
**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., February 9, 2021 – Dankert Board Room**
Meeting Recording can be viewed at https://youtu.be/zaC_wJ2j9fA

STAFF ATTENDANCE

Tom Borrego (Z)	Matt Jacobs
Lora Jarvis	Kim Krull
Esam Mohammad (Z)	Jessica Ohman (Z)
Bill Rinkenbaugh (Z)	Terry Sader (Z)
Kim Sherwood (Z)	Kelly Snedden (Z)
Shelley Stultz (Z)	Kent Williams (Z)
Lori Winningham (Z)	Bill Young (Z)
Amanda Hadley	Cory Teubner (Z)
Rick Nichols	Greg Cole (Z)
Mel Whiteside (Z)	Heather Rinkenbaugh (Z)
Lisa Bolin (Z)	Kiersten Kamholz (Z)

BOARD ATTENDANCE

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

GUESTS

Scott Redler
Les Padzensky
Jamie Baker

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Chair Lechtenberg noted that they would need to move the Culinary Discussion to earlier in the agenda in order to best meet the needs of the community advisory board members who would be speaking. Trustee Howell moved to approve the agenda as amended. Trustee Good seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

RECOGNITIONS

- **Cory Teubner** – Master Teacher
- **Larry Friesen & Amanda Hadley** – Teaching Excellence Award Winners
- **Teressa Eastman** – Co-Chair of the Community College Knowledge and Practice Group with AHEAD

PUBLIC COMMENT – NONE

STANDING REPORTS

Student Government Association – SGA President Kiersten Kamholz and secretary Chloe were present on Zoom to share that they were a full team again after adding two new members to their leadership team. They started school with welcome back tables in the 1500 building handing out snacks and school supplies.

They are currently celebrating Black History Month by featuring a different African American each week including Martin Luther King, Jr., Rosa Parks, Malcom X, and Aretha Franklin. They are also handing out special valentine's goodies this week as well.

A partnership between SGA, IS and Marketing is bringing charging stations to both campuses. Students will have the chance to charge their devices at multiple stations at both Butler of Andover and Butler of El Dorado.

The first SGA Meeting of the semester will be Thursday, February 17 at 4:00 p.m.

Operational Staff – OpStaff President Lisa Bolin told the Board that their first meeting is this Thursday, February 11th and she looked forward to bringing them an update in March.

Professional Employees – Dr. Terry Sader had two announcements to share with the Board. First, he congratulated Cory Teubner for being selected as this year's Master Teacher for Butler.

Dr. Sader also announced that Chloe Lille of Valley Center and Laura Burke of Mulvane were both selected to receive the Associations scholarship this year. Chloe is studying secondary education and Laura is studying elementary education.

(Standing reports were paused to allow for the Culinary Arts Discussion. Standing Reports resume on page 4)

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

Culinary Arts & Hospitality Management Discussion – Dr. Krull introduced Scott Redler, Les Padzensky, and Greg Cole to the Board. Scott & Les are members of the Culinary Arts & Hospitality Management Advisory Board and Greg is serving as the Lead instructor this semester.

Mr. Redler shared that the hospitality industry is one where you can start with nothing and end up being very successful in your career. He believes Butler's program has fit the college well and that it is time to take it to the next level. He said that the industry is always looking for more qualified people to fill the roles in restaurants all over the nation.

Mr. Padzensky used to teach for the Butler Culinary Arts and Hospitality Management program. He hired many Butler students in his time as a leader for Warren theaters. He agrees with Mr. Redler that it is time to take the Butler program to the next level and that the people, talent and knowledge are already here. Butler has established a great reputation.

Trustee Smith asked them to clarify what they meant by taking the program to the next level. Mr. Redler expressed that taking it to a level that is found in other parts of the country would require equipment, space and commitment from Butler.

Trustee Smith expressed concerns that Butler is going head-to-head with WSU-Tech and whatever space might be available to Butler, WSU-Tech was going to have five times as much. He would like to wait before committing money to the program to see what is happening locally.

Mr. Redler shared that he thought with the right leadership in the program, Butler could far out-do what WSU-Tech can do.

Trustee Good questioned how the minimum wage going up to \$15 an hour would hinder the hospitality industry. Mr. Redler expressed that they do not feel it will be a nationwide minimum wage and that if it does increase, it will be graduated over a period of years.

Trustee Winslow asked them how they envisioned Butler's culinary program setting itself apart from WSU-Tech. Mr. Redler shared that he and his wife are financial supporters of Butler through scholarships and are committed to making the Culinary program the best it can be. Trustee Winslow asked if they knew what the right decisions would be or if they were willing to sit on a panel so that they could ensure Butler makes the right decisions going forward. Both Mr. Redler and Mr. Padzensky are already members of the Culinary Arts and Hospitality Management Program Advisory Board.

Dr. Krull shared that there are some exciting opportunities out there for Butler's students and they are working hard to create pathways from the classroom to the industry. Bringing the program back into Butler County will also present some new opportunity because it will be in Butler's service area.

Dr. Krull introduced Greg Cole to share his experience with the program as well. Mr. Cole is leading the program this semester and he expressed how fortunate the program is to have backing and support of individuals like Les and Scott. Mr. Cole said that Butler has an advantage far greater than WSU-Tech will ever have because the

program is already established and recognized as well as having graduates nation-wide that are doing extremely well and marketing for the program.

Trustee Smith asked what they felt would happen if Butler built something bigger and better and indicated his thoughts that the time to expand was a year ago. Trustee Smith also questioned why students would come to Butler's program if it was moved. Mr. Redler indicated that a newer facility would be much better than the current location of the Boston Rec Center.

Dr. Krull stated there are some opportunities with taking the program out of the traditional culinary and hospitality and adding some new elements to the program with new partnerships.

Trustee Winslow asked if Mr. Redler and Mr. Padzensky would be willing to start a tuition program for students who were going into the culinary program. Mr. Redler said that he and his wife already have a scholarship for the program and plans future support. He also said that leadership is important and that with the right leadership the program's growth and graduation rates will improve greatly as well.

STANDING REPORTS (cont)...

