

**BUTLER COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR BOARD MEETING  
4:30 p.m., Tuesday, November 12, 2019 – Dankert Board Room**

**STAFF ATTENDANCE**

Kim Krull	Lora Jarvis
Bill Rinkenbaugh	Bill Young
Lori Winningham	Lori Moshier
Amy Kerschner	Donnie Featherston
Terry Sader	Kelly Snedden
Kent Williams	Tom Borrego
Shelley Stultz	Esam Mohammad

**BOARD ATTENDANCE**

Jim Howell  
Greg Joyce  
Lance Lechtenberg  
Ron Engelbrecht  
Eileen Dreiling  
Doug Law

Not Present  
Ken Bohon

**GUESTS**

Ray Connell, Legal Counsel  
Vince Haines, Gravity::Works  
Scott Rickard, City of El Dorado  
Julie Winslow, Trustee Elect  
Shelby Smith, Trustee Elect  
Heather Smith

**CALL TO ORDER**

Chair Joyce called the regular monthly meeting of the Board of Trustees to order at 4:33 p.m.

**APPROVAL OF THE AGENDA**

Chair Joyce said that the Executive Session needed to be moved to the beginning of the agenda to allow Legal Counsel to be present. Trustee Engelbrecht moved to approve the agenda. Trustee Lechtenberg seconded. The motion passed unanimously.

**EXECUTIVE SESSION**

Trustee Dreiling moved that the Board recess into executive session for consultation with legal counsel to include the Board, Dr. Kim Krull, Vince Haines, and Ray Connell with action to follow as appropriate.

The open meeting will resume here in the Dankert Board Room in 1 hour. Trustee Lechtenberg seconded. The motion passed unanimously.

The Board entered executive session at 4:34 p.m.

The Board returned to open session at 5:18 p.m.

Upon reentering open session, Trustee Engelbrecht moved to direct Administration to proceed with the City of Andover process as necessary for Platting the 40 acres (+/-) of the BCC property on 13<sup>th</sup> street; identify appropriate rights-of-way and easements for Yorktown and Commerce streets; and develop petitions indicating BCC shall be responsible for 60% of the road improvements along the property boundary in said rights-of-way; and City of Andover shall be responsible for 40% of said improvements; and the College will be responsible for the water improvements within said rights-of-way that are previously identified as part of the 5000 Building and Facilities/Manufacturing building project; and direct Administration to identify schedule for special assessments or other appropriate funding means for said improvements; and direct Administration to seek building permit to allow construction of the Facilities/Manufacturing building to proceed with its Occupancy Permit contingent upon completion of said platting and petition process.

Trustee Dreiling seconded.

President Krull said that this has been a year-long process of working through building permits in Andover and following the right steps in the appeal processes. We are now at a point where we don't have a lot of options and the City of Andover has come down in their asking percentage and we have to find a way to be out of the high school in May.

The motion passed unanimously.

## **RECOGNITIONS**

- **Emily Koontz, Fany Zamarripa Lopez, Kyle Brinker, William Parsons, Courtney Henry, Tori Wilson, Alexa Hunter, Roberta French, Haley Koontz, Hollie Gregg, MaKenna Hayes, Delenn Hubble, Ami Oda, Jessica Miller, Daneisha Dudley, Meagan Becker, Laci Becker, Wesley Hager, Grace Diekmann, Olivia DePew, Cassidi Doyle, Morissa Johnson, Addison Haiden, Alexis Lettermann, Rachel Barlett, Damilola Oshakuade, Chad Hibdon, Courtney Griffith, Jacob Bedell, Ben Jensen, Eric Sahagun, Annie Futhey, Allyson Skillman, Cassandra Wittmeier, Taliya Talley, Agerian Jackson, Bryce Hirayama, Shayna Espy, Deyton Araujo, Shanigue Masters, Tanis Newy, Kylie Watts, Kah Patterson, Madison Brown, Can Watts, Jakob Juul, Kaden Malm, Frank Burner, Cody Kluser, Shelbi Jordan, Brianna Hicks, Tonya Kerschner, Dr. Shellie Gutierrez, Dr. Dalia Hale, Susan Forrest, Kathy Gifford, Apryl Nenortas, Jordyn Cogan, Jaromy Green, Derek Foust, Joseph Leibbrandt, Taylor Frank, Sandy Koontz, Brenda Nyberg, Hattie Denton – Walnut River Water Festival**
- **Dr. Noreen Templin – Economist Educators Best in Class Teaching Award**

