

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., May 11, 2021 – Dankert Board Room**

Meeting Recording can be viewed at <https://youtu.be/VTKbDtcNgtw>

STAFF ATTENDANCE

Tom Borrego (Z)	Matt Jacobs
Lora Jarvis	Kim Krull
Esam Mohammad (Z)	Bill Rinkenbaugh (Z)
Terry Sader (Z)	Shelley Stultz (Z)
Kent Williams (Z)	Lori Winingham (Z)
Bill Young (Z)	Heather Rinkenbaugh (Z)
Chip DuFriend	Jake Kenney (Z)
Kelly Snedden (Z)	

BOARD ATTENDANCE

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

GUESTS

Ray Connell
Ryan Murry (Z)
John Hass (Z)
Darryl Coleman (Z)

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE**APPROVAL OF THE AGENDA**

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

EXECUTIVE SESSION

Trustee Winslow moved that the Board recess into executive session for consultation with legal counsel to discuss disciplinary matters and potential litigation pursuant to the open meetings exception for matters protected by attorney-client privilege and that the Board, President Kim Krull, Shelley Stultz, Bill Rinkenbaugh, Jake Kenney, and Ray Connell be included. The open meeting will resume in the Dankert Board Room in 30 minutes. Trustee Good seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

The Board entered Executive Session at 4:35 p.m.

The Board returned to open session at 5:05 p.m.

Trustee Rhodes moved to re-enter Executive Session for no more than 20 minutes. Trustee Winslow seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

The Board entered Executive Session at 5:08 p.m.

The Board returned to open session at 5:26 p.m.

RECOGNITIONS

- **Naomi Galindo and Shelby Varner** – PBL Virtual Spring Leadership Conference
- **Jacob Minter, Ethan Neuway, Nicolas Quinones, Kylee Delmar, Madeline Reida, Julia Nightengale, Kaylee Stout, Austin Lee, Braden Ford, Kylee Chain, Kylee Delmar, Jayce Doolittle, Jayden Stanley (Grizzly Magazine Staff)** – Kansas Collegiate Media Awards
- **Riley Wagner, Tori Wilson, Ma’Kayla Collier, Amanda Smith, Jordan Plowman, Madalynn Wilson, Annette Bernsten, Amanda Smith, Carlie Pracht (Butler Lantern Staff)** – Kansas Collegiate Media Awards
- **Hayden Jansen, Lucas Drake, Kaylie Hansen, Chrissy Baker** – Phi Theta Kappa International Catalyst Awards
- **Paige Miller, Cal Schultz, Kyler Vernon, Gunner Crawford, and Martha Moenning, Taylor Dieball, John Hogberg, John Martin, Zachary McCall, Sawyer Naasz, Hunter Spear, Jace Stagemeyer, Tessa Tomlinson, Tormanya Tut** – Livestock Judging Co-Team of the Year
- **Taylor Frank** – Livestock Judging Co-Coach of the Year
- **Trustee Lance Lechtenberg** – May 18 Birthday

PUBLIC COMMENT – NONE

STANDING REPORTS

Student Government Association – President Kiersten Kamholz reported that they are winding down for the semester and this will be her last report to the Board. Their last meeting was May 7th and last night Student Life hosted the late night breakfast in partnership with Great Western. They thanked the Board for supporting SGA and the help they have given.

Operational Staff – Lisa Bolin reminded the Board that Op Staff will sell bottled water at commencement. All funds will support the book scholarship, welcome back tables and families in need. The next meeting is this Thursday, May 13th.

Professional Employees – Dr. Terry Sader said that faculty and advisors are encouraging students to get over the finish line. Faculty are also very busy with getting everything together for final grades and to get them in on time.

Dr. Sader also expressed his views as a faculty member who had taught at McConnell as the Board will be voting on McConnell later in the meeting. He was inspired by this time teaching there as the students had put in a full day of working and then came to his class in the evenings in order to further their education. He feels it is something for Butler to be proud of to offer those courses on the base and the college's continuing efforts there.

Board Finance Committee – Trustee Smith said they did a Composite Financial Index with Kim Sherwood and gave a breakdown of how we look compared to other institutions and we look good for our size in the last three years.

