

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
4:30 p.m., Tuesday, September 12, 2023 – Dankert Board Room
Watch Live via <http://www.butlercc.edu/bctv>**

2:45 p.m.	Tour of Gym and Gaming Lounge for Trustees – Meet in Welcome Center Foyer
3:30 p.m.	Board Finance Committee Meeting – President’s Conference Room.
4:30 p.m.	Combined Revenue Neutral Rate Hearing (KSA 79-2988) and Public Budget Hearing (KSA 79-2929)
	Regular Board Meeting – Dankert Board Room, Upper Level of the Hubbard Welcome Center, 901 S. Haverhill Road, El Dorado, Kansas.
	Executive Session - For discussion of non-elected personnel pursuant to the open meeting exceptions.

- I. **CALL TO ORDER (4:30pm)**
- II. **PLEDGE OF ALLEGIANCE (4:30pm)**
- III. **APPROVAL OF AGENDA (4:35pm)**
- IV. **COMBINED REVENUE NEUTRAL RATE HEARING (KSA 79-2988) and PUBLIC BUDGET HEARING (KSA 79-2929) (4:40pm)**
 - A. [Declaration to open the Public Hearing and comments from the Chair of the Board](#) -----3
 - B. Public Comment Period
 - C. Board Closing Statements
 - D. [Approval of Resolution 23-07: A Resolution of the Board of Trustees of Butler Community College, Butler County, Kansas to Levy a Property Tax Rate Exceeding the Revenue Neutral Rate.](#) -----4
 - E. Adjourn the Public Hearing
- V. **[APPROVAL OF THE FY2024 LEGAL AND OPERATING BUDGETS \(5:00pm\)](#) ----7**
- VI. **[RECOGNITIONS \(5:05pm\)](#) -----9**
- VII. **PUBLIC COMMENT (5:20pm)**
If you wish to address the Board during Public Comment, please complete this form:
<https://bit.ly/3b36GXi>

VIII.	STANDING REPORTS (5:25pm)	
	A. Student Government Association Report – Emily Hernandez, SGA President	
	B. Operational Staff Report – Zach Cannady	
	C. Professional Employees Report – Terry Sader	
	D. Board Finance Committee Report – Mary Martha Good, Linda Jolly	
	E. Foundation Board Report – Forrest Rhodes, Kim Krull	
	F. President's Report – Kim Krull	
	G. Education Facilities Authority Report – Mary Martha Good, Dave Sherrer	
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DECLARATION TO OPEN THE PUBLIC HEARING & COMMENTS FROM THE CHAIR

Chair:

"I declare the public hearing for the proposed 2023-2024 Butler Community College Budget now open. The purpose of this hearing is to hear and answer objections of taxpayers relating to the proposed budget and consider amendments to the proposed budget as required by KSA 79-2929, and to consider exceeding the revenue neutral rate as required by KSA 79-2988(b)(3).

The budget hearing is being held in conjunction with the revenue neutral rate hearing as authorized by KSA 79-2988(b)(3).

I am Forrest Rhodes, Chair of the Board. Seated with me around the table are Trustee Good, Trustee Braungardt, Trustee Jolly, Trustee Winslow, Trustee Sherrer, and Trustee Smith, as well as President Dr. Kim Krull and Executive Assistant and Clerk to the Board Jennifer Hartman-Vice. Other Butler administrators, faculty, and staff are also present.

To briefly explain the budget process, several months ago we began with recommendations from individual department heads which were then reviewed by our budget officers and senior administrators. In conjunction with parameters set by the Board of Trustees, the administration developed a budget recommendation that was presented to the Trustees.

At its regular meeting on August 8, the Board of Trustees passed the NOTICE OF HEARING TO EXCEED THE REVENUE NEUTRAL RATE AND BUDGET HEARING FOR THE 2023-2024 BUDGET. This notice set the maximum expenditure budget by fund at \$89,778,720, and the maximum amount of tax to be levied at \$12,928,138.

The estimated mill levy rate for the proposed budget is 12.606 mills, which exceeds the revenue neutral rate of 12.431 mills by 0.175 mill. The proposed rate is a reduction of 1.249 mills from last year's budget.

The expenditure budget provides the college with the ability to increase its operating budget to address significant unanticipated expenses. The amount of tax to be levied in the proposed budget is the same amount that was levied last year.

The Notice was published in the college's official newspaper and on its website as required by statute with the hearing set for 4:30 p.m. today, September 12, 2023, in the Hubbard Welcome Center, 901 S. Haverhill, in El Dorado.

At this time, I will open the hearing to public comment from individuals who would like to speak. We request that you to hold your comments five minutes. Please announce your name and address and sign the sign-in sheet. Individuals may speak again after all interested parties have spoken.

The Board will not take any action or participate in discussion during the public comment period. We will provide closing statements once everyone has had a chance to speak.

TOPIC for ACTION
Resolution to Exceed the Revenue Neutral Rate

REPORT:

At the August 8 board meeting the Trustees approved the NOTICE OF HEARING TO EXCEED THE REVENUE NEUTRAL RATE AND BUDGET HEARING, a copy of which is reproduced on page 5.

The proposed resolution to exceed the revenue neutral rate is shown below.

Note: There must be a roll-call vote on this item.

RECOMMENDED ACTION:

The administration recommends approval of Resolution 23-07: A RESOLUTION OF THE BOARD OF TRUSTEES OF BUTLER COMMUNITY COLLEGE, BUTLER COUNTY, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by:	Kent Williams, Vice President of Finance
Supervisor:	Dr. Kim Krull, President
Date Submitted:	September 1, 2023

**NOTICE OF HEARING TO EXCEED THE REVENUE NEUTRAL RATE AND BUDGET HEARING
2023-2024 BUDGET**

The governing body of Butler Community College in Butler County will meet on
September 12, 2023 at 4:30 pm at the Hubbard Welcome Center, El Dorado, Kansas
for the purpose of answering objections of taxpayers relating to the proposed use of all funds, the amount of
tax to be levied, the revenue neutral rate, and to consider amendments. Detailed budget information is available at
the office of the Vice President for Finance and will be available at this hearing.

BUDGET SUMMARY

The Expenditures and the Amount of 2023 Tax to be Levied (as shown below) establish the maximum limits
of the 2023-2024 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes,
is subject to change depending on final assessed valuation.

	2021-2022		2022-2023		Proposed Budget 2023-2024		
	Actual Expend. & Transfers	Actual Tax Rate*	Actual Expend. & Transfers	Actual Tax Rate*	Budgeted Expend. & Transfers	Amount of 2023 Tax to be Levied	Est. Tax Rate*
Current Funds Unrestricted							
General Fund	48,657,394	15.262	47,183,107	13.855	63,426,927	12,928,138	12.606
Postsecondary Tech Ed	14,333,544		14,891,866		18,443,432	xxxxxxxx	xxx
Adult Education	429,195		478,196		700,350	0	0.000
Adult Supp Education	215,252	xxx	332,712	xxx	698,500	xxxxxxxx	xxx
Motorcycle Driver	3,840	xxx	6,316	xxx	20,000	xxxxxxxx	xxx
Truck Driver Training	0	xxx	0	xxx	0	xxxxxxxx	xxx
Auxiliary Enterprise	4,699,256	xxx	4,807,565	xxx	6,000,000	xxxxxxxx	xxx
Plant Funds		xxx		xxx		xxxxxxxx	xxx
Capital Outlay	9,214		1,023,784		489,511	0	0.000
Bond and Interest	0		0		0	0	0.000
Special Assessment	0		0		0	0	0.000
No Fund Warrants	0		0		0	0	0.000
Revenue Bonds	0	xxx	0	xxx	0	xxxxxxxx	xxx
Total All Funds	68,347,694	15.262	68,723,547	13.855	89,778,720	xxxxxxxx	12.606
<i>Revenue Neutral Rate**</i>							<i>12.431</i>
Total Tax Levied	12,928,138		12,928,138		xxxxxxxx	12,928,138	
Assessed Valuation	847,096,495		933,088,928		1,025,553,817		

Outstanding Indebtedness, July 1

	2021	2022	2023
G.O. Bonds			
Capital Outlay Bonds	645,000	0	0
Revenue Bonds			
No-Fund Warrants			
Temporary Notes			
Lease Purchase Principal	13,668,869	12,750,537	11,614,667
Total	14,313,869	12,750,537	11,614,667

* Tax Rates are expressed in mills.

**Revenue Neutral Rate as defined by
KSA 79-2988

Board Chair, Butler Community College

Butler Community College Resolution 23-07

A RESOLUTION OF THE BOARD OF TRUSTEES OF BUTLER COMMUNITY COLLEGE, BUTLER COUNTY, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE;

WHEREAS, The Revenue Neutral Rate for Butler Community College for the 2023-2024 budget was calculated as 12.431 mills by the Butler County Clerk; and

WHEREAS, the 2023-2024 budget proposed by the Board of Trustees of Butler Community College will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

WHEREAS, the Board of Trustees of Butler Community College held a hearing on September 12, 2023 allowing all interested taxpayers an opportunity to give oral testimony; and

WHEREAS, the Board of Trustees of Butler Community College, having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BUTLER COMMUNITY COLLEGE:

Butler Community College shall levy a property tax rate exceeding the Revenue Neutral Rate of 12.431 mills.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Board of Trustees.

ADOPTED by the Board of Trustees Butler Community College, Butler County, Kansas this 12th day of September 2023.

Chair of the Board of Trustees

Secretary/Treasurer of the Board of Trustees

TOPIC for ACTION
Approval of FY2024 Legal and Operating Budgets

REPORT:

The administrative budget recommendation was presented at the August 8th board meeting. At that time the board approved the NOTICE OF HEARING TO EXCEED THE REVENUE NEUTRAL RATE AND BUDGET HEARING, a copy of which is reproduced below.

Also reproduced below is a summary of the FY2023 Operating Budget recommendation from the August 8, 2023 budget booklet.

RECOMMENDED ACTION:

Motion # 1:

Approve the legal budget for 2023-2024 as published with the amount of taxes to be levied for the General Fund of \$12,928,138 and the total expenditure budget for all funds of \$89,778,720.

