonding

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DAKTRONICS **SALES AGREEMENT**

ATTACHMENT D | INSTALLATION RESPONSIBILITIES

Responsible Party		Description
Daktronics	Customer	
	✓	1. Secure necessary construction permits.
✓		2. Removal of existing equipment.
✓		3. Removal of existing structure.
✓		4. Disposal of existing equipment.
✓		5. Disposal of existing structure.
✓		6. Generate and issue site specific electrical and signal drawing submittals for scoring, video equipment.
✓		7. Generate and issue site specific equipment shop drawing and attachment detail submittals for scoring, video equipment.
	✓	8. Provide approval of all engineering drawings, electrical drawings, shop drawings, equipment locations, color renderings, and ad copy layouts.
	✓	9. Customer is responsible to ensure the existing structure/building is adequate, including any necessary modifications, for the installation of the Equipment, including but not limited to (i) obtaining certified engineer drawings to the extent required by law and (ii) providing Daktronics, upon reasonable request, documentation relating to the existing structure and modifications necessary for Daktronics perform its work.
✓		10. Engineering design and certification for Equipment attachment design.
	✓	11. Unobstructed access to equipment and control room installation site until display is 100%.
	✓	12. Mark location of the new Equipment as delineated in the quote.
	✓	13. Provide camera-ready artwork for ad panels, and logos at time of order.
✓		14. Provide all required floor protection.
✓		15. Site clean-up after Daktronics work.
✓		16. Crating and shipping of all equipment to facility via common or independent carrier.
✓		17. Accept, lift, unload, and inspect all scoring, video equipment and control equipment from carrier.
	✓	18. Provide storage of scoring, video equipment and control equipment in a safe, dry, and secure location until installation.
✓		19. Steel fabrication and install support structure - excluding catwalk(s), ladder-way(s).
✓		20. Fabricate and install substructure.
✓		21. Prime and paint main support structure.
✓		22. Prime and paint substructure.
✓		23. Lift and mount Equipment listed in this quotation.

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DAKTRONICS SALES AGREEMENT

	✓	24. Provide primary power feed up to and including demarcation point in the form of transformer and electrical disconnect with over current protection per all applicable electrical codes and regulations. Note: Maximum voltage of 120 volts line to neutral for all display systems.
✓		25. Provide secondary power conduits, distribution panel, power cable and power hook-up from the demarcation point to all Daktronics supplied load centers/termination panel at/within the Equipment.
✓		26. Mount and install fiber patch panel as required by electrical and signal drawings.
	✓	27. Provide and install signal cable conduit, with pull string, from control location to all Equipment locations/signal termination points, as delineated in the electrical and signal drawings.
	✓	28. Communication responsibility (DSL line, Network, Static IP address and associated monthly fees) as necessary for this system. Supply static IP address five (5) days prior to installation.
✓		29. Furnish signal cable as delineated on the quote.
✓		30. Labor to pull all new signal cable (and remove existing cable, if required).
	✓	31. Interface cabling with audio system including conduit, cabling, and installation of cabling.
✓		32. Terminate signal cable at control location and scoring, video Equipment.
	✓	33. Provide a climate controlled and secure control room for all control systems (on/off venue site). Control room is to be climate controlled by Customer. Normal operating temperature should be between 65 and 75 degrees Fahrenheit. Normal operating humidity should be less than 80 percent non-condensing. Storage temperature should be between 40 and 95 degrees Fahrenheit. Storage humidity should be less than 95 percent non-condensing.
	✓	34. Provide high speed Internet connection to control room equipment.
	✓	35. Required power outlets on clean dedicated circuit(s) for all scoring, video and control equipment.
✓		36. Provide computer(s) for control software.
✓		37. Unpack, set-up, hook-up, and testing of control system.
✓	✓	38. Provide personnel for maintenance and operator training.
✓		39. Perform final systems testing and commissioning.
	✓	40. Final acceptance, per DF-1252.
✓	✓	41. Walk-thru inspection at Substantial Completion and identification of punch list items.
✓		42. Completion of punch list items.

NOTE: All change order work performed by Daktronics or Daktronics subcontractor will be performed at cost plus 20% overhead and profit.

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DAKTRONICS SALES AGREEMENT

ATTACHMENT E | STANDARD WARRANTY SERVICE AND EXTENDED SERVICES

FIRST YEAR OF SERVICE:

One Year Standard Parts and Labor Warranty DD1425981

<http://www.daktronics.com/standardpartsandlabor> concurrent with One Year Warranty and Limitation of Liability

ADDITIONAL YEARS OF EXTENDED SERVICE: Available upon request.

EXCLUSIONS:

Third party systems, hoist systems, and any ancillary equipment is expressly excluded from any applicable Standard Service or Extended Service referenced above. Third party systems and ancillary equipment includes, but is not limited to, front end video control systems, audio systems, video processors and players, HVAC equipment, LCD screens, static advertising panels and displays. Daktronics will pass along any manufacturer's warranty. For a list of products commonly excluded from the Standard Service and Extended Service scope and to view the manufacturer's warranty, go to <http://www.daktronics.com/exclusions>.

EVENT SUPPORT

One event is defined as a single gate open to close with up to 6 hours on-site. Event support dates need to be agreed upon two weeks prior to the event.

- Technical event support will include (1) events.
 - Technical Event support includes on-site reactionary hardware response to display and computer issues. If parts and circumstances allow, repair and replacement will be handled by the on-site Technical Support.

SPARE PARTS PACKAGE

Adequate spare parts to support Daktronics' manufactured products with the quantities of each component included are based off well-trained engineers' and project managers' assessments of the custom display.

DAKTRONICS SERVICES

- Online Services available 24/7/365 via Daktronics.com and MySupport
- Service Coordination and Technical Support available via 1-800-DAK-TRON

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- Identification Display (Non-Backlit)
Approx. 3'0" x 17'0"
- Basketball Scoreboard
88-2107
6'0" x 10'0"
50-2102 Q2
6'0" x 3'6"
- 5.9" w Video Display
420 lines of resolution x
756 columns of resolution
Active Area: 8.2" x 14.76"

BUTLER COMMUNITY COLLEGE

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- Identification Display (Non-Backlit)
Approx. 3'0" x 17'0"
- Basketball Scoreboard
88-2107
6'0" x 10'0"
- 5.9"m Video Display
420 lines of resolution x
756 columns of resolution
Active Area: 8.2" x 14.76"

BUTLER COMMUNITY COLLEGE

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• Scoren Table Display
ST3130-S 9MM
1200x1512
3h x 30w

BUTLER COMMUNITY COLLEGE

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RENDERINGS DO NOT REPRESENT FABRICATION OR STRUCTURAL ENGINEER CERTIFIED OR STAMPED DOCUMENTS.
THE APPLICATOR IS REQUESTED TO OBTAIN PERMITS AND APPROVALS FROM ALL APPLICABLE LOCAL, STATE, AND FEDERAL AGENCIES.
RENDERINGS ARE FOR THE DESIGN OF THE PROJECT ONLY. DAKTRONICS, DAKTRONICS CORPORATION, AND A CUSTOMER'S PARTNER, DO NOT WARRANT OR GUARANTEE THE DESIGN OR PERFORMANCE OF THE PROJECT OR THE RESULTS OF THE PROJECT. THE RESULTS OF THE PROJECT ARE THE RESPONSIBILITY OF THE CUSTOMER AND THE DESIGNER.



TOPIC for ACTION
Concurrent Enrollment Partnerships

REPORT:

In accordance with KBOR procedures for concurrent enrollment, Butler Community College has reviewed and revised the Concurrent Enrollment Partnership (CEP) agreement appendices identifying designated CEP program administrators, liaisons, and CEP instructors for the Spring 2022 semester. These are additions to the agreements approved by the board October 12, 2021.

CEP agreements are made between Butler and service area high schools to offer classes in the school during the school day. The courses are taught by Butler faculty or high school faculty approved by Butler Deans and must follow the Butler course outcomes and competencies.

