



- Ready for Life -

**BUTLER COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING**  
4:30 p.m., Tuesday, April 12, 2022 – Dankert Trustee Board Room  
Watch Live via <http://www.butlercc.edu/bctv>

- 3:30 p.m. Board Finance Committee Meeting** – President’s Conference Room.
- 4:30 p.m. Regular Board Meeting** – Dankert Trustee Board Room, Upper Level of the Hubbard Welcome Center, 901 S. Haverhill Road, El Dorado, Kansas.
- Executive Session** – For discussion of employer-employee negotiations pursuant to open meeting exceptions for said matters.

**REGULAR BOARD MEETING**

- I. **CALL TO ORDER (4:30 p.m.)**
- II. **PLEDGE OF ALLEGIANCE (4:30 p.m.)**
- III. **APPROVAL OF AGENDA (4:35 p.m.)**
- IV. **RECOGNITIONS (4:40 p.m.)** ----- 3
- V. **PUBLIC COMMENT (5:00 p.m.)**  
If you wish to address the Board during Public Comment, please complete this form:  
<https://bit.ly/3ioB30n>
- VI. **STANDING REPORTS (5:10 p.m.)**
  - A. Student Government Association Report – Guadalupe Torres
  - B. Operational Staff Report – Lisa Bolin
  - C. Professional Employees Report – Terry Sader
  - D. Board Finance Committee Report – Mary Martha Good, Linda Jolly
  - E. PTK Luncheon and KACCT Meeting – Mary Martha Good, Kim Krull
  - F. Foundation Board Report – Forrest Rhodes, Kim Krull
  - G. President’s Report – Kim Krull
  - H. Education Facilities Authority Report – Mary Martha Good, Dave Sherrer
- VII. **MONITORING REPORTS (5:25 p.m.)**
  - A. DIVISION REPORT – Humanities, Social, and Behavioral Science (Bradley) ----- 4
- VIII. **BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES**
  - A. Butler – EDCF Partnership (Nevill) **(5:35 p.m.)** ----- 26

- IX. **BOARD ACTION ITEMS**
  - A. First Responder Radios (Rinkenbaugh) **(5:45 p.m.)**----- 27
  - B. Masonry and Concrete Technology Certificate (Nevill) **(5:55 p.m.)**----- 34
  - C. Motimatic (Ohman) **(6:05 p.m.)** ----- 42
  
- X. **CONSENT AGENDA (6:15 p.m.)**
  - A. Approval of Minutes
    - 1. Regular Board Meeting of March 8, 2022 ----- 46
    - 2. Special Board Meeting of March 28, 2022 ----- 54
  - B. Bills and Warrants for March 2022 (Hackler) ----- 55
  - C. Bids and Purchases
    - 1. Diesel Technology Equipment ----- 56
  - D. Ratification of Agreements and Contracts
    - 1. 2022-23 High School Articulation Agreement (Rinkenbaugh) ----- 59
  
- XI. **SUPPLEMENTAL INFORMATION (6:20 p.m.)**
  - A. Key Performance Indicators Update ----- 62
  - B. Monthly Statement of Revenue & Expenditures (Potter)----- 70
  - C. Board Calendars----- 72
  
- XII. **EXECUTIVE SESSION (6:25 p.m.)**----- 74
  
- XIII. **ADJOURNMENT (6:55 p.m.)**----- 75

<b>APRIL RECOGNITIONS</b>
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- **Kodi Custine, Sophia Dawson, Kaelib Harp, Tyler Joyce, Naomi Galindo, Erik Torres, Janice Akao – Advisor, Dr. Noreen Templin - Advisor – Phi Beta Lambda State Competition**
- **Kaelib Harp – 2022-2023 Kansas Phi Beta Lambda State President**
- **Brock Brown, Kylee Chain, Hayden Cole, Aiden Harper, Adrian Holguin, Andrew Jones, Holly Lamb, Braydon Oneal, Slade Wiley, Dylan Wittorff , Dr. Keith West – Advisor – KASB Student Broadcast Awards**
- **Meshack Atandi, Dani Dragone, Hayden Jansen, Phuoc Nyguyen – Phi Theta Kappa All-Kansas Scholars**
- **Hayden Jansen – 2022 PTK New Century Transfer Pathway Scholar**
- **Kathy McCoskey – Great Plains Conference on Acceleration**
- **Trustee Jolly – April Birthday**

<b>MONITORING REPORTS</b>
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<b>BOARD OF TRUSTEES REPORT</b> <b>Division of Humanities, Social, and Behavioral Sciences</b> <b>April 2022</b>
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The Division of Humanities and Social and Behavioral Sciences (HSBS) consists of seven academic departments:

Behavioral Sciences	History and Social Sciences
Economics	English Language and
Literature/Humanities	Foreign Languages
Philosophy and Religion	Reading

Together, these departments provide related academic programs and services with the aim of fulfilling the Butler Community College mission, which is to develop responsible, involved lifelong learners and contribute to the vitality of the communities it serves.

### **Division Mission and Key Processes**

The HSBS Division engages students in learning about humanity and its expression in place, time, and language; human behavior; systems of belief, thought, and government; and its use of resources.

- Preparing students for transfer to colleges and universities
- Preparing students for careers related to the Humanities and Social and Behavioral Sciences
- Providing training in related skills
- Providing instruction through Guided Pathways
- Developing Learning PACT skills
  - o Personal Development Skills
  - o Analytical Thinking Skills
  - o Communication Skills
  - o Technological Skills
- Assessing student outcomes
- Evaluating and improving instruction
- Designing and revising curriculum
- Providing access through multiple locations and delivery systems
- Providing instructional leadership
- Providing and sponsoring events

### **Division Credit Hours**

Humanities and Social and Behavioral Sciences courses are taught through multiple instructional methods on campus, online, and at area high schools. The number and variety of these offerings--and the many Butler employees who contribute to their delivery--underscore the importance of the Humanities and Social and Behavioral Sciences to degree and certificate programs as well as transfer pathways. In Academic Year (AY) 2021, total institutional credit hours were 143,963. At 48,705 credit hours for the same year, the HSBS Division comprised 34% of the institutional total. Credit hours were provided by the Butler Office of Research and Institutional Effectiveness.

<b>Dept</b>	<b>AY2017</b>	<b>AY2018</b>	<b>AY2019</b>	<b>AY2020</b>	<b>AY2021</b>
Behv Sci 164	19005	18855	17400	15864	15003
Eng&Lit 208	23145	21465	18711	18693	16137
Forn Lang 207	1697	1935	1946	2213	2430
Humanities 215	738	648	423	198	219
Reading 302	732	927	963	987	738
Relg&Phil 211	5583	5970	5199	4533	4476
Socl Sci 165	11973	12548	10506	10014	9702
	62873	62348	55148	52502	48705

### Division Declared Majors

#### Declared Majors

<b>Dept</b>	<b>AY2017</b>	<b>AY2018</b>	<b>AY2019</b>	<b>AY2020</b>	<b>AY2021</b>
Behv Sci 164	320	331	361	410	517
Eng&Lit 208	33	30	43	48	53
Forn Lang 207	20	13	21	23	21
Relg&Phil 211	13	12	8	8	16
Socl Sci 165	59	62	61	74	70
	445	448	494	563	677

### Division Completers

In spring 2021, these discipline-specific majors graduated from Butler. In addition, 492 Liberal Arts and Sciences majors graduated during the academic year.

<b>Dept</b>	<b>AY2017</b>	<b>AY2018</b>	<b>AY2019</b>	<b>AY2020</b>	<b>AY2021</b>
Behv Sci 164	16	23	23	18	18
Eng&Lit 208	1	1	1	4	4
Forn Lang 207	3	2	1	2	3
Relg&Phil 211	0	1	1	0	0
Socl Sci 165	2	5	7	7	3
	22	32	33	31	28

## Personnel

In spring 2022, the Humanities and Social Sciences Division consisted of 38 full time faculty, 129 adjunct faculty, 3 administrators, and 2 staff members for a total of 172 personnel. The deans, administrative assistants, and department chair or lead faculty members are

Dean	Dr. Susan Bradley
Associate Dean	Dr. Troy Nordman
Associate Dean	Jonathan Craig
Administrative Assistant BOE	Zachary Cannady
Administrative Assistant BOA	Amy Bruno
Department Chairs or Lead Faculty Members	
Behavioral Sciences Chair	Cheree Encapera
Behavioral Sciences Digital Lead	Mary McMackin
Economics Chair	Dr. Noreen Templin
English Chair	Jim Buchhorn
English Lead	Sheryl LeSage
Developmental English Lead	Katheryn McCoskey
English Digital Lead	Andrea McCaffree Wallace
Foreign Language Chair	Dr. Kelsey Harper
History and Social Sciences Chair	Dr. Tim Myers
Philosophy and Religion Lead	Dr. Regina Turner
Reading Chair	Dr. Elena Allen

## General Division Work

- Completion of the new EG 060, Fundamentals of English OER
- Full use of OER in 4 courses: EG 101, EG 102, FL 130, and LT 201.
- Textbook Affordability Team leadership and service
- Ed Tech Master Course development
- KBOR Kansas Core Outcomes Group and committee leadership and service
- Emphasis on AVID high engagement techniques in division classes
- Online Writing Lab (OWL) management and service
- Curriculum Team membership and service
- Learning Calendar development and coordination
- Inclusion Council membership and service
- Faculty Development Team membership and service
- Retention Team leadership and service
- Institutional Review Board leadership and service
- Personal Development leadership
- CARE Team membership and service
- AVISO leadership and service
- PROVIDE leadership and service
- Presentations, service club memberships, and charity work.

## **Division Highlights 2021-22**

### **Behavioral Sciences**

#### **BS 160 OER in Fall 2023**

Faculty are forming a team to research, develop, and implement an OER in the largest course offering in Behavioral Science, BS 160, General Psychology. Department faculty are committed to lowering the cost of attendance for students and improving success and retention, with special emphasis on equity and accessibility through OER. A General Psychology OER should increase student success by providing easy access to course materials on day one of the semester.

#### **State Level Leadership**

Department Chair Cheree Encapera serves as Co-Chair of the Child Psychology Kansas Core Outcomes Group (KCOG) Committee as well as Co-Chair of the Cultural Diversity and Ethnicity KCOG Committee. She is serving her second term as the Child Psychology Co-Chair. Nathan Swink serves as the Co-Chair of the Women and Gender Studies KCOG Committee. Monica Lorg represents Butler on the KBOR Diversity, Equity, Inclusion (DEI) Community College Roundtable.

#### **Training and Development on Campus**

In the past year, Nathan Swink, Monica Lorg, and Cheree Encapera have all presented at a variety of Butler Trainings including Second Saturdays, PDD, and IDD.

#### **Community Partnerships, Internships and Job Opportunities**

During Career Week in El Dorado, Cheree Encapera and Judy Bohrer brought in five employers for students to meet: ComCare of Sedgwick County, South Central Mental Health, Wichita Children's Home, St Francis Ministries, and Sunlight Children's home. From these connections, two students now work at South Central Mental Health, and more have been interviewed.

#### **Course Development**

BS 110, Contemporary Social Problems, and BS222, Cultural Diversity and Inclusion will be developed online with an OER next year with the goal of increasing enrollment in both courses.

#### **Technology Update**

Course shells and master courses offer consistent organization and structure to make navigation easier and more effective for students and faculty. Behavioral Science Course Shells offer the Butler course template structure that is adaptable to face-to-face (F2F) or online courses. Instructors add their own assignments, materials, and policies. There is a corresponding publisher resource course available for each of these courses. Faculty can adapt course shells without losing the benefits of accessibility and ease of navigation. Behavioral Science Master Courses are Quality Assured Team (QAT) reviewed and approved as meeting accessibility, design, content, and workload standards. There are corresponding publisher resource course shells for each of these courses. As new textbook editions or adoptions occur, the courses are completely updated and reconfigured.