Foundation Board Report – The Foundation Board meets next Tuesday and will report more at the June Meeting.

Educational Facilities Authority Report – A meeting is scheduled for tomorrow so more will be reported at the next Board meeting.

President's Report – Dr. Krull reported Trustees, Good, Smith and Law were able to attend a tour of the El Dorado campus on the afternoon of April 29th. A tour of the outreach sites will be held after the end of the semester.

Dr. Krull has hosted four forums in the past 2 weeks with students to have conversations with them about COVID related challenges and their face-to-face, hybrid and digital classroom experiences. Students provided insight into what experiences were positive and should be retained and what were not as effective. Students like face-to-face classes, but also like to have options for hybrid learning as it allows flexibility.

Saturday morning was the graduation celebration for the Early College Academy students. Trustee Good offered the welcome at the celebration. There are 95 high school seniors who are graduating with their associates degree. Because students in the Academy save about \$8000 each year when comparing tuition, housing, and other expenses to costs at 4-year institutions, these 95 students saved over \$1.5 million completing their degree while still in high school. These students have also earned \$2.5 million in scholarship offers for their continuing higher education. The first college academy started with 7 students in Rose Hill about 12 years ago.

Dr. Krull reported softball has had a successful season. They are the Region VI champions for the 5th year in a row and 11th in program history. On Monday they will play in the Plains District Championship at East Park.

This is National Nurses Week so Dr. Krull wanted to celebrate all of the students, faculty, administrators and staff in the Butler Nursing program. For the last 5 years, their NCLEX pass rate for the PN program is 98%, one of the highest in the state.

At the June Board meeting, the new Vice President of Academics, Dr. Tom Nevill, will join the Zoom meeting for introductions.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

Insurance Renewal – Ryan Murry with ICI gave the Board an update on this year's insurance renewal process and an overview of the current market trends.

At the June meeting the Board will be asked to approve insurance premiums for policies that renew on July 1. This includes property coverage, liability coverage, workers' comp and several specialty lines.

COP Refinance – John Haas presented a brief update on the market outlook for refinancing the Certificates of Participation Series 2013B.

John's initial estimate indicated a likely savings of approximately \$214,000. The proposed timeline calls for the board to approve a motion in June to allow Ranson Capital to conduct the sale of the refinance COPs. The sale will take place a few days prior to the July board meeting, at which time the board will be asked to approve the sale.

Kansas Promise Scholarship Act – The Kansas Legislature with strong bipartisan support approved the Kansas Promise Scholarship Act. The House Conference Committee adopted the legislation with a 118 – 4 vote and sent the legislation on to the Senate where they passed the final amended bill 40 – 0. Governor Laura Kelly signed the bill on April 23rd establishing the scholarship program that will increase access to community and technical education institutions and support the effort to build the state's workforce and economy.

House Bill 2064 provides scholarships for students to attend an eligible Kansas community or technical college and enroll in defined certificate, stand-alone programs or associate of applied science degrees as identified by the Kansas Board of Regents. The program will be implemented for the fall 2021 semester.

Details continue to be defined related to application, enrollment, and reimbursement processes. Included on the next page is a crosswalk document that identifies some of the specifics of the Kansas Promise Scholarship Act.

