

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., April 9, 2023 – Dankert Board Room**

Meeting Recording can be viewed at

https://www.youtube.com/watch?v=iEmJv_oO9p4&t=6297s

STAFF ATTENDANCE

Janice Akao	Dr. Jessica Ohman
Lisa Bolin	Bill Rinkenbaugh
Tom Borrego	Heather Rinkenbaugh
Christina Byram	Dr. Terry Sader
Dr. Jon Craig	Shelley Stultz
Dr. Julio Guerrero	Dr. Noreen Templin
Jennifer Hartman	Teresa Thompson
Dr. Kim Krull	Ireland Turner
Dr. Esam Mohammad	Kent Williams
Dr. Tom Nevill	Bill Young
Dr. Troy Nordman	

BOARD ATTENDANCE

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

GUESTS

Tharra Casimir	Mason Kane	Kaden Warner
Lyndsey Conley	Emmarie Nikell	
Ray Connell	Lillian Rippe	
Kaelib Harp	Matthew Shults	

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

(YouTube @ 0:16)

The Pledge of Allegiance was said.

APPROVAL OF THE AGENDA

(YouTube @ 0:36)

Trustee Good moved to add the approval of the amended Augusta Neighborhood Revitalization Plan to the consent agenda. Trustee Smith seconded the motion. On roll call vote, the motion passed 7-0.

Trustee Smith moved to move the executive session from the end of the meeting to the beginning, following recognitions. Trustee Winslow seconded. On roll call vote, the motion passed 7-0.

Trustee Winslow moved to remove item VIII-D; Trustee Information Requests from the agenda. It will be a discussion item at the April Work Session. Trustee Sherrer seconded the motion. On roll call vote, the motion passed 7-0.

Trustee Smith moved to add a 30-minute Executive Session for Trustees only for the purpose of personnel discussion. Trustee Rhodes asked for clarity on who is to be discussed. Trustee Smith indicated he'd like to discuss the Rose Hill situation. Trustee Rhodes indicated support for the executive session if Dr. Krull is present as well. Trustee Winslow seconded the motion. Trustee Braungardt moved to amend the motion to include Dr. Krull after 15 minutes. Trustee Smith seconded the motion to amend. On roll call vote, the motion to amend passed 4-3. Trustee Good moved to amend the motion to exclude Dr. Krull and Trustee Winslow from the first 15 minutes of the Executive Session and bring them back in for the last 15 minutes. Trustee Jolly seconded. Trustee Smith asked counsel if it was legal to exclude a Trustee from executive session. Counsel indicated he believed it would be legal based on his experience. On roll call vote, the motion passed 5-1, with Trustee Smith voting no and Trustee Winslow abstaining from the vote. On roll call vote, the motion to amend the agenda to add a 30-minute Executive Session for non-elected personnel, with Dr. Krull and Trustee Winslow excluded for the first 15 minutes, and included for the final 15 minutes passed 7-0.

Trustee Smith moved to pull the A-1 (minutes), C-2 (CE Shop) and C-3 (Upright) to Board Action items. Trustee Winslow seconded the motion. On roll call vote, the motion passed 7-0.

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

RECOGNITIONS

(YouTube @ 15:27)

Dr. Krull recognized Butler students who attended the 72nd Annual FBLA State Leadership Conference held at Pittsburg State University. The students competed against other Kansas FBLA chapter members at this conference in various business-related events. They competed against 4-year and 2-year schools. Nine of the ten students placed in their event and are now qualified to compete at the National Collegiate FBLA conference in Atlanta on June 22-25.

First	Business Communication	Kaelib Harp
First	Hospitality Management Case Competition	Kaelib Harp
First	Information Management	Kaelib Harp
First	Business Ethics	Matthew Shults
First	Marketing Analysis & Decision Making	Team of Emmarie Nickel, Chloe He, and Lyndsey Conley
First	Digital Media	Thara Casimir
First	Social Media Marketing	Thara Casimir
First	Emerging Business Issues	Victoria Wurm
First	Future Business Executive	Victoria Wurm
Second	Sales Presentation	Alexia Macleod
Second	Social Media Marketing	Chloe He
Second	Business Law	Team of Alexia Macleod and Mason Kane
Second	Community Service Project	Team of Alexia Macleod and Mason Kane
Second	Business Communication	Victoria Wurm
Third	Client Service	Kaelib Harp
Third	Foundations of Accounting	Victoria Wurm

Dr. Krull recognized Dr. Jonathan Craig for his recent completion of his Doctorate degree in Adult Learning focused on Community Colleges from Kansas State University.

Trustee Jolly's April birthday was also recognized.

EXECUTIVE SESSION

(YouTube @ 20:54)

Trustee Sherrer moved to recess into executive session for consultation with legal counsel for the Board which would be deemed privileged in the attorney-client relationship pursuant to the open meetings exception for matters protected by consultation with legal counsel and to include the Board, President Kim Krull, Ray Connell and Shelley Stultz for up to 30 minutes. Trustee Good seconded the motion. On roll call vote, the motion passed 7-0.