Motion # 2:

Approve the Operating Budget expenditures for 2023-2024 as presented to the Board of Trustees on August 8, 2023 in the amount of \$58,160,915.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Kent Williams, Vice President of Finance

Supervisor: Dr. Kim Krull, President

Date: August 21, 2023

Butler Community College
Operating Budget Recommendation – FY2024 Summary
August 8, 2023

FY2024			
	FY2023		FY2024
	<u>Aug</u>		<u>Aug</u>
	<u>Update</u>		<u>Update</u>
1 Operating Revenues	<u>\$52,573,773</u>	<u>\$711,895</u>	<u>\$53,285,668</u>
2			
3 Expenditure Budget	<u>54,387,669</u>	<u>3,773,246</u>	<u>58,160,915</u>
4 Unspent Budget Estimate @ 5%	<u>2,561,093</u>	<u>346,953</u>	<u>2,908,046</u>
5 Net Expenditures	<u>51,826,576</u>	<u>3,426,293</u>	<u>55,252,869</u>
6			
7 Revenues Over (Under) Expenditures	<u>747,197</u>	<u>(2,714,397)</u>	<u>(1,967,201)</u>
8			
9 Beginning Unencumbered Cash	<u>9,875,329</u>	<u>747,197</u>	<u>10,622,526</u>
10 Ending Unencumbered Cash	<u>\$10,622,526</u>	<u>(\$1,967,201)</u>	<u>\$8,655,325</u>
11			
12 Recommended target 10.5% of expenditures	<u>\$5,710,705</u>	<u>\$396,191</u>	<u>\$6,106,896</u>
13 Unencumbered cash over (under) target	<u>\$4,911,820</u>	<u>(\$2,363,392)</u>	<u>\$2,548,429</u>

SEPTEMBER BOARD RECOGNITIONS

- **Butler Volleyball team 2023 USMC/AVCA Team Academic Award Recipient** – The Butler Community College Women's Volleyball team, led by Coach Lisa Lechtenberg, is a recipient of the 2023 USMC/AVCA Team Academic Award. 2023 marks the 31st anniversary of the award, and honors teams who match their dedication to volleyball with excellence in the classroom. The benchmark average is an average 3.3GPA for the year.
- **Tyler Nordman, Director of Creative Services**, received national recognition from the Two-Year Sports Information Directors of America (2YSIDA) for his Posters, Video Features (2) and Social Media Graphics publications. There were nearly 250 entries in the contest in seven categories with 34 garnering recognition with awards.
- **Teressa Eastman, Director of Disability Services/ADA Compliance Officer/Section 504 Coordinator**, was involved in three presentations as a part of the Association of Higher Education & Disability Conference (AHEAD) in Portland, OR from July 17-21. She presented with colleagues from Leigh Carbon Community College in PA and Collin College in TX for a half-day pre-conference institute entitled "Is that a Reasonable Accommodation? Supporting Faculty in Establishing Technical Standards and Essential Elements." This session was also selected to be presented at the August 3rd Virtual Mini-AHEAD Conference. Teressa teamed up with her colleague from Lehigh Community College and two colleagues from Florida Atlantic University (a 4-year institution) to present a general session entitled, "Howdy Partner: Internal Networking to Maximize Your Office Effectiveness and Resources." Teressa also serves nationally as a co-chair for the Community College Knowledge and Practice Group and served as a reviewer for this year's conference proposals.
- **FBLA Collegiate National Leadership Conference** – The Butler FBLA Chapter was extremely successful at the FBLA Collegiate National Leadership Conference in Atlanta. All nine students placed in their competition. Butler also received second place in the Outstanding Chapter Challenge. In addition, **Kaelib Harp** was elected as the 23-24 National Vice President for Financial Development. Competition results are as follows:
 - **Thara Lee Kenmarla Casimir** – 1st in Digital Media
 - **Team of Emmarie Nickel, Wanyi (Chloe) He, and Lyndsey Conley** – 3rd in Marketing Analysis & Decision Making
 - **Kaelib Harp** – 3rd in Hospitality Management case study, 5th in Business Communication
 - **Victoria Wurm** – 5th in Foundations of Accounting, 7th in Future Business Executive
 - **Wanyi (Chloe) He** – 7th in Social Media Marketing
 - **Matt Shultz** – 9th in Business Ethics
 - **Team of Alexia Macleod and Mason Kane** – 9th in Community Service Project
- **NJCAA Academic Team Nominations**
 - Volleyball
 - Softball
 - Baseball
 - Women's Basketball
 - Soccer

MONITORING REPORTS – ATHLETICS

BOARD OF TRUSTEES REPORT

Athletic Department

September 2023

Butler Athletics

The Athletics Department, an integral part of the educational mission of Butler Community College, strives for excellence in five key areas: Academics, Integrity, Service to the Community, Excellence in Competition and Vision for the Future.

Key unit processes:

- **Academics**
 - Each student-athlete to reach their educational goals
 - Ensure smooth transfer to other institutions to further their education
 - Provide staff and facilities to assist in reaching academic goals
- **Integrity**
 - Adhere with NJCAA, Jayhawk Conference, federal, state and institutional rules and regulations.
 - Provide equitable opportunities for women and minorities
 - Maintain fiscal responsibility
 - Develop student-athletes who are positive role models and productive members of society, displaying good citizenship, character and personal growth
- **Service to the Community and College**
 - Enhance quality of life on campus
 - Provide quality of life options to communities we serve
 - Serve as positive public relations vehicle for entire college
 - Create sense of pride and loyalty among students, alumni and friends
- **Success on the Playing Surface**
 - Strive to achieve athletic success on the highest levels of intercollegiate competition
- **Vision for the Future**
 - Increase private support to both the college as a whole and the department

The Butler Athletics program currently sponsors the following NJCAA Division 1 sports: Men: football, basketball, baseball, cross country, and indoor and outdoor track and field. Women: basketball, volleyball, softball, soccer, cross country, and indoor and outdoor track and field.

Todd Carter begins his 37th year in the athletic department at Butler Community College, 20th as the Athletic Director. As athletic director, Carter provides leadership and support for the Grizzlies 11 varsity sports as well as the department's 40 full-time and part-time administrative and coaching staff members.

Michaela Serrioz is in her 2nd year as the Associate Athletic Director. She is in charge of day to day operations in the athletic office, Grizzlybacker membership, fundraising, and compliance for all sports. Michaela also assists with gameday operation and gameday experience for fans.

Trey Burnett is in his 1st year as the Director of Sports Information. He handles statistics, website administration, social media management, and content creation for the athletic department. He works to promote all 11 sports programs. Trey also assists with gameday operation and gameday experience for fans.

Amanda Maiden and Jared Brown are the two certified athletic trainers that handle all prevention and care of the over 300 grizzly student-athletes. They also handle all the relationships with the dozen Grizzly team doctors and supervise a staff of 11 student athletic trainers.

Matt Trosper begins his 4th year with the Grizzlies as the Athletic Academic Coordinator. Matt is in charge of enrollment, advising, tutoring and academic support for the Grizzly athletic programs.

FOOTBALL:

- Head Coach/Defensive Coordinator-Brice Vignery, 2nd as head coach, 13th overall
- Assoc. Head Coach/Offensive Coordinator- Nate Haremza, 7th year
- Defensive Coordinator- Kyle Woodall, 9th year
- Running Backs – Dreamius Smith, 2nd year
- Defensive Backs/Pass Game Coordinator – Maurice Gray, 2nd year
- Assistant Head Coach/Co-Defensive Coordinator – Jake Landoll, 2nd year
- Co-Defensive Coordinator/Wide Receivers – Rob Messinger, 1st year
- Assistant Defensive Backs – Isaiah Gray, 2nd year
- Tight Ends– Riley Wagner, 1st year
- Director of Football Operations- Reagan Haneberg– 1st year
- Quarterbacks- Justin Stolberg, 2nd year
- Player Personnel- Zach Lindsey, 2nd year

Butler is ranked No. 13 in the most recent poll. Last season, the football team had 5 players earn NJCAA All-Academic status. 24 players were named to the KJCCC All- Conference list and Azhuan Dingle and AJ King were voted as All-Americans. Currently, Butler has 16 former players on NFL rosters, 14 players and two coaches.

MEN'S BASKETBALL:

- Head Coach- Kyle Fisher, 5th year
- Asst. Coach- Marques Townsend, 3rd year
- Asst. Coach- Davon Usher, 1st year

Butler claimed their first Region VI Title since 2010, and appeared in the NJCAA Tournament last season finishing with a 26-9 overall record, falling in the second round of the national tournament. Four players were named to the All-KJCCC team. They won a national championship in 1953.

BASEBALL:

- Head Coach – (position currently open)
- Asst. Coach- Ty Reese, 16th year
- Asst. Coach – Taylor Sanagorski, 4th year

The Butler baseball team is coming off another strong season on the field posting a 35+ win season. Six players earned All-KJCCC honors while 10 made the NJCAA All- Academic team. Also, this summer, Izack Tiger was drafted to the Texas Rangers as the 201st pick. This is the third Grizzly since 2019 to get drafted to the MLB straight from Butler.

CROSS COUNTRY & TRACK:

- Head Coach- Greg Franklin, 9th year
- Asst. Coach- Mark Emerson, 3rd year

This sport includes both men's and women's cross country and men's and women's indoor and outdoor track and field. The year's highlight featured a handful of individual National championships on the track and field side. The Butler men finished 6th as a team at the Outdoor Track NJCAA Championships, with their 4x100 team winning a national championship.

WOMEN'S BASKETBALL:

- Head Coach- Mike Helmer 16th year
- Asst. Coach- Abby Fawcett 12th year

The Grizzlies finished the year 24-7 and were eliminated from their NJCAA National Tournament appearance in the semifinals of the Region VI tournament last season. Butler returns All-KJCCC players Freddie Wallace and Maycee James. Freddie Wallace was selected as NJCAA All-American. The Grizzlies will look to get back to the national tournament. They won the conference three straight years from 2018-21 and look to get back on top this year.

VOLLEYBALL:

- Head Coach- Lisa Lechtenberg, 5th year
- Asst. Coach- Tessa Arasmith-Cosby, 5th year

The Butler volleyball team finished the 22-23 season with a 25-12 record, falling to Seward in the Region VI Championship game. Butler had two All-Americans and four All-KJCCC players. Butler is 5-3 this season and ranked 17th in the national polls. They had eight NJCAA All-Academic athletes.

SOFTBALL:

- Head Coach- Morgan Bohanan, 2nd year
- Asst. Coach- Megan Johnson, 2nd year.

Butler claimed their 13th straight KJCCC championship last season and made another trip to the NJCAA National Tournament. 10 players made the All-Conference team and Allyson Montgomery was named NJCAA All-American. They finished with eight players on the NJCAA All-Academic team.

SOCCER:

- Head Coach- Adam Hunter, 17th year
- Asst. Coach – Travis Stipp, 8th year
- Asst. Coach-Junior Galvan, 2nd year

Since the program's inception in 2002 the women's soccer team has won 14 conference championships, ten Region VI titles, and has advanced to the national tournament ten times in the past eleven years. Last year's team went 18-4-2 overall. Brooklyn Hunter was named an NJCAA All-American and they had 13 NJCAA All-Academic team members in the classroom.

Overall, Butler had 55 student-athletes named NJCAA Academic All Americans with GPAs of 3.5 or higher.

SERVICE TO THE COMMUNITY:

The athletic department also has participated in the Grizzly give back day since its inception, volunteers in the USD 490 elementary school mentoring program, participated in the Wichita Eagle give back to the community basketball camp day, and have donated season tickets to many charities throughout Butler County.

Community Service/Outreach:

Men's Basketball:

- Volunteered at Grandview Elementary

Women's Basketball:

- Mentoring at Skelly Elementary

Volleyball:

- Foundation Auction
- Rec Center VB Clinic
- Help with EHS VB Tournament
- Read Across America Dr. Seuss
- Donated VB Baskets

Softball:

- Mentored at Skelly Elementary

Baseball:

- Helped Stuff Thanksgiving baskets

Football:

- White Eagle Credit Union Commercials
- Andover Tornado Cleanup

Track/XC

- Adopt-A-Class (Skelly Elementary)
- Skelly Play Day
- Grandview

Soccer:

- Mentoring Program at Elementary School
- YMCA Youth Soccer Clinic

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES
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None.

BOARD ACTION ITEMS

TOPIC for ACTION
Yorktown Road and Commerce Street Development

REPORT:

At the August 28, 2023 Board Work Session, Jennifer McCausland, Andover City Administrator, Lance Onstott, Assistant City Administrator, and Mayor Ronnie Price were in attendance to provide information and an update on the plans for the construction of Yorktown Road and Commerce Street in Andover. Yorktown Road will be constructed on the east boundary of the 5000 Building property and Commerce Street on the south boundary.

