

**BUTLER COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR BOARD MEETING  
4:30 p.m., Tuesday, April 14, 2020 – Zoom Meeting**

**STAFF ATTENDANCE**

Bill Rinkenbaugh	Bill Young
CHirstina Byram	Esam Mohammad
Ireland Turner	Jessica Ohman
Jon Craig	Kelly Snedden
Kelly Snedden	Kent Williams
Kim Krull	Lora Jarvis
Lori Winningham	Matt Jacobs
Peggy Krause	Shelley Stultz
Tevin Manual	Tom Borrego
Terry Sader	

**BOARD ATTENDANCE**

Mary Martha Good  
Jim Howell  
Doug Law  
Lance Lechtenberg  
Forrest Rhodes  
Shelby Smith  
Julie Winslow

**GUESTS**

Ray Connell  
Jim Robinson  
Heather Morgan  
Katie Petersen

**CALL TO ORDER**

Chair Howell called the regular monthly meeting of the Board of Trustees to order at 4:32 p.m. Prior to the start of the meeting, Dr. Krull read a special notice regarding the Zoom environment and meeting etiquette.

**APPROVAL OF THE AGENDA**

Trustee Law moved to accept the agenda as presented. Trustee Good seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

**RECOGNITIONS** – NONE

**PUBLIC COMMENT** – NONE

**STANDING REPORTS**

Professional Employees – Dr. Sader said that the hard work of his colleagues, the professional employees and others, has accomplished a lot to help our students through this time. He said he is proud to work with these people and proud to work for a college

that has done such a great job and answering the very different times that we are now living through.

President's Report – Dr. Krull said that everyone at the college has stepped up with the COVID-19 situation.

- Admissions and Advising were already doing visits and sessions online over holiday breaks so they were already prepared
- Faculty Development and Ed Tech worked through Spring Break and the week after to prepare instructors for teaching online. With having 20 years of online presence, the transition was easier for Butler than many other colleges.
- Over 100 Faculty stepped up to assist other faculty and students with the transition
- The IT division worked long hours to prepare laptops for faculty, staff, and students as well as working with software and programs to help make Butler fully online capable. We are also lucky to have had the Digital Transformation over the last two years that has afforded us luxuries others do not have
- There are still divisions that are on campus working to make sure things are handled. Staff in the secretarial center work to get mail and copies made as necessary. Public Safety is still doing building checks and maintaining a presence on campus. Facilities worked hard all over campus to continually clean and sanitize everything.
- The college's Critical Incident Management Team (CIMT) met early and often to make sure they were making the best decisions for campus and the community.

Dr. Krull said she is super proud with all of the efforts from the faculty and staff in cooperation with the new rules in place surrounding the COVID-19 situation.

The nursing, allied health, college health, fire-science, EMT, and public safety departments donated personal protection equipment as requested since hospitals and doctors were in need of all they could get. Our ventilator was picked up by the national guard and taken to a location that had a greater need for it.

Community Colleges are expected to receive \$3.8 million in funding via the CARES act. A good portion will be dedicated to student expenses while some will also be available for general college business. The final details have yet to be decided.

From conversations at the State Level they shared these things that we can expect:

- 15% drop in tax revenues (which for Butler equals about \$2 million)
- Valuation will likely go down
- Enrollment drops are likely – though with the more affordable classes, community colleges may not be as hard hit as universities

Also, last week was Trustee Howell's Birthday. Happy Birthday to him.

**MONITOTRING REPORTS** – NONE

**BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITES**

Auto Collision – In February of this year, Butler’s administration informed Auto Collision Associate Professor, Donnie Smith of the intent to discontinue the Auto Collision program. As far back as September 2016, discussions began regarding the redesign of the auto collision program to enhance enrollment, continue to meet industry needs, and allow students to complete in a shorter timeframe and seek employment. The program was redesigned with a hybrid format in place by the next fall. The program is not nationally accredited.

From AY16 – AY20, the program enrollment has averaged 5 students except for AY19 when 9 students were enrolled. The credit hours generated in this same timeframe ranged from 136 to 279 except during AY19 when 9 students took 483 credit hours. While industry partnerships have been sought as well as program partnerships with other institutions, the Butler’s Auto Collision program has not grown.

This week Dr. Krull, Lori Winningham, and Mel Whiteside met with the advisory board, Donnie Smith and Karen Waddell. Following that discussion, the administration still felt their decision to discontinue the program was valid. The Trustees decided they would like to have the program on the May agenda as an action item so they can share with their constituents how they felt about doing away with the program. Dr. Krull agreed to have a Topic for Action on the May agenda.