#### **Master Courses updated by July 2021**

BS 105 Sociology

BS106 Introduction to Anthropology

Master Courses to be updated by August 2022

BS 160 General Psychology (Online & Blended)  
 BS 212 Abnormal Psychology (Online & Blended)  
 BS 260 Developmental Psychology (Online & Blended)  
 BS 103 Human Sexuality  
 BS 106 Introduction to Anthropology  
 BS 107 Women and Gender Studies  
 BS 110 Contemporary Social Problems  
 BS 115 Substance Abuse Awareness  
 BS 210 Marriage and Family

Courses under consideration for Master Course development

BS 105 Sociology (Blended)  
 BS 106 Introduction to Anthropology  
 BS 107 Women and Gender Studies  
 BS 210 Marriage and Family

**SoPsyched**

SoPsyched, the student Behavioral Sciences club, continues to be active on campus, offering expanded stress reduction service activities through “Pet the Puppies” at finals and midterm on the El Dorado, Andover, and Rose Hill campuses. Pet the Puppies also connects the department with the community through partnership with “Love on A Leash” and “HAPI.” Other club events happen throughout the semester. SoPsyched has taken numerous students to professional conferences to present their research. Each time, Butler has been the only community college represented. Six students are currently working on research outside the classroom.

**Faculty Highlights**

**Judy Bohrer** focused on becoming more familiar with Zoom techniques, in particular group work. Another project was helping with Butler's Job Fair in October 2021 by scheduling several agencies that hire social workers. Judy plans to schedule agencies and social workers to speak with her social work students. She remains current on social work principles through certified workshops that are approved by the National Association of Social Work.

**Marie Carroll** is a member of the Curriculum Team. She was recently elected Vice President of her HOA. She has been approached by a local author to be the photographer for an upcoming book on Mexican American citizens and their contributions throughout the state of Kansas. In Marie's and other instructors' BS 260 Developmental Psychology classes, students were offered an experiential activity on older adulthood. The students bound up at least one knee, used a cane to assist them in walking, and experienced getting up from a seated position. Cotton was stuffed in their ears to muffle their hearing and a light coat of Vaseline was applied to protective eyewear to blur their vision. The students were receptive to the exercise and seemed to develop empathy for their later-age family members.





Picture provided by Marie Carroll.

**Mary Corrigan** remains a volunteer on the Board of Directors for The Active Age newspaper, although her term as president ended in December. The newspaper is sent free each month to those 55 and older in Butler, Harvey, and Sedgwick counties. It is partially funded through the federal Older Americans Act.

**Cheree Encapera** serves as Department Chair; as faculty advisor to “SoPsyched;” on the Disciplinary Review and Appeal Board; as a member of the Quality Assurance Team, the Textbook Affordability Team, and the Behavioral Science Textbook Selection Committee; on the Syllabus Tool Selection Committee; and on the Institutional Review Board. Cheree served as Co-Chair of the Child Psychology KBOR Statewide Transfer Committee for a second time and Co-Chair of the Cultural Diversity and Ethnicity Statewide Transfer Committee. Cheree is currently enrolled in “Adopt, Adapt Create: Exploring OER” and will be using those skills to adopt and adapt an OER for General Psychology. She presented sessions on work and personality and textbook affordability at Professional Development Days. She is also revising many department course outlines this year. Cheree was KNEA State Assembly Representative for Butler Community College and continues as a member of the American Psychological Association. She coordinates a community/homeless breakfast on Saturdays in Wichita and enjoys family life.

**Terry Hutter**, BS 106, Cultural Anthropology instructor, recently completed 90 days (about 3 months) of work at an UNESCO Heritage site in Namibia.

**Nita Jackson** served on the Alzheimer's Association Conference Committee and facilitated a monthly Alzheimer's support group for caregivers. In addition, Nita volunteers at the Andover Community Food Bank.

**Mary McMackin**, Department Digital Lead, is a member of the Quality Assurance Team, Behavioral Science Textbook Selection Committee, and the Syllabus Tool Selection Committee. Mary is delighted to serve as Behavioral Science Digital Lead and continue to create, facilitate, and update training resources for faculty and students.

**Monica Lorg** is Co-chair of the Academic Retention Team and Inclusion Council Coordinator as of Spring 2022. She is a member of the KBOR Diversity, Equity, Inclusion Community College Roundtable.

**Rae Ann Montgomery**, an Advisor at Butler and adjunct instructor in Behavioral Sciences, serves on the Satisfactory Academic Progress Committee with Financial Aid and the Disciplinary Review and Appeals Board.

**Regina Peasley** is a member of the Behavioral Science Textbook Selection Committee and the Ed Tech QAT, which reviews new online/blended courses and provides feedback to course developers to ensure utilization of benchmarks set forth by the Online Learning Consortium, HLC, C-RAC, and best practices in online education. Regina is a member of the American Psychological Association (APA) and enrolled in Butler's new "Adopt, Adapt, Create: Exploring OER" professional development course. She will help develop the OER for General Psychology next year.

**Dr. Nathan Swink** serves as Co-chair of the Institutional Review Board, which approved four research projects conducted by faculty. Nathan is a member of the Faculty Development Team and presented at three Second Saturday events. He serves as co-faculty advisor to SoPsyched, is a member of the Behavioral Science Textbook Committee, and will help develop the OER for General Psychology. In addition, Nathan chaired the KCOG committee which articulated Women and Gender Studies.

**Jeff Tymony** is a member of the Diversity and Inclusion Council and Criminal Justice Advisory Committee.

### **Economics**

**Leah Barnhard** attended a seminar led by influential economist Greg Mankiw in March 2022. She also attended a Macmillan Learning Econ Ed online seminar in October 2021; learned to use PowToon, an animation software tool; and took a refresher course in cybersecurity awareness from KnowBe4.com covering social media and email phishing.

**Kris Estes** helped many students learn Zoom procedures and access recorded lectures in response to COVID and snow days. In May 2021, she was awarded the Order of the Purple award for distinguished teaching after being nominated by a student. Kris is an active Second Saturday Participant and a member of the Faculty Book Club. She chairs the Veterans Advisory Board, which organized the November 11, 2021, Veterans Day Ceremony at Butler of Andover. Kris served as Chair of the Sabbatical Review Committee for Fall 2021, which extensively reviewed the applications of three candidates for Spring 2022 sabbaticals. Kris served as Vice President of the BCCEA from August 2019 through August 2021 and on the Master Teacher Selection Committee for 2022.

**Dr. Noreen Templin**, Department Chair, updated and revised the online and F2F versions of EC 200, EC 201, EC 250, and DA 120; rewrote and updated the PowerPoints and Instructor Manual for the newest edition of the Economics textbook; and piloted and implemented Hyflex

in the classroom. She is currently creating videos for EC 250. She continues to pull and calculate success data for the Accelerated Learning Program. Noreen was advisor for the 3<sup>rd</sup> place finish in the Future Business Leaders of America-Phi Beta Lambda (PBL) Stock Market Game for Fall 2021; advisor for students attending and placing in competitions at the PBL State Leadership Conference in Emporia in March 2022; advisor for the Butler Business Speaker series in Spring 2022; and attended virtual webinars by speakers in Economics. Noreen serves as Co-advisor of PBL and works to increase student involvement in the organization. She is a member of the American Economic Association and Treasurer of BCCEA.

### **English**

The English Department aims to be highly innovative and productive. The Department teaches approximately 11% of the overall credit hours at Butler (16,137 credit hours in the most recent academic year). English faculty are engaged in many major initiatives at the college. The department has led the way on OER implementation, saving Butler students 1.8 million on textbooks. This money can be spent on other college courses or in the area. The department will soon launch a new OER text for EG 060 and revise EG 101 and LT 201. The department now teaches EG 060, 101, and 102 at the El Dorado Correctional Facility. Many English faculty work on projects that engage the community and promote Butler: the recent Great Plains Conference on Acceleration re-established regional leadership in ALP and related courses by hosting over 100 attendees from 6 states.

**Richard Arthur** enjoys evoking what Auden said in reply to a student who asked for advice about becoming a poet, "Do you like words?" He encourages students to enjoy the languages of their respective fields of concentration. One studies psychology to give verbal shape to what Faulkner calls the "human heart in conflict with itself"; what a sociology text indicates with language, pie charts, and Venn diagrams; what the complex chemistry is of a refreshing cola drink; or what differential equation one may employ. Astronomy? Walt Whitman: "I looked up in perfect silence at the stars." Family dysfunction? Theodore Roethke: "The whiskey on your breath / Could make a small boy dizzy; / But I hung on like death; / Such waltzing was not easy." To summarize, T.S. Eliot: "Under the bam, under the boo, under the bamboo tree: I gotta use words when I talk to you."

**Brad Beachy** served on the EG 101 OER revision team and recruits new members for the BCCEA.

**Doug Browning** lost 75 pounds last year, which helped his energy levels and performance in the classroom.

**Dr. John Buas** has been editing and revising chapters for the new editions of the Comp I and Intro to Lit OER. In John's Comp II classes, work has been centered on the themes of community and "thinking locally." The pandemic has exposed, or made even more evident than before, the fragility and inequalities of systems of all kinds. His students sense this profoundly, and so he hopes that their classes encourage in them a sense of empowerment: "No one wants to live in a world, important parts of which are sorely in need of repair. We cannot fix everything, but what can we fix?"

**Xavia Dryden** has continued to work as OWL director and contribute to the department's ongoing OER efforts. She is managing the OWL Team and working on revisions for the LT 201 and EG 101 books. As COVID fades, she is focusing on improving as an online teacher and helping to expand online offerings in meaningful ways.

**Loralea Francis** continues to work on professional development and study what motivates ALP students.

**Amanda Hash** worked on prioritizing the mental and social health of students through the Inclusion Council. She collaborated with Mindy Trenary and Raven Christian to create a student pamphlet on resources available at Butler and in the larger community. She joined the Academic Retention Team. This semester, Amanda is teaching an online creative writing class that connects students with actively publishing authors outside of Butler through Q&A assignments. Students have asked about the authors' writing processes, publishing, revision choices, influences, and inspiration. One of the authors gave a live reading over Zoom. Students will take turns workshopping their pieces on Canvas.

**Mary Higgs** approaches her online EG102 courses with fresh eyes every semester and is experimenting with peer reviews and first draft assignments. Mary is deleting and reformatting tables to improve accessibility (huge kudos to Ed Tech). Personally, Mary is creating mindful courses on Teachable.com for her part-time chair yoga business. The first course is called "Mindful Breathing: Three Simple Breathing Practices for Relaxation."

**Diana Hutter** met her husband Terry at BCC many years ago. They married and continued at WSU before returning to Butler to teach. Then, as now, they consider BCC a great investment for anyone wanting to "move up" in the world while having a full-time job. They tell students that college is always tough but well worth the perseverance.

**Sheryl LeSage**, Lead Instructor, stepped in to fulfill half of Jim Buchhorn's Chair responsibilities while he was on leave, which meant submitting reports, observing several adjunct instructors in the classroom, and submitting updates for about 10 course outlines to the Curriculum Team. Sheryl has added links on stress relief techniques to her cognition unit in EG 102 and is enjoying the return to active learning in the classroom.

**Masako Maeda** continues to attend virtual workshops and conferences to gain more knowledge of online resources and how to use new computer-based technology. She is examining and revising course materials to incorporate new techniques and better suit time constraints.

**Kathy McCoskey**, Developmental Lead, served on the project team for the EG 060 OER. She chaired the Great Plains Conference on Acceleration, which convened virtually this year on February 25 and realized 110 registrants from 6 states: Kansas, Iowa, Missouri, Oklahoma, Texas, and Illinois. Kathy regularly analyzes ALP and Multiple Measures data. She will present to a group of Iowa developmental educators in April and acts as Secretary for the Midwest National Organization for Student Success (NOSS) Organization. Kathy is getting back to some "normal life" activities such as participating in and attending live theatre, book club, and church services. In April, she will act in *His Passover* as a member of the Guild Hall Players directed by Dr. Phil Speary.

**Suzanne Miller** published two poems--"47" and "Platt River, Sandhill Cranes" in the November 2021 issue of Stone Poetry Journal<<https://stonepoetryjournal.com/issue-two-november-2021/suzanne-miller/>>.

**Jennifer Montgomery** chaired the department's EG 060 OER development committee, which is currently finishing the text for summer use. Jennifer will use the EG 060 OER in an online version of the course next fall. She is also focusing on course content and delivery or a better

combination of Canvas assignments/quizzes with engaging class activities.