Information was provided on the development projects and required infrastructure, the history of the project, and the project going forward. In December 2019, the College and City of Andover agreed to and signed Petitions for the Paving and Incidental Drainage Improvements for Yorktown, Water Distribution Improvements for Yorktown, Paving and Incidental Improvements for Commerce, and Water Distribution Improvements for Commerce. Additionally, the Developer's Agreement was signed. The Petitions and Developer's Agreement identified the estimated costs for these projects with the City paying 40% of the final cost and the College paying 60% of the final cost.

In discussion of the history of the project, the City noted a number of issues that have delayed the construction of the roads until now including among other things, the reluctance of the College to help in constructing the segments of Yorktown and Commerce bordering the College property until the route of Yorktown was finalized, the pandemic, the Andover tornado, and uncertainty of final grant funding for the City. Projects costs have increased since the original petitions were signed in December 2019. Original cost estimates for all 4 projects and revised cost estimates are listed below. Butler's portion of the project would be paid through special assessments over a 20-year period.

Yorktown Road and Commerce Street

IMPROVEMENT	ORIGINAL PETITION	INCREASE	REVISED ESTIMATE*	BUTLER SHARE WITH INCREASE**	ANDOVER SHARE WITH INCREASE**
Commerce Paving	\$841,000	\$224,000	\$1,065,000	\$639,000	\$426,000
Yorktown Paving	\$840,000	\$398,000	\$1,238,000	\$742,800	\$495,200
Yorktown Waterline	\$119,000	\$37,000	\$156,000	\$93,600	\$62,400
Commerce Waterline	\$58,000	\$6,000	\$64,000	\$38,400	\$25,600

Butler Increase: \$399,000 Andover Increase: \$266,000

*Revised Petition Amounts

**Maintains original 60%/40% share

20-YEAR AMORTIZATION ANNUAL DEBT SERVICE ESTIMATES @ 4%	
Original	\$81,500
Current	\$110,670
Increase	+\$29,170

The City of Andover is requesting updated petitions be signed to include new estimated costs as noted above. The petition amounts do not include right-of-way acquisition costs, legal fees, or administrative costs as the City will assume 100% of these costs and not pass any portion along to Butler. With approval of the updated petitions, the projects will be sent to bid for final costs.

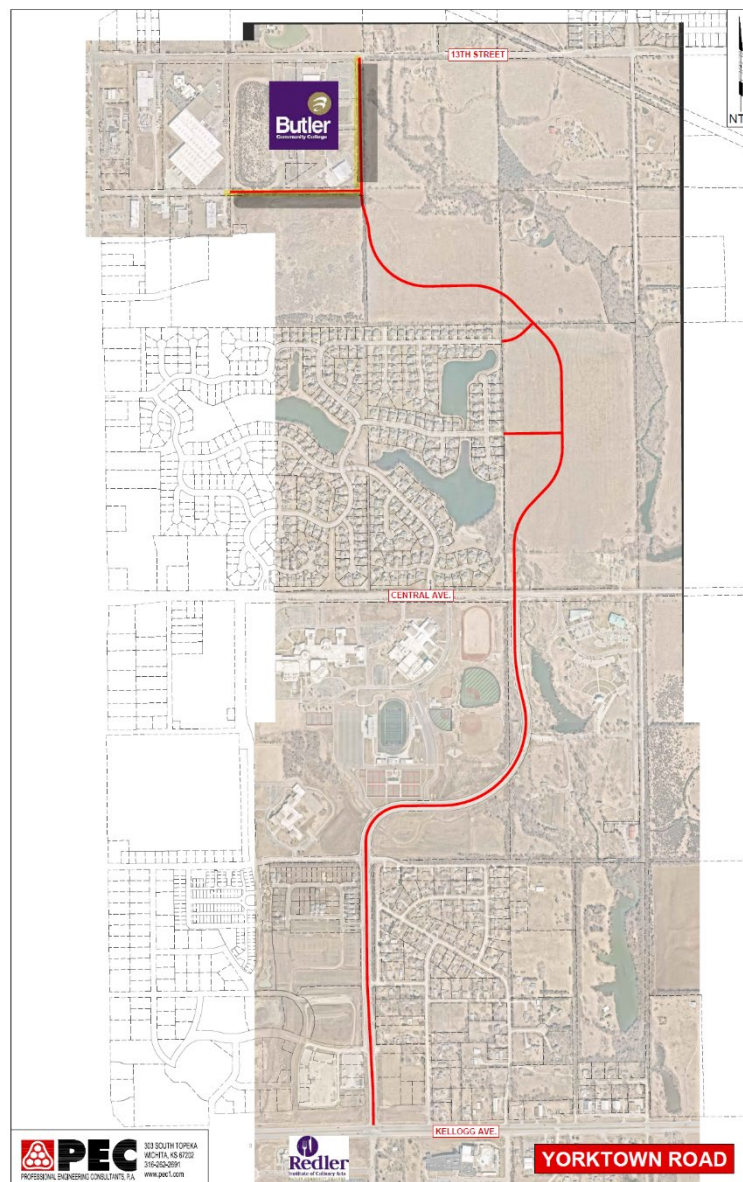
RECOMMENDED ACTION:

The Board approve the development of updated petitions for Yorktown Road Paving, Yorktown Road Waterline, Commerce Street Paving and Commerce Street Waterline with the College being responsible for no more than the agreed upon 60% share of the final costs and with Butler's portion of the project to be paid through special assessments over a 20-year period.

RECOMMENDED FUNDING SOURCE:

General Fund Budget

Submitted by: Dr. Kimberly Krull, President
Supervisor: Forrest Rhodes, Board Chair
Date: September 12, 2023



TOPIC for ACTION
Retirement of Deborah Reiter

REPORT:

Deborah Reiter, Verification Specialist, Financial Aid, has submitted her notice of resignation (retirement) effective August 31, 2023. Deborah has been an employee of Butler Community College for 14.5 years.

RECOMMENDED ACTION:

The administration recommends that the Board accept the resignation notice for Deborah Reiter.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by:	Shelley Stultz, Associate VP of Human Resources
Supervisor:	Dr. Kim Krull, President
Date:	August 20, 2023

Kathy Conner

From: Deborah A. Reiter
Sent: Monday, July 10, 2023 2:04 PM
To: Kathy Conner; Heather Ward
Subject: Resignation

I want to Thank you all for my time here at Butler but it is time that I start the next chapter in my life. I hereby resign/retire my position as of Aug. 31st 2023. I do not want a retirement gathering as I feel that is for people with much more tenure than I.

Kathy please let me know when would be a good time for us to meet. I have gathered the documents that are needed to proceed. Is there anything I can do on my part before I met with you?

Sincerely,

Debbie Reiter
Butler Community College
Financial Aid
316-322-3121

Ready for life
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TOPIC for ACTION
Retirement of Perry Ireland

REPORT:

Perry Ireland, Fleet and Facilities Maintenance Technician, has submitted his notice of resignation (retirement) effective September 30, 2023. Perry has been an employee of Butler Community College for 25 years.

RECOMMENDED ACTION:

The administration recommends that the Board accept the resignation notice for Perry Ireland.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by:	Shelley Stultz, AVP of Human Resources
Supervisor:	Dr. Kim Krull, President
Date:	August 29, 2023

July 26, 2023

Dear Mike and Ireland,

I will be retiring on October 1, 2023, and my last working day will be September 30, 2023. I am happy to have been able to be of service to the Butler family and I thank you for giving me the opportunity to have a career here.

Sincerely,

A handwritten signature in black ink, appearing to read "Perry Ireland". The signature is fluid and cursive, with a large initial "P" and a long, sweeping underline.

Perry Ireland



**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., August 8, 2023 – Dankert Board Room**

Meeting Recording can be viewed at www.youtube.com/watch?v=xqDyLpzT84w

STAFF ATTENDANCE

Tom Borrego	Kerry Potter
Christina Byram	Bill Rinkenbaugh
Zach Cannady	Dr. Heather Rinkenbaugh
Shannon Covert	Dr. Terry Sader
Erika Gestring	Janet Schueller
Dr. Julio Guerrero	Kelly Snedden
Jennifer Hartman-Vice	Dr. Phil Speary
Amy Kjellin	Shelley Stultz
Dr. Kim Krull	Candice Sullivan
Dr. Esam Mohammad	Kent Williams
Dr. Tom Nevill	Bill Young *(z)
Dr. Jessica Ohman *(z)	

BOARD ATTENDANCE

Kim Braungardt
Mary Martha Good *(z)
Linda Jolly, Vice Chair
Forrest Rhodes, Chair
Dave Sherrer
Shelby Smith
Julie Winslow

GUESTS

Evan Funk
Janice Jones
Kaden Warner (student, video)

*(z) – denotes attendance via Zoom.

CALL TO ORDER

(YouTube @ 1:23)

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

PLEDGE OF ALLEGIANCE

(YouTube @ 1:30)

The Pledge of Allegiance was said.

APPROVAL OF THE AGENDA

(YouTube @ 1:53)

Trustee Rhodes shared that since Trustee Good is on Zoom this evening with scheduling issues he suggested moving all action items to follow Public Comments.

Trustee Smith moved to move item X. D-2 – Esports Club Sport Recommendation from the consent agenda to Action Item IX-E. Trustee Winslow seconded.

Trustee Rhodes indicated that the voting order would be changed due to Trustee Good being on Zoom due to issues with connectivity and the ability to hear on Zoom. After discussion the Trustees

chose to vote starting with Trustee Smith and moving counter clockwise. On roll call vote, Trustee Smith's motion passed 7-0.

Trustee Smith moved to move item X. D-3 – Butler Service Center Lease Agreement from the consent agenda to Action Item IX-F. Trustee Winslow seconded the motion. On roll call vote, the motion passed 6-1, with Trustee Good voting nay.

Trustee Smith moved to move the now amended Board Action Items and Consent Agenda to follow Public Comment on the agenda. Trustee Sherrer seconded. On roll call vote, the motion passed 6-1, with Trustee Good voting nay.

Trustee Sherrer moved to approve the agenda as amended. Trustee Smith seconded the motion. On roll call vote, the motion passed 6-1, with Trustee Good voting nay.

RECOGNITIONS

(YouTube @ 8:52)

Dr. Krull recognized Brooklyn Hunter for being named the Greater Wichita Area Junior College Female Athlete of the Year. She also recognized Izack Tiger of Butler Baseball, who was selected in the 7th Round of the MLB Draft by the Texas Rangers. She also recognized Caden Kickhaefer for being named a Rawlings & ABCA Gold Glove Recipient and Nazzio John for being named the Central Region Track Athlete of the Year. Dr. Krull also recognized the 55 student-athletes that were named NJCAA Academic All Americans with a GPA of 3.5 or higher.

PUBLIC COMMENT

(YouTube @ 11:20)

Evan Funk, Chair of the Butler Community College Foundation Board of Directors offered comments in support of the continued relationship between the College and the Foundation.