**BOARD ACTION ITEMS – NONE**

**CONSENT AGENDA**

Trustee Law moved to accept the consent agenda as presented. Trustee Good seconded. Lora Jarvis again called a roll call vote and the motion passed unanimously. The consent agenda included the following items:

- Approval of Minute of the Regular Board meeting of March 10, 2020
- Approval of Bills and Warrants for February 2020 in the amount of \$3,863,783.71 (includes Expenditure Approval List - \$1,259,892.22 and Payroll - \$2,603,891.49)
- Approval of Oracle Audit Renewal in the amount of \$78,812.00

**SUPPLEMENTAL INFORMATION**

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Holly Schaffner, Becky Wolfe, Tom Borrego

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES  
APRIL – MAY**

<b>April Board Finance Committee</b>	Tuesday, April 14, 3:30 p.m. President’s Conference Room	<b>Lance Lechtenberg, Shelby Smith</b>
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<b>April Board Meeting</b>	Tuesday, April 14, 4:30 p.m. Dankert Board Room	<b>ALL TRUSTEES</b>
<b>May Board Finance Committee</b>	Tuesday, May 12, 3:30 p.m. President's Conference Room	<b>Lance Lechtenberg, Shelby Smith</b>
<b>May Board Meeting</b>	Tuesday, May 12, 4:30 p.m. Dankert Board Room	<b>ALL TRUSTEES</b>

<b>2019-2020 Board Meeting Dates</b>
Tuesday, April 14, 2020
Tuesday, May 12, 2020
Tuesday, June 9, 2020 <b>Grizzly Den, BOA 5000</b>
Tuesday, July 14, 2020

<b><u>LOOKING AHEAD</u></b>		
<b>Tour of 5000 Building Remodel</b>	Tuesday, June 9, 3:30 p.m. Andover 5000 Building, Grizzly Den	<b>ALL TRUSTEES</b>
<b>June Board Meeting</b>	Tuesday, June 9, 4:30 p.m. Grizzly Den, Andover 5000 Building	<b>ALL TRUSTEES</b>
<b>July Board Finance Committee</b>	Tuesday, July 14, 3:30 p.m. President's Conference Room	<b>Lance Lechtenberg, Shelby Smith</b>
<b>July Board Meeting</b>	Tuesday, July 14, 4:30 p.m. Dankert Board Room	<b>ALL TRUSTEES</b>

### **Spring 2020 ACTIVITY CALENDAR**

Student Forums	Thur, April 16 - CANCELED
Theatre <i>The Servant of Two Masters</i>	Thur, April 16, 17 - CANCELED
E.B. White Gallery of Art Student Art Show Awards & Reception	April 17 – May 2 - CANCELED
Employee Forums	Mon, April 20 - CANCELED
Spring Instrumental Concert	Fri, April 24, 25 - CANCELED
Spring Vocal Concert <i>I've Got My Friends!</i>	Thur, April 30, May 1, 2 - CANCELED
Woodwind Recital	Mon, May 4 - CANCELED
Brass Recital	Tues, May 5 - CANCELED
Percussion Recital	Wed, May 6 - CANCELED
Dance Showcase	Thur, May 7 - CANCELED
Finals Week	May 11-15
Early College Academy Graduation	Mon, May 11 CANCELED
E.B. White Gallery of Art Student Art Sale	Tues, May 12 - CANCELED
Nurses Pinning	Thur, May 14 - CANCELED
Spring Semester Ends	Fri, May 15
Order of the Purple	Fri, May 15 - CANCELED
Commencement	Fri, May 15 - CANCELED
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 - CANCELED

Memorial Day – COLLEGE CLOSED	Mon, May 25
Circle of Gold Society Luncheon	Fri, June 19 - CANCELED
Independence Day (Observed) – COLLEGE CLOSED	Fri, July 3
Summer Classes End	Fri, July 24

**EXECUTIVE SESSION**

The Board recessed into Executive Session for consultation with legal counsel. Chair Howell moved that the Board recess into Executive Session for consultation with legal counsel concerning the Roger Mathews case pursuant to the open meetings exception for matters protected by attorney-client privilege to include the Board, Dr. Kim Krull, Shelley Stultz, Kent Williams, Jim Robinson, and Ray Connell. Trustee Good seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

The open meeting will resume here in the virtual zoom regular meeting room in 60 minutes.

The Board entered executive session at 5:20 p.m.

The Board returned to open session at 6:20 p.m.

**ADJOURNMENT**

Trustee Winslow moved to adjourn the meeting. Trustee Smith seconded. Lora called a roll call vote and the motion passed unanimously. The regular meeting of April 14, 2020 was adjourned at 6:32 p.m.

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Doug Law – Secretary