- **Dr. Shellie Gutierrez** – Integrated Learning Through the Arts Course
- **Dr. Kelsey Harper** – Defending her Dissertation for her Doctorate Degree
- **Dr. Bethany Chandler** – Defending her Dissertation for her Doctorate Degree
- **Janet Schueller, Lori Link, LuShawn Vaughan, Raven Christian, Monica Dobbins, Carla Stephens, Shellie Dettweiler, Joan Hoover, Kim Hubble, Liz McNown, Melody Cantrell, Michele Ridder, Mitchell Taylor, Ruthann Farley, Sabrina Olson, Sarah Flora, Trent Schneweis, Kerri Smith, Christy Streeter, and Beth Eagleton** – #10 Ranked Nursing Program in Kansas
- **Mike Helmer and Adam Hunter** – Record Program Wins
- **Mohan Kambampati, Farideh Daneshi, Mary Jo Gemas, Tom Moore, Zhanna Pataky, James Phillips, Stephen Recker, Rene Skinner, Chrissy Unruh, Salyi Vu, Sherry Watkins** – Wichita Indochinese Center



**BUTLER COMMUNITY COLLEGE 2019  
HONOR ROLL OF EMPLOYEE VETERANS**

Richard Arthur	US Army & Army Reserves	8 years	Tim Kamholz	US Army	18 years
Kelsey Barnett	US Air Force	3 years	Jason Kenney	US Air Force & Air National Guard	24 years
Cloyse Bayless	US Army	12 years	Sheryl LeSage	US Army	4 years
Christopher Bond	US Army	4 years	Tevin Manuel	US Air Force	5 years
Gregory Cole	US Army	25 years	Aaron May	US Air Force & US Army	26 years
John Cox	US Air Force	5 years	William McCarthy	US Army	2 years
Shellie Detweiler	US Army & Army Reserves	15 years	Charles McNeil	US Navy & Navy Reserves	20 years
Ron Engelbrecht	US Army	3 years	Leon Moore	US Army Reserves	6 years
Kris Estes	US Air Force	4 years	Rick Nichols	US Army	2 years
Scott Faulkner	US Marine Corps	3 years	Charles Ross	US Army & US Air Force	19 years
Caleb Fistler	US Army	6 years	Stan Seymour	US Air Force	4 years
Billy Flynn	US Air Force	24 years	William Summers	US Army	6 years
Daniel Gorman	Kanas Army National Guard	31 years	Nathan Swink	US Marine Corps	4 years
Shellie Gutierrez	US Air Force	4 years	Mac Thompson	US Navy	4 years
Anatole Haidai	US Air Force & Kansas National Guard	26 years	Lynn Umholz	US Navy	4 years
Tim Harder	US Marine Corps	8 years	John Waren	US Navy	6 years
Neal Harrison	US Marine Corps	24 years	Tiffany Whetzel	US Air Force	20 years
Michael Hefron	US Navy	4 years	Kevin Whitman	US Air Force	24 years
William Hughes	US Army	8 years	Kent Williams	US Navy	4 years
Perry Ireland	US Navy	5 years	Lori Winningham	US Air Force	4 years
Lorna Jester	US Army	7 years			

**435 Years of Service to the US Armed Forces! Thank you!!**



## **PUBLIC COMMENT- NONE**

### **STANDING REPORTS**

Student Government Association – Gaby Guzman, SGA President, reported that they held two big events recently. October 19<sup>th</sup> was homecoming and before the game 10 organizations from both the Andover and El Dorado campuses set up and ran booths in the parking lot. The booths ranged from cotton candy to games to get the students excited and engaged.

On November 1<sup>st</sup> they partnered with the Butler Volleyball team for the Black Out Volleyball Game. SGA provided customized t-shirts and pizza. Both games ended in a volleyball victory!

They are excited to do more big events and will host their spring retreat in December to plan all of the spring activities.

Paul , the SGA secretary/treasurer, also reported on some of the smaller events they did since the last meeting. They handed out candy on Halloween and sat in front of the cafeteria for three days to encourage students to register to vote.

On November 18<sup>th</sup>, they will partner with Grizzly Ambassadors to go to the Ronald McDonald house and fix a meal for the families staying there. The same day they have the student forums with Dr. Krull.

They have also been helping financial aid boost attendance at their events encouraging students to gain more financial literacy.

Operational Staff – Amy Kerschner reported that the next OpStaff meeting will be November 21<sup>st</sup>. Willow Dean and Christi Streeter will present their KCCLI project. OpStaff is also still taking pie orders through the 19<sup>th</sup>. They have already received 30 orders and this year they are available on Marketplace to order.

December 9<sup>th</sup> and 10<sup>th</sup> will be the annual employee craft show in the art gallery.

Professional Employees – Dr. Terry Sader said that there wasn't much to report at this time. Professional Employees are working hard. The faculty are working to finish up the semester and the advisors are working hard to give us a good kick off in the spring. It's very busy and only going to get to busier.