**Diana Morton** stays in touch with each student. They contact her if they will be missing class and know that she cares about them and their future. Diana believes this personal aspect of teaching helps motivate them to show up. Last fall, Diana divided her EG 101 and 102 classes into teams of three that were responsible for original presentations, for example, on logical fallacies and sexism and racism in children's animated films. The teams were given a thematically related essay assignment. Their final research paper involved Elie Wiesel's "The Perils of Indifference," which student summarized before addressing a specific local, national, or global social indifference. Students shared the knowledge that they gained in research with the class on two occasions. Diana has been studying piano with Helen Griffin for the past two years.

**Rena Rodriguez** has authored a book for post-doctoral work, and it has been green-lighted by her publisher. She is now editing it. Rena is now writing for an online travel magazine and hopes that her summer travels will provide more material.

**Cory Teubner** was the pronouncer for this year's Butler County Spelling Bee, hosted at BCC, and he will pronounce and judge at the State Bee hosted by Newman University. At Butler, Cory is working on PDX Course Revisions to include more program-specific Butler faculty and coordinating the expanded activities of the Inclusion Council as a member of its Leadership Team. He is allied with Pride (formerly, the Gay-Straight Alliance) and makes Second Saturday presentations with the Faculty Development Team. He is planning FDT's Summer Jam reboot. Finally, after COVID, he is augmenting his EG 101 and 102 online courses with videos and exercises he developed during the urgent months of split courses and makeshift online options for ill or quarantined students.

**Mac Thompson** was again nominated by a student for the Order of the Purple. He mentored a student teacher, Sofia Allen, who attends North Carolina, through his EG 101 ESL class, had fiction published in the EG 101 OER text, and was re-elected Secretary of the BCCEA.

**Dr. Mindy Trenary** presented at two conferences, the Great Plains Conference and the KBOR OER Summit. She attended State OER Steering Committee meetings and served on the conference committee. She also offered an OER training session on behalf of the State Steering Committee. At Butler, Mindy Co-Chaired the Textbook Affordability Team and served on the Quality Assurance Team for EdTech. She mentored EG 060 OER development team; is building a course template for LT 205; and is preparing for the LT 201 OER revision. Mindy is updating her F2F classes to reflect non-COVID protocols and gaining experience with blended and Hyflex courses.

**Madeline Vardell** is completing her second semester with Butler as a new adjunct. She has become acquainted with EG 101 and 102 objectives and textbooks and crafted curricula that adheres to them. She has completed online teaching and ALP training and looks forward to teaching an ALP section in the future. She has learned how to best utilize AVISO and other resources for instruction—like the librarians, who are treasures. She is trying to increase her overall involvement at Butler and has attended the Great Plains Conference and participated in multiple professional development Second Saturdays, including the fall semester book club. Madeline is working on more adaptable in-class instruction for her 101 students, who have widely varying abilities and needs and continue to experience stress after COVID, for example, because of rising gas prices and the war in Ukraine. Madeline is also refining her EG 102 course and plans to help with the EG 102 OER revision in the fall.

**Andrea McCaffree Wallace** presented on OER to faculty from across Kansas last fall and to the Kansas Deans and Directors group this spring. She launched the OER professional development cohort for spring 2022 after helping to plan and deliver a three-hour presentation on OER at fall Professional Development Days. Andrea and Judy Bastin are now taking a faculty group through 20 hours of professional development on OER, including community of practice meetings and individual, project-based learning. Andrea is leading the revision of the EG 101 OER textbook through a new, democratically based revision process that included chances for all faculty in the department to engage in re-envisioning the content in the book. This spring, six faculty are working on writing new sections for the book, including part-time, full-time, concurrent, and online faculty. In her spare time, Andrea is analyzing data on teaching EG 101 online for her dissertation at the University of Florida; helping to plan Summer Jam for summer 2022; and onboarding materials for the department and organizing an online community of practice to start in fall 2022. Andrea is focusing on how the English Department can come back together after COVID and improve its teaching and student retention and success rates. She is interested in translating her COVID online teaching skills into better current instruction.

**Melissa Winter** directed a total of three plays, including one dinner theater. She is currently directing *Murder on the Orient Express* at Bluestem High School and transitioning back to in-person competition and performances for speech and drama at BHS.

**Rebecca Yenser** helped with the EG 101 OER revision committee. She continues to write and be published. She received a Pushcart prize nomination for “Wichita Fridge,” submitted by *Invisible City Literary Journal* (December 2021) and First Place in the Reflex International Flash Fiction Competition (June 2021). Rebecca published “B’ is for Bosque” and “Needle Park” in *Scrawl Place* (February and March 2022); “Prairie State” and “Windows” in *Sledgehammer Lit* (October 2021); “Wichita Fridge” in *Invisible City* (September 2021); “The Last Expanse” and “Into the Sun” in *Dollar Store Mag* (August 2021); “Stains,” “Assembling Your Gazelle,” and “A Problem” in *Mad Blood Magazine* (July 2021); and “Zombies In the Bosque” in *Lost Balloon* (June 2021). Rebecca’s “The Grief Lottery” is forthcoming in *ELJ Editions*, (April 2022). Rebecca has a new job as VOC Customer Service Specialist at a small local business and is training for a triathlon as well as planning a trip overseas.

## Foreign Language

**Amanda Hadley** used Adobe Creative Cloud in online and in person Spanish classes, for example, in mid-term and video projects to help with pronunciation. Amanda updated resources for the advising office to help with student placement in Spanish classes. She is currently creating a placement quiz in Canvas for students in Spanish courses to verify correct placement; taking the OER Practicum with Andrea McCaffree Wallace; beginning to develop an OER for Spanish Readings; and updating Master Courses in Canvas for both online and in person classes.

**Kelsey Harper**, Department Chair, attended “Bringing Social Justice into Your Language Classroom,” September 2021; organized three events for Hispanic Heritage Month in September and October in collaboration with Butler’s Hispanic American Leadership Organization (HALO) and Butler’s Inclusion Council, in September and October 2021; co-organized a cultural event for *Día de Muertos*, November 2021; presented at “Internationalizing your Community College Curriculum” conference (virtual), University of Arizona, January 2022; presented “Interactive OER” at the Kansas OER Summit (virtual), March 2022; and presented on World Language OER at Fort Hays State University (virtual), March 2022. Kelsey continues

to revise course materials and is working with Spanish-speaking students, faculty, and staff at Butler to create a database of recorded interviews to use as pedagogical materials (Voces de Butler).

**Christian Lira Luna** attended Second Saturday workshops and is working on creating student projects that involve technology, artistic skills, and imagination.

**Masako Maeda** continued to attend virtual workshops and meetings of the Japanese Instructor Association in the Heartland. She taught Japanese calligraphy in class and prepared pieces for the Japanese Language Contest held on March 12. Two students entered the contest. Masako also prepared a booth for the Foreign Language recruitment event at the Japanese Language Contest. At Butler, Masako learned how to use HyFlex and implemented it. At Butler, Masako is currently examining and revising course materials, including exploring online resources.

**Meribel Osorio** made a virtual presentation: "Secreto Comunal: Reading Exercises Based on a Novelistic Journey to an Alternate Indigenous Experience in 16th Century Colombia," a refereed presentation at the 43rd Annual Association for Interdisciplinary Studies Conference, hosted by Southern Utah University, on October 16, 2021.

**Leslie Pierson** organized the El Dorado campus's inaugural "Day of the Dead" celebration in collaboration Spanish language students, faculty colleagues, Marketing, Facilities Management, Great Western Dining Food Services, TRIO, and Butler libraries. At the event Butler students participated in cultural experiences: a traditional altar and decor, informational posters, face painting, mask making, a selfie booth, food, a raffle, and a library resource table. Leslie organized and recorded interviews with Butler's Hispanic leaders by Spanish language students for event programming. Interviewees included: Tom Borrego (Director of Foundation), Julio Guerrero (Dean of Health, Education and Public Services), Robert Zavala (Math Professor), Kim Veliz (Lead Instructional Librarian), and Mani Gonzalez and Junior Galvan (Assistant Coaches). Leslie met with Jonathan Perkins, the Director of the Open Language Resource Center, and Associate Director of the KU Language Training Center to discuss current language learning technologies in use at KU and multiple opportunities for our department to collaborate with KU. Leslie continued her involvement with KU by serving as a mentor for KU students and graduates of the Master of Education in Foreign Language program. Leslie attended the School of Education & Human Sciences Research & Teaching Festival on the latest research and teaching innovation from KU scholars. Leslie also pursued multiple training opportunities on open educational resources to locate the quality resources and to enhance classroom instruction. She attended the Kansas OER Virtual Summit 2022 and the 2022 KU Language OER Conference. In addition, Leslie attended the World Language Teacher Summit 2021, the Kansas World Language Association virtual conference 2021, and the Great Plains Conference on Acceleration 2022. Leslie focused on proficiency-based activities to engage students and deepen her instructional mindfulness and emotional intelligence skills. She attended several webinars and online training opportunities, including the NISOD webinars "Understanding and Teaching DEI's Generational Module," and "The Wellbeing Elixir" on strategies to support students' wellbeing and resilience. Leslie joined the Co-Curricular Committee and has begun working with HALO in preparation for the HLC visit. Lastly, Leslie was interviewed by a student for the Butler Lantern article, "Español de Colegio Comunitario Butler: Benefits of learning a foreign language" which promoted language courses at Butler.

## History and Social Science

**Dr. Tim Myers**, Department Chair, has served as Vice President of the Kansas Oil Museum and Butler County Historical Society. At the end of March, he will become President. Along with the Kansas Oil Museum and Butler Community College's Life Enrichment, the Social Science Department is sponsoring a guest speaker, Dr. Jeff Broome, who will speak on the Kansas Indian Wars Sunday, April 3 at the Kansas Oil Museum, Monday, April 4 in Dr. Myers' HS 132 US History 2 class, and Tuesday, April 5 for Life Enrichment.

**Vicki McKain** is currently enrolled in the OER Practicum and is exploring open online materials for department courses.

**Orion Yoesle** has made major progress on the completion of his doctoral dissertation, *I'm a Human Being, Dammit: An Analysis of Political Incivility and Media Selection as Influenced by Social Identity Theory*, through Washington State University. The project attempts to find a link between individuals' perceptions of incivility, their partisan political affiliation, and their media selection habits, with the primary argument that incivility increases partisan ties which then drive more partisan media consumption. Orion anticipates all work will be completed in the Fall semester. Recently, he finished a content analysis from mainstream and partisan media outlets, including 355 hand-coded articles representing about 1/3 of the total data set. Simultaneously he designed, tested, and implemented a survey experiment using Amazon's mTurk, which assessed people's perceptions of various passages of news content that varied in detectable incivility. This spring, Orion is working on a Butler-focused project to compile and report any missing major summative assessment task data for political science instructors going back to Fall 2019. This process includes reviewing and revising the course outlines for political science courses offered at the institution, particularly with respect to Butler-Assessed Outcomes. Orion is updating the course outline for State and Local Government to reflect the course outcomes determined by political science professors at the Kansas Core Outcomes Groups conference in October of 2021. These projects have given him insight into the ways Butler's classes connect to the standards laid out by Kansas educational institutions, which will aid him in future endeavors to design or revise Political Science course offerings at the college. Orion remains a member of the Textbook Affordability Team (TAT) and the Inclusion Council (IC) at Butler.

## Philosophy and Religion

**Brooks Morton** became a Texas Certified English Language Arts 7-12 Teacher in January. He will pass his *viva* on April 5<sup>th</sup> for a PhD in Theology. His dissertation is entitled *Dharmakṣetra; Kurukṣetra; Karmanighora; Dharma Field; Kuru Field; Violent, Gory Combat: Reading the Bhagavadgītā in its Mahābhāratān Combat Context as a Sacred Source for Understanding and Preparing for the Impact of Nonphysical Postcombat Trauma*.

**Dr. Terry Sader** has continued piloting an open-resource approach to his face-to-face and online Ethics sections, as well as for all his Philosophy sections. Dr. Sader has also begun working on an OER approach to the Introduction to Logic course. Terry continues to serve as President of the BCCEA, as well as on the local KNEA UniServ Advisory Board, a delegate to the KNEA Representative Assembly and a member of the KNEA Board of Directors. As Association President, he continues to serve on the Critical Incident Management (CIMT) and Retention Teams. He continues to study the roots of socio/economic national and global inequities and work on a paper about the Ontological Argument that he hopes to be able to present next year. He continues as faculty adviser to Butler's Philosophy Club which meets in El Dorado every other week.