BOARD ACTION ITEMS

- A. Notice of Public Hearing (YouTube @ 15:07) – Trustee Sherrer moved to approve the Notice of Public Hearing as presented. Trustee Jolly seconded the motion. Trustee Rhodes shared that this reflects the same amount of tax levied last year. Trustee Smith asked clarifying questions about the advertising budget. Kent Williams shared that the increase last year was added to the base advertising budget. Dr. Krull shared that Kelly Snedden will present an update on advertising efforts at the August Work Session. Trustee Braungardt asked about the amount of tax needed if the Board did not vote to exceed revenue neutral. She expressed that it seemed unnecessary for a such a nominal amount of money. Trustee Jolly shared that once again the College is passing a deficit budget She also shared that the base state aid is not guaranteed in the future, and that she would like to see a long-term sustainability plan to address inflation and other issues. The Trustees had lengthy discussion around the additional advertising dollars as it relates to enrollment. On roll call vote, the motion passed 4-3, with Trustee Braungardt, Trustee Smith and Trustee Winslow voting nay.
- B. EDCF U-Dorm Electrical (YouTube @ 38:33) – Dr. Heather Rinkenbaugh shared information about the relationship with the Kansas Department of Corrections and Butler. Over the past two years, KDOC has granted over \$834,000. Butler then is required to meet certain outcomes in order to maintain this program. One of the former cellhouses has been given to Butler to use, however the electrical has been stripped and Butler just recently learned that the College must fund the electrical upgrades in order to be able to use equipment for Construction classes at EDCF. She shared that there has been significant enrollment growth at EDCF, also. This would not be an additional budget request, rather funded through the Academic Innovation Fund. Dr. Tom Nevill shared about the long-term benefits of this program to the College. Trustee Winslow moved to approve the electrical work as presented.

Trustee Sherrer seconded. Trustee Smith asked what other programs are available at EDCF. He also asked if other bids were received, but also understood that the recommended contractor has gone through the procedures necessary to work at EDCF. On roll call vote, the motion passed 7-0.

- C. Fairness in Women's Sports Act (YouTube @ 47:35) – Dr. Krull shared that this stemmed from the passage of a House bill that designates participants in athletics based on biological sex. This will be added to college policy per state statute. Trustee Smith moved to approve the policy as presented. Trustee Braungardt seconded. On roll call vote, the motion passed 7-0.
- D. Funding of the Butler Community College Foundation (YouTube @ 49:50) – Trustee Smith moved that no Foundation salaries shall be paid by the College, other than the required accounting officer position. Trustee Winslow seconded. Tom Borrego shared additional information about the relationships between Community College Foundations and their respective Colleges around the state. He also shared about the Foundation's impact on the College and the ROI provided by the Foundation, which allows for maximum contribution to student success. Trustees engaged in conversation about how the funds used to support the Foundation may otherwise be used if they choose to support Trustee Smith's motion. On roll call vote, the motion failed 1-6, with Trustee Good, Trustee Braungardt, Trustee Jolly, Trustee Rhodes, Trustee Winslow, and Trustee Sherrer voting nay.
- E. E-Sports Club Sport Recommendation (YouTube @ 1:08:02) – Bill Rinkenbaugh shared that two faculty had come forward to start a club team for E-sports, which would be recognized by NJCAA-E using two gaming lounges that were built on the El Dorado and Andover campuses. Trustee Smith asked how the game rooms were funded, and Bill Young shared that it was primarily funded through Student Life Funds. Trustee Sherrer moved to approve the request to establish a BCC E-sports club team to begin in Fall 2023. Trustee Smith seconded. On roll call vote, the motion passed 7-0.
- F. Butler Service Center Lease Agreement (YouTube @ 1:12:08) – Trustee Sherrer moved to approve the renewal of the lease of the Butler Service Center as presented. Trustee Jolly seconded the motion. Trustee Smith expressed that he doesn't believe the College needs a presence on Rock Rd. with the other options available for enrollment. Trustee Rhodes indicated that this would risk \$1.85million in revenue to save barely 1% of that amount. Trustee Winslow proposed offering incentives for students who enroll at the Andover facility. Dr. Rinkenbaugh shared that the perceived savings would negate the loss of revenue and credit hours generated by the Service Center. On roll call vote, the motion passed 6-1, with Trustee Smith voting nay.

CONSENT AGENDA

(YouTube @ 1:17:40)

Trustee Smith moved to approve the consent agenda as amended. Trustee Sherrer seconded the motion. On roll call vote, the motion passed 7-0.

STANDING REPORTS

Student Government Association –

No report this month.

Operational Staff

(YouTube @ 1:18:28) Newly elected Operational Staff President Zach Cannady introduced the new OpStaff officers Alyssa Dehnke-White (Vice-President), Patty McFadden (Secretary), and Jana Porter (Treasurer), who will be serving for the next two years. He expressed OpStaff's appreciation for the Board's support of the recent salary increases. He also shared that OpStaff, will be sponsoring Welcome Back tables on August 21 and August 22 at various locations on Butler campuses. The next meeting is scheduled for September 14 in Andover.

Professional Employees

(YouTube @ 1:20:09) – Dr. Sader reported that faculty will be participating in Professional Development Days starting August 14. He indicated that there is a wonderful line-up of speakers and sessions that will help faculty improve their craft.

Board Finance Committee

(YouTube @ 1:23:15) – Trustee Jolly shared that the July Statement of Revenue & Expenditures was shared via email. The expenses are in line with last year, even though Student Services would be slightly higher due to timing of certain purchases. She also shared that interest is much higher now, which is reflected on the statement.

Foundation Board Report

(YouTube @ 1:25:00) - Chair Rhodes indicated that the Foundation Board had not met, therefore he did not have a report to share.

President's Report

(YouTube @ 1:25:05) – Dr. Krull shared that Open Enrollment started on August 7 for health insurance benefits. Employees have until the 18th to get enrolled. Dr. Krull also shared that HR has been able to increase the minimum starting salary from \$11 per hour to \$13 per hour using the equity money that has been imbedded into the budget for the past several years. This is not only impactful for the College's current employees, but also helps Butler to be more competitive in the employment marketplace.

Dr. Krull shared that Marketing and College Relations have started e-newsletters for each Butler County community tailored to each specific community.

Butler Culinary and Marketing recently helped with the Butler County Farm Bureau Farm to Fork event at Fulton Valley Farms. Butler also recently celebrated the one-year anniversary of the Redler Culinary Arts with a Garde Manger event.

Dr. Krull shared that Jenni McCausland and Lance Onstott will be present at the August Work Session to provide an update on the Yorktown Road project.

Dr. Krull also shared that the Legislative Post Audit for Athletics has begun and Butler was chosen for the study. Trustee Jolly asked what information would be provided at the end of the study. Dr. Krull shared that it is currently unclear what the final report will look like, but the Post Audit team is looking at students that come from out of county and out of states, along with scholarship amounts. The LPA is still determining what questions and information will be gathered at this time.

Dr. Krull invited the Board to the PDD Social at 4pm, Monday, August 14 in the Welcome Center foyer.

Trustee Winslow asked clarifying questions regarding the increase to the minimum starting salaries the e-newsletters and an update on the Redler closing.

Educational Facilities Authority Report

(YouTube @ 1:43:47) – Trustee Sherrer shared that the group will meet soon. He also shared that various teams have been at the stadium learning the new video board and scoreboard equipment.

MONITORING REPORTS

There was no monitoring report this month.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

- A. Aruba Wireless & Wired Infrastructure (YouTube @ 1:44:23) – Christina Byram shared that Aruba network serves as the overarching border-to-border network on campus and has for the past five years. She shared that up until this point, it has been funded through HEERF funds, and this year would be funded with already allocated funds. Christina Byram shared that Aruba is more geared to education pricing and creates a more affordable solution with the ability to offer border-to-border wireless.
- B. Renewal of Ocelot Chatbot & Texting Platform (YouTube @ 1:47:00) – Christina Byram indicated that Ocelot is the College's AI chatbot, located on the website. This product was first implemented at Butler during the pandemic and has recently been expanded to include texting campaigns that provide a great opportunity to reach students.
- C. Council Grove Discussion (YouTube @ 1:49:28) - Dr. Heather Rinkenbaugh provided an overview of operations at the Council Grove site including revenues and expenditures, enrollment, credit hours that Council Grove staff enrolled, and comparable lease information within Council Grove as it related to leased space. Trustee Braungardt asked clarifying questions about the lease. Trustee Jolly asked what, if any, improvements had been made.
- D. Strategic Plan (YouTube @ 1:55:40) – Dr. Krull shared a copy of the newest Annual Report and highlighted the new Mission & Vision statements, Timeless Institutional Values and overarching goals of the strategic plan. Dr. Krull walked through the document, celebrated goals that were reached and outlined changes that are being made throughout the next year. Trustee Winslow asked that the Strategic Plan be tied to departments and organizations and all objectives point to the mission statement. Shelley Stultz provided more information about how the work to complete strategic priorities flows down through teams and departments. Dr. Nevill shared that individual departments are responsible for the goals, and the monthly Key Performance Indicator reports throughout the year includes information on what teams are completing the work and progress toward the goal. Trustee Smith indicated that he would like to see a goal of increased enrollment.
- E. HLC Final Report (YouTube @ 2:17:24) – Dr. Phil Speary provided a summary report of the final Higher Learning Commission team report. Butler's 10-year accreditation was reaffirmed by the Institutional Action Council on July 18, 2023 and BCC remains on an Open Pathway. Dr. Speary indicated that Butler met all Criteria Core Components, with the exception of 2C – Governance. HLC will require an interim monitoring report to address the concerns in the Team Report surrounding Governance and show progress in January 2024. Pending acceptance of the monitoring report, a mid-cycle review will occur in the 2026-27 academic year. Dr. Speary shared that it is very unusual for institutions to only have to address one concern, and that Butler is in a very good place. Dr. Speary also highlighted suggestions for improvement from the HLC Site Team that will be implemented strategically over the next year. Dr. Speary also addressed the concern on Core Component 2C and the requirement of the Board to respond via monitoring report. Dr. Krull shared that Dr. Tom Bordenkircher, HLC Liaison, will attend the August Work Session to share the HLC's perspective of next steps for the Board. Trustee Smith shared that he finds the report disheartening and that he has a responsibility as a Trustee to find answers to questions from their constituents. Trustee Jolly shared that she takes very seriously that a third party evaluated the organization and despite governance concerns, the institution is mature and strong. Trustee Braungardt feels that the report is admonishing the dissenting minority, when it takes two sides to have a debate. Trustee Rhodes also indicated that there are other circumstances included in the report that does not come back to the dissenting minority specifically.

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad
No update this month.

Statement of Revenue & Expenditures – Submitted by Kerry Potter
No discussion.

Thank You Notes

(YouTube @ 2:54:35)

Dr. Krull pointed out a thank you from Financial Aid for the Board's support of salary increases for staff and part-time faculty.

Board Calendars

No discussion.

EXECUTIVE SESSION

(YouTube @ 2:55:15)

Trustee Sherrer moved that the Board recess into Executive Session to discuss negotiations, pursuant to the open meetings exception for said matters relating to employer-employee negotiations and that the Board, President Kim Krull, Bill Rinkenbaugh, Shelley Stultz, Dr. Tom Nevill, Dr. Phil Speary, Kent Williams and Alisa Erlich be included, with the meeting to resume in the Dankert Trustee Board Room within 45 minutes. Trustee Smith seconded the motion. On roll call vote, the motion passed 7-0.

ENTER EXEC SESSION @ 7:40pm

RETURN TO OPEN SESSION @ 8:16pm

ADJOURNMENT

(YouTube @ 3:47:25)

Trustee Winslow moved to adjourn the meeting. Trustee Smith seconded. On roll call vote, the motion passed 7-0. The regular meeting of August 8, 2023 was adjourned at 8:18pm.