Board Finance Committee – Trustee Engelbrecht said they met briefly before the meeting to discuss the audit and the delays. The audit should be available for the December meeting. They also examined the Statement of Revenue and Expenses on page 109 in the Board Book. Trustee Engelbrecht reported that we are right on track compared to the budget and this same time last year.

Foundation Board Report – Trustee Dreiling reported that the next meeting will be on November 19<sup>th</sup>. Tom Borrego reported that the Foundation is busy right now with a lot of planning items to prepare to raise funds in the upcoming year. Their financial audit is completed and will be shared with their board at the next meeting. They are also in full swing with auction details and the sponsorships and solicitations are almost complete.

President's Report – Dr. Krull informed everyone that the KACCT Meeting will be December 6<sup>th</sup> and 7<sup>th</sup> in Johnson County. They are currently making plans to a Trustee Orientation in March along with the PTK luncheon.

Since this is the 5<sup>th</sup> year of the KCCLI program that was implemented to try and provide leadership opportunities in our Kansas community college system. They decided to survey pas participants and presidents to get feedback and find out if the program still has value and what things might need to be changed.

Jacki Vietti and Heather Morgan (from KACCT) provide the leadership for the program and they engaged an outside person to do the survey. The results of the survey were really positive. They like the rotation of the meetings among the community colleges and appreciate the speakers are both local and national and focus on issues and opportunities relevant to today's community colleges.

Some of the items that were listed for improvement were more discussions n budgeting and funding strategies as well as developing a mentor program where someone who has previously completed KCCLI would be matched with a current member. Some of the topics they would like to discuss included Title IX, fundraising, budgeting/finance, conflict management, athletic role in higher education and strategic planning. Overall KCCLI is a valuable program that will continue.

The annual Spirit of the Season concert is scheduled for the same night as our December meeting, December 10<sup>th</sup>. Our vocal music students partner with the Wichita Symphony for a great show. Dr. Krull said we could look at our agenda and try to keep in compact so those that wanted to attend will have the chance to go. Chair Joyce mentioned that in the past meetings have started earlier to allow for this as well. Lora will send a survey to see who is interested in attending and if we should plan to start the meeting a little earlier.

Lastly, Dr. Krull shared that the Butler football team as secured a Bowl bid. They will play in Miami, OK on December 8<sup>th</sup> at 2:00 p.m. They will play Trinity Valley Community College out of Texas. Butler's football team ended the season ranked 7<sup>th</sup> in the nation.

Education Facilities Authority Report – Trustee Howell said that two important things came out of the meeting last week. First is that Chair Joyce will be leaving the Board so we will need to find another representative. Secondly a request came thorough to use the facility for a for-profit organization which caused the Board to go back and review the

rates and reaffirm the fee schedule to alleviate any undue stress on any of the partnering entities in the facility.

## **MONITORING REPORTS** – NONE

### **BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES**

Board Bylaw Updates – Dr. Krull presented the Board with some updates in advance of the Trustee Orientations for the Trustee-Elects who will be taking office in January. Basically, she just added additional information to clarify the information that was already there. The Five areas where revisions were made were discussed:

*Membership* – Dr. Krull said she simply added the State Statute that we must adhere to when adding a Trustee

*Quorum* – She wanted to add language to clarify what an affirmative vote would be. She listed two options and the Board discussed them. Trustee Engelbrecht said he leaned toward option two to maintain the integrity of the entire Board. Trustee Law agreed and said he would feel more confident in the outcome of the vote and would better represent the entire Board. Both Trustee Howell and Chair Joyce agreed as well.

*Executive Session* – Though this information is listed further back in the manual, Dr. Krull thought it was important to add the information from the state statute here as well.

*Handling Complaints* – Dr. Krull suggested changes including additions and deletions that followed the college's policies on handling complaints as found in the master agreement and the employee handbook.

*Professional Board Development and Benefits* – Clarifications were added here that explained travel reimbursements to follow the college approved policies and additional items that are non-reimbursable items as well. A sentence to clarify that itemized receipts must be submitted was also added.

The suggested additions are noted below and highlighted in yellow. The suggested deletions show strikethrough and are highlighted in blue. These suggested changes are for discussion this month and can be on the agenda next month for action.

## **Under By-Laws:**

### **MEMBERSHIP**

The Board of Trustees of Butler Community College is comprised of seven (7) members elected to four-year terms in November of each odd numbered year. (Starting November 2017.) Trustees shall have such duties and qualifications as defined by KSA 71-201.

- In December of even numbered years, the President's Office drafts a letter to the Butler County Election Office stating the positions open for election.