Board Finance Committee – Trustee Smith said that Butler's spring enrollment is up a little more than originally thought. Trustee Law said that some of the anticipated budget shortages are less than originally planned for as well and that we generated more tax revenue.

Foundation Board Report – Trustee Rhodes shared that the Foundation's annual big fundraiser auction will be conducted virtually this year. He said that the Foundation does some great things for the college including many scholarships for students.

President's Report – After requests last month, the Ag transfer information, articulation agreements, and past Board evaluations were put on SharePoint for Trustees to review.

The EMSI information requested last month was shared in the Board Overview shared prior to the meeting. Also included, was some statistic information Esam was able to find on the affects COVID had on local/regional hospitality services.

Dr. Krull reminded the Board that required negotiations training is scheduled for February 24th from 4:00 – 5:00 p.m. Lora will resend the invitation with the Zoom link that was sent in late January so that everyone has the information. If Trustees are unable to attend that training, Dr. Krull will contact Matt Ward, Superintendent with the Augusta school district, to include them in that training.

The college's MGB team met for the first time yesterday to start the conversation about negotiations. They will meet every Monday through the Spring semester.

Keith West, communications faculty member who oversees the college radio station, KBTL, has submitted their update for licensing for the radio station with the FCC.

Dr. Krull also shared some good news from two of Butler's athletic teams. The girls softball team was in San Antonio for a tournament and found a wallet. They went to a great deal of effort to make sure the wallet was returned to its owner, including searching four area hotels, messaging him on Facebook and finally calling his place of employment in Oregon. The man offered them a reward when they connected with him, but the girls refused it.

In January, a Butler football player was traveling down 254 with friends in a vehicle behind him. The friends' car was hit by a drunk driver and Tavi went back and pulled his unconscious friend from the wreck.

Trustee Smith inquired about the sports attendance policy and if there would be a time when we could just do temperature checks and allow fans to attend. Dr. Krull explained that the Jayhawk Conference put a policy in place that allows for 25% capacity in the gyms including athletes, referees, coaches and fans. At Butler, the first attendees to be contacted will be the Grizzlybackers, but all of the games are being livestreamed and broadcast on the Butler radio station. The Jayhawk Conference will vote again at the beginning of March to see if they can increase the number of guests.

Educational Facilities Authority Report – Trustee Law said that the only ongoing item is repairing a ground surface water leak in one of the locker rooms that is threatening a breaker panel.

MONITORING REPORTS

Dean Rick Nichols presented the annual report for the Fine Arts and Communications Division.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES (cont)

McConnell Discussion – Heather Rinkenbaugh introduced Jamie Baker, Deputy Chief of Education and Training at McConnell, to share about the 46-year partnership with McConnell, the current status on the base and how Butler and McConnell work together to support students.

Ms. Baker has been at McConnell since 2004 and stated the most important piece for airmen is the accessibility of classes on base. It is important that there is a community college with an associate's degree program on base because of the CCF – Community College of the Air Force degree. Butler allows them to get dual credit for the classes with both Butler and the CCF which is very important for promotions later in the Air Force especially for Master Sergeants and above.

Access is also important to the dependents, allowing spouses and children to start classes with Butler as well.

Since June 2020, all the institutions with classes on base have been impacted. All of the briefings on base are done online and anything done in person is socially distanced. Classrooms on base are small thus social distancing is difficult.

Butler's affordability on base is important when the other two universities on base have tuition between \$225 and \$250 per credit hour allowing airmen to take only six classes per fiscal year.

Trustee Good asked how many colleges were on base. Ms. Baker said that in addition to Butler, Wichita State and Embry Riddle, an aeronautical college based in Florida, are also on base. A Memorandum of Understanding is required for every college on base.

Trustee Winslow asked what percentage of students enrolled on the base end up graduating from Butler or other universities. Ms. Baker said it would be difficult to determine that as students are mobile and often start degrees with one institution and end with another. get all of that information. Heather said that Butler could provide the information for students who have attended Butler via McConnell.

Trustee Winslow also asked how many classes are on being taught on base per semester. Heather said she would share that information in her presentation.

Trustee Winslow asked if students could take the same classes that Butler is offering in person online and still get the same credit with the CCF. Ms. Baker said that they could get the same credit, but many students prefer in person over online. All students must have their own computers and equipment to take online classes because the base does not supply access to any.

Heather shared FY 2020 data with the Trustees. In August, the Trustees were presented with FY2019 data. FY 2020 did show an increase in enrollment which resulted in an increase in revenue.

Butler Community College
 McConnell Airforce Base and Butler Service Center
 Revenue and Expenditure Information for the Year Ended June 30, 2020

McConnell Airforce Base			
<u>Revenues</u>		Credit Hours	
In-State/In County	137	\$	9,624
In-State/Out County	1785	\$	155,741
Out of State	61	\$	8,921
International	9	\$	1,721
Fees	1992	\$	67,230
Total Student Revenue		\$	243,238
State Aid Allocation	1922	\$	222,952
	Total Revenue		\$ 466,190
<u>Expenses</u>			
Administrative Personnel *		\$	148,460
Instructional Personnel *		\$	271,970
Advising Personnel *		\$	46,394
Non-Personnel Expenditures		\$	6,141
	Total Expenses		\$ 472,965
	Revenue over/(under) Expenses		\$ (6,775)
* includes benefits			
Butler Service Center			
<u>Revenues</u>			
No direct revenue generated - this site is used for Enrollment, Advising, and Testing.		\$	-
<u>Expenses</u>			
Administrative Personnel *		\$	77,129
Instructional Personnel *		\$	-
Advising Personnel *		\$	202,153
Non-Personnel Expenditures		\$	41,802
	Total Expenses		\$ 321,083
*includes benefits			

McConnell		
	MCC	BSC
FT Director	100%	0%
FT Registration/Evening Coordinatc	50%	50%
PT Advisor	100%	0%
Service Center		
FT Office Manager	50%	50%
FT Advisor	0%	100%
PT Advisor	0%	100%
PT Advisor	0%	100%
PT Enrollment Assistant	50%	50%
PT Enrollment Assistant	50%	50%

The only administrative staff that is full-time on base is the Director, the other staff all float between base and the service center. There is also one part-time advisor who is assigned solely to the base.