Mary Martha Good – Secretary

BILLS AND WARRANTS

REPORT

Due to the timing necessary to submit the Board Book for printing and mailing, this information will be sent under separate cover and hard copies will be available at the Board meeting.

TOPIC for Action
Aruba Wireless and Wired Infrastructure

REPORT:

Ten years ago, the Internet of Things (IoT) emerged as a groundbreaking concept that has since revolutionized the way individuals stay connected. With the rapid advancement of technology, there has been a steady increase of connected devices requiring internet access, ranging from computers, watches, cell phones, gaming devices, clothing, kitchen appliances, to even building automation systems, among others. As a result, the average student now brings as many as seven devices to college, all of which rely on a stable internet connection.

In addition, Information Services department currently supports an extensive array of connected devices, including approximately 900 student classroom laptops, 550 employee laptops, 1000 desktop computers, 400 cameras, 480 access-controlled doors, and 190 servers/appliances. In order to support the needs of the students and the institution, Butler Community College maintains a border-to-border wireless environment and robust network infrastructure across all our campuses. A vital aspect of upholding this infrastructure is the yearly maintenance renewal for both the wired and wireless networks. This renewal encompasses essential services such as software updates, hardware failures/replacements, and technical support to ensure seamless operations. The annual renewal is a crucial support service required to maintain the infrastructure needed for all students, faculty, staff, and stakeholders.

The yearly maintenance renewal will enable Butler Community College to sustain a cutting-edge technological infrastructure and fulfill its commitment to fostering a connected and thriving academic community. Information Services, through the negotiation process, was able to reduce the Aruba renewal to \$30,447.92, saving the institution \$14,538.12.

RECOMMENDED ACTION:

Information Services recommends the board approve the annual Aruba maintenance renewal through CDWG for \$30,447.92

RECOMMENDED FUNDING SOURCE:

FY23 Infrastructure Services

Submitted by: Bill Young, Vice President of Digital Transformation/CIO
Supervisor: Dr. Kim Krull, President
Date: August 8th, 2023



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For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NMTX188	8/18/2023	NMTX188	0345781	\$30,447.92

QUOTE DETAILS

ITEM	QTY	CDW #	UNIT PRICE	EXT. PRICE
HPE FC NBD EXCH EDU R RNW 25K-200K	1	5041140	\$30,447.92	\$30,447.92
Mfg. Part#: H9PX9AC-1				
Electronic distribution - NO MEDIA				
Contract: Univ of KS Brd Regents, Affiliate - Catalog (17010729)				

SUBTOTAL	\$30,447.92
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$30,447.92

PURCHASER BILLING INFO	DELIVER TO
Billing Address: BUTLER COUNTY COMMUNITY COLLEGE FINANCE OFFICE 901 S HAVERHILL RD EL DORADO, KS 67042-3280 Phone: (316) 321-2222 Payment Terms: NET 30-VERBAL	Shipping Address: BUTLER COUNTY COMMUNITY COLLEGE AMY KERSCHNER 901 S HAVERHILL RD EL DORADO, KS 67042-3280 Shipping Method: ELECTRONIC DISTRIBUTION
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Dave Walczak | (877) 493-1102 | davewal@cdwg.com

TOPIC for Discussion
Ocelot Chatbot & Texting Platform

REPORT:

For more than 17 years, Ocelot has been dedicated to serving community colleges and universities across the United States. The Ocelot chat bot stands as a powerful tool to promote student self-service, reduce reliance on phone calls, enhance customer service, and ultimately boost student retention rates. With an impressive client retention rate exceeding 96% year after year, Ocelot has successfully launched over 230 chat bots tailored to the needs of colleges and universities.

Ocelot chat bot provides a host of benefits, with delegating tier 1 inquiries to the chat bot, institutions can reduce the volume of phone calls and emails, thereby optimizing staff time. Students experience increased engagement and satisfaction as they receive instant answers 24/7, enabling seamless interactions at any time of the week. Since implementation in 2021, Butler's chatbot has answered nearly 100,000 questions, 24/7, 7 days a week. Students can also initiate a live chat with staff through chatbot.

Ocelot's chat bot features a pre-loaded knowledge base equipped with a video library encompassing 20+ departments. Additionally, the chat bot boasts multilingual capabilities, API integrations, detailed reporting and analytics, and a Live Chat transfer option for seamless transitions to live agents.

Furthermore, Ocelot's texting service provides a unique opportunity to connect with students, both current and prospective, ensuring essential information such as enrollment details reaches them in a strategic and timely manner. Butler student services recently began texting with Ocelot platform and has since launched multiple campaigns focused on enrollment events and students that have applied but not enrolled.

Five-year renewal costs for Ocelot Chatbot and texting platform are:

Year 1 \$64,375 Year 3 \$62,500 Year 5 \$62,500

Year 2 \$64,375 Year 4 \$62,500

RECOMMENDED ACTION:

Recommend the board approve the 5 year renewal of Ocelot Chatbot and Texting for \$316,250.00

RECOMMENDED FUNDING SOURCE:

Information Services Budget

Submitted by: Bill Young, Vice President of Digital Transformation / CIO

Supervisor: Dr. Kim Krull

Date: 8th August 2023



ORDER FORM #00004545

ORDER FORM			
Customer:	<u>Butler Community College - KS</u>		
Contact Name:	Amy Kerschner		
Contact Email:	akerschner@butlercc.edu		
Billing Address:	901 S. Haverhill Road, El Dorado, KS, 67042-3225		
Billing Point of Contact:			
Billing Email:			
Billing Phone Number:			
Prepared By:	Max Shure		
Preparer's Email:	max.shure@ocelotbot.com		
Effective Date:	11/15/2023		
Initial Term:	5 years		
Service Term:	11/15/2023 - 11/14/2028		
Payment Terms:	Year 1: \$64,375 due 11/15/23 (service period 11/15/23-11/14/24) Year 2: \$64,375 due 11/15/24 (service period 11/15/24-11/14/25) Year 3: \$62,500 due 11/15/25 (service period 11/15/25-11/14/26) Year 4: \$62,500 due 11/15/26 (service period 11/15/26-11/14/27) Year 5: \$62,500 due 11/15/27 (service period 11/15/27-11/14/28)		
Item	Description	Unit Amount	Item Total
Chatbot: Discount	Campus Wide Chatbot discount	\$-4,000.00	\$-20,000.00
Texting: Subscription	Texting for up to 10,000 prospective students	\$7,725.00	\$38,625.00
Texting: Subscription	Texting for up to 6,700 enrolled students	\$10,300.00	\$51,500.00
Chatbot: Campus Wide	Chatbot for Entire Campus	\$50,350.00	\$251,750.00
Chatbot: Multilingual	Included with Campus Wide Chatbot purchase.	\$0.00	\$0.00
LiveChat: Subscription	LiveChat enabled for chatbot departments supported under the contract. Campus Wide	\$0.00	\$0.00



	package includes up to 25 Live Chat Agent Licenses. Additional Bundles of 25 available for purchase.		
Discount: Other	Discount is a one time discount for year 3, 4, and 5. Discount will be applied evenly across year 3, 4, and 5 (\$1,875 each year)	\$-5,625.00	\$-5,625.00
Agreement Total			\$316,250.00

This Order Form is subject to the Master Services Agreement (the “MSA”). If there is any conflict or ambiguity between the terms of this Order Form and the MSA, the terms contained in this Order Form shall have priority over the MSA.

Butler Community College - KS

CAREERAMERICA, LLC dba OCELOT

Name:

Title:

Date:

Name:

Title:

Date:

RATIFICATION OF AGREEMENTS AND CONTRACTS

TOPIC for ACTION

Butler EMT Course and Butler County MOU

REPORT:

The Butler Community College (the College) Fire & EMS Education Department is seeking Board approval to offer the FS 212 - Emergency Medical Technician (EMT) course at the Butler County Public Safety Building in Augusta, Kansas. This offering will accommodate the request of the Augusta Department of Public Safety, who needs its personnel to become certified EMTs.

Fire & EMS Education is prepared to offer an EMT section in a 12-week format starting September 18th, 2023. The department will also be able to offer additional sections upon request in 8-week, 12-week, or 16-week formats until the end of 2023-24 academic year.

Butler County has agreed to provide space and all necessary resources for the College to be able to teach at the Public Safety Building in Augusta. The College currently has all the required equipment, supplies, instructional materials, and faculty. No increased cost to the institution to offer the EMT course in Augusta will be incurred.

RECOMMENDED ACTION:

Board approval to allow Fire & EMS Education to offer the FS 212 - EMT course in Augusta, Kansas.

RECOMMENDED FUNDING SOURCE:

Student tuition and fees currently fund FS 212; no additional funding source is needed.

Submitted by: Evan Seiwert, Chair of Fire and EMS Education

Supervisor: Dr. Julio Guerrero, Dean of Health, Education, and Public Services

Date: August, 30 2023

MEMORANDUM OF UNDERSTANDING

by and between:

BUTLER COMMUNITY COLLEGE
and
BUTLER COUNTY, KANSAS

Emergency Medical Technician Course

This Memorandum of Understanding ("MOU"), entered into on September 13, 2023, by and between BUTLER COMMUNITY COLLEGE, hereinafter called ("THE COLLEGE") and BUTLER COUNTY, KANSAS, hereinafter called ("THE COUNTY") to allow THE COLLEGE'S Fire & EMS Education Department to offer its FS 212 Emergency Medical Technician ("EMT") course at THE COUNTY'S Public Safety Building in Augusta, Kansas.

THEREFORE, IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

A. GENERAL TERMS

1. The term of this MOU will begin on September 13, 2023 and will end at the conclusion of the 2023-2024 academic year. THE COLLEGE will teach the FS 212 Emergency Medical Technician (EMT) course in a 12-week format starting September 18, 2023 and ending on December 15, 2023. THE COLLEGE may also offer the EMT course in an 8-week or 16-week format during this term.
2. Both THE COUNTY and THE COLLEGE will actively support and promote THE COLLEGE'S EMT course at the the THE COUNTY'S Public Safety Building in Augusta, Kansas.
3. THE COLLEGE will be the provider of the EMT course at the THE COUNTY'S Public Safety Building in Augusta, Kansas for students who have met the following two criteria:
 - the student has applied to THE COLLEGE and has been admitted prior to the start of the course; and
 - the student has enrolled in the course through THE COLLEGE'S Advising and Enrollment system.
4. THE COLLEGE reserves the right to refuse admittance to student.
5. Both THE COUNTY and THE COLLEGE will cooperate to generate operational efficiencies, whenever feasible.

B. THE COUNTY'S REQUIREMENTS

6. THE COUNTY will make space available to THE COLLEGE in the THE COUNTY'S Public Safety Building in Augusta, Kansas starting September 13, 2023. The space shall include:
 - a. Classroom instructional space equipped with a projector, audio/video equipment, and capacity to connect to a laptop computer;
 - b. limited space for instructional equipment storage; and
 - c. shared lab space based on scheduling and availability.
7. THE COUNTY will provide THE COLLEGE with internet access via wired and/or wireless connections, and troubleshoot and make internet repairs as needed.

8. THE COUNTY will work with the THE COLLEGE'S Chair of the Fire & EMS Education Department to determine equipment and technology needs.
9. THE COUNTY shall be solely responsible for paying all utilities, including water, sewer, gas, electricity, custodial services and products, trash removal, basic maintenance, and general supplies, that arise out of and become due in connection with its facility.