- Candidates file for election beginning January 1 of odd numbered years. The filing deadline is June 1 @ noon of odd numbered years. There is a \$20 filing fee.
- The election of Trustees is held in November of odd numbered years.
- Elected Trustees take office on the 2<sup>nd</sup> Tuesday of January of even numbered years.
- Pursuant to K.S.A. 71-201, the Board shall have the power to fill any vacancy which may occur in its membership for the balance of the unexpired term. The Board shall publish a notice one time in a newspaper having general circulation in the college district that the vacancy has occurred and that it shall be filled by appointment by the Board not sooner than 15 days after such publication.

### **QUORUM**

A quorum of four members must be present to transact business at a Regular or Special Board Meeting and minutes must be kept.

Possible clarifications are examples from other community college policies if needed....

- 1) A majority affirmative vote is required for the motion to pass.
- 2) The affirmative vote of a majority of the full membership of the Board shall be required for the passage of any motion or resolution.

### **EXECUTIVE SESSION**

Upon formal motion made, seconded, and carried, the Board may recess, but not adjourn, to a closed or executive session for the purposes authorized by and in accordance with the Kansas Open Meetings Act. Any motion to recess for closed or executive meeting shall include: 1) a statement describing the subjects to be discussed during the closed or executive meeting; 2) the justification listed in subsection (b) of K.S.A. 75-4319 for closing the meeting; and 3) the time and place at which the open meeting shall resume. The complete motion shall be recorded in the minutes of the meetings and shall be maintained as part of the permanent records of the Board. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion. No binding action shall be taken during a closed or executive session.

Additional information on Executive Sessions is listed on page .....of this manual.

### **Under Community Relations:**

#### **HANDLING COMPLAINTS**

Individual Board members or the Board may receive complaints. The following action should be taken in such cases:

- Suggest the complainant seek a remedy from the proper college official (i.e. Faculty member, Dean, Vice President, Associate Vice President of Human Resources).
- Propose the complaint (submitted in written form) for a Board Agenda item only after avenue #1 has been exhausted.



- Submit the complaint to the President, preferably in writing, to allow facilitation of approved college complaint and grievance policies and processes.
- Complaints regarding the President should be submitted to the Board Chair.
- The college's approved policies and processes will guide action the Board may take.

~~When such complaints reach the Board, the Board may"~~

- ~~• Take immediate action~~
- ~~• Request the President to investigate the matter and report a recommendation or an action taken, or~~
- ~~• Appoint its own special committee to conduct an investigation.~~

## **Under Professional Board Development and Benefits**

### **BOARD PARTICIPATION**

In accordance with KSA 71-201, Power of Trustees, members to the Butler Community College Board of Trustees shall be paid mileage and other actual necessary expenses incurred in the performance of their official duties including travel to and from Regular and Special Board Meetings. Mileage shall be at the set college rate and reimbursed on a quarterly basis. All travel and reimbursement of expenses will follow approved Butler Community College policies.

### **REIMBURSEMENT GUIDELINES**

Convention registration, hotel reservation, travel expenses, meals, and set college rate/percentage for tips are approved convention expenses.

Car rental should not be used unless absolutely necessary and only when no other means of transportation which would be as economical is available.

Taxicab, uber, and lyft charges shall be allowed from bus, rail, or plane terminals to the destination of a meeting and between points of duty.

Long distance telephone calls and fax messages will be reimbursed for college business only. Personal calls are not to be charged to the college.

Board members shall not be reimbursed for travel expenses incurred by their spouse of other members of their family.

The college will not reimburse any official for expenses incurred for the purchase of alcoholic beverages. Additional non-reimbursable expenses include dry cleaning, personal entertainment expenses, tobacco products, traffic and/or parking fines, and tips to porters, maids, bellhops.

The Board members shall submit their expense account supported by paid, itemized receipts for reimbursement to the President's Executive Assistant.

Military Leave Policy – Shelley Stultz presented the Board with changes to the military leave policy as outlined below.

The following policy revisions provide for differential pay for up to 90 days of absence while on military leave in a fiscal year. The suggested additions are noted below and highlighted in yellow. The suggested deletions show strikethrough and are highlighted in blue.

## Section 5 – Employment and Payroll Information

### C. Leave Information

#### i. Military Leave

All employees required to fulfill military service obligations shall be granted a military leave of absence ~~without pay~~ and shall be entitled to the benefits provided under the Selective Service Act of 1948 as amended.

Employees who are granted military leave for voluntary or involuntary active military duty or training in the uniformed services may receive up to 90 days of differential paid leave per fiscal year (July 1 to June 30), unless they have already exhausted the maximum 90 days in that fiscal year. After the maximum 90 calendar days of Butler's paid military leave is exhausted, the employee may choose to either use paid time off (vacation, personal, professional leave) during the remainder of his/her military leave or elect to take an unpaid leave of absence.