The non-personnel expenses at McConnell are primarily office supplies and printers. The Service Center's non-personnel expenses include the lease and utilities of the office. Trustee Good asked the amount of the lease for the Service Center and Heather said it is \$21,660.

Lori Winningham explained multiple site pay which is part of the master agreement (as outlined below).

Instructor A
Fall

Course	Credit Hours	Location	Base Assignment	Multiple Site	Overload
Section A	3	BOE	3		
Section B	3	BOE	3		
Section C	5	BOM	5	5	
Section D	3	BOA	3	3	
Section E	3	BOE	1		2

Spring

Course	Credit Hours	Location	Base Assignment	Multiple Sites	Overload
Section A	3	BOA	3		
Section B	3	BOA	3		
Section C	3	BOE	3	3	
Section D	3	BOE	3	3	
Section E	3	BOE	3	3	
Section F	1	BOA			1
Section G	1	BOA			1
Section H	1	BOA			1

Annual Base assignment (30 credit hours) – Salary split to sites (annual salary of \$60,000)

Multiple site pay - \$125/cr hr

BOE = 16 credit hours = 53% - \$31,800

BOA = 9 credit hours = 30% - \$18,000

BOM = 5 credit hours = 17% - \$10,200

Currently 56 credit hours are taught by full-time faculty at BOM.

Total 269 teaching credit hours in AY 20.

Trustee Winslow asked how many classes per semester Butler has been teaching at McConnell. Lori explained that if the 269 teaching credit hours were divided by 3 (the average credit hours for a class) that comes out to about 90 sections – approximately 45 per semester.

Heather said the credit hours were noted in the information given to the Trustees (and seen here).

McConnell Enrollment Numbers		
Fall 2018	Spring 2019	Summer 2019
942	636	128
Fall 2019	Spring 2020	Summer 2020
936	812	244
Fall 2020		
417		

Trustee Good asked when Multiple Site pay was started and Lori explained that it has been in the Master Agreement for more than 29 years and the rate has not increased in that time.

Trustee Rhodes asked if multiple site pay was charged to McConnell in addition to the base salaries and Lori indicated that it was.

Trustee Winslow asked about the number of rooms used and Lori indicated 9 rooms were shared with Wichita State

Trustee Smith also asked about the difference in information provided between FY2019 and FY2020 and it was explained that in reviewing all the expenses, all the advisors salaries were being assigned to the base and instead should have been split between the base and Service Center.

Trustee Good asked about the number of students enrolling online as opposed to meeting face-to-face. Heather indicated she would have to check.

Heather also pointed out that prior to COVID, the enrollment numbers on base were going up. She attributed that to new leadership on base, the great partnerships being developed and increased opportunities to market. She also said it would only require 25 credit hours of enrollment to make up the \$7000 budget shortfall.

Trustee Winslow asked if the students in the classes were exclusively military. Lori said that in addition to the airmen, families and even civilians who pass the background check can attend the courses. Heather said she would provide enrollment information showing the number of civilian versus military personnel and family taking the classes on base. Heather noted there are more civilians taking classes than military currently.

Trustee Rhodes asked any classes were offered exclusively at McConnell. Lori said that everything offered at McConnell is offered elsewhere as well.

Trustee Winslow asked what percentage of students for the entire enrollment of Butler were enrolled at McConnell. Heather said she would have to determine that information and then provide it to the Trustees.

Dr. Krull asked Heather to confirm the requirement for the airmen to be a certain distance or timeframe away from their duty station which would eliminate their ability to travel to a different location for courses.

Trustees Smith & Winslow asked for current enrollment numbers. Heather said that the current enrollment at Butler of McConnell is 372 credit hours and 75 students at McConnell.

Trustee Smith asked if Butler were to step away if another college would step in at McConnell and Heather said that would be up to McConnell and not the college. Chair

Lechtenberg asked if the expenses associated with advisors and instructors at McConnell would go into a different expense account rather than be eliminated and Heather indicated that would be correct as the advisors enroll students for all locations and the faculty teach at different locations as well.

Dr. Krull asked Heather to explain the Higher Learning Commissions expectations if we were to step away from McConnell. Heather said we would be required by not only the HLC but our MOU with McConnell to teach out the programs in which students are enrolled. HLC requires the teach out to maintain current delivery methods.

Trustee Winslow asked if the MOU was signed every year and Heather said it is a five-year agreement and was signed about 18 months ago.

Trustee Smith asked for a similar report for the current academic year as well.

Room and Meal Plan Rates FY 2022 – Bill Rinkenbaugh presented the Residence Hall Committee’s recommendation for FY 2022 Room and Meal Plan Rates. This option passes through an estimated 3.9% meal plan increase from our food service provider (Great Western Campus Dining), raises the room rates by 2.0% and caps the overall increase to the student residents at 2.6%. Also, attached is rate comparison data from the other local colleges and universities.

Proposal – All Room Rates and Meal Plan Rates			
	West Hall	Cummins & East	BCC Apart.
Meal Plan Charge (19 Meals per week)	\$2,285.00	\$2,285.00	\$2,285.00
Residence Hall Charge	\$3,180.00	\$4,300.00	\$4,610.00
Total Annual Charge	\$5,465.00	\$6,585.00	\$6,895.00

Fire Science Residence Hall:

It is also recommended to increase the Fire Science Residence Hall rate by 2.0% for FY2022.

Current Rates:

- Spring and Fall \$930
- Summer \$670

Recommended Rate Proposal:

- Spring and Fall \$950
- Summer \$680

The Board will vote on these rates at the March meeting.

Trustee Good asked for more information on the partnership with the city and Butler’s expenses related to it. Dr. Krull said she would gather that information.

Trustee Code of Conduct – Chair Lechtenberg said that he would like to visit about the article in the Sentinel and the electronic communications between Trustees.

Dr. Krull said there are some continuing concerns about following proper protocols and code of conduct. HLC is very specific in their criterion on governance and following communication chains of command. It is important that communications are initiated through the President's office.