The school districts included are:

USD 385	Andover/Andover Central
USD 402	Augusta
USD 205	Bluestem
USD 375	Circle
USD 396	Douglass
USD 490	El Dorado
USD 389	Eureka
USD 394	Rose Hill

RECOMMENDED ACTION:

Board of Trustees approval of revised CEP agreement appendices for the Spring 2022 semester.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by:	Loni M.M. Jensen
Supervisor:	Heather Rinkenbaugh
Date:	November 29, 2021



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
 Andover High School and
 Butler Community College
*Originally dated April, 2006
 (Revised August, 2016)*

**CEP classes to be offered at
Andover High School:**

English Composition II

**Non-CEP classes to be offered at
Andover High School:**

Applied Statistics

Designated CEP program administrators and liaisons:

Andover High School
 Hollie Ricke
 Counselor
 Work Phone: 316.218.4600 ext 311124
 E-mail: hrickeh@usd385.org
 Address:
 1744 N Andover Rd
 Andover, KS 67002

Butler Community College
 Loni M.M. Jensen
 Director of High School Academic Partnerships
 Work Phone: 316-322-3254
 E-mail: ljensen3@butlercc.edu
 Address:
 901 S. Haverhill Road
 El Dorado, KS 67042

Acknowledgement:

Andover High School

Butler Community College

 Hollie Ricke,
 Counselor

 Loni M.M. Jensen, Director
 High School Academic Partnerships

 Date

 Date

 Brent Riedy, Principal

 Dr. Tom Nevill, Vice President of Academics

 Date

 Date



2021-20022

ADDENDUM TO MEMORANDUM OF AGREEMENT
Concurrent Enrollment Partnership (CEP) between
Andover High School
and
Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #385, Andover, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for EG102 English Composition 2, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simple Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Andover High School

Butler Community College

Jeff Roper, CEP Instructor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Brent Riedy, Principal

Dr. Tom Nevill
Vice President of Academics

Date

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
 Andover Central High School and
 Butler Community College
Originally dated April, 2006
(Revised August, 2016)

**CEP classes to be offered at
Andover Central High School:**

English Composition 2
 Applied Statistics

**Non-CEP classes to be offered at
Andover Central High School:****Designated CEP program administrators and liaisons:**

Andover Central High School
 Melissa Loibl
 Counselor
 Work Phone: 316.218.4403 ext 32108
 E-mail: loiblm@usd385.org
 Address:
 603 E Central
 Andover, KS 67002

Butler Community College
 Loni M.M. Jensen
 Director of High School Academic Partnerships
 Work Phone: 316-322-3254
 E-mail: ljensen3@butlercc.edu
 Address:
 901 S. Haverhill Road
 El Dorado, KS 67042

Acknowledgement:

Andover Central High School

Butler Community College

 Melissa Loibl,
 Counselor

 Loni M.M. Jensen, Director
 High School Academic Partnerships

 Date

 Date

 Amanda Grier, Principal

 Dr. Tom Nevill, Vice President of Academics

 Date

 Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
 Concurrent Enrollment Partnership (CEP) between
 Andover Central High School
 and
 Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #385, Andover, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for MA210 Applied Statistics, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Andover Central High School

Butler Community College

Brett Randolph, CEP Instructor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Amanda Grier, Principal

Dr. Tom Nevill
Vice President of Academics

Date

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
Concurrent Enrollment Partnership (CEP) between
Andover Central High School
and
Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #385, Andover, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for EG102 English Composition 2, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Andover Central High School

Butler Community College

Adrienne Stenholm, CEP Instructor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Amanda Grier, Principal

Dr. Tom Nevill
Vice President of Academics

Date

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
 Augusta High School and
 Butler Community College
Originally dated April, 2006
(Revised August, 2016)

**CEP classes to be offered at
Augusta High School:**

U.S. History 2
 English Composition 2

**Non-CEP classes to be offered at
Augusta High School:**

Sociology

Designated CEP program administrators and liaisons:

Augusta High School
 Harmony Davis
 Counselor
 Work Phone: 316.775.5461
 E-mail: hdavis@usd402.com
 Address:
 2020 Ohio St
 Augusta, KS 67010

Butler Community College
 Loni M.M. Jensen
 Director of High School Academic Partnerships
 Work Phone: 316-322-3254
 E-mail: ljensen3@butlercc.edu
 Address:
 901 S. Haverhill Road
 El Dorado, KS 67042

Acknowledgement:

Augusta High School

Butler Community College

 Harmony Davis,
 Counselor

 Loni M.M. Jensen, Director
 High School Academic Partnerships

 Date

 Date

 Rick Rivera, Principal

 Dr. Tom Nevill, Vice President of Academics

 Date

 Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
 Concurrent Enrollment Partnership (CEP) between
 Augusta High School
 and
 Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #402, Augusta, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for HS132 U.S. History 2, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Augusta High School

Joan Reichardt, CEP Instructor

Date

Rick Rivera, Principal

Date

Butler Community College

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Dr. Tom Nevill
Vice President of Academics

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
 Concurrent Enrollment Partnership (CEP) between
 Augusta High School
 and
 Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #402, Augusta, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for EG102 English Composition 2, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Augusta High School

Becky Timberlake, CEP Instructor

Date

Rick Rivera, Principal

Date

Butler Community College

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Dr. Tom Nevill
Vice President of Academics

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
Bluestem High School and
Butler Community College
*Originally dated April, 2006
(Revised August, 2016)*

**CEP classes to be offered at
Bluestem High School:**

English Composition 2

**Non-CEP classes to be offered at
Bluestem High School:**

Public Speaking

Designated CEP program administrators and liaisons:

Bluestem High School
Shelby Herbel
Counselor
Work Phone: 316.742.3261
E-mail: sherbel@usd205.com
Address:
500 Bluestem Dr
Leon, KS 67074

Butler Community College
Loni M.M. Jensen
Director of High School Academic Partnerships
Work Phone: 316-322-3254
E-mail: ljensen3@butlercc.edu
Address:
901 S. Haverhill Road
El Dorado, KS 67042

Acknowledgement:

Bluestem High School

Butler Community College

Shelby Herbel,
Counselor

Date

Orville Brown, Principal

Date

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Dr. Tom Nevill, Vice President of Academics

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
Concurrent Enrollment Partnership (CEP) between
Bluestem High School
and
Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #205, Leon, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for EG102 English Composition 2, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Bluestem High School

Melissa Winter, CEP Instructor

Date

Orville Brown, Principal

Date

Butler Community College

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Dr. Tom Nevill
Vice President of Academics

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
 Circle High School and
 Butler Community College
Originally dated April, 2006
(Revised August, 2016)

**CEP classes to be offered at
Circle High School:**

US History 2

**Non-CEP classes to be offered at
Circle High School:**

Sociology
 Certified Nurse Aide

Designated CEP program administrators and liaisons:

Circle High School
 Breahna Crawford
 Counselor
 Work Phone: 316.536.2277
 E-mail: bcrawford@usd375.org
 Address:
 PO Box 159
 Towanda, KS 67144

Butler Community College
 Loni M.M. Jensen
 Director of High School Academic Partnerships
 Work Phone: 316-322-3254
 E-mail: ljensen3@butlercc.edu
 Address:
 901 S. Haverhill Road
 El Dorado, KS 67042

Acknowledgement:

Circle High School

Butler Community College

 Breahna Crawford,
 Counselor

 Loni M.M. Jensen, Director
 High School Academic Partnerships

 Date

 Date

 Matthew Carroll, Principal

 Dr. Tom Nevill, Vice President of Academics

 Date

 Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
 Concurrent Enrollment Partnership (CEP) between
 Circle High School
 and
 Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #375, Circle, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for HS132 US History 2, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Circle High School

Butler Community College

Doug Odom, CEP Instructor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Matt Carroll, Principal

Dr. Tom Nevill
Vice President of Academics

Date

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
 Douglass High School and
 Butler Community College
Originally dated April, 2006
(Revised August, 2016)

**CEP classes to be offered at
Douglass High School:**

Applied Statistics

**Non-CEP classes to be offered at
Douglass High School:**

Public Speaking

Designated CEP program administrators and liaisons:

Douglass High School
 Dana Houser
 Counselor
 Work Phone: 316.747.3310
 E-mail: dhouser@usd396.net
 Address:
 PO Box 158
 Douglass, KS 67039

Butler Community College
 Loni M.M. Jensen
 Director of High School Academic Partnerships
 Work Phone: 316-322-3254
 E-mail: ljensen3@butlercc.edu
 Address:
 901 S. Haverhill Road
 El Dorado, KS 67042

Acknowledgement:

Douglass High School

Butler Community College

 Dana Houser,
 Counselor

 Loni M.M. Jensen, Director
 High School Academic Partnerships

 Date

 Date

 Scott Dunham, Principal

 Dr. Tom Nevill, Vice President of Academics

 Date

 Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
 Concurrent Enrollment Partnership (CEP) between
 Douglass High School
 and
 Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #396, Douglass, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for MA210 Applied Statistics, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Douglass High School

Rodney Wasson, CEP Instructor

Date

Scott Dunham, Principal

Date

Butler Community College

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Dr. Tom Nevill
Vice President of Academics

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
 El Dorado High School and
 Butler Community College
Originally dated April, 2006
(Revised August, 2016)

**CEP classes to be offered at
El Dorado High School:**

English Composition 2
 Applied Statistics

**Non-CEP classes to be offered at
El Dorado High School:**

Certified Nurse Aide
 U.S. History 2

Designated CEP program administrators and liaisons:

El Dorado High School
 Julia Balderas
 Counselor
 Work Phone: 316.322.4810
 E-mail: jebalderas@eldoradoschool.org
 Address:
 401 McCollum Rd
 El Dorado, KS 67042

Butler Community College
 Loni M.M. Jensen
 Director of High School Academic Partnerships
 Work Phone: 316-322-3254
 E-mail: ljensen3@butlercc.edu
 Address:
 901 S. Haverhill Road
 El Dorado, KS 67042