A request for time off for military duty should be made to the employee's immediate supervisor or department head at least two (2) weeks in advance of the duty. The request should include the dates of departure and return, and should be accompanied by a copy of the official orders, if possible. To receive differential pay from the College during the military leave, the employee must furnish a certified statement of the military pay to the Human Resources/Payroll department.

After a brief discussion, Trustee Engelbrecht said that since it was not a huge expenditure and moved the college in the right direction, they should pass the policy changes today. Trustee Engelbrecht then moved to approve the policy changes as presented. Trustee Lechtenberg seconded. The motion passed unanimously.

### **BOARD ACTION ITEMS**

Ratification of the El Dorado Neighborhood Revitalization Project – Scott Rickard from the City of El Dorado presented the Board with the NRP which has already been passed by the City and School Districts.

**NEIGHBORHOOD REVITALIZATION PROGRAM  
INTERLOCAL AGREEMENT**

**THIS INTERLOCAL AGREEMENT** (hereinafter referred to as “Agreement”) entered into this 12 day of November, 2019 by and between the City of El Dorado, a duly organized municipal corporation hereinafter referred to as “City”, Board of Butler County Commissioners of Butler County, Kansas, hereinafter referred to as “Butler County”, Unified School District #490 hereinafter referred to as “USD 490”, Unified School District #375 hereinafter referred to as “USD 375”, and Butler Community College hereinafter referred to as “BCC”.

**WHEREAS**, K.S.A. 12-2904 allows public agencies to enter into interlocal agreements to jointly perform certain functions including economic development; and

**WHEREAS**, the agreement shall be submitted, pursuant to law, to the Attorney General of the State of Kansas for determination whether the agreement is in proper form and compatible with the laws of the State of Kansas; and

**WHEREAS**, all parties are pursuant to K.S.A. 12-2903 public agencies, capable of entering into interlocal agreements; and

**WHEREAS**, K.S.A. 12-17, 114 *et. seq.* (Kansas Neighborhood Revitalization Act (KNRA)) provides a program for neighborhood revitalization and further allows for the use of interlocal agreements between municipalities to further neighborhood revitalization; and

**WHEREAS**, it is the desire and intent of the parties hereto to provide the maximum economic development incentive as provided for in K.S.A. Supp. 12-17, 114 *et. seq.* by acting jointly.

**NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN THE PARTIES AGREE AS FOLLOW:**

1. The parties agree to consider and adopt a neighborhood revitalization plan in substantially the same form and content as Exhibit A, attached hereto and incorporated by reference as if fully set forth herein. If any provision of this agreement shall be held to be inoperative or unenforceable as applied in any particular case or to any particular participating Public Agency, or in all cases because it conflicts with any other provision or any other constitution or statute, or for any other such reason, such circumstances shall not render the provision in question inoperative or unenforceable in any other case or circumstance or render any other provision invalid or inoperative or unenforceable to any extent. The effect and meaning of this agreement, the plan and the rights of all Public Agencies shall be governed by and construed according to the laws of the State of Kansas.

2. The parties further agree that the County shall administer the neighborhood revitalization plan as adopted by each party on behalf of the signatory parties. The County shall create a neighborhood revitalization fund pursuant to K.S.A. 12-17,118 for the purpose of financing the redevelopment and to provide rebates. Any increment in property taxes received by the City, the County, and the District resulting from qualified improvements to property pursuant to the neighborhood revitalization plan shall be credited to the County's neighborhood revitalization fund.
3. This agreement shall commence and expire per attached Exhibit A-Neighborhood Revitalization Plan.
4. This agreement shall include individual condemned properties (as determined and qualified by the City Building Inspector or the City Commission) or properties in a City of El Dorado rehabilitation/grant program. Any buildings in this section would need to qualify through a description of blight, health, or safety issues or grant programs as established by the City of El Dorado.
5. This agreement shall be executed in several counterparts, all of which together shall constitute one original agreement.
6. The parties further agree that any party may terminate this agreement by providing 90 days (or other time period) notice in writing to the other parties. Provided, however, that any application for tax rebate submitted prior to the effective date of the termination shall, if approved, be considered eligible for the duration of the rebate period.

**IN WITNESS WHEREOF**, the Public Agencies have caused this agreement to be duly executed by their respective appropriate representatives.