When the Sentinel contacted Trustees Winslow and Smith, other trustees felt the information shared was inaccurate and did not portray the college in the right way. The Code of Conduct expects Trustees to work and communicate together as a group and that final decisions are supported by the Trustees. Dr. Krull noted colleges can be in trouble with HLC if Trustees don't follow appropriate governance and code of conduct standards.

Trustee Rhodes expressed concern that the information Trustees Smith and Winslow shared with the Sentinel was untrue. He noted that Trustees are not required to do an open records request for information from Butler.

Trustee Smith said that until he listed KORA on his email subject regarding requested information, it was not received in a timely fashion. Dr. Krull explained that at times, requested information needs to first be reviewed by legal counsel. While legal counsel, Ray Connell, has indicated he discussed some of the information in Executive Session, Trustee Smith indicated that the information had not been shared. Dr. Krull noted that Trustee Smith would need to communicate directly with legal counsel to review the information.

Trustee Winslow stated she had received a copy of the book The Rogue Trustee from another Trustee in the state who received book with a note saying it had been handed out at a KACCT meeting. Dr. Krull stated the book had never been handed out by KACCT.

Trustee Winslow also said that she feels like adding KORA to the subject line gets results quicker as well as addressing them to Kent Williams.

Trustee Smith said he is still learning his role as Trustee and his ultimate goal is to save the taxpayers money.

Trustee Howell stated he thinks all of the Trustees need to work as a team and present the college in a positive light.

Trustee Good suggested a tour of the campus facilities so that all of the Trustees know where all of our buildings are.

Trustee Smith also shared that he will not give up his freedom of speech in order to blindly support a decision by the majority of the board. Trustee Law and Dr. Krull both

pointed out that it was better Boardmanship to support a Board decision as a whole group.

Dr. Krull is trying to arrange some training opportunities for the Trustees as well.

BOARD ACTION ITEMS

Board Bylaws and Policies – Jessica Ohman presented the Board with the FERPA policy revisions as the college continues to update the Employee Handbook and follow federal guidelines. The proposed revision separates the policy statement from procedures and guidelines. Updates to directory information and guidelines for release of student information are included. The last time the policy was updated was 2015.

The policy with revisions is below:

FERPA (Family and Educational Rights and Privacy Act) Policy

FERPA (Family Educational Rights and Privacy Act, sometimes called the Buckley Amendment), passed by Congress in 1974, grants four specific rights to the adult student: the right to see the information that the institution is keeping on the student, the right to seek amendment to those records and in certain cases append a statement to record, the right to consent to disclosure of his/her records, and the right to file a complaint with the FERPA Office in Washington.

FERPA (Family and Educational Rights and Privacy Act) Procedures

~~The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to the student's educational records*. For purposes of this policy, whenever a student has attained 18 years of age or is attending an institution of post-secondary education, the permission or consent required of and the rights accorded to the parents of the student shall thereafter only be required of and accorded to the student.~~ Student rights include:

- The right to inspect and review the student's educational records within 45 days of the day the College receives a request for access.
- The right to request the amendment of the student's educational records that the student believes are inaccurate or misleading.
- The right to consent to or withhold disclosures of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorized disclosure without consent.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by Butler Community College to comply with the requirements of FERPA.

~~*Educational records include but are not limited to all official records, files, and data directly related to the student, including all material that is incorporated into each student's cumulative record folder, and intended for college use or to be available to parties outside the college or school system; identifying data, academic work completed, level of achievement (grades, standardized achievement test scores, etc.);~~

~~attendance data, scores on intelligence tests, aptitude tests, psychological tests, interest inventory results, health data, disability and accommodation information, family background information, teacher or counselor ratings and observations, and verified reports of serious or recurrent behavior patterns are all forms of student information that are recorded with, but not limited to, handwriting, print, computer media, video or audio tape, film microfilm, and microfiche.~~

Exceptions to educational records include:

- Sole possession records
- Records created and maintained by a law enforcement unit for a law enforcement purpose
- Employment records (unless contingent on attendance)
- Medical records made and maintained in the course of treatment and disclosed only to those individuals providing treatment
- Records that only contain information about a student after he or she is no longer a student at that institution (e.g., alumni records)

DIRECTORY INFORMATION

In compliance with the Family Educational Rights and Privacy Act (FERPA), Butler Community College considers the following as “Directory Information” and thereby subject to disclosure without consent, unless the eligible student notifies the Registrar’s Office, in writing within 10 days of the beginning of each semester, of their wish to withhold release of said information:

- Name
- Address (**both local and permanent**)
- Telephone number; e-mail address
- Date and place of birth
- **Year in school**
- Major field of study
- Participation in officially recognized activities and sports
- Weight/height of members of athletic teams
- Dates of attendance
- **Enrollment status (full-time, part-time, or not enrolled)**
- **Awards and academic honors**
- Degrees and awards (**and dates received**)
- ~~Most recent~~ **Previous educational institution(s) attended**
- **Photograph/recordings**

GUIDELINES FOR THE RELEASE OF STUDENT INFORMATION

Butler Community College will adhere to the following guidelines in releasing records of students:

- Official records are released only with the eligible student’s knowledge and written consent (exceptions are listed below) in compliance with FERPA regulations. The written consent must specify the records that may be disclosed; state the purpose of the disclosure; and identify the part

or class of parties to whom the disclosure may be made. Eligible students are entitled to an official transcript of academic records upon signed written request and payment of a transcript fee.