ENTER EXECUTIVE SESSION @ 5:07pm

RETURN TO OPEN SESSION @ 5:20pm

PUBLIC COMMENT

(YouTube @ 40:05)

There was no public comment.

STANDING REPORTS

Student Government Association (YouTube @ 40:15)

SGA President Lillian Rippe shared that SGA held movie night at Central Cinema 6 and provided vouchers for students to see the movie of their choice. Over 70 students attended. Upcoming events include Casino Night. Students will receive shirts and be able to enjoy pizza and games. Grizzly Give Back Day will be Monday, May 1 and SGA will clean-up the stadium and campus. They are also planning a faculty/staff vs. students' kickball match on May 2. They will also host an Almost Summer Block Party on May 4. They will also provide stress relief goodie bags that will be handed out at the late-night finals breakfast.

Operational Staff (YouTube @ 43:21)

Lisa Bolin reported that 50 OpStaffers from across the state attended the Association of Kansas Community College Office Staff Professionals Conference that was held at Butler last month. The Annual Silent Gift Basket Auction was held during Institutional Development Day. The group exceeded the amount raised in last year's auction. Their next meeting is April 13 in Andover.

Professional Employees (YouTube at 44:36)

Dr. Sader discussed the Professional Employees survey to evaluate administrators. He indicated that in previous years there were concerns about privacy that limited participation, so the Association chose to create an evaluation taskforce composed of faculty. Over 40% of faculty participated in completing the survey. The Board and President were provided with the results of that evaluation. He also reported Negotiations will begin on May 1. He encouraged the Board to attend or view recordings of these meetings. Trustee Winslow requested a copy of the Notice Up letter sent to administration.

Board Finance Committee (YouTube @ 48:48)

Trustee Good reported that the committee discussed the Bills & Warrants sent after the Board Book was printed.

Foundation Board Report (YouTube @ 49:31)

Trustee Rhodes indicated there was nothing new to report this month.

President's Report (YouTube @ 49:36)

Dr. Krull shared that the team is preparing for the Higher Learning Commission visit next week. The five-person team will arrive Sunday evening, with meetings Monday and Tuesday on campus, before departing Wednesday. Their meeting with the Board will be at 4:30 on Monday. The Board is also invited to the exit session at 12pm on Tuesday. The entire schedule is being finalized in the coming days, with many focused sessions and some open sessions.

She also shared that the PTK luncheon is April 14 in Junction City with a short KACCT meeting to follow.

She also provided follow-up information on the Faculty Survey that was handed out by Dr. Sader indicating the survey was a faculty-driven survey and that administration had not yet had a chance to review those results. Trustee Jolly asked if all of the comments were included in the document they received. Dr. Sader confirmed that is the case.

Educational Facilities Authority Report (YouTube @ 56:43)

Trustee Sherrer indicated he believes a meeting is planned this summer, and that the group has moved to quarterly meetings.

MONITORING REPORTS

(YouTube @ 57:01)

Trustee Smith asked clarifying questions on the number of staff and credit hours in the report. Trustee Smith also asked Dr. Sader questions about his research shared in the report. Trustee Good asked how adjuncts are supported. Dr. Nordman shared the evaluative procedures for adjunct faculty, including how their syllabi are reviewed. Trustee Smith asked if the Trustees would see the results of the evaluations that are being conducted on program clusters. Dr. Craig indicated that those results get published in September.

Dr. Krull also encouraged the Board to review the Open Educational Resources information as this faculty-driven initiative has saved students more than \$2.8 M in textbook costs since 2018.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

- A. Board Governance – Quarterly KORA (YouTube @ 1:05:08) – Trustee Winslow asked to have emails to accompany the request form to ensure accuracy in reporting. Further discussion included whether follow-up would be received about the benefits of the KORA requests, whether Trustees would be charged for KORA requests per KORA policy, and concerns regarding staff time and resources required to fulfill Trustee KORA requests. . The Board's consensus was to keep the report quarterly.
- B. Renewal Evisions Software (YouTube @ 1:15:41) – Bill Young provided information about Evisions, the parent company of Argos, Intellectcheck and Form Fusion. These pieces of software are critical to the daily operations of the College. Trustee Winslow asked for information on a three-year term agreement along with the five-year agreement. Bill Young explained the price presented for five-years included negotiated escalators. Trustee Jolly asked clarifying questions regarding the recommended funding source.
- C. Trustee Information Request – Computer Replacement Plan (YouTube @1:19:32) – Previously, Trustee Winslow had requested detailed information including classroom location of the laptops to be replaced in summer 2023. Dr. Krull provided information to

the Trustees the computer locations would be determined during the summer when classes were completed. Bill Young's team took the initiative to go ahead and conduct the inventory which took approximately 27 hours for 5 employees and required staff to shift priorities and other projects. This completed information was shared with the Trustees. Trustee Winslow indicated she was under the impression from Dr. Krull's email the complete inventory with location would not be completed until summer and she didn't expect staff to go to the work to complete the detailed information. Discussion ensued about how requests such as these will be fulfilled in the future. Trustee Jolly indicated that she believes Trustees should be in consensus for requests such as this, and that there needs to be a more formal process for requests of this nature.