**BUTLER COMMUNITY COLLEGE**

  
Greg Joyce, Chairman      11/12/19      Date

**ATTEST:**

  
Lora Jarvis, Secretary      11/12/19      Date

**RESOLUTION NO. 19-10**

**A RESOLUTION AUTHORIZING AND DIRECTING THE CHAIRMAN OF THE BOARD OF TRUSTEES TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE BUTLER COUNTY BOARD OF COUNTY COMMISSIONERS, UNIFIED SCHOOL DISTRICT #490, UNIFIED SCHOOL DISTRICT #375, AND THE CITY OF EL DORADO**

**WHEREAS**, the City of El Dorado has requested Butler Community College to enter into an Interlocal Agreement with the Butler County Board of County Commissioners, Unified School District #490, Unified School District #375, and the City of El Dorado; and

**WHEREAS**, the Butler County (Kansas) Board of County Commissioners, Unified School District #490, Unified School District #375, and the City of El Dorado desire to enter into an Interlocal Agreement with Butler Community College; and

**WHEREAS**, the other parties named herein are desirous of entering into such an agreement with Butler Community College; and

**WHEREAS**, The purpose of the Interlocal Agreement is to promote the revitalization and development of certain areas within the City of El Dorado by promoting the rehabilitation, conservation and redevelopment of areas in order to protect the public health, safety and welfare of the residents of the community. More specifically, a tax rebate incentive will be available for certain improvement or renovations within this area.

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

Section 1. The Chairperson of the board be and is hereby authorized and directed to execute an Interlocal Agreement with the Butler County Board of County Commissioners, Unified School District #490, Unified School District #375, and City of El Dorado.

Section 2. This Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees of Butler Community College.

ADOPTED this 12<sup>th</sup> day of November 2019.

  
Lora Jarvis, Secretary

  
Greg Joyce, Chairperson

Trustee Dreiling moved to pass Resolution 19-10. Trustee Lechtenberg seconded. The motion passed unanimously.

**CONSENT AGENDA**

Trustee – moved to approve the consent agenda as presented. Trustee – seconded. The motion passed unanimously. The consent agenda included the following items:

- Approval of Minutes of the Regular Board Meeting of October 8, 2019
- Approval of Bills and Warrants for October 2019 in the amount of \$4,710,883.59 (includes Expenditure Approval List - \$1,971,510.03 and Payroll - \$2,739,373.56)
- Approval of Wireless Infrastructure for the 5000 building in the amount of \$24,221.44
- Approval of Commercial Mowing Services in the amount of \$43,200.00
- Ratification of Flywire Contract in the amount of \$395 monthly
- Ratification of MOU with City of El Dorado for Fire Science
- Ratification of EMSI Analyst Database License Renewal in the amount of \$11,500.00
- Ratification of Clinical Affiliation Agreement with Wesley Rehabilitation Hospital

**SUPPLEMENTAL INFORMATION**

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – NONE

Board Calendars

<p><b>BOARD OF TRUSTEES CALENDAR OF ACTIVITIES November 2019 – December 2019</b></p>
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<b>November Board Finance Committee</b>	Tuesday, November 12, 3:30 p.m. President’s Conference Room	<b>Ron Engelbrecht Lance Lechtenberg</b>
<b>November Board Meeting</b>	Tuesday, November 12, 4:30 p.m. Dankert Board Room	<b>ALL TRUSTEES</b>
<b>Dr. Krull Holiday Reception</b>	Mon, December 9 @ 5:00 p.m. Dankert Board Room	
<b>December Board Finance Committee</b>	Tuesday, December 10, 3:30 p.m. President’s Conference Room	<b>Ron Engelbrecht Lance Lechtenberg</b>
<b>December Board Meeting</b>	Tuesday, December 10, 4:30 p.m. Dankert Board Room	<b>ALL TRUSTEES</b>
<b>Spirit of the Season Free Holiday Concert @ Century II</b>	Tues, December 10 @ 7:30 p.m.	
<b>Employee Holiday Luncheon</b>	Thur, December 12, 11:00– 1:30 Clifford/Stone Room	
<b>Nurses Pinning</b>	Thur, December 12 @ 7:00 p.m.	<b>Trustee Welcome: Lance Lechtenberg</b>

<b>2019-2020 Board Meeting Dates</b>
Tuesday, November 12, 2019
Tuesday, December 10, 2019
Tuesday, January 14, 2020
Tuesday, February 11, 2020 <b>Grizzly Den, BOA 5000</b>
Tuesday, March 10, 2020
Tuesday, April 14, 2020
Tuesday, May 12, 2020
Tuesday, June 9, 2020 <b>Grizzly Den, BOA 5000</b>
Tuesday, July 14, 2020

<b>LOOKING AHEAD</b>		
<b>January Board Finance Committee</b>	Tuesday, January 14, 3:30 p.m. President's Conference Room	<b>Ron Engelbrecht Lance Lechtenberg</b>
<b>January Board Meeting</b>	Tuesday, January 14, 4:30 p.m. Dankert Board Room	<b>ALL TRUSTEES</b>
<del>February Board Finance Committee</del> <b>Tour of 5000 Building Remodel</b>	Tuesday, February 11, 3:30 p.m. Andover 5000 Building, Grizzly Den	<b>ALL TRUSTEES</b>
<b>February Board Meeting</b>	Tuesday, February 11, 4:30 p.m. Andover 5000 Building, Grizzly Den	<b>ALL TRUSTEES</b>