Kansas Promise Scholarship Act Crosswalk

Eligible postsecondary educational institution:	<ol style="list-style-type: none"> 1. Any Kansas community college; 2. Any Kansas technical college; 3. Washburn institute of technology; 4. Any accredited independent college with its principal place of operation in Kansas that offers a promise eligible program
Eligible postsecondary programs:	Any two-year associate degree program or CTE certificate or stand alone program offered by an eligible postsecondary educational institution
Promelgate Regulations:	<p>KBOR by March 1, 2022 to cover:</p> <ol style="list-style-type: none"> 1. Scholarship Application deadlines 2. Appeal procedures 3. Ensure transferability of credits 4. Terms, conditions, requirements of scholarship agreement. 5. Student hardship requirement provisions 6. Residency and repayment provisions.
Establishment of Eligible Programs:	<p>KBOR shall identify the promise eligible programs: In any of the following fields of study:</p> <ol style="list-style-type: none"> 1. Information technology and security; 2. Mental and physical healthcare; 3. Advanced manufacturing and building trades; or 4. Early childhood education and development; 5. One additional program identified by each institution so long as the additional program is a two-year associate degree program or a career and technical education certificate or stand-alone program that corresponds to a high wage, high demand or critical need occupation. This program must be maintained for three years prior to requesting to change the program.
Students eligibility requirements:	<ol style="list-style-type: none"> 1. A Kansas resident who has graduated from an accredited Kansas public or private secondary school (or Kansas homeschool) within the preceding 12 months; 2. Be 21 years of age or older who has been a resident of Kansas for three or more consecutive years; 3. Be a dependent child of a military servicemember permanently stationed in another state and who, within the preceding 12 months, graduated from any out-of-state secondary school or obtained a high school equivalency certificate;
Students complete and agree to:	<ol style="list-style-type: none"> 1. Complete the required scholarship application on such forms established by the state board of regents; 2. Enter into a Kansas promise scholarship agreement 3. Complete the free application for federal student aid for the academic year in which the student applies to receive a Kansas promise scholarship; 4. Enroll in an eligible postsecondary educational institution in a promise eligible program.

Eligible student family income limits:	All recently graduated Kansas high school students or adult Kansans who have been Kansas residents for at least three years whose family household income equals \$100,000 or less for a family of two, \$150,000 or less for a family of three and, for household sizes above three, a household income that is equal to or less than the family of three amount plus \$4,800 for each additional family member. If scholarship moneys remain in the Kansas promise scholarship program fund during the award year after awarding all other scholarships pursuant to this section, Kansas promise scholarships may be awarded to eligible students whose family household income exceeds such amounts.
To continue receiving scholarships students must:	<ol style="list-style-type: none"> 1. Enroll as a full-time or part-time student (at least six hours per semester) at the eligible postsecondary educational institution and complete the required promise eligible program within 30 months of the date the scholarship was first awarded; 2. Maintain satisfactory academic progress in a promise eligible program 3. Within six months after graduation from the promise eligible program reside in and commence work in the state of Kansas for at least two consecutive years following completion of such program; or 4. Enroll as a full-time or part-time student (at least six hours per semester) in any public or private postsecondary educational institution with its primary location in Kansas and upon graduation or failure to re-enroll, reside in and commence work in Kansas for at least two consecutive years following the completion of such program; 5. Maintain records and make reports to the state board of regents to prove residency and working requirements. 6. Agree to live and work in Kansas two years post completion of their two year degree or certificate. If a student's completes their two year degree and transfers to a four year program they must still live and work in Kansas for two years post completion of their bachelors degree or pay back the Kansas Promise Scholarship funds. 7. Failure to satisfy the requirements of a Kansas promise scholarship agreement, repay the amount received under the program plus interest.
Scholarship Amount:	Total Scholarships available subject to appropriation each year. Expected 10 million in year one and two then 150% of actual scholarships awarded thereafter.
Scholarship Covers:	Aggregate amount of tuition, required fees and the cost of books and required materials for the promise eligible program for the academic year in which the student is enrolled and receiving the scholarship minus the aggregate amount of all other aid awarded to such student for such semester. Aid includes any grant, scholarship or financial assistance awards that do not require repayment. If offered by a independent college tuition and fees capped at the two year sector average cost.
Marketing:	KBOR is to work with community foundations, school districts, postsecondary educational institutions, Kansas business and industry and economic development organizations to publicize Kansas promise scholarships.
Reporting:	By January 2022,KBOR shall annually evaluate the Kansas promise scholarship program and prepare and submit a report to the senate standing committee on education and the house of representatives standing committee on education

President's Evaluation – The president's annual evaluation will be sent to Board members and Exec Council members next week. Executive Session time will be scheduled at the June meeting for discussion of the evaluation results. The evaluation will be based upon the identified 2019-2021 goals for the president.

Monthly Board Work Session – A resulting suggestion from the recent Board Retreat with ACCT Consultant, Brad Ebersole, was a regularly scheduled monthly Board Work Session. Work sessions would allow additional time for Board review and discussion of information that may be part of a regular Board meeting agenda for discussion or action. During the retreat, the Board indicated support for regular work sessions. Discussion will identify the preferred days and times for a monthly work session.