BOARD ACTION ITEMS

- A. Early Childhood Business Administration Technical Certificate (YouTube @ 1:28:53) – Dr. Julio Guerrero is seeking Board approval for this certificate in order to make this certificate financial aid eligible. This certificate would address the need for child care facilities in our area. It encompasses 18 credit hours of coursework already available at Butler and would create opportunities for students to move into director and ownership positions at childcare facilities. Teresa Thompson indicated this certificate could be a core piece of the education plans required by Head Start. This certificate would also be recognized toward the Kansas Early Childhood Directors credential and this will be a differentiating factor for students in our program. Trustee Rhodes asked if this originated from requests from stakeholders and Teresa indicated industry partners have been a part of the decision-making process. Trustee Smith asked if there would be additional expense to the college and Dr. Nevill indicated all the courses are currently being taught so no additional expense would be incurred. Trustee Sherrer moved to approve to recognize the Early Childhood Business Administration certificate as a technical certificate program. Trustee Smith seconded. On roll call vote, the motion passed 7-0.
- B. 2023 Laptop Replacement Plan (YouTube @ 1:40:25) – Trustee Smith moved to approve the purchase of 783 Dell laptops for a total not to exceed \$494,474.00. Trustee Sherrer seconded the motion. On roll call vote, the motion passed 7-0.
- C. Approval of the Regular Board Meeting minutes of March 14, 2023: (YouTube @ 1:41:25) – Trustee Smith requested that under “Board Action Items – FY 2024 Tuition & Fee Recommendation” the word “raise” be added as follows for clarity: “Trustee Smith moved to amend the motion to drop in-county rates to \$100 per credit hour, **raise** in-state to \$130 per credit hour and out-of-state/international to \$190 per credit hour.” Trustee Sherrer moved to accept the change and approve the minutes. Trustee Smith seconded. Trustee Winslow requested to add the word “resident” be added to the following sentence for clarity: “Trustee Winslow indicated she would like to see Butler County **resident** tuition be free.” Trustee Sherrer rescinded his original motion and Trustee Smith rescinded his second. Trustee Sherrer made a motion to accept both changes and approve the minutes as revised. Trustee Winslow seconded. On roll call vote, the motion passed 7-0.
- D. Agreement with The CE Shop and Upright Training Providers (YouTube @ 1:44:49) – Dr. Krull explained that this is an agreement with a third-party training provider through BETA, and the College serves as a passthrough entity with a revenue-sharing agreement, that helps with enrollment, etc. The College does not teach any of the classes. Trustee Smith moved to approve both agreements as presented. Trustee Winslow seconded the motion. On roll call vote, the motion passed 7-0.

CONSENT AGENDA

(YouTube @ 1:49:20)

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

SUPPLEMENTAL INFORMATION – (YouTube @ 1:49:57)

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

Statement of Revenue & Expenditures – Submitted by Kerry Potter

No discussion.

Thank You Notes

None this month.

Board Calendars (YouTube @ 1:50:12)

Dr. Krull reminded the Board of the HLC Site visit on Monday. PTK Induction is at 2pm on Sunday. Trustee Good will provide the welcome at the PTK Induction Ceremony. There are various sporting events and fine arts activities coming up. Dr. Krull highlighted Working: The Musical and encouraged Trustees to secure their tickets soon. Trustee Smith asked about the upcoming Art show.

EXECUTIVE SESSION

(YouTube @ 1:52:13)

Trustee Smith moved to recess into executive session pursuant to open meeting exceptions for non-elected personnel, which if discussed in open meeting might violate their right to privacy. And that members of the Board with the exception of Trustee Winslow be included for the first 15 minutes, then Trustee Winslow and Dr. Krull will be present for 15 minutes. The open meeting will resume in the Dankert Trustee Board Room within 30 minutes. Trustee Braungardt seconded the motion. On roll call vote, the motion passed 6-0, with Trustee Winslow abstaining.

ENTER EXECUTIVE SESSION @ 6:40pm

RETURN TO OPEN SESSION @ 7:07pm

ADJOURNMENT

Trustee Good moved to adjourn the meeting. Trustee Sherrer seconded. On roll call vote, the motion passed 7-0. The regular meeting of April 9, 2023 was adjourned at 7:09 p.m.


Mary Martha Good – Secretary