### **Fall 2019 ACTIVITY CALENDAR**

Women's Bball v Bethel College JV (home)	Tue, November 12 @ 5:30 p.m.
Men's Bball v McPherson College JV (home)	Tue, November 12 @ 7:00 p.m.
Employee Forums	Thur, November 14 BOA – 11:30 a.m. BOE – 2:00 p.m.
Women's Bball v Tabor College JV (home)	Thur, November 14 @ 5:30 p.m.
Men's Bball v Moberly Area Comm College (State Fair Classic @ Sedalia, MO)	Fri, November 15 - TBA
Men's Bball v State Fair Comm College (State Fair Classic @ Sedalia, MO)	Sat, November 16 - TBA
Foundation Board of Dir. Meeting	Tue, November 19 @ 4:00 p.m.
Women's Bball v Northern OK College – Enid (home)	Tue, November 19 @ 5:30 p.m.
Men's Bball v Iowa Western (home)	Tue, November 19 @ 7:00 p.m.
Theatre <i>The Tragical History of Doctor Faustus</i>	Thur, November 21 @ 7:30 p.m. Fri, November 22 @ 7:30 p.m. Sat, November 23 @ 2:00 & 7:30 p.m.
Women's Bball v Northern OK College – Enid (away)	Fri, November 22 - TBA
Men's Bball v Bethany College JV (away)	Fri, November 22 @ 7:00 p.m.
High School Show Choir Festival Performance	Mon, November 25 @ 7:00 p.m.



Thanksgiving Break – COLLEGE CLOSED	November 27-29
Basketball v Seward County (away)	Wed, November 27 Women – TBA Men @ 7:30 p.m.
Women’s Bball v Colby (away)	Sat, November 30 - TBA
Men’s Bball v Colby (away)	Sat, November 30 @ 5:00 p.m.
Summer Enrollment Begins	Mon, December 2
Woodwind Recital E.B. White Gallery of Art	Mon, December 2 @ 7:30 p.m.
Brass & Percussion Recital Hubbard Welcome Center	Tues, December 3 @ 7:30 p.m.
Faculty Focus	Wed, December 4 BOA – 11:30 a.m. BOE – 2:00 p.m.
Basketball v Dodge City (home)	Wed, December 4 Women @ 5:30 p.m. Men @ 7:30 p.m.
Dance Showcase	Thur, December 5 @ 7:30 p.m.
KACCT Quarterly Meeting Johnson County Community College	Fri & Sat, December 6 & 7
Basketball v Hutchinson (home)	Sat, December 7 Women @ 1:00 p.m. Men @ 3:00 p.m.
Dr. Krull Holiday Reception	Mon, December 9 @ 5:00 p.m.
Finals Week	December 9-13
Spirit of the Season Free Holiday Concert Century II	Tues, December 10 @ 7:30 p.m.
Basketball v NW Ks Technical College (away)	Wed, December 11 Women – TBA Men @ 7:30 p.m.
Employee Holiday Luncheon	Thur, December 12
Nurses Pinning	Thur, December 12 @ 7:00 p.m.
Fall Semester Ends	Fri, December 13
Winter Break – COLLEGE CLOSED	December 23-January 1
Basketball v Barton (home)	Sat, January 4 Women @ 1:00 p.m. Men @ 3:00 p.m.
Spring Intersession Begins	Mon, January 6
Basketball v Pratt (home)	Wed, January 8 Women @ 5:30 Men @ 7:30 p.m.
New Adjunct Orientation (BOA 5000)	Sat, January 11
Basketball v Garden City (away)	Sat, January 11 Women - TBA Men @ 4:00 p.m.

Professional Development Days (PDD)	January 13-17
PDD Social Hour with Faculty	Mon., January 13
Basketball v Cloud County (away)	Mon, January 13 Women @ 6:00 p.m. Men @ 8:00 p.m.
Basketball v Allen County (home)	Wed, January 15 Women @ 5:30 p.m. Men @ 7:30 p.m.
Spring Intersession Ends	Fri, January 17
New Adjunct Orientation (BOA 5000)	Sat, January 18
Basketball v Independence (away)	Sat, January 18 - TBA
Martin Luther King, Jr. Holiday – COLLEGE CLOSED	Mon, January 20
Spring Semester Begins	Tue, January 21
Basketball v Neosho County (away)	Wed, January 22 Women @ 5:30 p.m. Men @ 7:30 p.m.
E.B. White Gallery of Art Anthony Marshall Exhibit Reception	January 24 – February 27  Thur, January 30 @ 6:00 p.m.
Music Theatre Choral Festival	Wed, January 29 9:00 a.m. – 3:30 p.m.
Basketball v Cowley County (away)	Wed, January 29 Women – TBA Men @ 7:30 p.m.
Basketball v Coffeyville (home)	Sat, February 1 Women @ 1:00 p.m. Men @ 3:00 p.m.
Student Forums	Wed, February 5 BOA – 11:30 a.m. BOE – 6:00 p.m.
Basketball v Cloud County (home)	Wed, February 5 Women @ 5:30 p.m. Men @ 7:30 p.m.
Second Saturday Training (BOA 5000)	Sat, February 8
Basketball v Allen County (away)	Sat, February 8 Women – TBA Men @ 4:00 p.m.
Basketball v Independence (away)	Mon, February 10 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v Neosho County (away)	Wed, February 12 Women – TBA Men @ 7:30 p.m.
Faculty Focus	Thur, February 13 BOA – 11:30 a.m. BOE – 2:00 p.m.