- Records may be released without the eligible students' knowledge and consent in the following situations:
 - To school officials, including instructors, within the College who have been determined by the College to have legitimate educational interests;
 - To officials of schools at which the student intends to enroll, upon condition that the eligible student receive a copy of the record if desired, and have an opportunity for a hearing to challenge the content of the record;
 - To authorized representatives of (i) the Comptroller General of the United States, (II) the Secretary of the United States Department of Education, (III) the State educational authority, which may be necessary in connection with the evaluation of Federally-supported education programs, or in connection with the enforcement of the Federal legal requirements which relate to such programs, or (iv) the Attorney General of the United States for law enforcement purposes;
 - In connection with a student's application for, or receipt of, financial aid;
 - To State and local officials or authorities to whom such information is specifically allowed to be reported or disclosed pursuant to State Statute;
 - To organizations conducting studies for, or on behalf of, educational agencies or institutions for the purposes of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representatives of such organizations, and such information will be destroyed when no longer needed for purposes for which said records are obtained;
 - To accrediting organizations in order to carry out their accrediting functions;
 - In connection with an emergency, to appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons;
 - To comply with a judicial order or other lawfully issued subpoenas for law enforcement purposes; and
 - Directory information unless the eligible student notifies the Student Privacy Officer (Vice-President of Student Services) or the Registrar's Office in writing within ten (10) days of the beginning of each semester of his or her wish to withhold release of said

information. **Students who request a confidentiality flag on their record should note that this action will exclude their name from certain publications, but would not exclude their image from photographs/recordings of public events/appearances such as graduation ceremonies, student productions and performances, student athletic, or student life events, etc.**

- Release to non-educational agencies or individuals will be conducted only with written authorization from the eligible student. Records requested in connection with employment situations should be specifically designated in writing in the Registrar's Office. Telephone inquiries for student information will not be accommodated; however, urgent requests based upon an apparent emergency will be handled by the Vice-President of Student Services, or designee.
- **The College may limit the disclosure of and use discretion when choosing whether or not to release directory information to specific parties, for specific purposes, or both. In general, the College will not release directory information to third parties, but may release certain directory information as it relates to students involved in athletics and activities. In addition, federal law requires Butler Community College to provide military recruiters, upon request, with student names, addresses and telephone listings.**
- The College is not required to permit a student to inspect and review educational records that are financial records of his or her parents; certain confidential letters and confidential statements of recommendation are also not required to be available for review by eligible students.

Inquiries concerning the Butler Community College FERPA Policy should be made to the Vice-President of Student Services, or Registrar.

Trustee Smith moved to approve the revisions of the FERPA policy as presented. Trustee Winslow seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

Dr. Krull presented the Board with revisions to the Employee Conflict of Interest Policy. The current Conflict of Interest Policy for employees is a number of years old and does not include language similar to that in the Board Code of Ethics Policy which was updated in September 2020. The proposed revision includes definitions, a more comprehensive list of examples of potential conflicts of interest, guidelines on agreements, contracts, gifts and restraint on participation in order to make the policy more complete.

The policy revisions are presented below:

Conflict of Interest (Employee Policy)

Butler Community College employees have an obligation to uphold the public trust, protect and advance the College's integrity and act in the best interests of the College while carrying out their official College duties. The purpose of this Policy is to ensure that employees identify and disclose potential Conflicts of Interest, and conduct themselves in a manner that will not compromise the integrity of the College. No employee may engage in any activity either within or outside the college which is in conflict with his/her primary duty to the College. ~~Ethical conduct of all employees is a matter of vital importance and the best interests of the college must be the only consideration when dealing with matters which might constitute a conflict of interest.~~

This Policy applies to all employees except for Trustees and Designated Officers covered by the Code of Ethics Policy BP-1020. Professional Employees should reference the Master Agreement in regard to outside employment.

Definitions:

“Conflict of Interest” – An actual Conflict of Interest occurs when financial or personal considerations compromise an individual's objectivity, professional judgment, professional integrity and/or ability to perform his/her responsibilities for the College. A perceived or potential Conflict of Interest can occur when, although there is no actual Conflict of Interest, the circumstances are such that a reasonable person might question whether a decision maker is biased in carrying out his/her professional responsibilities for the College.

“Family Member” – For the purposes of this Policy a Family Member includes a spouse, parent, sibling, child, or any other relative who resides in the same household as the employee.

The following non-exclusive list provides examples of situations that often give rise to an actual or potential Conflict of Interest:

- **An employee or member of his/her family as defined above:**
 - **Is the actual or beneficial owner of an entity with which the College does business;**
 - **Receives significant salary or other compensation from an entity/individual with which/whom the College does business;**
 - **Receives personal gifts or individual discounts from an entity/individual with which/whom the College does business;**
 - **Serves as an officer, director, employee, partner, trustee or other key decision maker for an entity with which the College does business;**
 - **Has other direct or indirect dealings with such an organization from which there are direct, indirect, or potential benefits from cash or property receipts totaling \$10,000 or more annually**
 - **Has an outside interest or employment which encroaches on an employee's time and/or energy causing an inability of the employee to**

devote their full attention and abilities to the performance of assigned duties; ~~Administrative employees shall immediately disclose to the Board, through the President (Operational staff need to disclose information to their supervisor) any personal interest they may have in any business transaction of the college;~~

- Engages in any activity which interferes with decisions and/or judgment which must be rendered in discharging his/her responsibilities at the college;
- Uses college resources or enters into a relationship with the college which results in personal monetary gain that falls outside the scope of policy guidelines and criteria for approved entrepreneurial partnerships and activities.

Employees are responsible for immediately disclosing potential Conflicts of Interest to their supervisors for review and determination of the appropriate course of action. An employee may be required by his/her supervisor to complete a written disclosure form in connection with the employee's involvement in making decisions on behalf of the College. In determining whether an interest needs to be disclosed, employees should err on the side of caution and construe this policy broadly in favor of disclosure.

Agreements, Contracts and Purchases:

College employees shall not knowingly promote and/or enter into any agreement, contract or other binding business relationship (a "Business Agreement") on behalf of the College when a Conflict of Interest exists. The term Business Agreement includes, but is not limited to, purchase agreements for goods, services and real property, leases, affiliation agreements, sales agreements, grant contracts, memoranda of understanding, letter/arrangement agreements, commitments, etc. A Conflict of Interest shall preclude an employee from participating in the selection and negotiation, or in any other decision-making processes.

Gifts:

College employees who participate in selecting vendors, products and contractors and/or participate in forming Business Agreements should avoid accepting substantial individual gifts and individual discounts from outside individuals and entities that are existing or potential vendors and contractors for those Business Agreements when it is clear that the donor's intent is to influence an employee's official College duties. Occasional meals, beverages and other non-extravagant gifts are acceptable as long as they are not conditioned upon the employee taking official action or influence on behalf of the College. Gratuities or gifts of money to the employee cannot be accepted at any time and should be returned immediately to the donor. An employee who believes he/she may have accepted a gift giving rise to an actual or perceived Conflict of Interest, should notify his/her supervisor pursuant to this Policy.