Acknowledgement:

El Dorado High School

Butler Community College

 Julia Balderas,
 Counselor

 Loni M.M. Jensen, Director
 High School Academic Partnerships

 Date

 Date

 Bruce Lolling, Principal

 Dr. Tom Nevill, Vice President of Academics

 Date

 Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
Concurrent Enrollment Partnership (CEP) between
El Dorado High School
and
Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #490, El Dorado, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for EG 102 English Composition 2, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

El Dorado High School

Butler Community College

Roger Briggs, CEP Instructor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Bruce Lolling, Principal

Dr. Tom Nevill,
Vice President of Academics

Date

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
 Concurrent Enrollment Partnership (CEP) between
 El Dorado High School
 and
 Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #490, El Dorado, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for MA210 Applied Statistics, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

El Dorado High School

Butler Community College

David Herrs, CEP Instructor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Bruce Lolling, Principal

Dr. Tom Nevill,
Vice President of Academics

Date

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
Eureka High School and
Butler Community College
Originally dated April, 2006
(Revised August, 2016)

**CEP classes to be offered at
Eureka High School:**

College Algebra

**Non-CEP classes to be offered at
Eureka High School:****Designated CEP program administrators and liaisons:**

Eureka High School
Anna Noble
Counselor
Work Phone: 620.583.7428
E-mail: annoble@eurekasud389.net
Address:
815 N Jefferson
Eureka, KS 67045

Butler Community College
Loni M.M. Jensen
Director of High School Academic Partnerships
Work Phone: 316-322-3254
E-mail: ljensen3@butlercc.edu
Address:
901 S. Haverhill Road
El Dorado, KS 67042

Acknowledgement:

Eureka High School

Butler Community College

Anna Noble,
Counselor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Sean Spoonts, Principal

Dr. Tom Nevill, Vice President of Academics

Date

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
Concurrent Enrollment Partnership (CEP) between
Eureka High School
and
Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #389, Eureka, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for MA135 College Algebra, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Eureka High School

Butler Community College

Marty Powell, CEP Instructor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Sean Spoonts, Principal

Dr. Tom Nevill,
Vice President of Academics

Date

Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT

Concurrent Enrollment between
 Rose Hill High School and
 Butler Community College
Originally dated April, 2006
(Revised August, 2016)

**CEP classes to be offered at
Rose Hill High School:**

College Algebra

**Non-CEP classes to be offered at
Rose Hill High School:**

English Composition 2
 Sociology
 Public Speaking

Designated CEP program administrators and liaisons:

Rose Hill High School
 Lindsay Jones
 Counselor
 Work Phone: 316.776.3360
 E-mail: lindsay.jones@usd394.com
 Address:
 710 S Rose Hill Rd
 Rose Hill, KS 67133

Butler Community College
 Loni M.M. Jensen
 Director of High School Academic Partnerships
 Work Phone: 316-322-3254
 E-mail: ljensen3@butlercc.edu
 Address:
 901 S. Haverhill Road
 El Dorado, KS 67042

Acknowledgement:

Rose Hill High School

Butler Community College

 Lindsay Jones,
 Counselor

 Loni M.M. Jensen, Director
 High School Academic Partnerships

 Date

 Date

 Shannon Haydock, Principal

 Dr. Tom Nevill, Vice President of Academics

 Date

 Date



2021-2022

ADDENDUM TO MEMORANDUM OF AGREEMENT
Concurrent Enrollment Partnership (CEP) between
Rose Hill High School
and
Butler Community College
Originally dated April 2006
(Revised August 2016, August 2020)

CEP Instructor Agreement
Spring 2022

THIS AGREEMENT made and entered into this semester between Butler Community College of El Dorado, Kansas hereinafter referred to as "the college", party of the first part, and Unified School District #394, Rose Hill, Kansas, hereinafter referred to as "the district", party of the second part:

WITNESSETH THAT:

In consideration of the covenants and Agreements herein set forth, the parties agree as follows:

1. The college agrees to provide the course outline and instructor desk copies or access codes for MA135 College Algebra, screen potential students according to college-approved means (i.e., evaluative testing) prior to enrollment, enroll students prior to the start of each course, and evaluate the instructor in accordance with college policy.
2. The instructor agrees to teach the assigned course using the college adopted textbook, software, and materials and meeting the learning objectives/outcomes identified on the Butler course outline. The instructor further agrees to meet the class for all required, scheduled meeting times and administer, grade and submit required Butler course assessment activities.
3. The instructor will develop a course syllabus in Canvas using Simply Syllabus based on the department's learning objectives identified on the course outline and utilizing the approved Butler syllabus template. Copies of the syllabus will be electronically submitted to the college and distributed to each student the first day of class.
4. Instructors will adhere to standard Butler reporting guidelines and methodologies (certification rosters, grade reporting, etc.) and submit required data no later than the date specified by the college calendar, unless otherwise communicated.
5. Instructors will follow FERPA guidelines regarding the release of any student information.
6. Instructors will be required to attend orientations and college departmental meetings (typically held during Butler Inservice week), routinely communicate with Butler departmental faculty and are encouraged to participate in professional development

opportunities provided by the college. Such opportunities would include programs offered by the Office of Faculty Development (Second Saturdays, etc.).

7. Regular instructor and student evaluations will be conducted according to college policy. The college reserves the right to dismiss the instructor or not renew said agreement with the district if evaluation of instructor is not satisfactory to college standards.
8. The district and the college will keep each other apprised of changes in the CEP student's status.
9. The college will pay the district per credit hour taught per the above provisions. The district shall be responsible for the payment procedure and other benefits of the instructor.

Payment to the district will be made at the end of the course, once final grades have been submitted. In addition, the instructor must have filed the required syllabus, have attended the mandatory new faculty orientation and division faculty meeting, and have a signed CEP Instructor Agreement on file.

IN WITNESS WHEREOF, the parties hereto have set their hands:

Rose Hill High School

Butler Community College

Ashley Brooks, CEP Instructor

Loni M.M. Jensen, Director
High School Academic Partnerships

Date

Date

Shannon Haydock,
Principal

Dr. Tom Nevill
Vice President of Academics

Date

Date

PERSONNEL

TOPIC for ACTION

REPORT:

Rita Sullivan, Bookstore Director, has submitted her notice of resignation (retirement) effective January 31, 2022. Rita has been a full-time employee of Butler Community College for 31 years.

RECOMMENDED ACTION:

The administration recommends that the Board accept the resignation notice for Rita Sullivan.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Shelley Stultz
Supervisor: Dr. Kim Krull
Date: November 30, 2021

November 18, 2021

Kent-

This is to let you know my intention of retirement. My last day will be January 31, 2022.

I would like to thank you for taking a chance on hiring me 31 years ago. I have enjoyed my time at Butler and know I have learned many things I wouldn't have outside the college.

I wish you and the college the best going forward and once again, thank you.

Sincerely,

Rita Sullivan



**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., November 9, 2021 – Dankert Trustee Board Room**
Meeting Recording can be viewed at <https://youtu.be/x-0kzQmnQgw>

STAFF ATTENDANCE

Lisa Bolin	Heather Rinkenbaugh
Julio Guerrero	Terry Sader
Matt Jacobs	Kim Sherwood
Kim Krull	Kelly Snedden
Esam Mohammad	Shelley Stultz (Z)
Tom Nevill	Heather VanDever
Jessica Ohman	Kent Williams
Bill Rinkenbaugh	Bill Young

BOARD ATTENDANCE

Lance Lechtenberg, Chair
Doug Law, Vice Chair
Forrest Rhodes, Secretary
Mary Martha Good
Jim Howell
Shelby Smith
Julie Winslow

GUESTS

Greg Cole	Adam Hunter
Ray Connell	Katie Lechtenberg
Tessa Cosby	Lisa Lechtenberg
Sophia Dawson	David Sherrer
Rodney Dimick	Nathan Swink
Donnie Featherston	Ireland Turner
Daniel Gorman (Z)	
Soccer Team Student Athletes	
Volleyball Team Student Athletes	

*(Z) denotes attendance via Zoom

CALL TO ORDER

Chair Lechtenberg called the regular monthly meeting of the Board of Trustees to order at 4:30 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Trustee Law moved to amend the agenda to add the retirement Lynn Umholtz to Board Action Items. Trustee Rhodes seconded. The motion passed unanimously by roll call vote. Trustee Smith moved to amend the agenda by moving Item XI.A.1 Approval of the October 12, 2021 minutes from the Consent Agenda to Board Action Items in order to correct errors in the minutes. Trustee Winslow seconded. The motion passed unanimously by roll call vote.

Trustee Smith moved to amend the agenda in order to add a Board Vaccine Policy vote to Board Action Items. Trustee Winslow seconded. Heather Rinkenbaugh called a roll call vote with Trustees Smith and Winslow voting in favor and Trustees Good, Law, Rhodes, Lechtenberg and Howell voting against. The motion failed.

Trustee Winslow moved to amend the agenda to add an action item that it be the responsibility of the Board secretary to pre-approve meeting minutes. There was no second.