C. THE COLLEGE'S REQUIREMENTS

10. THE COLLEGE will complete all necessary paperwork to offer the EMT course at the THE COUNTY'S Public Safety Building in Augusta, Kansas.
11. THE COLLEGE will provide all equipment necessary to offer its EMT course at the THE COUNTY'S Public Safety Building in Augusta, Kansas and will retain all equipment at the end of term.
12. THE COLLEGE will provide the instruction and pay for the operational and salary costs associated with the EMT course.
13. THE COLLEGE will keep tuition and fees, state aid, grants, and other sources of revenue generated from the EMT course, in addition to all credit hour production generated by the course.
14. THE COLLEGE will follow THE COUNTY'S policies and procedures for facilities use.

D. THE COLLEGE'S USE OF THE FACILITY

15. THE COLLEGE shall occupy assigned classrooms during scheduled times and when available during all hours, daytime, evening, and weekends. THE COLLEGE may use additional classrooms at THE COUNTY'S Public Safety Building in Augusta, Kansas provided the classrooms are not being used by THE COUNTY.
16. THE COLLEGE is not allowed to sublease or allow usage of THE COUNTY'S facility or any of the equipment within the facility referenced within this MOU by any "For Profit" entity.

E. EQUIPMENT SHARING

17. All furniture, furnishing, equipment, supplies, mannequins, technology and electronic and hard-bound library materials that are THE COLLEGE'S or have been paid for by THE COLLEGE will remain the property of THE COLLEGE.
18. All furniture, furnishing, equipment, supplies, mannequins, technology and electronic and hard-bound library materials that are THE COUNTY'S or have been paid for by THE COUNTY will remain the property of THE COUNTY.

F. INSURANCE

19. Each party hereto is responsible for obtaining general liability insurance and insurance coverage on all its personal property.

20. Each party shall provide proof of insurance to the other party on an annual basis.

G. MUTUAL INDEMNITY CLAUSE

21. THE COLLEGE agrees to save and hold harmless THE COUNTY'S from any and all claims, demands, costs and damages arising out of THE COLLEGE's use of THE COUNTY'S premises. The parties shall carry liability insurance in an amount agreed to by both parties. THE COUNTY shall appear as an additional insured on THE COLLEGE'S policy. THE COLLEGE will be responsible to secure and maintain personal property insurance on the equipment owned by THE COLLEGE. THE COUNTY shall not hold harmless or indemnify any third party beyond that liability incurred under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).

H. SETTLEMENT OF DISPUTES

22. In the event that any dispute should arise between THE COUNTY and THE COLLEGE, THE COLLEGE'S Chair of the Fire & EMS Education Department and THE COUNTY'S "designee" shall attempt to resolve the conflict. In the event they are unsuccessful then the President of THE COLLEGE and the Chairman of THE COUNTY's Board of Commissioners will facilitate use of approved College and County policies to attempt to resolve the dispute.

I. SAVINGS CLAUSE

23. If any provision of this MOU is determined by a court having jurisdiction to be unenforceable to any extent, the rest of that provision and of this MOU will remain enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties hereto have signed this Memorandum of Understanding in duplicate, each to be treated as an original the day and year first above written.

By: _____
Kelly Herzet, Chairman
Butler County Board of Commissioners
Date: _____

By: _____
Dr. Kimberly Krull, President
Butler Community College
Date: _____

TOPIC for ACTION
Clinical Affiliation Agreement for NMC Health (Newton)

REPORT:

Butler Community College and Newton Healthcare Corp (NMC Health) hospital, plan to enter into an agreement for an indefinite period of time to furnish a clinical lab experience that is mutually agreed upon between NMC and Butler's Nursing Program, for students in nursing at NMC.

RECOMMENDED ACTION:

Board approval to contract with Newton Healthcare Corp (NMC Health) in a clinical partnership.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by:	Janet Schueller, Associate Dean – Health, Education & Public Service
Supervisor:	Dr. Julio Guerrero, Dean – Health Education & Public Service
Date Submitted:	August 30, 2023



PO Box 308 | Newton, KS 67114

AFFILIATION AGREEMENT

This agreement made this August 30, 2023 between Butler County Community College (hereinafter called "College") and Newton Healthcare Corporation DBA NMC Health (hereinafter called "Cooperating Agency").

WHEREAS, Cooperating Agency, is located at 600 Medical Center Drive, Newton KS 67114 and provides clinical services;

WHEREAS, College provides accredited programs in the allied health field hereinafter "Program," and desires its students in Program to obtain educational experiences by utilizing appropriate facilities and personnel of third parties;

WHEREAS, Cooperating Agency has the appropriate facilities and personnel for Program's students and has agreed to make such facilities and personnel available to College; and

WHEREAS, Cooperating Agency and College desire to cooperate to establish and implement such a Program involving the students and personnel of College and the facilities and personnel of Cooperating Agency.

NOW AND THEREFORE, in consideration of mutual promises herein, College and Cooperating Agency agree that any Program established and implemented by Cooperating Agency and College during the terms of this Agreement shall be subject to the following terms and conditions:

- I. RESPONSIBILITY OF COOPERATING AGENCY. Except for acts to be performed by College pursuant to the provisions of this Agreement, Cooperating Agency shall furnish the premises, personnel, services, and all other items necessary for the educational experience, and, in connection with such Program, Cooperating Agency also shall:
 - A. Comply with all applicable federal, state and local laws, ordinances, rules, and regulations.
 - B. Provide access to information, including protected health information, as amended (PHI), as indicated or as may be necessary to comply with the students Educational Plan. The Cooperating Agency shall provide a statement of confidentiality to be signed by students, faculty, and other agents of the College who have access to PHI and provide training to students, faculty and other agents of the College regarding the Health Insurance Portability



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and Accountability Act, as amended, (HIPAA) and the appropriate use and disclosure of PHI in accordance with the policies and procedures of the Cooperating Agency.

- C. Provide the College's students with an appropriate orientation of Cooperating Agency's policies and procedures
- D. Endeavor to comply with all applicable requirements of any accreditation authority over Cooperating Agency and College and certify such compliance upon request by College.
- E. Permit the authority responsible for accreditation of College's curriculum to inspect the facilities, services and all other items provided by Cooperating Agency for purposes of the educational experience upon reasonable notice.
- F. Designate a person to serve for Cooperating Agency as liaison, hereinafter "Cooperating Agency Liaison," and provide College, in writing, the name and professional and academic credentials of the person proposed as Cooperating Agency Liaison prior to the start of the educational experience(s).
- G. Provide the College's students with learning opportunities under appropriate supervision and provide ongoing feedback and evaluation of student performance using mechanism requested by the College.
- H. Retain ultimate responsibility for patient care.
- I. Provide, at College student's expense, emergency care for injuries or acute illness while on duty at Cooperating Agency.
- J. The Cooperating Agency does not guarantee it will place or maintain placement of any Program student at Cooperating Agency.
- K. Notify College, in writing, of any student whose work or conduct with clients, patients, or personnel is not, in the opinion of Cooperating Agency in accordance with acceptable procedures or standards of performance or otherwise could disrupt patient care or Cooperating Agency's operation. Cooperating Agency may immediately remove from the premises any student who poses an immediate threat or danger to personnel or to the quality of medical services or for unprofessional behavior. In such event, said Program Participant's participation



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in the Program at Cooperating Agency shall immediately cease, subject to being resumed only with the mutual agreement of Cooperating Agency and College.

II. RESPONSIBILITIES OF COLLEGE. The College shall:

- A. Provide Cooperating Agency, in writing, the names of the students assigned by College to participate in the Program prior to the beginning of the Program's educational experience(s). The number of students accommodated and the area of clinical experience granted shall be at the discretion of the Cooperating Agency.
- B. The College shall direct all students and faculty if present to comply with the policies and procedures of the Cooperating Agency including those responsibilities under this Agreement regarding HIPAA and the use and disclosure of PHI, specifically CFR parts 160 and 164. Solely for the purpose of defining the students' role in relation to the use and disclosure PHI students are defined as members of the Cooperating Agency workforce, as that term is defined by 45 CFR 160.103, when engaged in activities pursuant to the Agreement.
- C. Assign only those students who have satisfactorily completed those portions of College curricula that are a prerequisite to Program participation.
- D. Provide materials and instruction on any required evaluation of student's performance.
- E. Designate a member of College faculty, hereinafter "College Representative," to coordinate the educational experience of students participating in the Program with the Cooperating Agency Liaison, and provide Cooperating Agency, in writing, the name of the College Representative.
- F. Upon receipt of Cooperating Agency's written notice of a student or other Program Participant whose work or conduct with clients, patients, or personnel is not in accordance with acceptable procedures or standards of performance or otherwise could disrupt patient care or Cooperating Agency's operation, evaluate such student's conduct, and take appropriate action. It is understood that, if Cooperating Agency acts under the provisions of Section 1.j., above, that Program Participant's participation in the Program at Cooperating Agency shall immediately cease, subject to being resumed only with the mutual agreement of College and Cooperating Agency.



PO Box 308 | Newton, KS 67114

G. The College does not guarantee it will place or maintain the placement of any Program student at Cooperating Agency.

H. Require faculty and other College-employed Program Participants to execute and abide by the Confidentiality Statement attached hereto as Exhibit A.

A. Through letter of attestation, confirm that each student has submitted the appropriate health record documentation prior to reporting to the Cooperating Agency including the following:

1. Criminal Background Check
2. Drug and Alcohol testing
3. Health Examination — completed within the last 12 months
4. Proof of Health Insurance or declination waiver
5. Current CPR— Health Care Provider BLS
6. Required Immunizations
 - a. Mumps, Rubella, and Rubeola (MA/IR) — 2 doses
 - b. Varicella — 2 doses
 - c. Hepatitis B — 3 doses series or declination
 - d. Tdap — within the last 10 years
 - e. TB — negative skin test within the past 12 months or negative interferon gamma release assay result
 - f. Influenza vaccine — during the flu season annually
 - g. COVID 19 vaccination or declination

I. It is also the requirement of the College to inform their students to comply with specific safety practices specific to COVID as published by the U.S. Centers for Disease Control (CDC) and required by Cooperating Agency regarding masking and symptom reporting.

III. RESPONSIBILITY OF STUDENTS. The College shall inform its students in the Program that they are required to:

A. Comply with the policies and procedures of Cooperating Agency, including the Cooperating Agency's policies on confidentiality and disclosure of information;



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- B. Comply with state and federal laws and regulations;
 - C. Provide the necessary and appropriate uniform while on duty at Cooperating Agency;
 - D. Obtain prior written approval of both parties to this Agreement before publishing any material related to the learning experience provided under the terms of this Agreement.
 - E. Maintain the confidentiality of all records or information exchanged in the course of the Program.
 - F. Acknowledge and agree that neither the College nor the Cooperating Agency guarantees to place or maintain placement of any Program student under this Agreement.
 - G. Obtain and document, at the student's sole expense, such trustworthy and verifiable criminal background and/or health or other information as Cooperating Agency requests or requires as a prerequisite to Cooperating Agency's considering student for placement at Cooperating Agency. Upon College's request, student shall also submit the above-referenced criminal and/or health or other information to the College.
 - H. Execute and abide by the Confidentiality Statement attached hereto as Exhibit A.
- III. NOTICES. All notices under this Agreement shall be in writing and delivered by personal delivery or United States, certified, return receipt requested, mail. Such notices shall be delivered to the following:

NMC HEALTH	COLLEGE
Jennifer Fernandez, BSN, RN	Janet M Schueller, MSN, RN, CNE
Clinical Education Coordinator	Associate Dean of Health, Education, and Public Services- Nursing Administrator
Critical Care Nurse Educator	Butler Community College
600 Medical Center Dr	901 S. Haverhill Rd
NMC Health	El Dorado, KS 67042
316-283-2700 x 3710	316.322.3140
Jennifer.fernandez@mynmchealth.org	Jschueller@butlercc.edu

- IV. INDEPENDENT CONTRACTOR. The relationship of the parties hereunder shall be an independent contractor relationship, and not an agency, employment, joint venture or partnership relationship. Neither party shall have the power to bind the other party or contract in the name of the other party. All persons employed by a party in connection with this Agreement shall be considered employees of that



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party and shall in no way, either directly or indirectly, be considered employees or agents of the other party. Students shall participate in the Program hereunder for the sole consideration of obtaining an educational experience. No Program participant shall be considered an employee of Cooperating Agency or College by virtue of that Program participation.