The Board decided they would determine dates for the regular Work Sessions at the Board Work Session scheduled for Monday, May 17th.

BOARD ACTION ITEMS

Trustee Emails – Discussion has been held the past month and during the Board retreat related to emails and distribution of those emails which come through the trustees@butlercc.edu email address. While individual trustee emails are posted on the college website, this general trustee email address is included in student handbooks, college catalog, and on the terms and disclaimer webpage among other areas. Some trustees have expressed concern they are not receiving emails intended for them and wish to be able to respond to anyone who has used this email address. Ray Connell, college legal counsel, has recommended the Board Chair provide a collective reply to any email addressed to the trustees in general to prevent individual trustees from sharing information that might misrepresent the Board or college as a whole and that could cause legal issues for the college. He also expressed the need to strictly adhere to confidentiality expectations.

The Board Executive officers could be linked to the general trustees email to determine if it should be distributed to all Trustees or if it needs to be forwarded to a college administrator for potential resolution. College policy would be followed based on the concern expressed.

Dr. Krull also said that an automatic reply could be sent from the address with each message received.

Trustee Smith expressed concern that if individuals are trying to reach their elected officials and they email this address, will they know that only the officers are getting the email. Trustee Law said that in the days of snail mail, a letter addressed to the Board of Education went to the President of the Board who then shared with the rest of the Board so this is similar in that regard.

Trustee Smith also recommended that the auto reply list the officers receiving the email as well as a link to the site with all of the Trustee email addresses.

Trustee Winslow wanted to postpone the discussion and action because the wording of the motion in the book did not cover what they had discussed in the meeting. Trustee Law said that Trustee Smith could make a new motion with the wording for the auto reply if he wished. Trustee Rhodes said he felt the only amendment needed was to include the auto reply information.

Trustee Lechtenberg moved that the trustees@butlercc.edu email be forwarded to the officers of the board with an auto reply message that indicates who it went to and would also include instructions and the website link if someone wishes to contact an individual board member. Trustee Rhodes seconded.

Trustee Smith asked Trustee Lechtenberg to repeat his motion. Trustee Lechtenberg said that his motion would say the email went to the officers of the Board of Trustees and that if an individual wished to contact trustees individually, the website link could be used. Trustee Winslow requested individual trustee names be listed. Trustee Rhodes believed providing the link was sufficient rather than including all trustees individual email addresses. Trustee Smith asked to have it clarified that if you wish to reach all trustees or individual trustees the link can be found here.

Trustee Smith moved to amend the motion to include his notes above. Trustee Rhodes seconded. Lora Jarvis called a roll call vote and the motion passed unanimously.

McConnell Air Force Base – Over the last year, McConnell and the Butler Service Center have been items of discussion at three different board meetings. Each month, data was presented in relation to the revenues, expenditures, and enrollment for the locations.

In preparation for the May 2021 regular Board of Trustees meeting, Trustee Shelby Smith requested that McConnell and the Butler Service Center be added to the agenda under Board Action Items with the intent to cease operations at both locations.

While COVID-19 has dramatically impacted the enrollment at McConnell AFB, the enrollment was trending upward prior to the pandemic. Butler has a 46-year partnership with McConnell AFB and has been working with the education office to create efficiencies, increase presence, and ultimately increase enrollment on base. The Butler Service Center, while staffed by employees who also work at the McConnell AFB office, serves additional needs beyond the McConnell site. The Butler Service Center generates significant revenue for the college.

Heather Rinckenbaugh and Darryl Coleman, Chief of Education and Training at McConnell, shared with the Board the impact of Butler being on base.

Trustee Smith said that he felt we should concentrate on bringing programs back into Butler County for the sake of the taxpayers and not burden them with programs outside of the county.

Trustee Smith moved that BCC cease all physical operations and exit McConnell Air Force Base as soon as it is allowed by our contract. Trustee Winslow seconded.

Dr. Krull reminded the board that this would limit access for students including military spouses and families as well as the military members themselves. Though Trustee Smith said he felt they could get a ride to Andover. Dr. Krull reminded him that some of the individuals can not be that far from their duty stations as well. Trustee Smith said he didn't feel it was the Butler County tax payers job to simply provide convenience for people in Wichita.