Trustee Law moved to approve the agenda as amended. Trustee Rhodes seconded. Heather Rinkenbaugh called a roll call vote with Trustees Law, Rhodes, Lechtenberg, Howell and Smith voting in favor and Trustee Winslow voting against. The motion passed.

Trustee Rhodes moved that the Board recess into Executive Session for the purpose of 1) consulting with the college attorney for advice concerning student/employee matters to include members of the Board, Ray Connell, President Kim Krull, Dr. Tom Nevill, Dr. Julio Guerrero, and Caleb Ediger; and 2) to discuss employer-employee negotiations to include members of the Board, President Kim Krull, Ray Connell, Bill Rinkenbaugh, Dr. Phil Speary, Shelley Stultz, and Kent Williams pursuant to the open meetings exceptions for matters protected by attorney-client privilege and employer-employee negotiations for a period of time not to exceed 60 minutes. Trustee Law seconded. The motion passed unanimously by roll call vote. The board recessed at 4:40 p.m.

At 5:40 p.m., the Board reconvened from Executive Session. Trustee Smith moved to extend the Executive Session for an additional 20 minutes to continue the previously defined subject matter. Trustee Good seconded. The motion passed unanimously and the Board recessed to Executive Session at 5:45 p.m.

The Board reconvened the regularly scheduled meeting at 6:10p.

RECOGNITIONS

Butler Women's Soccer Team - 2021 Kansas Jayhawk Conference Championship and National Junior College Conference Championship

Butler Women's Volleyball Team - 2021 Kansas Jayhawk Conference Championship and National Junior College Conference Championship

Kellee Kruse and Rodney Dimick - National Council for Marketing & Public Relations Medallion Awards

Butler Employee Veterans – More than 251 years of combined service to the United States Armed Forces was recognized during National Veterans and Military Families Month

PUBLIC COMMENT – Trustee Winslow addressed the Board commenting on the desire for the Board to work together in the upcoming year for the benefit of the college and its students. Remaining comments inaudible.

STANDING REPORTS

Student Government Association –Sophia Dawson provided an overview of various student sponsorships and activities occurring in October and November.

Operational Staff – Lisa Bolin reported on Op Staff's Thanksgiving pie fundraiser running through November 16, which supports the staff welcome back event, book scholarship fund,

families in need at Christmas, and other charitable efforts. The next Operational Staff Meeting is scheduled November 11.

Professional Employees – Terry Sader addressed the Board providing an email from a student who found the faculty at Butler to be more personally involved and caring than what they had experienced at another local university. Remaining comments inaudible.

Board Finance Committee – None

Foundation Board Report – None

President's Report – Dr. Krull noted there would be three new members joining the Board in January: Kim Braungardt, Linda Jolly and David Sherrer. The members departing the Board in January would be recognized at that time for accomplishments during their service.

Marketing of the 9100 Building in Andover has commenced and sealed bids are due December 3. Building inquiries have been received and Mr. Rupp is fielding those questions. Trustee Winslow asked if the building was located in a floodplain and it was reported the building was not.

The college recently hosted the 1970 Cross Country team to celebrate and recognize their national championship from 51 years ago. The team was gifted championship rings through a donation by the Jacobs Excellence in Athletics Fund.

Dr. Krull recently met with members of Senator Marshall's staff to discuss various topics including the community college association position supporting an increase in Pell Grant funding, emphasizing that an increase in this funding is an opportunity to help the most financially needy students gain access to higher education. Other topics included Free College, workforce and training needs and the proposed Jobs Act being discussed at the Congressional level.

Dr. Krull provided an overview of an issue involving an ineligible player found to be participating on the football team. After learning of the issue, Butler representatives self-reported the ineligible player to the NJCAA, which resulted in Butler being required to forfeit all games in which the player participated. There were also consequences administered at the KJCCC level. After reviewing the circumstances surrounding the ineligible player, the athletic department will add additional levels of review for all transfer students, and will implement a tracking form to be used with four-year institutions. It was noted there is no NJCAA requirement that institutions complete those requests for information.

Education Facilities Authority Report – Dr. Krull noted there was a small committee working on renewal of sky box leases that expire in spring 2022.

MONITORING REPORTS

Dr. Krull presented the annual report for the Division of Advancement on behalf of Tom Borrego.

Heather Rinkenbaugh and Donnie Featherston provided the annual report for the Division of Online, High School and Community Learning.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES - None

BOARD ACTION ITEMS

Direct Enroll Initiative –

Heather Rinkenbaugh introduced the Direct Enroll expedited enrollment platform that would allow online students around the world to access courses and provide a new revenue stream to Butler. The initial phase of the initiative would provide an opportunity to fill empty slots in online courses that don't have placement or pre-requisite requirements, and partner it with courses already within the 8-week academic calendar. Course pricing would be inclusion of tuition, fees, and digital textbook.

Trustee Smith moved to approve the Direct Enroll Initiative. Trustee Winslow seconded. The motion passed unanimously after a roll call vote.

BKD Program Economic Analysis Software –

Kent Williams presented the BKD Program Economic Analysis software proposal being recommended to the Board for approval. The software can generate annual contribution margin data by academic program and provide internal trend analysis data to allow academic divisions and departments a more granular view of the costs and revenue generated within their areas. Implementation is anticipated to be February to April 2022 with data available in May or June 2022. Initial build cost for data from FY2019, FY2020, and FY2021 is \$40,000, with data updates in FY2022 and FY2023 costing \$12,500 per year.

Trustee Smith asked why there wasn't a recommendation to include the software's indirect/overhead cost tracking and analysis by location capabilities. Mr. Williams indicated the initial recommendation had taken into consideration the Board's desire to move as quickly as possible to implement the contribution margin tool and the indirect/overhead cost tracking option was still being assessed. Implementation of the analysis by location tool was believed to require such significant time resources that it may not justify the benefit.

Trustee Smith said he contacted Michael Gerber and David Armstrong at BKD to ask about the cost to implement additional data tools now and was told the cost of the overhead tool would be \$5,400 and the "athletics" data tool was \$5,400. Kim Sherwood spoke to the lack of time resources available to implement the additional software [comments inaudible]. The board continued discussion to clarify the program implementation timeframe, corresponding availability of reports, and whether there was benefit in adding additional data tools to the current recommendation.

Trustee Rhodes moved to approve the BKD Program Economic Analysis Software as originally recommended. Trustee Howell seconded. Heather Rinkenbaugh called a roll call vote where Trustees Good, Law, Rhodes, Lechtenberg, Howell and Smith voted in favor and Trustee Winslow voted against. The motion passed.

Trustee Smith identified two errors in the October 12, 2021 minutes as it related to the Culinary Arts Building lease. He asked that reference to the rent obligation be corrected to state the amount as a yearly obligation versus a monthly obligation. Trustee Smith also found the description of the lease options were not accurate.

Trustee Law moved that the October 12, 2021 minutes be corrected to reflect the correct terms as noted. Trustee Good seconded. The motion passed unanimously.

Trustee Law moved to accept the retirement of Lynn Umholtz. Trustee Rhodes seconded. The motion passed unanimously.

CONSENT AGENDA – Trustee Law moved to approve the consent agenda as amended. Trustee Winslow seconded. The motion passed unanimously after a roll call vote.

The consent agenda contained the following item for approval:

- Approval of Bill and Warrants for October 2021 - \$6,626,374.90 (includes Expenditure Approval List - \$3,832,021.50 and, Payroll - \$2,794,353.40)

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Thank you notes were received from Shannon Covert/KCCLI Class VII, Mallory Mitchell of Johnson County Community College, Alexis Saenz of Garden City Community College, the Baker, Craig and Wilson families, Kim Karr, and Lou Clennan.