- V. INSURANCE. College shall procure and maintain, during the term of this Agreement and any renewal thereof, professional liability coverage for student participants while they are engaged in activities pursuant to this Agreement. Such coverage shall be on an occurrence \$1,000,000 per occurrence and an annual aggregate of \$3,000,000 per occurrence for all claims or judgments arising from the same incident or occurrence. College shall submit certificates of protection to Cooperating Agency evidencing such coverage at the time of the execution of this Agreement, and at any renewals thereafter. The Cooperating agency shall furnish evidence of liability insurance to the College upon request. In the event College's students in the Program will not have patient contact, College shall not be required to procure and maintain any such policy or policies of liability coverage as described above.
- VI. FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA). To the extent the Cooperating Agency generates or maintains educational records related to the College's students, Cooperating Agency agrees to comply with FERPA to the same extent as FERPA applies to College and shall limit access to only those employees or agents with a legitimate educational interest. The Cooperating Agency agrees to protect the privacy of student data and educational records and shall not transmit, share, or disclose any data about a student without the student's written consent except to College officials who seek information within the context of his/her professionally assigned responsibilities and used within the context of official College Business. For purposes of this agreement, pursuant to FERPA, College hereby designates the Cooperating Agency as a school official with a legitimate educational interest in the educational records of the College's student(s) to the extent that access to the records is required by the College or Cooperating Agency for the Cooperating Agency to carry out the clinical and educational experience.
- VII. INDEMNIFICATION. Each Party shall indemnify, defend and hold harmless the other Party from any and all liability, loss, claim, lawsuit, injury, cost, damage or expense whatsoever arising out of, incident



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to, or in any manner occasioned by the performance or nonperformance of any duty or responsibility under this Agreement by such indemnifying Party, or any of its employees, agents, contractors or subcontractors.

- VIII. ASSIGNMENTS. This Agreement may not be assigned to a third party without the prior written consent of the ~~nonassigning~~ party.
- IX. PERFORMANCE. A delay in or failure of performance of either party that is caused by occurrences beyond the control of either party shall not constitute a default hereunder, or give rise to any claim for damages.
- X. TERM OF AGREEMENT. This Agreement shall remain in effect indefinitely, unless either party desires to cancel such Agreement at any time, either with or without cause. If either party desires to cancel this Agreement, that party shall give sixty (60) days written notice of its intention to terminate this Agreement to the non-terminating party. If such notice is given, this Agreement shall terminate at the end of the sixty (60) days' notice; EXCEPT THAT the Program shall continue as necessary on a limited basis for the purpose of permitting students actually participating in the Program at the time of termination to finish the Program at Cooperating Agency.
- XI. GOVERNING LAW; JURISDICTION. This Agreement shall be construed, interpreted and applied in accordance with the laws of the State of Kansas applicable to contracts entered into and wholly to be performed in the State by residents of the State, without regard to conflict of law principles. The Parties hereto agree that any suit or action arising out of this Agreement may be brought only in a court of the State of Kansas.
- XII. NONDISCRIMINATION. During this Agreement, neither party shall discriminate against any person on the basis of race, color, religion, gender, national or ethnic origin, disability or veteran or marital status.
- XIII. ENTIRETY OF AGREEMENT. This Agreement contains the entire Agreement between the parties and supersedes all prior agreements and understandings, oral or written, with respect to the subject matter contained herein.
- XIV. AMENDMENTS. All amendments to this Agreement shall be reduced to writing, executed by authorized representatives of Cooperating Agency and College.



PO Box 308 | Newton, KS 67114

Attest:

COLLEGE	
By	
<hr/>	
Dr. Kimberly Krull, PhD.	Date:
President	
Butler Community College	
El Dorado, KS 67042	

NMC Health	
By	
<hr/>	
Heather Porter, DNP, ACM-RN, NE-BC	Date
Chief Clinical Officer	
600 Medical Center Dr	
Newton, KS 67114	



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EXHIBIT A

CONFIDENTIALITY STATEMENT

The undersigned hereby acknowledges his/her responsibility under applicable Federal law and regulations, including but not limited to regulations under the Health Insurance Portability and Accountability Act ("HIPAA"), to keep confidential any information regarding Cooperating Agency patients, as well as all confidential information of Cooperating Agency. The undersigned agrees, under penalty of law, not to reveal to any person or persons any specific information regarding any patient, except to authorized clinical staff and associated personnel of the Cooperating Agency and, as necessary, to other Program Participants at that Cooperating Agency who are supervising or assisting the undersigned in the provision of services at Cooperating Agency. The undersigned further agrees not to reveal to any third party any confidential information of Cooperating Agency, except as required by law or as authorized by Cooperating Agency.

Date:	
Program Participant:	
Print Name:	

Witness

PERSONNEL

TOPIC for ACTION
Approval of Full-Time Nursing Faculty

REPORT:

Linda Gimler MSN, RN is being recommended for a Nursing Instructor position for the 2023-2024 academic year. Ms. Gimler brings over 10 years of nursing education experience and 30 plus years of nursing work experience to Butler's Nursing Program. Ms. Gimler completed her Associate Degree for Nursing at Labette Community College, Bachelor of Science in Nursing from St. Mary of the Plains College, and her and Master of Science in Nursing from Wichita State University. She has been in various clinical roles in both hospital and long-term care facilities throughout her career and has assumed a wide variety of roles and responsibilities.

RECOMMENDED ACTION:

Recommend approval of Linda Gimler as a Full time Instructor of Nursing for the 2023-2024 academic year at a salary of \$49,000 plus full benefits.

RECOMMENDED FUNDING SOURCE:

Nursing Department General Fund

Submitted by: Janet Schueller, Associate Dean of HEP
Supervisor: Dr. Julio Guerrero, Dean of Health, Education, and Public Services
Date: August 30th, 2023

TOPIC for ACTION
Resignation of Lori Winningham

REPORT:

Lori Winningham, Mathematics Instructor, has submitted her notice of resignation from her full-time position effective July 31, 2023. Lori has been an employee of Butler Community College for 31 years.

RECOMMENDED ACTION:

The administration recommends that the Board accept the resignation notice for Lori Winningham from her full-time position

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Shelley Stultz, Associate Vice President of Human Resources

Supervisor: Dr. Kim Krull, President

Date: August 20, 2023

July 28, 2023

To: Butler Community College

It is with very mixed emotions that I write this letter of resignation. I have been employed at Butler Community College since June 1992. I started my career here at Butler as an adjunct instructor, then moved to full-time faculty member teaching mathematics. Later accepted the position as Dean of the Behavioral Science, Math, Science, and Physical Education Division and after 20 years, stepped up to be Vice-President of Academics for 5 ½ years. The past two years I have been once again a full-time instructor teaching mathematics and will finish this fall once again as an adjunct. I plan to retire in January 2024. It has been a wonderful place to learn, work and grow as a person and I feel blessed to have been part of many changes and memories. Please accept this resignation and I wish all that remain at Butler, the very best.


Lori Winningham

TOPIC for ACTION
Resignation of Rae Ann Montgomery

REPORT:

Rae Ann Montgomery, Academic Advisor, has submitted her notice of resignation from her full-time position, effective August 11, 2023. Rae Ann has been an employee of Butler Community College for 14 years.

RECOMMENDED ACTION:

The administration recommends that the Board accept the resignation notice for Rae Ann Montgomery from her full-time position.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Shelley Stultz, Associate Vice President of Human Resources

Supervisor: Dr. Kim Krull, President

Date: August 20, 2023

Kathy Conner

From: RaeAnn Montgomery
Sent: Monday, July 31, 2023 9:09 AM
To: hr apps
Cc: Deann Shimp
Subject: Notice

To Whom It May Concern,

As of today, I am submitting my resignation from my position as academic advisor at Butler Community College. While I have loved working here, I have found a new position that I feel will better fit my needs as an employee. Please consider this my two week notice as my last day will be Aug. 11th.

Thank you,

Rae Ann Montgomery
Academic Advisor
Butler Community College
rmontgomery5@butlercc.edu
316.323.6405

Ready for life
CLASSES ALWAYS ENROLLING

Click to get started with [Advising](#) & [Enrollment Checklists](#)!

TOPIC for ACTION
Resignation of Alex Ambuehl

REPORT:

Alex Ambuehl, Nursing Instructor, has submitted his notice of resignation from his full-time position effective July 31, 2023. Alex has been an employee of Butler Community College for 2 years.

RECOMMENDED ACTION:

The administration recommends that the Board accept the resignation notice for Alex Ambuehl from his full-time position.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Shelley Stultz, Associate Vice President of Human Resources

Supervisor: Dr. Kim Krull, President

Date: August 20, 2023

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.	61% (Fall 2021 Cohort)	02/2023	60 % (Fall 2020), 60 % (Fall 2019), 60 % (Fall 2018)	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	31 % Graduation Rate/22 % Transfer Rate (Fall 2019 Cohort)	02/2023	31 % Graduation Rate/24 % Transfer Rate (Fall 2018 Cohort); 28 % Graduation Rate/26 % Transfer Rate (Fall 2017 Cohort); 26 % Graduation/30 % Transfer (Fall 2016 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	3.26 & 50.2 hours (Fall 2021 cohort)	12/2022	3.27 & 50.1 hours (Fall 2020); 3.24 & 50.2 hours (Fall 2019); 3.22 & 49.9 hours (Fall 2018)	Kansas Board of Regents KHESTATs Transfer Tab
CTE Placement	Self-reported job placement of technical program concentrators & completers	84.0% (AY 2022)	04/2023	68.3% (2021) 76% (2020), 76.3 % (2019)	Kansas Board of Regents AY Follow Up Collection
Completions	Number of associate degrees and certificates granted by the institution	1327 (AY 2023)	09/2023	1371 (AY 2022), 1416 (AY 2021), 1446 (AY 2020)	Kansas Board of Regents AY Completions File