Employees are encouraged to consider donation of any gifts and/or proceeds for the benefit of the College or Foundation. A gift received as a result of a purchase made by the College will typically be deemed as a gift to the College and not any individual employee, unless the College determines otherwise.

Restraint on Participation:

With respect to a particular transaction or item of business, if an employee is deemed by the supervisor to have an actual or significant perceived Conflict of Interest, that employee shall not participate in the decision for which he/she has the Conflict of Interest. Decisions related to that transaction or item of business shall be made solely by disinterested employees. In determining whether an employee shall be required to refrain from participation, the supervisor should consider all relevant facts and circumstances, including whether the contract price is fixed by law or whether the transaction will be entered into solely and exclusively on the basis of the competitive bidding process, in which case, an employee with a potential Conflict of Interest may still be allowed to participate in some parts of the process.

Supervisors should contact the Associate VP of Human Resources in the event it is determined that a conflict of interest exists. **Violations of this Policy are subject to disciplinary action up to and including termination of employment.**

CURRENT POLICY for review and comparison:

Conflict of Interest

No employee may engage in any activity either within or outside the college which is in conflict with his/her primary duty to the College. Ethical conduct of all employees is a matter of vital importance and the best interests of the college must be the only consideration when dealing with matters which might constitute a conflict of interest. Professional Employees, please reference the Master Agreement in regard to outside employment.

Supervisors may deem a conflict of interest exists when an employee:

- Has an outside interest or employment which encroaches on an employee's time and/or energy to the point where he/she is unable to devote his/her full abilities to the performance of assigned duties. Administrative employees shall immediately disclose to the Board, through the President, (Operational staff need to disclose information to their supervisor) any personal interest they may have in any business transaction of the college.
- Engages in any activity which interferes with decisions and/or judgment which must be rendered in discharging his/her responsibilities at the college.
- Uses college resources or enters into a relationship with the college whose results in personal monetary gain that falls outside the scope of

policy guidelines and criteria for approved entrepreneurial partnerships and activities.

Supervisors should contact the Associate VP of Human Resources in the event it is determined that a conflict of interest exists.

(Revised 06/04)

Trustee Law moved to approve the Employee Conflict of Interest Policy as presented. Trustee Howell seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

Acceptance of Retirement of Micaela Ayers – Micaela Ayers, Director of Library Services, has submitted her notice of resignation (retirement) effective January 31, 2021. Micaela has been a full-time employee of Butler Community College for 19 years.

Trustee Good moved to accept the retirement of Micaela Ayers. Trustee Winslow seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

Acceptance of Retirement of June Costin – June Costin, Academic Advisor, has submitted her notice of resignation (retirement) effective January 31, 2021. June Costin has been a part-time employee of Butler Community College for 23.5 years.

Trustee Winslow moved to accept the retirement of June Costin. Trustee Law seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

CONSENT AGENDA

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

- Approval of Minutes of the Regular Board meeting of January 12, 2021
- Approval of Bills and Warrants for January 2021 in the amount of \$3,447,564.31 (includes Expenditure Approval List - \$1,555,778.75 and Payroll - \$1,891,785.56)
- Approval of Bank Account Resolutions (21-01 – Claims Account, 21-02 – Payroll Account, 21-03 – Flex Plan Account, 21-04 – Wire Transfer Account, 21-05 – Federal Fund & Escrow Account, 21-06 – Student Loan Account)
- Ratification of 2021-2022 High School & Statewide Articulation Agreements
- Acceptance of Evan Siewert as Fire Science Faculty at a salary of \$43,810
- Acceptance of Resignation of LuShawn Vaughan
- Acceptance of Resignation of Alexis Michael
- Acceptance of Resignation of John Michael
- Ratification of contract with Dennis Higgins at a salary of \$14,583

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Sue Barrientos, Sherry Currie, Sonya & Clint Milbourn

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
FEBRUARY – MARCH**

February Board Finance Committee	Tuesday, February 9, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
February Board Meeting	Tuesday, February 9, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
March Board Finance Committee	Tuesday, March 9, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
March Board Meeting	Tuesday, March 9, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

2020-2021 Board Meeting Dates

Tuesday, February 9, 2021
Tuesday, March 9, 2021
Tuesday, April 13, 2021
Tuesday, May 11, 2021
Tuesday, June 8, 2021
Tuesday, July 13, 2021

<u>LOOKING AHEAD</u>		
April Board Finance Committee	Tuesday, April 13, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
April Board Meeting	Tuesday, April 13, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
May Board Finance Committee	Tuesday, May 11, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
May Board Meeting	Tuesday, May 11, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

Spring 2021 ACTIVITY CALENDAR

Women's bball v Garden City (home)	Wed, February 10 @ 5:30 p.m.
Men's bball v Garden City (home)	Wed, February 10 @ 7:30 p.m.
Volleyball v Seward County (home)	Thur, February 11 @ 6:30 p.m.
Music Theatre of Wichita & Wichita Symphony Orchestra with the Butler Community College Concert Choir	Sat, February 13 Sun, February 14 For more information: www.wso.org