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
NOVEMBER – DECEMBER**

November Board Finance Committee	Tuesday, November 9, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
November Board Meeting	Tuesday, November 9, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
November Work Session	Monday, November 22, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
December Board Finance Committee	Tuesday, December 14, 4:30 p.m. President's Conference Room	Doug Law Shelby Smith
December Board Meeting	Tuesday, December 14, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
December Work Session	Not currently scheduled.	ALL TRUSTEES

2020-2021 Board Meeting Dates

Tuesday, November 9, 2021
 Tuesday, December 14, 2021
 Tuesday, January 11, 2022
 Tuesday, February 8, 2022
 Tuesday, March 8, 2022
 Tuesday, April 12, 2022
 Tuesday, May 10, 2022
 Tuesday, June 14, 2022
 Tuesday, July 12, 2022

<u>LOOKING AHEAD</u>		
January Board Finance Committee	Tuesday, January 11, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
January Board Meeting	Tuesday, January 11, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
January Work Session	Monday, January 24, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
February Board Finance Committee	Tuesday, February 8, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
February Board Meeting	Tuesday, February 8, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
February Work Session	Monday, February 28, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES

FALL 2021 ACTIVITY CALENDAR

Volleyball Region VI Tournament	November 3 - TBD November 6 - TBD
Men's Basketball vs. Indian Hills (away)	Sat., November 6 @ 7:00 p.m.
Football KJCCC Playoffs BG Products Veterans Complex (Nov. 7 & 14) Riverfront Stadium (Nov. 21)	Sun., November 7 @ 1:00 p.m. Sun., November 14 @ 1:00 p.m. Sun., November 21 @ 1:00 p.m.
Instrumental Music Celebration of Freedom Concert (Welcome Center)	Sun., November 7 @ 7:00 p.m.
Summer 2022 Enrollment Begins	Mon., November 8
Art Exhibit "Art by Erika Navarrete" (E.B. White Art Gallery) Artist Reception	November 8-December 3 November 8 @ 6:00-8:00p
Men's Basketball vs. Kansas City, KS (home)	Wed., November 10 @ 7:30 p.m.
Women's Basketball vs. Northern Oklahoma College-Enid	Fri., November 12 @ 7:30 p.m.
Men's Basketball vs. McPherson (home)	Sat., November 13 @ 2:00 p.m.
Cross Country NJCAA National Championship	November 13
Basketball vs. Colby (away)	Wed., November 17 Women @ 5:30 p.m. Men @ 7:30 p.m.
Theatre Production #2 (College Theatre-700 Bldg.) <i>The Pajama Game</i>	November 18 & 19 @ 7:30 p.m. November 20 @ 2:00 p.m. & 7:30 p.m.
Basketball vs. Seward (home)	Sat., November 20 Women @ 2:00 p.m. Men @ 4:00 p.m.
Show Choir Festival Concert (College Theatre-700 Bldg.)	Mon., November 22 @ 7:00 p.m.
Basketball vs. Northwest Kansas Technical College (home)	Wed., November 24 Women @ 6:30 p.m. Men @ 8:30 p.m.
Thanksgiving Break – COLLEGE CLOSED	November 24-26
Basketball vs. Pratt (home)	Sat., November 27 Women @ 2:00 p.m.

	Men @ 4:00 p.m.
Dance Showcase (College Theatre-700 Bldg.)	November 29 @ 7:00 p.m.
Chamber Concert-Brass (Welcome Center)	November 29 @ 7:30 p.m.
Chamber Concert-Woodwind (Welcome Center)	November 30 @ 7:30 p.m.
Basketball vs. Coffeyville (home)	Wed., December 1 Women @ 5:30 p.m. Men @ 7:30 p.m.
Vocal Music Concert	Sat., December 4 - TBD
Basketball vs. Hutchinson (away)	Sat., December 4 Women @ 5:30 p.m. Men @ 7:30 p.m.
Dr. Krull Holiday Reception	Mon. December 6 @ 6:00 p.m.
Basketball vs. Dodge City (away)	Wed., December 8 Women @ 5:30 p.m. Men @ 7:30 p.m.
Employee Holiday Luncheon	Thurs., December 9
Nurses Pinning	Thurs., December 9 @ 7:00p
Basketball vs. Cloud County (home)	Wed., December 11 Women @ 2:00 p.m. Men @ 4:00 p.m.
Fall Semester Ends	Fri., December 10
Basketball vs. Barton County (away)	Mon., December 13 Women @ 5:30 p.m. Men @ 7:30 p.m.
Winter Break – COLLEGE CLOSED	December 22-December 31

ADJOURNMENT

Trustee Law moved to adjourn the meeting. Trustee Winslow seconded. The motion passed unanimously after roll call vote. The regular meeting of November 9, 2021 was adjourned at 7:42 p.m.

Forrest Rhodes – Secretary

BILLS AND WARRANTS

TOPIC for ACTION

REPORT

Bills and Warrants for November 2021 - \$3,776,886.61 (includes Expenditure Approval List - \$1,143,869.82 and Payroll - \$2,633,016.79).

RECOMMENDED ACTION:

Approval of November 2021 bills and warrants.

RECOMMENDED FUNDING SOURCE:

Submitted by: Sariah Wilson
Supervisor: Yolanda Hackler
Date: December 1, 2021

BIDS AND PURCHASES

None.

RATIFICATION OF AGREEMENTS AND CONTRACTS

None.

SUPPLEMENTAL INFORMATION

Office of Research and Institutional Effectiveness

215 BOE

(316) 322.3338



Metric	Description	Latest Performance	Last Updated for BOT	Previous Three Years	Validation Source
Retention	Percentage of incoming first-time full-time degree/certificate seeking students from the first fall who continue to the next fall. Cohort members who graduate within a year are excluded from the calculation.	60% (Fall 2019 Cohort)	04/2021	60 % (Fall 2018), 60 % (Fall 2017), 60 % (Fall 2016)	IPEDS Fall Enrollment Collection/US Dept of Education
Graduation Rate and Transfer Rates	Percentage of incoming first time full time degree/certificate seeking students who graduate or transfer to a 4 year institution within three years of starting at Butler	28 % Graduation Rate/26 % Transfer Rate (Fall 2017 Cohort)	01/2021	26 % Graduation/30 % Transfer (Fall 2016 Cohort); 26 % Graduation/26 % Transfer (Fall 2015 Cohort); 23 % Graduation/29 % Transfer (Fall 2015 Cohort)	IPEDS Graduation Rate 150 Collection/US Dept of Education
Transfer GPA and Hours	Aggregate GPA and accepted transfer credit hours of Butler students who leave to transfer to any of the public universities in Kansas	3.27 & 50.1 hours (Fall 2020 cohort)	12/2021	3.24 & 50.2 hours (Fall 2019); 3.22 & 49.9 hours (Fall 2018), 3.20 & 48.7 hours (Fall 2017)	Kansas Board of Regents KHESTATs Transfer Tab
CTE Placement	Self-reported job placement of technical program concentrators & completers	76% (AY 2020)	04/2021	76.3 % (2019), 77.64 % (2018), 70.54 % (2017)	Kansas Board of Regents AY Follow Up Collection
Completions	Number of associate degrees and certificates granted by the institution	1416 (AY 2021)	10/2021	1446 (AY 2020), 1513 (AY 2019), 1496 (AY 2018)	Kansas Board of Regents AY Completions File

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Jessica Ohman; Heather Ward
Report for the BOT meeting of	December 14, 2021
Strategic Goal: (select one below) Support Students and Their Success	Priority Number: 1b . Successfully implement the Kansas Promise Scholarship

Narrative

The Kansas Promise Scholarship is a 'last dollar' scholarship program that covers tuition, fees, books, and required materials for qualifying Kansas residents enrolled in eligible programs. Students participating in the scholarship program must complete their Butler program within 30 months and must agree to live and work in Kansas for at least two consecutive years after program completion.

Current Outcomes

The Kansas Promise Scholarship program is new beginning Fall 2021. As of 11/29/21, Butler disbursed \$114,385 to 73 students for the Fall 2021 semester. Many of these students will also receive the scholarship during the Spring 2022 semester. To date, 14 new students have been awarded the scholarship for the Spring, with additional applications received daily. Currently a total 87 students are awarded an estimated \$231,155 for the 2021-2022 academic year.

Action items for future outcomes

Continue to promote the Kansas Promise Scholarship to students enrolled in eligible programs. This is an excellent opportunity for students to complete their Butler program with little-to-no out of pocket expense for tuition, fees, books, and required materials.

Strategic Alignment

Support Students and Their Success

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name:	Strategic Planning
Responsible individual:	Tom Borrego, Averie Nelson, Jessica Ohman
Report for the BOT meeting of	December 14, 2021
Strategic Goal: (select one below) Support Students and Their Success	Priority Number: 1c . Utilize Foundation scholarships for recruitment of students for FY2022 and FY2023

Narrative

The goal of priority 1c is to create a sense of urgency and leverage with prospective Butler Community College students to enroll sooner. Butler Community College Foundation manages private charitably funded scholarships for prospective students. Historically, these scholarships have been used as awards for students already enrolled. The strategy now is to use these scholarships as incentives to enroll sooner.

Current Outcomes

The Butler Community College Foundation has granted the Butler Community College Admissions Team access to the awards database to award scholarship dollars directly from the online scholarship portal. Admissions has designated Michelle Ponce as their point person for Foundation scholarship awarding. Michelle has been trained on how to use the platform and continues to grow in her knowledge of the database. In her previous employment, Michelle worked for an education foundation and is aware of the need to stay within the boundaries of donor state criteria.

- The scholarship committee started the renewal process for Foundation scholarship students earlier in the year. This process does not typically happen until after commencement (when spring grades post) however this year we started before the spring semester was completed.
 - The committee did this to move the process along faster to retain the students we already had enrolled and to have a better idea which funds had scholarship dollars available so that we could influence potential students earlier in their decision making.
- We added a texting feature to our online scholarship platform to better communicate with students. This adds value in several ways.
 - We can communicate with students on multiple platforms and students who prefer texting.
 - We can text students to notify them they have a pending award offer.
 - We can text students who have a scholarship application on file who have not yet enrolled for the next semester.
- This summer, financial aid student workers and staff phoned students who had a scholarship application on file but had not yet enrolled. If they able to contact the student, they were able to encourage the student to make an appointment and enroll. The committee has seen how this change has enticed student to enroll by offering then Foundation Scholarship dollars as an incentive.
- General scholarship committee gave priority consideration to students who were enrolled.