**Dr. Angela Sager** earned her PhD from Fordham University in May 2021.

## Reading

**Dr. Elena Allen**, Department Chair, presented at the Adult Education Conference in late March. In February, she led a group session at the virtual Great Plains Conference on Acceleration.

**Kathy McCoskey** revised the course outlines for RD 005-008, Multisensory Reading and Spelling I-IV, which are courses intended for students with Dyslexia. Kathy based the courses and her revisions on special training with Orton Gillingham. Each class meeting follows a pattern that involves the senses in developing reading and spelling skills. The instructor and student interact through each step of the process.

## Division Special Reports

### HSBS Administrative Assistants

The Humanities and Social and Behavioral Sciences Division is delighted to have two new assistants, **Amy Bruno** at Butler of Andover and **Zach Cannady** at Butler of El Dorado.

### LEARNED WITHIN THE PAST YEAR

- Learned how to use or advance their use of Butler systems
  - Canvas
  - Banner
  - Faculty Load and Compensation (FLAC)
  - ServiceNow
  - MyButlerCC
  - TEAMS Calling
  - Time Clock Plus (TCP)
  - AVISO
- Learned how to
  - Be a Zoom moderator (GPCA 2022)
  - Create SharePoint sites (HSBS Faculty Resources site)
  - Create Microsoft Forms (GPCA 2022)
  - Use Adobe Acrobat (Teaching Request forms)

In addition, administrative assistants created the *HSBS Faculty Handbook* and electronic materials for the Great Plains Conference on Acceleration. They developed processes, created templates, and updated the HSBS directory, division, and HR files when needed.

**Amy** created the *HSBS Happenings* newsletter. She is currently taking Adobe InDesign and updating the *Butler Faculty Handbook* with Mark Jarvis. Amy stocks the faculty breakroom in Andover.

**Zach** is currently working on Interactive Schedule Revision and the *Administrative Assistant Procedure Manual*. He is also one of the lead contacts for Ad Astra implementation.

## HSBS Administrative Highlights

**Susan Bradley** supports Advance Kansas and Humanities Kansas and serves on the Textbook Affordability Team. She recently completed the Regional Leaders of Open Education Strategic Planning Workshop and helped design the new faculty OER development program with Judy Bastin.

**Jonathan Craig** completed his coursework towards a doctoral degree in adult learning & leadership focused on community colleges from Kansas State University in the fall 2021 semester. Currently, he is working on dissertation research focused on how Name, Image, & Likeness (NIL) compensation could affect the experience of community college student-athletes and has an expected graduation date of December 2022. He also serves on the El Dorado Community Foundation board and in the community as an active church member and KSHSAA basketball official.

**Troy Nordman** continues to represent Butler on the Rotary Club of Andover. For the past ten years he has held various offices including president. He also continues to serve on the Board of Directors at the White Eagle Credit Union.

## AVISO

The AVISO Student Retention software, implemented in January 2020 as Butler's HLC strategic student retention initiative, continues as the operative tool for keeping Butler students engaged, optimizing their chances for success, and avoiding attrition. Real-time information daily informs faculty, advisors, and student services staff with automated alerts for grades, attendance/participation, and CMS login for individual students and/or student cohorts in specific risk levels and, when once alerted, faculty and staff can intervene quickly to assist students.

Since the start of Spring 2022 (data gathered from first six weeks), the AVISO system has issued over 37,963 automated alerts for current grade (grade falls below 70%), participation (two successive absences), and LMS login (no activity online for even successive days). Faculty response rates compared to the same period for fall 2021:

- Fall 21 (11,297) – **20%**
- Spring 22 (6,767) - **44%**

Faculty response rates to these automated alerts are increasing as more faculty continue to become familiar with the system. The Butler Retention Team (chaired by Monica Lorg, Behavioral Sciences) is helping familiarize faculty with AVISO's numerous features and processes to further bolster student retention.

Staff-initiated alerts (a varied set of non-academic issues) to date number 2,217. The closure rate for these alerts is currently over **98%**.

Butler received the 2021 AVISO Aspire Equity and Impact Special Achievement Award in November. Butler was selected by AVISO from among several hundred two- and four-year institutions for the impact we have made on student retention and our emphasis on diversity, equity, and inclusion.

Dr. Troy Nordman  
Associate Dean

### **Program Viability Determination (PROVIDE) Committee**

Now in its fourth year, the PROVIDE Committee continues to conduct program cluster evaluation on an annual basis and is co-chaired by Jon Craig, Associate Dean of Humanities, Social, & Behavioral Sciences and Jaime Goering, Director of Resource Development. The committee is comprised of cross-institutional representation from faculty, marketing, foundation, finance, registrar, institutional research, and academic administration.

As an advisory group, the committee's evaluations assess metrics in the following five areas: Community Stake, Market Outlook, Mission Compatibility, Performance, and Resourcing/Revenue/Costs.

For the academic year 2021-2022, the committee has requested that program clusters enter a response cycle or review the committee's evaluation and conduct a SWOT analysis. In the 2020-2021 evaluation cycle, scores were published. The following 11 program clusters are currently engaged in a response cycle: Agriculture, Auto Technology, Business Education, Culinary Arts & Hospitality, Early Childhood Education, Engineering, Fire Science, Information Technology, Nursing, and Welding. The following general education program clusters are currently in an evaluation cycle, and their program cluster scores will be published in the fall 2022 semester: Art, Behavioral Science, Biological Science, Business Administration, Chemistry, Criminal Justice, Dance, Education, English/Literature, Human Performance/Fitness & Wellness, Foreign Language, Mass Communication, Math, Music, Philosophy & Religion, Physics, Social Science, and Theatre.

### **HLC Criterion 4 – Teaching and Learning: Evaluation and Improvement**

In preparation for the HLC site visit in the spring of 2023, I volunteered to work with the HLC Steering Committee to draft an assurance argument narrative addressing Criterion 4. As a collaborative project, several departments and committees are engaged in contributing to this work. A target date for a completed draft has been identified for the end of the spring semester.

Jonathan Craig, Associate Dean

### **Open Educational Resources**

Open Educational Resources (OER) have resulted in remarkable student savings over the cost of conventional textbooks. From Fall 2018 through Spring 2022, OER in EG 101, EG 102, and LT 201 collectively saved students 1.8 million dollars over the cost of conventional textbooks based on the Maricopa Community College standard savings of \$100 per student. Please see the table of OER savings at the end of this report.

A fourth English OER has been developed and will be used in standalone EG 060 classes in fall 2022. To encourage more OER use, the VPA (Vice President of Academics) Innovation Fund is providing dollars for faculty to develop them in a special program. On successful application, individuals or teams of faculty will adopt, adapt, or create OER under the tutelage of the OER librarian and experienced faculty mentors. The new OER development program was designed by Judy Bastin, Director of Butler Libraries, and Dr. Susan Bradley, HSBS Dean, as they completed a regional Leaders of Open Education strategic planning workshop in January and February 2022.

The Textbook Affordability Team (TAT) meets monthly to support current textbook knowledge, choice, and development across the institution. Current TAT efforts include the OER Practicum with Faculty Development, marketing, and State OER Committee and Conference participation.

Dr. Susan Bradley  
Dean

### Fall 2018 Sales EG 101

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	<u>Total Savings</u>
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	<b>Maricopa Avg</b>
EG 101 OER	2064	2064	\$40.00	\$82,560.00	\$100.00	
Totals					\$206,400.00	\$206,400.00

### Spring 2019 Sales EG 101

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	495	495	\$40.00	\$19,800.00	\$100.00	
Totals					\$49,500.00	\$49,500.00

### Spring 2019 Sales EG 102

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	1390	1390	\$40.00	\$55,600.00	\$100.00	
Totals					\$139,000.00	\$139,000.00

### Sum. 2019 Sales EG 101

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	171	171	\$40.00	\$6,840.00	\$100.00	
Totals					\$17,100.00	\$17,100.00

**Sum. 2019 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	217	217	\$40.00	\$8,680.00	\$100.00	
Totals					\$21,700.00	\$21,700.00

**Fall 2019 Sales EG 101**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	1973	1973	\$40.00	\$78,790.00	\$100.00	
Totals					\$197,300.00	\$197,300.00

**Fall 2019 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	630	630	\$40.00	\$25,200.00	\$100.00	
Totals					\$63,000.00	\$63,000.00

**Spring 2020 Sales EG 101**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	596	596	\$40.00	\$23,840.00	\$100.00	
Totals					\$59,600.00	\$59,600.00

**Spring 2020 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	1433	1433	\$40.00	\$57,320.00	\$100.00	
Totals					\$143,300.00	\$143,300.00

**Sum. 2020 Sales EG 101**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	171	171	\$40.00	\$6,840.00	\$100.00	
Totals					\$17,100.00	\$17,100.00

**Sum. 2020 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	216	216	\$40.00	\$8,640.00	\$100.00	
Totals					\$21,600.00	\$21,600.00

**Fall 2020 Sales EG 101**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	1672	1672	\$20.00	\$33,440.00	\$100.00	
Totals					\$167,200.00	\$167,200.00

**Fall 2020 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	546	546	\$20.00	\$10,920.00	\$100.00	
Totals					\$54,600.00	\$54,600.00

**Fall 2020 Sales LT 201 OER**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
LT 201 OER	108	108	\$10.00	\$1,080.00	\$100.00	
Totals					\$10,800.00	\$10,800.00

**Spring 2021 Sales EG 101**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	609	609	\$20.00	\$12,180.00	\$100.00	
Totals					\$60,900.00	\$60,900.00

**Spring 2021 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	1152	1152	\$20.00	\$23,040.00	\$100.00	
Totals					\$115,200.00	\$115,200.00

**Spring 2021 Sales LT 201**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
LT 201 OER	133	133	\$10.00	\$1,330.00	\$100.00	
Totals					\$13,300.00	\$13,300.00

**Sum. 2021 Sales EG 101**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	194	194	\$20.00	\$3,880.00	\$100.00	
Totals					\$19,400.00	\$19,400.00

**Sum. 2021 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	161	161	\$20.00	\$3,220.00	\$100.00	
Totals					\$16,100.00	\$16,100.00

**Sum. 2021 Sales LT 201**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
LT 201 OER	44	44	\$10.00	\$440.00	\$100.00	
Totals					\$4,400.00	\$4,400.00

**Fall 2021 Sales EG 101**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	1615	1615	\$10.00	\$16,150.00	\$100.00	
Totals					\$161,500.00	\$161,500.00

**Fall 2021 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	601	601	\$10.00	\$6,010.00	\$100.00	
Totals					\$60,100.00	\$60,100.00

**Fall 2021 Sales LT 201**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
LT 201 OER	101	101	\$10.00	\$1,010.00	\$100.00	
Totals					\$10,100.00	\$10,100.00

**Spring 2022 Sales EG 101**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 101 OER	467	467	\$10.00	\$4,670.00	\$100.00	
Totals					\$46,700.00	\$46,700.00



**Spring 2022 Sales EG 102**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
EG 102 OER	1127	1127	\$10.00	\$11,270.00	\$100.00	
Totals					\$112,700.00	\$112,700.00

**Spring 2022 Sales LT 201**

<u>Course Text</u>	<u># Enrolled</u>	<u># Sold</u>	<u>Price</u>	<u>Total</u>	<u>Savings</u>	
	20th Day			<b>Sales</b>	<b>Maricopa Avg</b>	
LT 201 OER	119	119	\$10.00	\$1,190.00	\$100.00	
Totals					\$11,190.00	\$11,190.00
					<b>Total Student Savings</b>	\$1,799,790.00

**BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES****TOPIC for DISCUSSION**  
Butler – EDCF Partnership**REPORT:**

As a driver of innovation, Butler Community College (BCC) has long served as catalyst to serve alternative populations that would benefit from high quality educational programming. Butler's partnership with EDCF is proving to be an opportunity to expand and grow high wage and high demand occupations to fill workforce demands.