Baseball v Des Moines Area Community College (home)	Sat, February 13 @ 1:00 p.m. Sat, February 13 @ 3:00 p.m. Sun, February 14 @ 1:00 p.m. Sun, February 14 @ 1:00 p.m.
Women's bball v Seward (away)	Sat, February 13 @ 6:00 p.m.
Men's bball v Seward County (away)	Sat, February 13 @ 8:00 p.m.
Volleyball v Northeastern Oklahoma A&M College (home)	Mon, February 15 @ 7:00 p.m.
Women's bball v Barton (home)	Wed, February 17 @ 5:30 p.m.
Men's bball v Barton (home)	Wed, February 17 @ 7:30 p.m.
Softball v Labette (away)	Thur, February 18 @ 2:00 p.m. Thur, February 18 @ 4:00 p.m.
Volleyball v Hutchinson (away)	Thur, February 18 @ 6:00 p.m.
Children's Theatre Production TBD	Sat, February 20 @ 2:00 p.m.
Women's bball v NW Kansas Tech College (away)	Sat, February 20 @ 2:00 p.m.
Men's bball v NW Kansas Tech College (away)	Sat, February 20 @ 4:00 p.m.
Volleyball v Garden City (home)	Mon, February 22 @ 6:30 p.m.
Women's bball v Cloud County (away)	Mon, February 22 @ 6:00 p.m.
Men's bball v Cloud County (away)	Mon, February 22 @ 8:00 p.m.
Softball v Friends (home)	Tue, February 23 @ 2:00 p.m. Tue, February 23 @ 4:00 p.m.
Negotiations Training (Zoom)	Wed, February 24 @ 4:00 p.m.
Volleyball v Pratt (home)	Thur, February 25 @ 6:30 p.m.
Baseball v Cowley County (away)	Fri, February 26 TBA
Men's bball v Independence (away)	Sat, February 27 @ 4:00 p.m.
Women's bball v Independence (away)	Sat, February 27 @ 5:00 p.m.
Baseball v Cowley County (home)	Sun, February 28 @ 1:00 p.m. Sun, February 28 @ 3:00 p.m.
Volleyball v Barton (away)	Mon, March 1 @ 6:30 p.m.
Women's bball v Neosho County (home)	Wed, March 3 @ 5:30 p.m.
Men's bball v Neosho County (home)	Wed, March 3 @ 7:30 p.m.
Baseball v Kansas City Kansas (away)	Thur, March 4 @ 1:00 p.m. Thur, March 4 @ 3:00 p.m.
Volleyball v Independence (home)	Thur, March 4 @ 6:30 p.m.
Softball v Bethany College (home)	Fri, March 5 @ 3:00 p.m. Fri, March 5 @ 5:00 p.m.
Baseball v Kansas City Kansas (away)	Sat, March 6 @ 1:00 p.m. Sat, March 6 @ 3:00 p.m.
Women's bball v Allen County (away)	Sat, March 6 @ 2:00 p.m.
Men's bball v Allen County (away)	Sat, March 6 @ 4:00 p.m.
Volleyball v Barton (home)	Sat, March 6 @ 2:30 p.m.
Volleyball v Colby (home)	Mon, March 8 @ 6:30 p.m.
Baseball v Northern Oklahoma College – Enid (away)	Tue, March 9 @ 1:00 p.m.

Softball v Northern Oklahoma – Tonkawa (home)	Tue, March 9 @ 2:00 p.m. Tue, March 9 @ 4:00 p.m.
Women’s bball v Cowley County (away)	Wed, March 10 TBA
Men’s bball v Cowley County (away)	Wed, March 10 @ 7:30 p.m.
Baseball v Garden City (away)	Thur, March 11 @ 1:00 p.m. Thur, March 11 @ 3:00 p.m.
Softball v Pratt (home)	Thur, March 11 @ 2:00 p.m. Thur, March 11 @ 4:00 p.m.
Volleyball v Dodge City (home)	Thur, March 11 @ 6:30 p.m.
Baseball v Garden City (home)	Sat, March 13 @ 1:00 p.m. Sat, March 13 @ 3:00 p.m.
Softball v Dodge City (home)	Sat, March 13 @ 2:00 p.m. Sat, March 13 @ 4:00 p.m.
Women’s bball v Coffeyville (home)	Sat, March 13 TBA
Men’s bball v Coffeyville (home)	Sat, March 13 TBA
Spring Break – No Classes	March 15 – 19
Women’s bball v Cloud County (home)	Mon, March 15 @ 5:30 p.m.
Men’s bball v Cloud County (home)	Mon, March 15 @ 7:30 p.m.
Vollebyall v Seward County (away)	Mon, March 15 @ 6:30 p.m.
Baseball v Neosho (away)	Tue, March 16 @ 1:00 p.m.
Softball v Barton (away)	Thur, March 18 @ 1:00 p.m. Thur, March 18 @ 3:00 p.m.
Baseball v Cloud County (home)	Thur, March 18 @ 1:00 p.m. Thur, March 18 @ 3:30 p.m.
Baseball v Cloud County (away)	Sat, March 20 @ 1:00 p.m. Sat, March 20 @ 3:30 p.m.
Softball v Colby (home)	Sat, March 20 @ 2:00 p.m. Sat, March 20 @ 4:00 p.m.
Women’s bball v Independence (home)	Sat, March 20 @ 5:30 p.m.
Men’s bball v Independence (home)	Sat, March 20 TBA
Fall 2021 Enrollment Begins	Mon, March 22
Volleyball v Hutchinson (home)	Mon, March 22 @ 6:00 p.m.
Women’s bball v Neosho County (away)	Wed, March 24 TBA
Men’s bball v Neosho County (away)	Wed, March 24 TBA
Baseball v Hutchinson (away)	Thur, March 25 @ 1:00 p.m. Thur, March 25 @ 3:30 p.m.
Softball v Hutchinson (away)	Thur, March 25 @ 2:00 p.m. Thur, March 25 @ 4:00 p.m.
Volleyball v Garden City (away)	Thur, March 25 @ 6:30 p.m.
Football v Independence (away)	Fri, March 26 @ 7:00 p.m.
Baseball v Hutchinson (home)	Sat, March 27 @ 1:00 p.m. Sat, March 27 @ 3:00 p.m.
Women’s bball v Allen County (home)	Sat, March 27 TBA
Men’s bball v Allen County (home)	Sat, March 27 TBA