Action items for future outcomes

- We hope to start the renewal process even earlier in the spring 2022 semester for the fall of 2022. Completing the renewal process is critical to moving the awarding process along.
- We plan to use the texting feature to let students who have a scholarship application on file know about enrollment deadlines.
- Continue to work with Admissions Team to utilize the use of Foundation dollars to get students to enroll by a certain date.
- Train admissions on scholarships available and how to use as leverage to encourage early enrollment.

Strategic Alignment

Priority Number: 1c. Utilize Foundation scholarships for recruitment of students for FY2022 and FY2023. The Foundation will monitor how successful the use of Foundation scholarships to assist with the recruitment of students. Having admission officers understand the type of scholarships available and how to present those opportunities to prospective students is critical.

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Tom Nevill
Report for the BOT meeting of	December 14, 2021
Strategic Goal: (select one below) Support Students and Their Success	Priority Number: 2d . Commit to student completion aligning with the Academic Retention Team goals.

Narrative

The Academic Retention Team mission is to develop and implement a strategic plan using industry best practices and those specific to Butler Community College aimed at improving retention through increased utilization of technology, the development of academic interventions to increase student success, and the evaluation of current programming.

Current Outcomes

1. Improve retention through increased use of technology.
2. Develop academic interventions that increase student success.
3. Evaluate current programming.
4. Continue to gather data through student feedback in order to establish indicators.

Action items for future outcomes

Pathways Reboot:

1. Review and revise Pathway degrees and certificates
2. Review and redefine PDX courses
3. Define and advance role and purpose of the Milestone courses.
4. Define and advance student success support model.

Expanding Advising/Student Services:

1. Make necessary adjustments to current advising practices as needed.
2. Review Onboarding process and make necessary adjustments.
3. Research ways to incorporate Success Coaches

Faculty Interventions:

1. Review and revise (as needed) communication loops for Pathways and Aviso.
2. Create a Best Practice for use of technology (Aviso, Canvas, etc.).
3. Integrate and contextualize instruction in foundational skills into critical program courses.

Strategic Alignment

The Academic Retention Team supports the improvement of student outcomes including retention, persistence, and completion of student goals.

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Adult Education/BETA/Institutional Research – Kansas Department of Corrections Contract for ABE and CTE Courses	Michelle Ruder, Jaime Goering, Sherril Watkins, Esam Mohammad, Tom Nevill
Report for the BOT meeting of	December 14, 2021
Strategic Goal: (select one below) Advance Communities and Partnerships	Priority Number: 2c . Initiate the Department of Corrections grant and meet first year grant goals.

Narrative

The contract between Butler Community College (BCC) and the Kansas Department of Corrections (KDOC) allows for residents at El Dorado Correctional Facility (EDCF) to have access to high quality Adult Basic Education, English as a Second Language, and Career and Technical Education (CTE) - Construction Technology courses as part of programming for re-entry of incarcerated individuals in to the work place upon release.

In the state of Kansas, there is a noticeable increase in demand for educational opportunities in correctional facilities. The courses offered by Butler are ideal for those looking to complete their high school education or to begin their construction career as an entry level craft professional, general laborer seeking to increase their technical capabilities, or a student considering a generalized program to pursue further study in a specified construction process or application. The majority of the residents at EDCF do release to the Wichita area, and having the skill to find employment is not easy for a felon. The training received while incarcerated will allow the resident to find family sustaining wage employment upon release from EDCF. The warden has shared that offenders who are given educational opportunities have fewer behavioral issues while in the facility and by having employment available upon re-entry to society, the likelihood of reoffending is decreased.

Current Outcomes

At this time, residents are completing a Form 9 requesting enrollment into specific classes. The Educational Navigator is completing an education plan for each student as well as holding a meeting with the resident upon enrollment as a way to promote student success. The Educational Navigator meets frequently with residents as academic progress is made. Courses started in October and each of the sections had seven (7) students enrolled.

Administratively, the Institutional Research office has been responsible for oversight and reporting which has included monthly invoicing, quarterly reporting and quarterly meetings with KDOC staff.

Action items for future outcomes

Future outcomes are constantly changing as the staffing changes at EDCF require adaptability in our class sizes. ABE staff continues working to streamline the GED testing process through Pearson Vue. BETA continues to work with Construction Technology faculty and the STEM Dean to implement the Construction Technology programming. Programming for Construction Technology would expand to include a for credit option for masonry and continuation of OSHA 10 and NCCER – CORE certifications.

Action items include the following:

- Promoting the course offerings to the residents to increase enrollments
- Continue coordination with Financial Aid office staff related to the Second Chance Pell Application
- Continue meeting invoicing and reporting deadlines outlined in the contract

Strategic Alignment

The courses being offered as part of this contract rely heavily on partnerships with business and industry and advisory committees. Butler staff relies on insight from the Construction Technology advisory board, consisting of employers in the area, as part of discussions related to employment skills and employability of incarcerated individuals. Similarly, the Adult Education programming partners with Workforce centers and consult with them on a variety of trainings for Adult Education staff.

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Phil Speary, Tom Nevill
Report for the BOT meeting of	December 14, 2021
Strategic Goal: (select one below) Drive Institutional Sustainability and Growth	Priority Number: 4a . Continue planning and preparation for HLC 2023 visit through the work of identified subcommittees.

Narrative

The Steering Committee for the 2023 HLC Accreditation Comprehensive Evaluation has continued its work in preparation for the writing of the required Assurance Narrative to be submitted to HLC March 2023. During this semester, the primary work has focused on analyzing current Butler status in addressing the HLC criteria expectations and beginning actions to address any concerns found in the analysis. The committee chair, Dr. Speary, Dean of Academic Support & Effectiveness, oversees and coordinates the work of the five criteria chairs:

- Criterion One-Mission: Chair Heather Rinkenbaugh Dean of Online, High School, & Community Learning
- Criterion Two-Ethics: Chair Dr. Caleb Ediger Associate Dean of Health, Education, & Public Service
- Criterion Three-Teaching & Learning (Design & Delivery): Chair Dr. Donnie Featherston Associate Dean of Early College Academies
- Criterion Four-Teaching & Learning (Review & Improvement): Chair Jon Craig Associate Dean of Humanities & Social Science
- Criterion Five-Strategic Planning & Resources: Chair Dr. Esam Mohammed Associate Vice President of Research & Institutional Effectiveness

Current Outcomes

- Criterion One-Mission: The Executive Council has reviewed criteria. Dr. Krull is conducting employee open forums gathering input about Butler's current mission statement.
- Criterion Two-Ethics: The Executive Council has reviewed criteria. Various offices are reviewing the currency of college policy statements pertaining to ethics.
- Criterion Three-Teaching & Learning (Design & Delivery): Deans have reviewed criteria. Dr. Featherston has designed a review process for issues of academic rigor in curriculum.
- Criterion Four-Teaching & Learning (Review & Improvement): Deans have reviewed the criteria. Mr. Craig has begun process of co-curriculum assessment. The Faculty Learning Assessment Team has re-formed and begun review of assessment data.
- Criterion Five-Strategic Planning & Resources: Dr. Mohammed has formed a work team which is gathering documentation to support fulfillment of criteria expectations.

Action items for future outcomes

During the spring semester, the Steering Committee will:

- Outline the argument and pertinent evidence for each component of each of the criteria
- Write drafts for narratives of at least the criteria components that are not anticipated to have experienced significant change in our Butler practices before Fall 2022

Strategic Alignment

This work supports the Strategic Goal, Drive Institutional Sustainability and Growth by helping to ensure institutional accountability and compliance. Butler Community College must maintain its federally recognized accreditation. This work is necessary as preparation for a successful Comprehensive Evaluation by an HLC team scheduled for April 2023, which will result in a ten-year renewal of accreditation.

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Finance Office and Institutional Research/HEERF Funding Grant	Kent Williams, Kim Sherwood, Jaime Goering
Report for the BOT meeting of	December 14, 2021
Strategic Goal: (select one below) Drive Institutional Sustainability and Growth	Priority Number: 4c . Complete and submit all HEERF reports by specified deadlines.

Narrative

Butler Community College has been fortunate to receive funding from the U.S. Department of Education for COVID Relief. Funding from the Department of Education has been through the Higher Education Emergency Relief Fund (HEERF) consisting of both institutional and student funding. Butler has received \$10,744,113.00 in student emergency assistance and \$14,475,237.00 in institutional relief.

Current Outcomes

A condition of the funding includes review of how the funding dollars are spent and reporting for each of the contracts within the guidelines of the award documents. All documentation since the award of these funds through the beginning of November 2021 has been formally audited by BKD. Reporting shall be made quarterly and annually to the U.S. Department of Education and posted to the Butler Community College website. Each time frame for quarterly reporting has been met to date and the current quarterly reports as well as the annual report are posted to the Butler Community College website at <https://www.butlercc.edu/institutional-research>.