Butler has formed a very strong relationship with the leadership of the Kansas Department of Corrections (KDOC) which has resulted in opportunities to expand educational opportunities and programming at EDCF. Through a large grant awarded to Butler by KDOC, increased adult education, GED, and English as a Second Language will be taught as well as non-credit Masonry courses.

Updates on Butler's application for "2<sup>nd</sup> Chance Pell Experimental Sites Initiative" and future plans for continued programming and workforce development at EDCF will be discussed.

**RECOMMENDED ACTION:**

This information is for discussion purposed only at this time

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Michelle Ruder  
Supervisor: Dr. Tom Nevill  
Date: April 12, 2022

<b>BOARD ACTION ITEMS</b>
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**TOPIC for ACTION**  
**First Responder Radios, Butler Police Department**

**REPORT:**

In 2012, Butler County purchased a new radio system and advised all agencies within the county to operate using the same equipment. That equipment has now reached its useful life and agencies need to replace it before a catastrophic failure occurs. Currently, the BCCPD has four Motorola XTS 2500 radios, and seven Motorola XTS 1500 radios all of which are no longer under warranty and discontinued from their respective manufacture (motorolasolutions.com, 2021).

All Butler County emergency response agencies are upgrading the communication system and are all receiving the up-to-date radios to have access to the features of this new system. In order to facilitate communication with all the agencies, Butler's Police Department must also be in communication compliance with the system through the purchase on new Motorola equipment.

Having a full set of updated radios is not only beneficial to the officer's safety but to the students and faculty of Butler Community College and its surrounding communities. The use of innovative and dependable communication technology enables police officers and other law enforcement officials to make quick and informed decisions, alert other officers to potential dangers, and call for help when necessary. The proposed Motorola equipment is the standard for use in Butler County's first responder community. Additionally, Motorola's products are proven to be reliable in both law enforcement, emergency responders, and military operations time and time again.

With the assistance of Bill Young, two quotes from Motorola vendors within the region were received in the same amount for the purchase of 12 Motorola APX 6000 LMRs and accessories needed for operation. These radios are the industry standard and are currently being used by countless law enforcement and military agencies worldwide.

Purchase of new equipment	\$63,533.52
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**RECOMMENDED ACTION:**

Recommend the board approve the purchase of Motorola radio communication equipment for use by the Butler Community College Police Department.

**RECOMMENDED FUNDING SOURCE:**

Student Life Funds

Submitted by:	Bill Rinkenbaugh, Vice President of Student Services
Supervisor:	Dr. Kim Krull, President
Date:	24 March 2022



QUOTE-1699578

Billing Address:  
 BUTLER COUNTY COMMUNITY  
 COLLEGE  
 901 S HAVERHILL RD  
 EL DORADO, KS 67042  
 US

Quote Date:03/15/2022  
 Expiration Date:06/13/2022  
 Quote Created By:  
 Kaitlin Emerson  
 Katie.Emerson@  
 motorolasolutions.com

End Customer:  
 BUTLER COUNTY COMMUNITY  
 COLLEGE  
 Walter Clayton  
 wclayton1@butlercc.edu  
 316-321-7657

Contract: 21810 - JOHNSON COUNTY  
 (KS)

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000				
1	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	12	\$3,595.00	\$2,157.00	\$25,884.00
1a	Q361AR	ADD: P25 9600 BAUD TRUNKING	12	\$330.00	\$198.00	\$2,376.00
1b	H38BT	ADD: SMARTZONE OPERATION	12	\$1,320.00	\$792.00	\$9,504.00
1c	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	12	\$567.00	\$340.20	\$4,082.40
1d	H889BZ	ENH: MULTIKEY	12	\$363.00	\$217.80	\$2,613.60
1e	Q887AU	ADD: 5Y ESSENTIAL SERVICE	12	\$227.00	\$227.00	\$2,724.00
1f	QA09001AB	ADD: WIFI CAPABILITY	12	\$330.00	\$198.00	\$2,376.00
1g	QA09000AA	ADD: DIGITAL TONE SIGNALING	12	\$165.00	\$99.00	\$1,188.00
1h	QA03399AA	ADD: ENHANCED DATA APX	12	\$165.00	\$99.00	\$1,188.00
1i	G996AU	ADD: PROGRAMMING OVER P25 (OTAP)	12	\$110.00	\$66.00	\$792.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
 Motorola Solutions, Inc., 500 West Monroe, United States - 60661 - #: 36-1115800



QUOTE-1699578

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1j	QA05570AA	ALT: LI-ION IMPRES 2 IP68 3400 MAH	12	\$110.00	\$66.00	\$792.00
1k	Q15AK	ADD: AES/DES-XL/DES-OFB ENCRYPTION AND ADP	12	\$879.00	\$527.40	\$6,328.80
1l	QA09008AA	ADD: GROUP SERVICES	12	\$165.00	\$99.00	\$1,188.00
2	NNTN8863A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 100-240VAC, US/NA PLUG	6	\$169.56	\$101.74	\$610.44
3	NNTN8844A	CHARGER, MULTI-UNIT, IMPRES 2, 6-DISP, NA/LA- PLUG, ACC USB CHGR	1	\$1,420.20	\$852.12	\$852.12
4	PMMN4068AL	MICROPHONE,IMPRES RSM, 3.5MM JACK, IP55	12	\$143.64	\$86.18	\$1,034.16

Grand Total

\$63,533.52(USD)

## Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



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Motorola Solutions, Inc. | 500 West Monroe, United States - 60661 - #: 36-1115800



**BUTLER COUNTY COMMUNITY COLLEGE**

BU CO CC APX x12-MD

03/31/2022

The design, technical, pricing, and other information ("Information") furnished with this submission is confidential proprietary information of Motorola Solutions, Inc. or the Motorola Solutions entity providing this quote ("Motorola") and is submitted with the restriction that it is to be used for evaluation purposes only. To the fullest extent allowed by applicable law, the information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the information without the express written permission of Motorola. MOTOROLA, MOTO, MOTOROLA SOLUTIONS, and the Stylized M Logo are trademarks or registered trademarks of Motorola Trademark Holdings, LLC and are used under license. All other trademarks are the property of their respective owners. © 2020 Motorola Solutions, Inc. All rights reserved.



QUOTE-1715545

03/31/2022

BUTLER COUNTY COMMUNITY COLLEGE  
Butler County Community College  
901 S Haverhill Road  
El Dorado, Kansas 67042

RE: Motorola Quote for BU CO CC APX x12-MD  
Dear Walter Clayton,

Motorola Solutions is pleased to present BUTLER COUNTY COMMUNITY COLLEGE with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide BUTLER COUNTY COMMUNITY COLLEGE with the best products and services available in the communications industry. Please direct any questions to Micheala Divoll at [michaela.mobileradiosvc@gmail.com](mailto:michaela.mobileradiosvc@gmail.com).

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Micheala Divoll  
Territory Sales Manager

Motorola Solutions Manufacturer's Representative



QUOTE-1715545  
BU CO CC APX x12-MD

Billing Address:  
BUTLER COUNTY  
Butler County Community College  
901 S Haverhill Road  
El Dorado, Kansas 67042  
United States

Quote Date:03/31/2022  
Expiration Date:06/29/2022  
Quote Created By:  
Micheala Divoll  
Territory Sales Manager  
michaela.mobileradiosvc@  
gmail.com  
620-282-4314

End Customer:  
BUTLER COUNTY COMMUNITY  
COLLEGE  
Walter Clayton  
wclayton1@butlercc.edu  
316-321-7657

Contract: 21810 - JOHNSON COUNTY  
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Motorola Solutions, Inc. 500 West Monroe, United States - 60661 - # 36-1115600





QUOTE-1715545  
BU CO CC APX x12-MD

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1j	H38BT	ADD: SMARTZONE OPERATION	12	\$1,320.00	\$792.00	\$9,504.00
1k	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	12	\$567.00	\$340.20	\$4,082.40
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<b>Grand Total</b>					<b>\$63,533.52(USD)</b>	

**Notes:**

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



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Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

**TOPIC for ACTION**  
**Masonry and Concrete Technology Certificate**

**REPORT:**

In December 2021, the Board approved the Masonry and Concrete AAS and a 36 credit-hour certificate (CERT-B). This shorter 27 credit-hour certificate (CERT-A) offers another focused training pathway for students in masonry and includes a new course, "Introduction to Concrete" which was not part of the program approval in December. The Kansas Board of Regents requires submission of any new certificate of more than 15 credit hours for approval.

Through theory, lectures and hands on projects, students will obtain needed skills to gain proficiency in brick, concrete, stonework, block, and form work. Students will learn how to use and maintain equipment and tools, as well as equipment, tool and jobsite safety. Completion of this certificate will prepare students for a career as an industry apprentice, journeyman mason, or contractor.

**RECOMMENDED ACTION:**

Approval of the new 27 credit hour certificate program. Once approved, this certificate will be submitted to KBOR for final review/approval; scheduled implementation is for fall 2022.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Peggy Krause, Director, Curriculum and Catalog  
Supervisor: Dr. Tom Nevill, Vice President of Academics  
Date: April 12, 2022

**New Program Request Form  
CA1  
General Information**

Institution submitting proposal	Butler Community College
Name, title, phone, and email of person submitting the application ( <i>contact person for the approval process</i> )	Dr. Tom Nevill, Vice President of Academics <a href="mailto:tneville@butlercc.edu">tneville@butlercc.edu</a> , 316.322.3110
Identify the person responsible for oversight of the proposed program	Mel Whiteside, Dean of Science, Technology, Engineering, and Mathematics
Title of proposed program	Masonry and Concrete Technology
Proposed suggested Classification of Instructional Program (CIP) Code	46.0415 Building Construction Technology/Technician
CIP code description	Building Construction Technology: A program that prepares individuals to apply technical knowledge and skills to residential and commercial building construction and remodeling. Includes instruction in construction equipment and safety; site preparation and layout; construction estimating; blueprint reading; building codes; framing; masonry; heating, ventilation, and air conditioning; electrical and mechanical systems; interior and exterior finishing; and plumbing.
Standard Occupation Code (SOC) associated to the proposed program	47-2000 Construction Trades Workers
SOC description	Lay and bind building materials, such as brick, structural tile, concrete block, cinder block, glass block, and terra-cotta block, with mortar and other substances, to construct or repair walls, partitions, arches, sewers, and other structures.
Number of credits for the degree <u>and</u> all certificates requested	CERTA - 27
Proposed Date of Initiation	Fall 2022
Specialty program accrediting agency	National Center for Construction Education and Research (NCCER)
Industry certification	<ol style="list-style-type: none"> <li>1. OSHA 10 hr. - Construction Industry</li> <li>2. NCCER Core (prerequisite)</li> <li>3. NCCER Mason, Level I</li> <li>4. NCCER Mason, Level 2</li> </ol>

Signature of College Official  Date 3/30/2022

Signature of KBOR Official \_\_\_\_\_ Date \_\_\_\_\_

## Narrative

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, CA1-1a form).

*\*\*Institutions requesting subordinate credentials need only submit the items in blue. For example, an institution with an approved AAS degree has determined a need for a Certificate C in the same CIP code using the same courses used in the AAS degree program.*

## Program Rationale

- Provide an overall explanation and background surrounding the development of the proposed program. Include where the idea came from, who was involved, and why the program is needed.

## Program Description

- *Provide a complete catalog description (including program objectives) for the proposed program.* The Certificate in Masonry and Concrete Technology prepares students for careers in the construction industry. Through theory, lectures and hands on projects, students will obtain needed skills to gain proficiency in brick, concrete, stonework, block, and form work. Students will learn how to use and maintain equipment and tools, as well as equipment, tool and jobsite safety. Completion of this certificate will prepare students for a career as an industry apprentice, journeyman mason, or contractor.

## Program Objectives

### Objectives for students

1. Gain general skills and proficiency in OSHA standards, procedures, and policies
2. Masonry safety practices
3. Masonry mathematics
4. Use and care of equipment and power tools
5. Read and interpret blueprints and site documents
6. Masonry materials and techniques to work with those materials
7. Participate in student leadership opportunities
8. Develop partnerships with employers for student/faculty internships, employment opportunities, job shadows and equipment/supply donations.