Major	Associate	Certificate	Certification										
Accounting	33												
Accounting Assistant	2	1											
Adv'd Emerg Med Tech			8										
Agribusiness	2												
Agriculture	6												
Art	6												
Automotive Technology	1	4											
Biological Science	15												
Business Administration	73												
Business Medical Specialist	1	1											
Business Technology	2	1											
Chemistry	5												
Construction Technology	4												
Criminal Justice	13												
Cyber Security	13	2											
Data Analytics			6										
Digital Media	10												
Early Childhood Education	5	4											
Economics	1												
Electrical Apprenticeship	1												
Elementary Education	11												
Elementary Education/BEST	35												
Emergency Medical Technician			42										
Eng Tech		2											
Engineering Technology	1												
English/Literature	6												
Entrepreneurship		1											
Exercise Science	4												
Farm and Ranch Management	2												
Fine Arts and Communication	1												
Fire Science	8												
Foreign Language	1												
Health Sciences	3												
Interactive, Digital & 3D Tech	14												
Internetworking Management	4												
Liberal Arts	379												
Livestock Mgmt/Merchandising	2	1											
Marketing	6												
Marketing, Mgmt, Entrepreneur	5												
Mass Communication-Journalism	1												
Mass Communication-Radio/TV	1												
Mass Communications	4												
Mass Communication-Sport Media	3												
Mathematics	1												
CMA/Medication Aide			6										
MOS Certification			1										
Music	4												
Music Education	6												
CNA/Nurse Aide			107										
Nursing	120	93											
Philosophy	1												
Physician Coding	12	1											
Physics	4												
Political Science	3												
Pre-Computer Science	15												
Pre-Engineering	20												
Pre-Health Professions	9												
Pre-Medicine	3												
Pre-Nursing	6												
Pre-Nursing/Health Science	43												
Pre-Pharmacy	7												
Pre-Physical Therapy	2												
Pre-Physician Assistant	2												
Pre-Veterinarian	9												
Professional Culinary Arts	9	2											
Psychology	21												
Science, Engineering, and Math	4												
Secondary Education	11												
Sociology/Social Work	21												
Software Development	1												
Sport Management	4												
Theatre Performance	2												
Theatre Technical	2												
Web Development	2												

<https://www.butlercc.edu/info/201162/research-and-institutional-effectiveness/1065/butler-credential-completions>

Welding Technology	1	14										
Workforce Development	1											
<i>Total</i>	<i>1030</i>	<i>127</i>	<i>170</i>									
Grand Total	1327											

MONTHLY STATEMENT OF REVENUES AND EXPENDITURES

Butler Community College
Statement of Revenue, Expenditures, Other Changes
As of 8/31/2023

FISCAL YEAR 24, PERIOD 02
OPERATING FUNDS

	2024				2023			
	Budget	Actual	Variance (Over)Under	Percent of Budget	Budget	Actual	Variance (Over)Under	Percent of Budget
REVENUES:								
Tuition/Fees	18,113,836	8,658,603	9,455,233	47.80%	17,626,486	8,549,681	9,076,805	48.50%
Local Sources	14,250,037	0	14,250,037	0.00%	14,250,077	0	14,250,077	0.00%
State Sources	19,727,686	9,503,843	10,223,843	48.18%	19,426,536	9,406,768	10,019,768	48.42%
Auxiliary Sources	19,600	10,100	9,500	51.53%	17,781	9,800	7,981	55.12%
Other Sources	1,092,375	321,967	770,408	29.47%	666,023	114,434	551,589	17.18%
Transfers	82,134	0	82,134	0.00%	82,134	0	82,134	0.00%
TOTAL REVENUES:	53,285,668	18,494,513	34,791,155	34.71%	52,069,037	18,080,684	33,988,353	34.72%
EXPENSES:								
Instruction	16,035,076	1,389,992	14,645,084	8.67%	15,972,764	1,280,849	14,691,915	8.02%
Other Expenditures	0	0	0	0.00%	0	0	0	0.00%
Academic Support	4,077,916	536,096	3,541,821	13.15%	3,570,075	569,306	3,000,769	15.95%
Student Services	7,222,658	1,047,934	6,174,724	14.51%	6,844,581	772,552	6,072,029	11.29%
Institutional Support	21,873,727	6,007,502	15,866,225	27.46%	20,884,459	4,398,326	16,486,133	21.06%
Physical Plant Operations	3,560,354	587,774	2,972,580	16.51%	3,246,976	486,869	2,760,106	14.99%
Student Financial	3,407,004	139,261	3,267,743	4.09%	3,402,269	123,123	3,279,146	3.62%
Auxiliary Enterprise	0	0	0	0.00%	0	0	0	0.00%
TOTAL EXPENSES:	56,176,735	9,708,559	46,468,176	17.28%	53,921,124	7,631,026	46,290,099	14.15%
TRANSFERS AMONG FUNDS:								
Mandatory Transfers	1,371,908	120,763	1,251,145	8.80%	1,374,108	120,763	1,253,345	8.79%
Non-Mandatory Transfers	612,273	0	612,273	0.00%	612,273	0	612,273	0.00%
TOTAL TRANSFERS:	1,984,181	120,763	1,863,418	6.09%	1,986,381	120,763	1,865,618	6.08%
NET INCREASE/DECREASE IN NET ASSETS	(4,875,248)	8,665,191			(3,838,468)	10,328,895		
Fund Balances, Beginning of year	10,496,716	10,496,716			9,875,329	9,875,329		
Fund Balances, End of Period	5,621,468	19,161,907			6,036,861	20,204,224		

Statement of Revenue, Expenditures, and Other Changes

REVENUES:

Tuition/Fees

In-County, In-State, Out-State, International Tuition, Tuition Waivers, Technology Access Fee, Nursing Fees, Auto Tech Uniform Fees, International Student Processing 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 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 (not applicable to Operating Funds)

Other Expenditures

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 Sources

Student Life Fund Expenses (not applicable to Operating Funds)

Transfers

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

THANK YOU NOTES

Dear Dr. Kimberly Krull,

Thank you for your generous sponsorship of 15 credit hours to BCC. I am looking forward to going to Butler in 3 years and being on the livestock judging team. I put a lot of work to be named the Champion Senior beef showman. I truly appreciate your support.

Sincerely,
Cami Miller

Dear Dr. Kimberly Krull,

Thank you for the donation of the college credit hours. I look forward to studying Agriculture Education in the future. Thank you for supporting Butler County 4-H in this way.

Sincerely, Natalie
Smithson

Dr. Kimberly Krull,

Thank you for sponsoring the BCC Scholarship for Grand Champion Senior Showmanship. I appreciate it very much!

Sincerely,
Kolby Holcomb

Dear Dr. Kimberly Krull, thank you for
Sponsoring the grand champion senior
showmanship. Your donation will help me
get through school to achieve my goals to
becoming a vet.

-Thank you Haleigh Borg

Dear Dr. Krill,

My name is Madison Busch and I am the winner of the
Senior grand champion award at the Butler County fair.
I want to thank you for the Scholarship. I cannot wait to
put it to good use! Thank you for supporting the fair and
for the wonderful opportunity to attend butler college!

Madison Busch

Dear Dr. Kimberly Krull,

THANK YOU for

my Butler Scholarship. I appreciate
your support in 4-H photography.

-Amy Schweitzer

Dear Dr. Kimberly Krull,

Thank you for the generous donation of 15 credit hours to BCL for the Champion Senior Sheep Showman. I am looking forward to going to Butler in 3 years. People like you truly change the lives of youth. I truly am thankful for your support.

Sincerely,
Cami Miller

THANK YOU FOR

Gifts.

RILEY GARCIA.

Dear Friends of Butler
Community College,

Thank you for the gorgeous
bouquet of flowers you sent
while I was in the hospital!
They truly cheered me!

Thank you again for
your thoughtfulness. Mary
Martha

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
SEPTEMBER 2023**

September Board Finance Committee	Tuesday, September 12, 2023; 3:30pm President's Conference Room	Linda Jolly Mary Martha Good
September Board Meeting	Tuesday, September 12, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
September Work Session	Monday, September 24, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
October Board Finance Committee	Tuesday, October 10, 2023; 3:30pm President's Conference Room	Linda Jolly Mary Martha Good
October Board Meeting	Tuesday, October 10, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
October Work Session	Monday, October 23, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES

2023-2024 Board Meeting Dates

Tuesday, October 10, 2023
 Tuesday, November 14, 2023
 Tuesday, December 12, 2023
 Tuesday, January 9, 2024
 Tuesday, February 13, 2024
 Tuesday, March 12, 2024
 Tuesday, April 9, 2024
 Tuesday, May 14, 2024
 Tuesday, June 11, 2024
 Tuesday, July 9, 2024

<u>LOOKING AHEAD</u>		
November Board Finance Committee	Tuesday, November 14, 2023; 3:30pm President's Conference Room	Linda Jolly Mary Martha Good
November Board Meeting	Tuesday, November 14, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
November Work Session	Monday, November 27, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
December Board Finance Committee	Tuesday, December 12, 2023; 3:30pm President's Conference Room	Linda Jolly Mary Martha Good
December Board Meeting	Tuesday, December 12, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
December Work Session	NO WORK SESSION HOLIDAY RECESS	N/A

ACTIVITY CALENDAR

Volleyball vs. Friends University JV @ Home	Friday, September 8	11:00am
Volleyball vs. Cowley @ Home	Friday, September 8	3:00pm
Women's Soccer vs. Cowley @ Home	Saturday, September 9	7:00pm
1 st 4 Week Classes End	Friday, September 15	All Day
Volleyball vs. Garden City @ Home	Saturday, September 16	5:00pm
Football vs. Independence @ Home	Saturday, September 16	7:00pm
Fall Census Day	Monday, September 18	All Day
Volleyball vs. Barton @ Home	Wednesday, September 20	6:00pm
Women's Soccer vs. Hill College @ Home	Saturday, September 23	7:00pm
Theatre Production – "The 39 Steps"	Thursday, September 28	7:30pm
Theatre Production – "The 39 Steps"	Friday, September 29	7:30pm
Theatre Production – "The 39 Steps"	Saturday, September 30	2:00pm
Theatre Production – "The 39 Steps"	Saturday, September 30	7:30pm
Women's Soccer vs. Barton	Saturday, September 30	10:00am
Football vs. Hutchinson @ Home	Saturday, September 30	7:00pm
Football vs. Jireh Prep @ Home	Saturday, October 7	1:30pm
Women's Soccer vs. Hutch @ Home	Saturday, October 7	7:00pm
Fall Break – Campus Closed	Monday, October 9	All Day
Institutional Development Day – No Classes	Tuesday, October 10	All Day
Volleyball vs. Colby @ Home	Wednesday, October 11	5:00pm
Instrumental Music Concert	Friday, October 13	7:30pm
Instrumental Music Concert	Saturday, October 14	7:30pm
Women's Soccer vs. Garden City @ Home	Saturday, October 14	5:30pm
Spring 2024 Enrollment Begins	Monday, October 16	All Day
Women's Volleyball vs. Cloud County	Monday, October 16	6:00pm
Vocal Music Concert: Versus vs. Versus	Thursday, October 19	7:30pm
Vocal Music Concert: Versus vs. Versus	Friday, October 20	7:30pm
Vocal Music Concert: Versus vs. Versus	Saturday, October 20	2:00pm
Vocal Music Concert: Versus vs. Versus	Saturday, October 20	7:30pm

EXECUTIVE SESSION

MOTION: Trustee _____

Mr. Chair,

I move that the Board recess into executive session to discuss non-elected personnel, pursuant to the open meetings exceptions for matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that the members of the Board and President Kim Krull be included.

The open meeting will resume in the Dankert Trustee Board Room within 45 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

ADJOURNMENT

MOTION: By _____
Mr. Chair,

I move that the Board meeting be adjourned.

CALL FOR A SECOND: Trustee _____

CALL FOR A VOTE

MEETING ADJOURNED @ _____ **P.M.**