Action items for future outcomes

The timeframe for funding currently extends through May 2022. Action items related to this funding are as follows:

- Answer any questions from the U.S. Department of Education related to the one-year funding extension request.
- Continue to complete quarterly reporting by the outlined deadlines and post to Butler website – next report is due January 2022
- Complete annual reporting for 2021 expenditures and post of Butler website – annual report due February 2022.

Strategic Alignment

Butler can ensure institutional accountability and compliance by continuing to submit the HEERF reports on or before the deadlines required by the U.S. Department of Education. To date, all reporting deadlines have been met.

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Tom Nevill, Jessica Ohman, Vice Presidents, Kelly Snedden
Report for the BOT meeting of	December 14, 2021
Strategic Goal: (select one below) Champion Excellence in Innovation	Priority Number: 2a . Embed Adobe Creative Campus and Sign into academic and student support initiatives.

Narrative

Butler is the first college in Kansas and only the 50th institution in the world to be an Adobe Creative Campus. All Butler students, faculty and staff members now have access to more than 60 individual software platforms within the Adobe suite. It gives students access to technology many would not otherwise have, and it provides access from their personal devices from anywhere in the world. Exposure to and experience with these programs will feed the creative ideas of people across Butler's entire organization and feed the workforce with employees who are fluent with digital technology.

Current Outcomes

Access to the Adobe suite has been integrated for all current students, faculty, and staff.

Action items for future outcomes

Scaling development and use of creative cloud software across all disciplines and reducing paper signatures across business operations of the College.

Strategic Alignment

Integrating the Adobe Creative Suite and Adobe Sign supports the enhancement of digital literacy and fluency for students and staff.

MONTHLY STATEMENT OF REVENUE AND EXPENDITURES

Butler Community College Statement of Revenue, Expenditures, Other Changes As of 11/30/2021

FISCAL YEAR 22, PERIOD 05
OPERATING FUNDS

	2022				2021			
	Budget	Actual	Variance (Over)Under	Percent of Budget	Budget	Actual	Variance (Over)Under	Percent of Budget
REVENUES:								
Tuition/Fees	18,825,165	13,705,677	5,119,488	72.81%	18,010,867	13,472,182	4,538,685	74.80%
Local Sources	15,190,091	1,119,085	14,071,006	7.37%	13,252,728	1,138,299	12,114,429	8.59%
State Sources	15,998,768	8,520,735	7,478,033	53.26%	14,719,888	7,831,317	6,888,571	53.20%
Auxiliary Sources	17,724	8,550	9,174	48.24%	17,724	9,300	8,424	52.47%
Other Sources	654,963	191,572	463,391	29.25%	654,963	252,966	401,997	38.62%
Transfers	82,134	0	82,134	0.00%	432,135	0	432,135	0.00%
TOTAL REVENUES:	50,768,845	23,545,619	27,223,226	46.38%	47,088,305	22,704,064	24,384,241	48.22%
EXPENSES:								
Instruction	15,589,380	5,025,840	10,563,540	32.24%	15,665,115	5,440,319	10,224,795	34.73%
Academic Support	3,526,500	1,210,907	2,315,593	34.34%	3,413,551	1,197,554	2,215,998	35.08%
Student Services	6,365,848	2,289,270	4,076,578	35.96%	6,255,978	2,072,068	4,183,910	33.12%
Institutional Support	19,574,586	7,240,322	12,334,264	36.99%	17,309,693	8,111,694	9,197,999	46.86%
Physical Plant Operations	3,110,867	1,177,082	1,933,785	37.84%	3,516,342	1,162,848	2,353,494	33.07%
Student Financial	3,555,385	1,837,102	1,718,283	51.67%	3,705,385	1,885,237	1,820,148	50.88%
Auxiliary Enterprise	0	0	0	0.00%	0	0	0	0.00%
TOTAL EXPENSES:	51,722,566	18,780,523	32,942,043	36.31%	49,866,064	19,869,720	29,996,344	39.85%
TRANSFERS AMONG FUNDS:								
Mandatory Transfers	923,319	473,241	450,078	51.25%	874,214	673,653	200,561	77.06%
Non-Mandatory Transfers	612,273	0	612,273	0.00%	512,273	0	512,273	0.00%
TOTAL TRANSFERS:	1,535,592	473,241	1,062,351	30.82%	1,386,487	673,653	712,834	48.59%
NET INCREASE/DECREASE IN NET ASSETS	(2,489,313)	4,291,855			(4,164,246)	2,160,690		
Fund Balances, Beginning of year	12,547,809	12,547,809			9,086,097	9,086,097		
Fund Balances, End of Period	10,058,496	16,839,664			4,921,851	11,246,788		

Statement of Revenue, Expenditures, and Other Changes

REVENUES:

Tuition/Fees

In-County, In-State, Out-State, International Tuition, Tuition Waivers, Continuing Ed Fees, Nursing Fees, Auto Tech Uniform Fees, International Student Processing Fees, Online Course Fees, Enrollment Fees, Student Health Fees, and Athletic Scholarship Fees

Local Sources

Ad Valorem Taxes, Taxes-in-Process, Delinquent Taxes, Motor Vehicle Taxes, and other Local Taxes

State Sources

State Operating Grant and SB155 Funding

Auxiliary Sources

Dorm Rental – Fire Science students

Student Life and EduCare Fund Revenue (not applicable to Operating Funds)

Other Sources

Interest Income, Reimbursements, Commissions, Gate Receipts, Deferment Fees, Media Resource Fees, and Prior Year Claims Cancelled

Transfers

Testing Fees Transfer for Administration, Transcript Fees Transfer for Advising, and Residence Hall Debt Transfer

EXPENSES:

Instruction

General, Vocational and Adult Instruction

Other Expenditures

Parking and Agency Funds (not applicable to Operating Funds)

Academic Support

Library, Academic Administration, Curriculum Development

Student Services

Counseling, Financial Aid, Student Records, Admissions, Health Services, Student Activities, and Student Services

Institutional Support

Executive Management, Fiscal Operations, Community/Public Relations, Information Services, and Administrative Services

Physical Plant Operations

Maintenance of Buildings, Equipment, Grounds, Debt Service

Student Financial

Scholarships and Grants

Auxiliary Enterprise

Operating Support of EduCare Center

Transfers

Debt Service Payments, Operating Support to ABE, BETA, and Grizzly Adventures, Annual Transfers to Development, Facilities, and Technology Funds

THANK YOU NOTES

Kim – Thank you so much for the lovely plant in recognition of my inauguration. I have it in my office so I don't forget to water it. Thank you for your support!

Rick D. Muma, President
Wichita State University

There are no words to express the deep gratitude we have for the sympathy, love, and support you have shown our family during this time of overwhelming sadness. Stephen impacted everyone around him; he could make you smile when you wanted to cry or give you words of encouragement and wisdom to help you keep going. If you needed him, rest assured, he would be there. It is his legacy. He loved his family fiercely, and his children knew they could go out into the world and reach for their dreams with a Dad who always had their back. His family was his joy and his refuge from the world, and he was ours. The kindness that you have shown in the darkest part of our lives will always be remembered by the family of Stephen M. Evans.

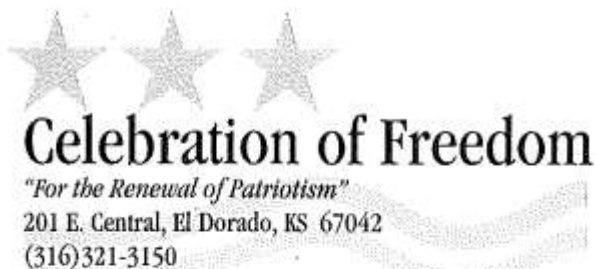
Andrea and Family

Dr. Krull – Thank you for taking time from your busy schedule to speak at the Veteran's Day Celebration. Your words were perfectly said. We appreciate your support!

Amy Cyphers & Veterans Advisory Board

Heather – Thank you for the donation of mugs and candy for the Veteran's Day Celebration. They were very helpful and appreciated at the ceremony.

Amy Cyphers & Veterans Advisory Board



November 7, 2021

Dr. Kim Krull, President
Butler Community College
901 South Haverhill Road
El Dorado, KS 67042

Dear Kim:

On behalf of El Dorado's Celebration of Freedom Committee and the citizens of El Dorado, I would like to express our utmost thanks that Rick Moose and the Butler Sideliners took part in our 23rd Annual Celebration of Freedom Parade on November 6. We appreciate their magnificent involvement in the pre-parade festivities and also the fact that they loaded themselves on a trailer and took part in the parade itself. This group always provides a patriotic atmosphere to citizens arriving early for event, and we appreciate they greatly!