Spring Census Day (20 <sup>th</sup> Day)	Mon, February 17
Foundation Board of Dir. Meeting	Tue, February 18 @ 4:00 p.m.
Basketball v Cowley County (away)	Wed, February 19 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v Coffeyville (away)	Sat, February 22 Women – TBA Men @ 7:00 p.m.
Children's Theatre <i>Uniquely Frank: An Alvin the Alligator Story</i>	Sat, February 22 @ 2:00 p.m.
Butler Kids' Show Choir Spectacular	Sat, February 22 @ 6:30 p.m.
Men's Basketball Region VI First Round	Wed, February 26 - TBA
Student Forums	Mon, March 2 BOA – 11:30 a.m. BOE – 6:00 p.m.
Vocal Concert <i>I've Got Music!</i>	Thur, March 5 @ 7:30 p.m. Fri, March 6 @ 7:30 p.m. Sat, March 7 @ 2:00 & 7:30 p.m.
E.B. White Gallery of Art Kevin Kelly Exhibit Reception	March 5 – April 8  Thur, March 26 @ 6:00 p.m.
Butler Benefit Auction	Fri, March 6 @ 6:00 p.m.
PTK Luncheon & KACCT Quarterly Meeting Ramada Topeka Downtown	Thur, March 12
Spring Break – NO CLASSES	March 16-20
Faculty Focus	Thur, March 26 BOA – 11:30 a.m. BOE – 2:00 p.m.
Institutional Development Day (IDD) – NO CLASSES	Thur, April 9
Good Friday – COLLEGE CLOSED	Fri, April 10
Student Forums	Thur, April 16 BOA – 11:30 a.m. BOE – 6:00 p.m.
Theatre <i>The Servant of Two Masters</i>	Thur, April 16 @ 7:30 p.m. Fri, April 17 @ 7:30 p.m. Sat, April 17 @ 2:00 & 7:30 p.m.
E.B. White Gallery of Art Student Art Show Awards & Reception	April 17 – May 2  Fri, April 17 @ 6:00 p.m.
Faculty Focus	Mon, April 20 BOA – 11:30 a.m. BOE – 2:00 p.m.
Spring Instrumental Concert	Fri, April 24 @ 7:30 p.m. Sat, April 25 @ 7:30 p.m.

Spring Vocal Concert <i>I've Got My Friends!</i>	Thur, April 30 @ 7:30 p.m. Fri, May 1 @ 7:30 p.m. Sat, May 2 @ 2:00 & 7:30 p.m.
Woodwind Recital	Mon, May 4 @ 7:30 p.m.
Brass Recital	Tues, May 5 @ 7:30 p.m.
Percussion Recital	Wed, May 6 @ 7:30 p.m.
Dance Showcase	Thur, May 7 @ 7:30 p.m.
Finals Week	May 11-15
E.B. White Gallery of Art Student Art Sale	Tues, May 12, 10:00 a.m. – 4:00 p.m.
Nurses Pinning	Thur, May 14 @ 7:00 p.m.
Fall Semester Ends	Fri, May 15
Order of the Purple	Fri, May 15 TBD
Commencement	Fri, May 15 TBD
Summer Semester Begins	Mon, May 18
Foundation Board of Dir. Meeting	Tue, May 19 @ 4:00 p.m.
Commencement Thank You Picnic Lunch	Wed, May 20 @ 11:30 a.m.
Memorial Day – COLLEGE CLOSED	Mon, May 25
Circle of Gold Society Luncheon	Fri, June 19 @ 11:30 a.m.
Independence Day (Observed) – COLLEGE CLOSED	Fri, July 3
Summer Classes End	Fri, July 24

### **ADJOURNMENT**

Trustee Law moved that the Board meeting be adjourned. Trustee Lechtenberg seconded. The motion passed unanimously. The regular meeting of November 12, 2019 was adjourned at 6:33 p.m.

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Jim Howell – Secretary