Trustee Lechtenberg indicated it was a matter of looking at what it takes to break even and that it would require only 25 hours. With the Kansas Promise Act and the potential of more students with military parents, leaving McConnell right now in the middle of COVID and not providing an opportunity to increase enrollment would be poor visibility for Butler. Trustee Lechtenberg believes it is good for the college to be there.

Trustee Rhodes said if this is an economic decision, now isn't the time to be making it. Last year we were not that far from breaking even and that was in the middle of a pandemic.

Lora Jarvis called a roll call vote with Trustees Good, Lechtenberg, Rhodes, Law and Howell voting against and Trustees Winslow and Smith voting for. The motion failed.

Retirement of James Burress – James Burress, full-time EMT instructor, has submitted his notice of resignation (retirement) effective May 31, 2021. James has been a full-time employee of Butler Community College for 17 years.

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

Retirement of Michael Heffron – Michael Heffron, full-time Biology instructor, has submitted his notice of resignation (retirement) effective May 31, 2021. Michael has been a full-time employee of Butler Community College for 29 years.

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

Retirement of Lana Ryan – Lana Ryan, full-time Administrative Assistant for the HSBS division, has submitted her notice of resignation (retirement) effective May 31, 2021. Lana has been a full-time employee of Butler Community College for 18 years.

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

CONSENT AGENDA

Trustee Smith moved to approve the consent agenda as presented. Trustee Winslow seconded. Lora Jarvis called a roll call vote and the motion passed unanimously. Items included in the consent agenda include:

- Minutes of the Regular Board Meeting of April 13, 2021
- Approval of Bills and Warrants for April 2021 in the amount of \$4,618,372.76 (includes Expenditure Approval List -\$1,944,665.07 and Payroll - \$2,673,707.69)
- Approval of Tandem Cyber Operations in the amount of \$383,750
- Approval of 2021 Workstation Replacement Plan in the amount of \$131,821.50
- Ratification of the Clinical Site Agreement with Medicalodges of Goddard
- Approval of Articulation Agreement with Purdue Global University
- Approval of Articulation Agreement with Baker University School of Nursing
- Approval of Articulation Agreement with Grantham University
- Approval of Lori Winningham as full-time Mathematics Instructor at an annual salary of \$54,410 plus full benefits
- Approval of Chef Luis Pena as the Culinary Arts Instructor at an annual salary of \$40,510 plus benefits

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Family of Phyllis Kruwell

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
JANUARY - FEBRUARY**

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
Nurses Pinning Honors Ceremony	Thursday, May 13 Friday, May 14, 1:30 p.m. Gym	Jim Howell Shelby Smith
Commencement	Friday, May 14, 7:00 p.m. BG Products Stadium	ALL TRUTEES
Board Work Session	Monday, May 17, 4:00 p.m. Dankert Board Room	ALL TRUSTEES
June Board Finance Committee	Tuesday, June 8, 3:30 p.m. President’s Conference Room	Doug Law Shelby Smith
June Board Meeting	Tuesday, June 8, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

2020-2021 Board Meeting Dates

Tuesday, May 11, 2021

Tuesday, June 8, 2021

Tuesday, July 13, 2021

<u>LOOKING AHEAD</u>		
El Dorado, Inc Steak Bonanza	Friday, June 11, 5:00 p.m. Gordy Park, El Dorado	
July 4 Observed	Monday, July 5 COLLEGE CLOSED	
July Board Finance Committee	Tuesday, July 13, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
July Board Meeting	Tuesday, July 13, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
August Board Finance Committee	Tuesday, August 10, 3:30 p.m. President's Conference Room	Doug Law Shelby Smith
August Board Meeting	Tuesday, August 10, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

Spring 2021 ACTIVITY CALENDAR

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 Smith moved to adjourn the meeting. Trustee Rhodes seconded. Lora Jarvis called a roll call vote with Trustees Lechtenberg, Rhodes, Law, Winslow, Howell, and Smith voting in favor and Trustee Good voting against. The motion passed. The regular meeting of May 11, 2021 was adjourned at 7:24 p.m.

Forrest Rhodes – Secretary