The Sideliners were among three other high school bands, along with the 1st Infantry Division Band, the Commanding General's Mounted Color Guard, and troops from the 1st Infantry Divisions 2nd Battalion, 34th Armored Regiment from Fort Riley who led the parade that day. There were, in addition, many other floats and entries from throughout Butler County who participated

We wanted to thank Rick for helping us honor our nation's young men and women of every generation who have chosen to protect our "lives, liberties, and pursuits of happiness"—which we are so prone to take for granted. He competently and unquestionably stepped into John Templin's always grand performances with enthusiasm. He stated afterwards when I thanked him, that he is always glad to help the community in any way he can. What a great attitude!

In a very real way, he and his band helped to connect our citizens to our military, and assisted in reminding us all, that our troops stand as a safeguard from the dangers of this sometimes weird and always perilous world—they are young people who would lay (and have lain) down their lives for us.

The "happy-to-serve" attitude displayed by Rick and the Butler Sideliners is greatly appreciated.

Thanks to Butler Community College for supporting our event!

Cordially,

Mrs. Malcolm S. Shaffer
Celebration of Freedom Committee

Thank You

from El Dorado Main Street!

Trick or Treat Down Main Street 2021 was an outstanding community effort. There were great costumes, lots of imagination, hot dogs, cotton candy, whistles, games, and enough candy for everyone.

Estimated attendance was around 3,500.

Thank you for your generosity.

See you next year!

Emily, Jackie, Debbie



Special thanks to Heather and Josh Ward for attending and representing Butler at El Dorado's Trick or Treat Down Main Street 2021.

Special thanks to Alex Zarchan, Monica Zavala and Cheryl Trotter for attending and representing Butler at the Andover Chamber 2021 Trunk or Treat Event.



**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
DECEMBER**

December Board Finance Committee	Tuesday, December 14, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
December Board Meeting	Tuesday, December 14, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
December Work Session	Not currently scheduled	
January Board Finance Committee	Tuesday, January 11, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
January Board Meeting	Tuesday, January 11, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
January Work Session	Monday, January 24, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES

2020-2021 Board Meeting Dates

Tuesday, December 14, 2021
 Tuesday, January 11, 2022
 Tuesday, February 8, 2022
 Tuesday, March 8, 2022
 Tuesday, April 12, 2022
 Tuesday, May 10, 2022
 Tuesday, June 14, 2022
 Tuesday, July 12, 2022

LOOKING AHEAD

February Board Finance Committee	Tuesday, February 8, 3:30 p.m. President's Conference Room	TBD Shelby Smith
February Board Meeting	Tuesday, February 8, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
February Work Session	Monday, February 28, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
March Board Finance Committee	Tuesday, March 8, 3:30 p.m. President's Conference Room	TBD Shelby Smith
March Board Meeting	Tuesday, March 8, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
March Work Session	Monday, March 28, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES

FALL 2021 ACTIVITY CALENDAR

Basketball vs. Dodge City (away)	Wed., December 8 Women @ 5:30 p.m. Men @ 7:30 p.m.
Employee Holiday Luncheon	Thurs., December 9 @ 11:00 a.m.-1:30 p.m.
Nurses Pinning	Thurs., December 9 @ 7:00 p.m.
Basketball vs. Cloud County (home)	Wed., December 11 Women @ 2:00 p.m. Men @ 4:00 p.m.
Fall Semester Ends	Fri., December 10
Basketball vs. Barton County (away)	Mon., December 13 Women @ 5:30 p.m. Men @ 7:30 p.m.
Winter Break – COLLEGE CLOSED	December 22-December 31

SPRING 2021 ACTIVTY CALENDAR

Basketball v. Northern Oklahoma-Tonkawa (home)	Tues., January 4 @ 5:30 p.m. (Women)
Basketball v. Bethel College (home)	Tues., January 4 @ 7:30 p.m. (Men)
Basketball v. Cowley County (home)	Sat., January 8 Women @ 2:00 p.m. Men @ 4:00 p.m.
Basketball v. Garden City (away)	Wed., January 12 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v. Independence (home)	Sat., January 15 Women @ 2:00 p.m. Men @ 4:00 p.m.
Martin Luther King Day – COLLEGE CLOSED	Mon., January 17
Basketball v. Colby (home)	Mon., January 17 Women @ 5:30 p.m. Men @ 7:30 p.m.
Spring Semester Begins	Tues., January 18
Basketball v. Seward County (away)	Wed., January 19 Women @ 6:00 p.m. Men @ 8:00 p.m.
Basketball v. Northwest KS Tech College (home)	Sat., January 22 Women @ 2:00 p.m. Men @ 4:00 p.m.
Music Theatre Festival	Wed., January 26 8:00 a.m. – 4:00 p.m.
Basketball v. Pratt (away)	Wed., January 26 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v. Coffeyville (away)	Sat., January 29 Women @ 5:00 p.m. Men @ 7:00 p.m.
Art Exhibit #4	January 31-February 26

E.B. White Art Gallery	
Basketball v. Hutchinson (home)	Wed., February 2 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v. Dodge City (home)	Sat., February 5 Women @ 2:00 p.m. Men @ 4:00 p.m.
Basketball v. Cloud County (away)	Wed., February 9 Women @ 6:00 p.m. Men @ 8:00 p.m.
Basketball v. Barton (home)	Sat., February 12 Women @ 2:00 p.m. Men @ 4:00 p.m.
Basketball v. Cowley County (away)	Wed., February 16 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v. Garden City (home)	Sat., February 19 Women @ 2:00 p.m. Men @ 4:00 p.m.
Basketball vs. Independence (away)	Wed., February 23 Women @ 5:00 p.m. Men @ 7:00 p.m.
Basketball Region VI Tournament Basketball Region VI Championship	February 26-28 March 4-5
Children's Theatre "Secretly Frank" College Theatre (700 Building)	Sat., February 26 @ 2:00 p.m.
Art Exhibit #5 E.B. White Art Gallery Artist Reception	March 4-April 1 (closed March 14-18) Thurs., March 24 6:00-8:00 p.m.
Vocal Music Concert College Theatre (700 Building)	Thurs./Fri., March 10 and 11 @ 7:30 p.m. Sat., March 12 @ 2:00 p.m. and 7:30 p.m.
Spring Break – No Classes	March 14-19
Baseball v. Seward County (home)	Thurs., March 17 @ 1:00 p.m. Thurs., March 17 @ 3:00 p.m.
Baseball v. Seward County (away)	Sat., March 19 @ 1:00 p.m. Sat., March 19 @ 3:00 p.m.
Fall Enrollment Begins	March 21
Baseball v. Barton (away)	Thurs., March 24 @ 1:00 p.m. Thurs., March 24 @ 3:00 p.m.
Baseball v. Barton (home)	Sat., March 26 @ 1:00 p.m. Sat., March 26 @ 3:30 p.m.
Baseball v. Cloud County (home)	Thurs., March 31 @ 1:00 p.m. Thurs., March 31 @ 3:00 p.m.
Baseball v. Cloud County (away)	Sat., April 2 @ 1:00 p.m. Sat., April 2 @ 3:00 p.m.
Baseball v. Colby (home)	Thurs., April 7 @ 1:00 p.m. Thurs., April 7 @ 4:00 p.m.
Baseball v. Colby (away)	Sat., April 9 @ 1:00 p.m. Sat., April 9 @ 4:00 p.m.

Art Exhibit #5 Student Juried Exhibit E.B. White Art Gallery Artist Reception	April 13-May 7 (closed April 15) Thurs., April 14 6:00-8:00 p.m.
Institutional Development Day	Thurs., April 14
Good Friday – COLLEGE CLOSED	Fri., April 15
Baseball v. Dodge City (away)	Thurs., April 21 @ 1:00 p.m. Thurs., April 21 @ 3:00 p.m.
Theatre Production #4 “The Runner Stumbles” College Theatre (700 Building)	Thurs./Fri., April 21 and 22 @ 7:30 p.m. Sat., April 23 @ 2:00 p.m. and 7:30 p.m.
Baseball v. Dodge City (home)	Sat., April 23 @ 1:00 p.m. Sat., April 23 @ 3:00 p.m.
Instrumental Music Concert College Theatre (700 Building)	Fri./Sat., April 29 and 30 @ 7:30 p.m.
Instrumental Music Chamber Concert (Brass) Chamber Concert (Woodwind/Strings) Chamber Concert (Percussion)	Mon., May 2 @ TBD Tues., May 3 @ TBD Wed., May 4 @ TBD
Student Art Sale E.B. White Art Gallery	Thurs./Fri., May 5 and 6
Vocal Music Concert/Dance Showcase Andover Central Park (Capital Federal Amphitheater)	Sat., May 7 @ 2:00 p.m. and 6:30 p.m.
Spring Semester Ends	Fri., May 13

ADJOURNMENT

MOTION: Trustee _____

Mr. Chair,

I move that the Board meeting be adjourned.

CALL FOR A SECOND: Trustee _____

CALL FOR A VOTE

MEETING ADJOURNED @ _____ **PM**