Softball v NW Kansas Tech College (away)	Sun, March 28 @ 2:00 p.m. Sun, March 28 @ 4:00 p.m.
Women's bball v Cowley County (home)	Mon, March 29 @ 5:30 p.m.
Men's bball v Cowley County (home)	Mon, March 29 @ 7:30 p.m.
Soccer v Allen County (away)	Wed, March 31 @ 2:00 p.m.
Women's bball v Coffeyville (away)	Wed, March 31 @ 5:30 p.m.
Men's bball v Coffeyville (away)	Wed, March 31 @ 7:30 p.m.
Baseball v Colby (home)	Thur, April 1 @ 1:00 p.m. Thur, April 1 @ 3:00 p.m.
Softball v Independence (away)	Thur, April 1 @ 2:00 p.m. Thur, April 1 @ 4:00 p.m.
College Closed/No Classes	Fri, April 2
Soccer v Dodge City (away)	Sat, April 3 @ 1:00 p.m.
Baseball v Colby (away)	Sat, April 3 @ 1:00 p.m. Sat, April 3 @ 3:00 p.m.
Football v Hutchinson (home)	Sat, April 3 @ 7:00 p.m.
Soccer v Kansas City Kansas (away)	Wed, April 7 @ 4:00 p.m.
Baseball v Dodge City (away)	Thur, April 8 @ 1:00 p.m. Thur, April 8 @ 3:00 p.m.
Baseball v Dodge City (home)	Sat, April 10 @ 1:00 p.m. Sat, April 10 @ 3:00 p.m.
Softball v Seward County (home)	Sat, April 10 @ 2:00 p.m. Sat, April 10 @ 4:00 p.m.
Soccer v Hutchinson (away)	Sat, April 10 @ 2:00 p.m.
Football v Dodge City (away)	Sun, April 11 TBD
Softball v Dodge City (away)	Mon, April 12 @ 2:00 p.m. Mon, April 12 @ 4:00 p.m.
Soccer v Neosho County (home)	Wed, April 14 @ 7:00 p.m.
Baseball v Barton (away)	Thur, April 15 @ 1:00 p.m. Thur, April 15 @ 3:30 p.m.
Softball v Garden City (away)	Thur, April 15 @ 2:00 p.m. Thur, April 15 @ 4:00 p.m.
E.B. White Gallery of Art Annual Student Juried Exhibit Reception	April 15 – May 7 Thur, April 15 @ 6:00 p.m.
Theatre Production 4 - TBA	Thur, April 15 @ 7:30 p.m. Fri, April 16 @ 7:30 p.m. Sat, April 17 @ 2:00 & 7:30 p.m.
Baseball v Barton (home)	Sat, April 17 @ 1:00 p.m. Sat, April 17 @ 3:00 p.m.
Softball v Pratt (away)	Sat, April 17 @ 1:00 p.m. Sat, April 17 @ 3:00 p.m.
Softball v Fort Scott (home)	Mon, April 19 @ 2:00 p.m. Mon, April 19 @ 4:00 p.m.
Soccer v Coffeyville (away)	Mon, April 19 @ 7:00 p.m.

Soccer v Johnson County (home)	Wed, April 21 @ 7:00 p.m.
Baseball v Seward County (away)	Thur, April 22 @ 1:00 p.m. Thur, April 22 @ 3:00 p.m.
Softball v Barton (home)	Thur, April 22 @ 2:00 p.m. Thur, April 22 @ 4:00 p.m.
Instrumental Music Spring Concert	Fri, April 23 @ 7:30 p.m. Sat, April 24 @ 7:30 p.m.
Soccer v Garden City (away)	Sat, April 24 @ 1:00 p.m.
Baseball v Seward County (home)	Sat, April 24 @ 1:00 p.m. Sat, April 24 @ 3:00 p.m.
Softball v Hutchinson (home)	Sat, April 24 @ 2:00 p.m. Sat, April 24 @ 4:00 p.m.
Football v Coffeyville (away)	Sun, April 25 @ 1:30 p.m.
Softball v Labette (home)	Mon, April 26 @ 2:00 p.m. Mon, April 26 @ 4:00 p.m.
Baseball v Northern Oklahoma College – Enid (home)	Tue, April 27 @ 1:00 p.m.
Baseball v Labette (away)	Thur, April 29 @ 1:00 p.m. Thur, April 29 @ 3:00 p.m.
Softball v Independence (home)	Thur, April 29 @ 2:00 p.m. Thur, April 29 @ 4:00 p.m.
Vocal Concert #4	Thur, April 29 @ 7:30 p.m. Fri, April 30 @ 7:30 p.m. Sat, May 1 @ 2:00 & 7:30 p.m.
Soccer v Cowley County (home)	Sat, May 1 @ 10:00 a.m.
Baseball v Labette (home)	Sat, May 1 @ 1:00 p.m. Sat, May 1 @ 3:00 p.m.
Football v Highland (home)	Sat, May 1 @ 7:00 p.m.
Softball v Cowley County (home)	Mon, May 3 @ 4:00 p.m. Mon, May 3 @ 6:00 p.m.
Soccer v Kansas City Kansas (home)	Mon, May 3 @ 5:00 p.m.
Woodwind Chamber Recital	Mon, May 3 @ 7:30 p.m.
Brass Chamber Recital	Tues, May 4 @ 7:30 p.m.
Soccer v Neosho County (away)	Wed, May 5 @ 7:00 p.m.
Percussion Chamber Recital	Wed, May 5 @ 7:30 p.m.
Baseball v Pratt (home)	Thur, May 6 @ 1:00 p.m. Thur, May 6 @ 3:00 p.m.
Dance Showcase	Thur, May 6 @ 7:00 p.m.
Baseball v Pratt (away)	Sat, May 8 @ 1:00 p.m. Sat, May 8 @ 3:00 p.m.
Football v Arkansas Baptist College (home)	Sat, May 8 @ 7:00 p.m.
Soccer v Barton (home)	Sun, May 9 @ 11:00 a.m.
Student Art Sale	Tues, May 11 10:00 a.m. – 4:00 p.m.
Soccer v Coffeyville (home)	Wed, May 12 @ 7:00 p.m.
Commencement	Fri, May 14 @ 7:00 p.m.

Football v Fort Scott (away)	Sat, May 15 @ 7:00 p.m.
Soccer v Johnson County (away)	Sat, May 15 @ 7:00 p.m.
Grades Due by Noon	Mon, May 17
Football v Garden City (home)	Sat, May 22 @ 7:00 p.m.
Memorial Day – College Closed	Mon, May 31
Summer Semester Begins	Mon, June 7
Summer Semester Ends	Fri, July 30

ADJOURNMENT

Trustee Law moved to adjourn the meeting. Trustee Rhodes seconded. Lora Jarvis called a roll call vote and the motion passed unanimously. The regular meeting of February, 9, 2021 was adjourned at 7:50 p.m.

Forrest Rhodes – Secretary