### Objectives for the program

1. Maintain up to date curriculum which aligns with industry advisory committee members recommendations, NCCER guidelines and HLC requirement.
  2. Build relationships with the local construction industry by participating on local committees, boards and industry organizations.
  3. Maintain Outside Accreditation with NCCER
  4. Assess student learning
  5. Monitor student satisfaction through student surveys
  6. Monitor employer satisfaction through CaTERS surveys and advisory committee input.
  7. Monitor instructor satisfaction
- List and describe the admission and graduation requirements for the proposed program.

## Demand for the Program

- Using the Kansas Department of Labor's Long Term Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections: occupational growth, occupational replacement rates, estimated annual median wages, and typical education level needed for entry.
- Show demand from the local community. Provide letters of support from at least three potential employers, which state the specific type of support they will provide to the proposed program.

- Describe how the proposed program supports the Perkins Comprehensive Local Needs Assessment.
- Describe/explain any business/industry partnerships specific to the proposed program.  
*If a formal partnership agreement exists, agreement explaining the relationship between partners and to document support to be provided for the proposed program must be submitted to the Board office independently of the CA1 materials for review purposes. The agreement will not be published or posted during the comment period.*

### Duplication of Existing Programs

- Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates existing the system and employed.
- Was collaboration with similar programs pursued:
  - Please explain the collaboration attempt or rationale for why collaboration was not a viable option

### Program Information

- List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program. **See APPENDIX A**
- If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.
- Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point.
- List any pertinent program accreditation available:
  - Provide a rationale for seeking or not seek said accreditation  
In order to issue NCCER Credentials, we had to certify our program as an NCCER Accredited Training & Education Facility (ATEF). This accreditation is endorsed and overseen by our lead instructor, Mr. Brandon Leach, who worked directly with NCCER for our accreditation.

#### If seeking accreditation, also describe the plan to achieve it

Butler officially received NCCER accreditation October, 2021, for our Construction Technology program. Our Masonry and Concrete Technology track will fall under the same accreditation umbrella. In order to issue the NCCER credentials to Masonry and Concrete Technology students, the college must remain an NCCER Accredited Training & Education Facility (ATEF), which is endorsed and overseen by an industry organization. Our Construction Technology instructor, Mr. Brandon Leach, is NCCER certified to teach and credential students, and is a certified NCCER trainer.

The NCCER masonry certificates we will offer:

#### **Industry Credentials**

- OSHA 10 hr. - Construction Industry
- NCCER Masonry Level 1
- NCCER Masonry Level 2

## Faculty

- Describe faculty qualifications and/or certifications required to teach in the proposed program.

## Cost and Funding for Proposed Program

- Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).
- Provide detail on **CA-1a form**.
- Provide Excel in CTE fee details on the **CA-1b form**.
- If the program is requesting Perkins funds, provide details on the **CA-1c form**.
- If the program is requesting KS Promise Act eligibility, provide details on the **CA-1d form**.
- Describe any grants or outside funding sources that will be used for the initial start-up of the new program and to sustain the proposed program.

## Program Review and Assessment

- Describe the institution's program review cycle.

## Program Approval at the Institution Level

- Provide copies of the minutes at which the new program was approved from the following groups:
  - **Program Advisory Committee See APPENDIX B**  
*(including a list of the business and industry members)*
  - **Curriculum Committee**  
The Butler Community College Faculty Curriculum Team examines, recommends and approves all courses; it does not examine nor approve degree programs. Approved courses reflected in the attached pathway have been reviewed/approved by the division dean and the Vice President of Academics prior to final review/approval from our Board of Trustees.
  - **Governing Board See APPENDIX C**  
*(including a list of all Board members and indicate those in attendance at the approval meeting)*

Submit the completed application and supporting documents to the following:

Director of Workforce Development  
 Kansas Board of Regents  
 1000 SW Jackson St., Suite 520  
 Topeka, Kansas 66612-1368

## APPENDIX A Course Descriptions

**CN 101. OSHA 10hr – Construction Industry.** 1 credit hour. This course will enable the student to gain critical knowledge regarding OSHA policies, procedures, and standards including general industry safety and health principles. The student will learn the scope and application of the OSHA construction industry standards, with special emphasis placed on those areas that are most hazardous, along with recommended abatement techniques.

**CN 120. Masonry Professional Introduction.** 3 Credit Hours. Prerequisite: CN 103 with a C or better. This course will enable the student to develop skills in masonry construction safety practices. The student will develop masonry vocabulary and basic installation details.

**CN 130. Introduction to Concrete.** 3 Credit Hours. This course will enable students to describe concrete and its main components. Identify the strengths, weaknesses, characteristics, and various forms of concrete. Additionally, students will be able to describe the concrete construction process and various forms of concrete construction. Students will also focus on safety standards directly related to concrete construction.

**CN 121. Masonry Fundamentals.** 3 Credit Hours. Prerequisite CN 120 with a C or better. This course will enable the student to develop basic understanding of basic masonry tools and interpret construction drawings. The student will learn how to store and move construction materials in a safe manner. Students will learn mortar types, materials, and applications. The student will utilize proper safety practices throughout the course.

**CN 122. Masonry Craft Skills.** 4 Credit Hours. Prerequisite: CN 121 with a C or better. This course will enable the student to develop basic masonry skills and knowledge. The student will develop skills in setup, layout and block and brick cutting.

**CN 221. Residential Masonry.** 3 Credit Hours. Prerequisite: CN 122 with a C or better. This course will enable the student to develop basic residential masonry skills and knowledge. The student will develop skills in reading building plans, and build small structure foundations and outlying masonry work. The student will use safety procedures.

**CN 222. Masonry Quality Control.** 2 Credit Hours. Prerequisite: CN 122 with a C or better. This course will enable the student to develop quality control skills and knowledge. The student will develop skills in procedures for inspection and testing of masonry materials. Students will develop skills in applying insulation and moisture control. The student will use safety procedures.

**CN 223. Masonry Metal Work.** 3 Credit Hours. Prerequisite: CN 222 with a C or better. This course will enable the student to develop advanced masonry skills and knowledge. The student will develop skills in grout and other masonry reinforcements such as rebar. Students will develop skills with metal work necessary in masonry work, i.e. opening frames, fasteners, and hangers. The student will use safety procedures.

**CN 224. Advanced Masonry Techniques.** 5 Credit Hours. Prerequisite: CN 222 with a C or better. This course will enable the student to develop advanced practical masonry skills and knowledge. The student will develop skills in wall systems and structural components. This course is intended to give the students comprehensive practice in the masonry craft. The student will use safety procedures.

**APPENDIX B**  
**Program Advisory Minutes**



Tomorrow -

- Let's Take

**Construction Technology Advisory Committee Meeting**  
**November 18<sup>th</sup>, 6:00 P.M.**  
**Rose Hill HS, Rosehill, KS.**

**Welcome** – Brandon Leach

**CALL TO ORDER**

Brandon Leach

**OLD BUSINESS**

Secretary – Tyler Dehn, Wildcat Construction

Last Mtg.'s Minutes included:

Hiring Brandon, Construction Tech. Certificate option Approved, equip. & material need

**NEW BUSINESS**

1. Update on enrollment
  - + Rosehill facility doesn't have full occupancy yet, will start Aug. 2022
  - + Andover Campus started at 20
    - 7 night and 7 daytime students still enrolled.
2. Update on Rose Hill/Academy
  - + 1 enrolled, recruiting area high schools
  - + internships; ages dealing with child labor laws and insurance.
    - 30 Hour OSHA for be available for internship during winter, train the trainer?
3. Update on EDCF
  - + Larry PostOak – 5 currently enrolled and completed first section 2hours, additional 3 hours by mid Dec. 2021.
4. Masonry certificate and AAS degree approval
  - + Letters of support for Masonry? KBOR to review.
5. NCCER Accredited – master trainers by Brandon
6. ADDED Item: Eureka, Kansas – Horse Track shutdown in 2008, tornado. Repurpose for education facility. Historical site could get grants to remodel. Business, welding, construction. 30 miles from El Dorado, 1 hour from Emporia. WSU Tech currently. No, but not yet.

**NEXT MEETING** – Spring 2022

**REPORTS – Other? – no official reports**

**OPEN DISCUSSION**

Open floor for comments or questions from group at large.

Spring 2022

Open House/ Industry Rosehill Campus – Mid February?

Grand opening – March/April?

High School recruiting – industry volunteers needs?

Marketed in schools and build an event in area high schools

Camp Hype, baseball game, Kansas State Fair?

**ADJOURNMENT**



**APPENDIX C  
Governing Board**

**BUTLER COMMUNITY COLLEGE BOARD OF TRUSTEES  
MINUTES OF THE REGULAR BOARD MEETING  
4:30 p.m., December 14, 2021 – Dankert Trustee Board Room**

Meeting Recording can be viewed at <https://www.youtube.com/watch?v=Abs03Vubrao&t=77s>

**STAFF ATTENDANCE**

Lisa Bolin  
Tom Borrego  
Megan Chambers  
Julio Guerrero  
Matt Jacobs  
Kim Krull  
Esam Mohammad  
Tom Nevill  
Troy Nordman  
Jessica Ohman

Bill Rinkenbaugh  
Heather Rinkenbaugh  
Luis Pena  
Rhonda Smith  
Kelly Snedden  
Phil Speary  
Shelley Stultz  
Ireland Turner  
Kent Williams  
Mel Whiteside  
Bill Young

**BOARD ATTENDANCE**

Lance Lechtenberg, Chair  
Doug Law, Vice Chair  
Forrest Rhodes, Secretary  
Mary Martha Good  
Jim Howell  
Shelby Smith  
Julie Winslow

**BOARD ACTION ITEMS**

**Masonry and Cement AAS Degree and Certificate Program**

Trustee Smith raised a concern related to the equipment costs listed in the program packet. Dean Mel Whiteside noted the equipment costs are higher because it is a more comprehensive program and students will be out building structures. Trustee Winslow expressed concerns that there had not been enough time to review the program however it was noted the program had been discussed since summer along with the information related to the Department of Corrections grant Butler received.

Trustee Law moved to approve the Masonry and Cement AAS degree and certificate programs for submittal to the Kansas Board of Regents. Trustee Rhodes seconded. The motion passed unanimously on roll call vote.

**TOPIC for ACTION**  
**Motimatic**

**REPORT:**

Motimatic, a third-party vendor, uses a digital marketing platform to reach students and prospective students on social media. Messaging reinforces behaviors and attitudes that correlate with student success. As a result, this messaging drives students to take the next necessary step to reach their educational goals such as application, enrollment, etc.

Motimatic communicates with hard to reach populations using technology and expertise not feasible with Butler's internal resources. Positive results were realized using this company in the fall through a small initial plan. The current agreement will expand the scope of work by Motimatic and reach a larger population of students for enrollment.

**RECOMMENDED ACTION:**

The Board ratify the attached contract/agreement and approve payment per student conversion for each campaign.

**RECOMMENDED FUNDING SOURCE:**

Transcript Fee Account

Submitted by: Dr. Jessica Ohman  
Supervisor: Dr. Kimberly Krull  
Date: March 25, 2022

**Motimatic, PBC and Butler Community College  
Addendum A to Order Form #2**

This addendum serves to expand the work outlined in Order Form #2, signed by Butler Community College (Client) on March 10, 2022 and by Motimatic, PBC on March 11, 2022. This Addendum A is governed by the terms outlined in Order Form #2 and by the Motimatic, PBC Terms of Service referenced in Order Form #2.

**Expansion of work:**

In addition to the work outlined in Order Form #2, Motimatic will pursue an additional list provided by Client. Constituents on the list shall be defined as prospective students that entered Client's school code on their FAFSA. The desired actions to be driven among the target audience recipients and associated fees for successful conversions shall be:

Action:	A
Fee:	\$225 per Action A

For purposes of this Order Form:

- "Action A" occurs when a Recipient, from a list provided by Client to Motimatic, enrolls for courses and is still an active student at census.

No fewer than 1,500 recipients shall be included in the initial file.

Billing terms outlined in Order Form #2 shall remain in effect for this additoinal work.

<b>Motimatic, PBC</b>	<b>Butler Community College</b>
By:	By:
Name:	Name:
Title:	Title:
Date:	Date:

**MOTIMATIC and BUTLER COMMUNITY COLLEGE  
ORDER FORM #2**

Client: Butler Community College	Contact: Jessica E. Ohman
Address: 901 S Haverhill Rd	Phone: 316.321.2222
El Dorado, KS 67042	Fax:
	E-Mail: johman@butlercc.edu
<p>Services: Motimatic's Messaging Platform, in the form provided by Company to Client. Company's Services include:  <b>Assigning Recipients to Vectors.</b> Motimatic will discuss with Client pertinent Vectors (a sequence of posts delivered through various online networks and having a specific content theme, addressing particular Client end-user ("Recipient") attributes or objectives). Client will supply Motimatic with a list of Recipients and identify the Vectors to which they should be assigned. Motimatic will subscribe Client's Recipients to relevant Vectors.  <b>Adaptation and Display of GuidePosts to Recipients.</b> For Vectors that are designed to be adapted to a Client's specific audiences, Motimatic will add Client branding elements to</p>	

<p>GuidePosts, in consultation with Client. Motimatic then serves those GuidePosts to Client's specifically defined audiences, provided that Client activates each social media adaptation of a GuidePost within the Motimatic platform.</p> <p><b>Opt-Out Mechanism.</b> Motimatic provides Recipients of Motimatic GuidePosts the option to opt-out by clicking a link from a single device. The opt-out takes effect when the Recipient subsequently visits a page containing Motimatic code or after 30 days, whichever comes first.</p> <p><b>Periodic Reports.</b> Motimatic will provide Client with a weekly report via email that summarizes GuidePost activity for the prior week.</p> <p><b>Motimatic Client Portal.</b> Clients have access to the Motimatic Client Portal, where they review and activate GuidePosts that will appear to their Recipients.</p>					
<p>Fees:</p> <p>The fees are calculated on a per Action basis pursuant to the following:</p> <table border="1"> <tr> <td>Action:</td> <td>A</td> </tr> <tr> <td>Fee:</td> <td>\$200 per Action A</td> </tr> </table> <p>For purposes of this Order Form:</p> <ul style="list-style-type: none"> <li>• "Action A" occurs when a Recipient, from a list provided by Client to Motimatic, enrolls and makes it through census.</li> </ul>	Action:	A	Fee:	\$200 per Action A	<p>Service Term: The initial term of this Agreement shall be three (3) months, subject to early termination as provided herein (the "Initial Term"). Following the Initial Term, this Agreement will automatically renew for successive renewal terms of one (1) month, subject to early termination (each, a "Renewal Term", and together with the Initial Term, the "Service Term") unless either party gives the other party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.</p>
Action:	A				
Fee:	\$200 per Action A				
<p>Payment Schedule: For billing purposes, Motimatic will invoice monthly based on registrations achieved during the previous month. To account for melt, Motimatic will invoice only 90% of the total value of the achieved registrations. At census, Motimatic and Butler will reconcile any final amount based on actual students that made it to census. If yield from Registration to Census is less than the 90%, Motimatic will refund the difference. If yield is greater than 90%, Butler receive a final invoice for the difference.</p>	<p>Method of Payment: ACH</p>				
<p>Service Capacity: no less than 1,000 records and no more than 2,500 students.</p>					

Additional Terms

1. Client shall:

- Within 15 days after the Effective Date, execute Motimatic's onboarding instructions, including securely sharing data file, activating GuidePosts and accepting Motimatic's Facebook Moderator request.
- Review new Client-branded GuidePosts from Motimatic regularly, when prompted via (automated) email. Each time Motimatic produces a new GuidePost adaptation that references Client's brand, Client will have 10 business days to review the GuidePost adaptation for accuracy, fairness and consistency with Client's brand guidelines before the adapted GuidePost and similar versions for other advertising networks go live. If Client requests revisions ("rework"), an additional 5 business days are added to review the GuidePost before it goes live. If at any

time Client determines that an adapted GuidePost requires revision, Client may inform Motimatic via the Motimatic platform, and Motimatic will remove the adapted GuidePost from circulation immediately, beginning the 5-day review rework period again, once any concerns have been addressed.

- Activate at least 85% of the Client-branded GuidePosts that are provisioned.
- Set up daily delivery of Recipient data in CSV form to Motimatic according to Motimatic’s data file specifications and instructions.
- Provide Motimatic with a data feed file on a daily basis for the purpose of tracking Actions.

Client acknowledges that each of the foregoing items is critical to the successful provision of the Services to Client and to the Recipients. Any delay in Client’s performance of its responsibilities under this Agreement will result in a delay of the start of the Services for an amount of time proportionate to the delay in Client’s performance.

2. Client will keep accurate records and accounts of all Actions in order to calculate Fees. [Fifteen (15) days from the end of each calendar month, Client will provide to Company a monthly activity and fee report, which will contain, at a minimum, all information necessary to determine the volume of Actions and the Fees payable by Client hereunder.] Company or its agents may, with fifteen (15) days’ notice, audit Client’s records and inspect Client’s facilities to verify Client’s compliance with the provisions of this Agreement, including the calculation and payment of Fees. If an audit indicates an underpayment of five percent (5%) or more of any amounts due hereunder or other non-monetary noncompliance, Client will promptly reimburse Company for the reasonable cost of the audit. Such rights will remain in effect through a period ending one year from the termination of this Agreement.

**Statement of Core Service.** Motimatic provides marketing services to Client where such marketing involves dissemination of information to groups of individuals. Motimatic creates, customizes (in some cases), and distributes advertisement messages that take the form of online social media posts (“GuidePosts”) in a particular “Vector” (a sequence of posts delivered through various online networks and having a specific content theme, addressing particular Client end-user (“Recipient”) attributes or objectives). Motimatic distributes such advertisement messages to groups of at least one hundred (100) or more Recipients at one time. Motimatic does not communicate on an individual basis with any Recipient, collects no information for or on behalf of Client from Recipients, and has no role whatsoever with respect to any decision regarding a Recipient vis-à-vis the Client.

Notwithstanding any language to the contrary in this agreement, Motimatic will not share or communicate with other colleges, universities or businesses that Client is utilizing Motimatic services.

This “Order Form” is made effective as of the date of signature below, (the “Effective Date”) between Motimatic, PBC (“Motimatic” or “Company”), and the Client listed above (“Client”). This Order Form incorporates and is governed by the Terms and Conditions on Motimatic’s website located at <https://motimatic.com/terms-of-service> (together with this Order Form, the “Agreement”), which contains, among other things, warranty disclaimers, liability limitations and use limitations. There will be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof. Capitalized terms not separately defined herein will have the meanings ascribed to them in the Terms and Conditions.

Motimatic, PBC	Butler Community College
By:	By:
Name:	Name:
Title:	Title:
Date:	Date:

<b>CONSENT AGENDA - MINUTES</b>
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- Ready for Life -

**BUTLER COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**MINUTES OF THE REGULAR BOARD MEETING**  
**4:30 p.m., March 8, 2022 – Dankert Trustee Board Room**

Meeting Recording can be viewed at <https://www.youtube.com/watch?v=hmzSxcogu1I&t=8392s>

**STAFF ATTENDANCE**

Lisa Bolin (z)	Jessica Ohman
Tom Borrego	Bill Rinkenbaugh
Jim Buchhorn (z)	Heather Rinkenbaugh (z)
Jenna Gannon	Dr. Terry Sader
Julio Guerrero	Shelley Stultz
Matt Jacobs	Dr. Noreen Templin (z)
Kim Krull	Ireland Turner
Zach Lindsay	Kent Williams
Esam Mohammad	Bill Young
Tom Nevill (z)	Kelly Snedden

**BOARD ATTENDANCE**

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

**GUESTS**

Guadalupe Torres  
 Honorato Arteaga  
 Leyni Gomez  
 Lillian Rippe  
 Jayden Stehm  
 Ray Connell  
 Dave Black  
 Matt Byrum (z)  
 Devon Bergon (z)

\*(Z) denotes attendance via Zoom

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was said.

**APPROVAL OF THE AGENDA**

(YouTube @ 0:50)

Trustee Good made a motion to approve the agenda. Trustee Sherrer seconded the motion. Discussion ensued prior to a vote with a motion presented by Trustee Smith to amend the agenda to add discussion of the BKD software to Board Discussion Items. Trustee Braungardt seconded the motion. On roll call vote, Trustees Good, Braungardt, Winslow, Sherrer and Smith voted in favor and Trustees Jolly and Rhodes voted against. The motion passed on a 5-2 vote.

Trustee Good restated the motion to approve the agenda with the addition of the BKD software to Board Discussion Item XI-E for 3-5 minutes. Trustee Sherrer seconded the motion. On roll call vote, it passed unanimously.

### **EXECUTIVE SESSION**

(YouTube @ 10:10)

Trustee Winslow moved and Trustee Smith seconded the Board recess into Executive Session for discussion with legal counsel to include the members of the Board, President Kim Krull and Ray Connell pursuant to the open meetings exceptions for matters protected by consultation with legal counsel. The open meeting would resume in the Dankert Trustee Board Room in 20 minutes. On roll call vote, the motion passed unanimously. The Board entered Executive Session at 4:45 p.m. and returned to Open Session at 5:05 p.m. No action was taken.

### **RECOGNITIONS**

(YouTube @ 35:07)

Dr. Krull provided recognition of Mark Jaye, Department Chair for Automotive Technology for his work in gaining the programs NATEF ASE reaccreditation through April 1, 2027. Also recognized was Dave Black, Service Manager for Truck Center Companies. He has been instrumental in donating a diesel truck engine and supporting the Diesel Technology program. Dr. Noreen Templin was recognized as an advisor for PBL and it was noted that Butler's PBL team of Kaelib Harp and Kodi Custine placed third in the fall 2021 FBLA-PBL Stock market Game. Greg Cole, Culinary Arts Instructor was recognized for his recent induction into the Black Educators Hall of Fame.

### **PUBLIC COMMENT** – None

(YouTube @ 41:57 )

### **STANDING REPORTS**

(YouTube @ 42:00 )

#### **Student Government Association** (YouTube @ 42:03)

Guadalupe Torres reported on all the activities they have sponsored for Black History Month. They have welcomed speakers Mark McCormick and Dr. David Carter. Four new members have been added to the SGA Team. Leyni Gomez, Lillian Rippe, Jayden Stehm, and Honorito Arteaga introduced themselves.

#### **Operational Staff** (YouTube @ 44:04)

Lisa Bolin reported that eleven Op Staff members will be going to the annual AKCCOP conference at Labette March 23-25<sup>th</sup>. Butler will host the same conference in 2023.

#### **Professional Employees** (YouTube @ 44:50)

Dr. Sader reported he didn't have a formal report this month.

#### **Board Finance Committee** (YouTube @ 45:03)

Trustee Good indicated there was nothing new to report.

#### **Foundation Board Report** (YouTube @ 45:47 )

Trustee Rhodes reported the auction was a great evening. As reported was that the fair market value of the endowment as of December 30, 2021 was \$16.3 M, with a 10.4% rate of return; scholarships in the amount of about \$775,000 will be paid out this academic year. The Foundation Board of Directors approved a 6% scholarship distribution for the next year. Fund raising from July 1, 2021 – February 11, 2022 was about \$4.5 M. Tom Borrego reported the preliminary proceeds from the Butler Benefit Auction will be above \$265,000 with \$83,000 raised in Pure Philanthropy. Tom provided a short report on the progress on the Culinary Building.

President's Report (YouTube @ 50:23)

Dr. Krull reported she and Ireland Turner attended the AGC Annual Conference Award Luncheon with Simpson Construction where they got the AGC Honor Award for the renovation of the 5000 Building. Dr. Krull thanked the Foundation staff for the successful benefit auction evening. The PTK All Kansas Scholars Luncheon on April 1<sup>st</sup> in Junction City was discussed and Trustees were encouraged to attend. A printed KBOR Legislative Update was provided to each of the Trustees. Dr. Krull reported her participation in the Andover State of the Community Luncheon along with Will Johnson representing the County, Ronnie Price, Mayor of Andover, Brett White, USD Superintendent and Becky Wolfe, Executive Director of the Chamber. A Legislative Coffee was held on March 5<sup>th</sup> sponsored by the El Dorado Chamber and Farm Bureau with Representatives Blex and Carpenter and Senator Fagg in attendance. A Legislative Coffee will be held in Augusta on March 26<sup>th</sup> with Representative Williams and Senator Masterson in attendance. Dr. Krull wrote letters of support for the cities of Andover and El Dorado for their BASE Grant funding applications. Dr. Krull noted part of the work session scheduled for March 28<sup>th</sup> would be noticed up as a special meeting for approval of the 2022-2023 Notice Up Letter. It was also reported that correspondence was received from County Attorney Darrin Devinney related to the KOMA complaint filed with the Kansas Attorney General about the executive session of the November 9, 2021 Regular Meeting. CA Devinney found no substantiated violation.

Matt Byrum and Devon Brogan with Hutton joined the Board meeting to provide a virtual tour of the Redler Institute of Culinary Arts and share information on construction progress.

Education Facilities Authority Report (YouTube @ 1:09:43 )

There was no report as EFABC will meet on March 9<sup>th</sup>.

**MONITORING REPORTS**

(YouTube @ 1:10:10 )

Dean Julio Guerrero shared the Health, Education, and Public Services report.

**SABBATICAL REPORT**

(YouTube @ 1:43:10)

Jim Buchhorn, English Department Chair shared his sabbatical report which was focused on the development of a training course for English teachers to assist them in creating original, creative and rigorous content for their courses.

**BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES**

Deferred Maintenance and Renovation Projects (YouTube @ 1:57:10)

Kent Williams and Ireland Turner presented updated information on the bundled deferred maintenance and renovation projects approved by the Board in September with Simpson Construction as the CMR. The project bids for the 1600 Building renovation, 300 Building HVAC upgrade, 100, 300, 500, 600, and 900 ADA Building projects have been received. The bids received of \$1,796,262.50 are \$4,684.50 above the original estimates presented of \$1,791,578. The bids include two alternates to enhance the project. Kent noted the actual bids included in the Board Book.

Ireland Turner also reported the electrical infrastructure project being completed by Atlas is approximately 80% completed. Everygy will install transformers on March 15, 2022. The project is slated for completion in April.

East Park (YouTube @ 2:01:17)

Dr. Krull reported on the initial conversations held with the City of El Dorado related to a proposal for the college to engage in a 10-year lease for the north field of East Park which is where the college softball team has practiced and played games for a number of years. The lease agreement would allow the



college to install fencing for greater security of the field. The City is also planning to build a new concession stand and restroom facility and as part of that project, Butler could build a locker room for the softball team. The City is proposing support of \$45,000 toward the construction costs of the concession stand and restroom facility. The locker room costs and fencing would be additional costs.

Business Sentiment Survey (YouTube @ 2:15:27)

The survey was developed to better understand the business climate for planning, provide information for economic development to assist in attracting new businesses and then to guide the college in understanding training and partnership needs. The findings of the survey included responses from seventeen different industry clusters in Butler County and indicated that the largest percent of businesses who replied are in a better position than 2 years ago. The outlook was positive for the businesses over the next two years with many who believe they will be employing additional people. Butler was also perceived in a positive way with businesses wanting to explore partnership opportunities.

Board Governance (YouTube @ 2:27:00)

Chair Rhodes noted the KOMA complaint initiated by Trustee Winslow and sent to the Attorney General was initiated two weeks after the November 9, 2021 meeting with no indication at the time of the meeting that there were concerns. It stated that the Board Chair was not notified of the complaint being filed but it was cc'd to the Chair of the Butler County Commissioners and Representative Williams. Trustee Winslow responded she has had concerns in the past but they have been ignored by the Board.

BKD Software (YouTube @ 2:35:35)

Trustee Smith raised the issue as he had in the past of potential purchase and inclusion of additional modules of the BKD software. Chair Rhodes stated the decision had been made a couple of months ago regarding the modules of the BKD software modules that would be implemented first. Kent Williams provided some additional information.

**BOARD ACTION ITEMS**

Tuition and Fees (YouTube @ 2:39:58 )

Kent Williams provided information on the recommended tuition and fee rates for FY2023 as presented and discussed at the February Board Meeting. It was proposed that all the rates remain flat with the International rate being decreased by \$37 to match the Out-of-State rate. An increase to the Technology Access Charge was also presented. The increase is proposed to support student technology including the "MyLapTop" initiative. Trustee Smith proposed an increase of \$2.00 to the Out-of-County/In-State tuition rates. Trustee Sherrer moved to approve the FY2023 tuition and fee rates and Technology Access Charge as presented. Trustee Good seconded the motion. Trustees Good, Jolly, Rhodes and Sherrer voted in favor and Trustees Braungardt, Winslow, and Smith voted against. The motion passed on a 4-3 vote.

Room and Board Rates (YouTube @ 2:49:04)

Bill Rinkenbaugh presented the recommendation on the room and board rates for FY2023. Food service rate will be going up by 5.8% with residence hall rates increasing by 3.0% for an overall increase of 3.7%. Residence Hall rates are budgeted at 85% occupancy. Trustee Smith moved to approve the room and meal plan rates. Trustee Good seconded the motion. On roll call vote, the motion was approved unanimously.

Fire Science AAS and Certificate Revision (YouTube @ 2:53:03)

Zach Lindsay presented information on the proposed certificate revision which will promote additional leadership, management training, fire service supervisory training. The proposed certifications are tested by KU for officer and supervisory rolls. These will be IFSAC certifications. Trustee Sherrer moved to

approve the Fire Science CERTA revision. Trustee Smith seconded the motion. On roll call vote, the motion was approved unanimously.

FY2021-2022 Contract (YouTube @ 3:00:30)

Stultz presented the changes to the 2021-2022 contract that were ratified by the Professional Employees on March 5, 2022. It was also noted that some items have been included in the contract ratification as Letters of Understanding/Memorandums of Understanding for further negotiations in 2022-2023. Trustee Smith moved to ratify the FY2022-2023 contract. Trustee Winslow seconded the motion. On roll call vote, the motion was approved unanimously.

Personnel (YouTube @ 3:02:00)

Dr. Jessica Ohman shared information on the accomplishments and dedication to students of Advisors Tamra Baker and Cheryl Johnson. Trustee Winslow moved to approved the resignations (retirements) of Tamra Baker, Academic Advisor and Cheryl Johnson, Academic Advisor. Trustee Good seconded the motion. On roll call vote, the motion was approved unanimously.

**CONSENT AGENDA**

(YouTube @ 3:04:55 )

Trustee Good moved to approve the consent agenda as presented. Trustee Sherrer seconded. The motion passed unanimously on a roll call vote.

In addition to the minutes of the February 8, 2022 Regular Board meeting, the consent agenda contained the following items for approval:

- Approval of Bill and Warrants for February 2022 - \$4,798,531.59 (includes Expenditure Approval List - \$2,353,021.31 and, Payroll - \$2,445,510.28)

**SUPPLEMENTAL INFORMATION**

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES  
MARCH**

<b>March Board Finance Committee</b>	Tuesday, March 8, 3:30 p.m. President's Conference Room	<b>TBD</b>
<b>March Board Meeting</b>	Tuesday, March 8, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>March Work Session/Special Meeting</b>	Monday, March 21, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>April Board Finance Committee</b>	Tuesday, April 12, 3:30 p.m. President's Conference Room	<b>TBD</b>
<b>April Board Meeting</b>	Tuesday, April 12, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>April Work Session</b>	Monday, April 25, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>

**2021-2022 Board Meeting Dates**

Tuesday, January 11, 2022

Tuesday, February 8, 2022

Tuesday, March 8, 2022

Tuesday, April 12, 2022  
 Tuesday, May 10, 2022  
 Tuesday, June 14, 2022  
 Tuesday, July 12, 2022

<b><u>LOOKING AHEAD</u></b>		
<b>May Board Finance Committee</b>	Tuesday, May 10, 3:30 p.m. President's Conference Room	<b>Mary Martha Good Linda Jolly</b>
<b>May Board Meeting</b>	Tuesday, May 10, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>May Work Session</b>	Monday, May 23, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>June Board Finance Committee</b>	Tuesday, June 14, 3:30 p.m. President's Conference Room	<b>Mary Martha Good Linda Jolly</b>
<b>June Board Meeting</b>	Tuesday, June 14, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>June Work Session</b>	Monday, June 27, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>

### **SPRING 2022 ACTIVITY CALENDAR**

Basketball v. Northern Oklahoma-Tonkawa (home)	Tues., January 4 @ 5:30 p.m. (Women)
Basketball v. Bethel College (home)	Tues., January 4 @ 7:30 p.m. (Men)
Basketball v. Cowley County (home)	Sat., January 8 Women @ 2:00 p.m. Men @ 4:00 p.m.
Basketball v. Garden City (away)	Wed., January 12 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v. Independence (home)	Sat., January 15 Women @ 2:00 p.m. Men @ 4:00 p.m.
Martin Luther King Day – COLLEGE CLOSED	Mon., January 17
Basketball v. Colby (home)	Mon., January 17 Women @ 5:30 p.m. Men @ 7:30 p.m.
Spring Semester Begins	Tues., January 18
Basketball v. Seward County (away)	Wed., January 19 Women @ 6:00 p.m. Men @ 8:00 p.m.
Basketball v. Northwest KS Tech College (home)	Sat., January 22 Women @ 2:00 p.m. Men @ 4:00 p.m.
Music Theatre Festival	Wed., January 26 8:00 a.m. – 4:00 p.m.
Basketball v. Pratt (away)	Wed., January 26 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v. Coffeyville (away)	Sat., January 29 Women @ 5:00 p.m.

	Men @ 7:00 p.m.
Art Exhibit #4 E.B. White Art Gallery	January 31-February 26
Basketball v. Hutchinson (home)	Wed., February 2 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v. Dodge City (home)	Sat., February 5 Women @ 2:00 p.m. Men @ 4:00 p.m.
Basketball v. Cloud County (away)	Wed., February 9 Women @ 6:00 p.m. Men @ 8:00 p.m.
Basketball v. Barton (home)	Sat., February 12 Women @ 2:00 p.m. Men @ 4:00 p.m.
Basketball v. Cowley County (away)	Wed., February 16 Women @ 5:30 p.m. Men @ 7:30 p.m.
Basketball v. Garden City (home)	Sat., February 19 Women @ 2:00 p.m. Men @ 4:00 p.m.
Basketball vs. Independence (away)	Wed., February 23 Women @ 5:00 p.m. Men @ 7:00 p.m.
Basketball Region VI Tournament Basketball Region VI Championship	February 26-28 March 4-5
Children's Theatre "Secretly Frank" College Theatre (700 Building)	Sat., February 26 @ 2:00 p.m.
Art Exhibit #5 E.B. White Art Gallery Artist Reception	March 4-April 1 (closed March 14-18) Thurs., March 24 6:00-8:00 p.m.
Vocal Music Concert College Theatre (700 Building)	Thurs./Fri., March 10 and 11 @ 7:30 p.m. Sat., March 12 @ 2:00 p.m. and 7:30 p.m.
Spring Break – No Classes	March 14-19
Baseball v. Seward County (home)	Thurs., March 17 @ 1:00 p.m. Thurs., March 17 @ 3:00 p.m.
Baseball v. Seward County (away)	Sat., March 19 @ 1:00 p.m. Sat., March 19 @ 3:00 p.m.
Fall Enrollment Begins	March 21
Baseball v. Barton (away)	Thurs., March 24 @ 1:00 p.m. Thurs., March 24 @ 3:00 p.m.
Baseball v. Barton (home)	Sat., March 26 @ 1:00 p.m. Sat., March 26 @ 3:30 p.m.
Baseball v. Cloud County (home)	Thurs., March 31 @ 1:00 p.m. Thurs., March 31 @ 3:00 p.m.
Baseball v. Cloud County (away)	Sat., April 2 @ 1:00 p.m. Sat., April 2 @ 3:00 p.m.
Baseball v. Colby (home)	Thurs., April 7 @ 1:00 p.m. Thurs., April 7 @ 4:00 p.m.
Baseball v. Colby (away)	Sat., April 9 @ 1:00 p.m. Sat., April 9 @ 4:00 p.m.

Art Exhibit #5 Student Juried Exhibit E.B. White Art Gallery Artist Reception	April 13-May 7 (closed April 15) Thurs., April 14 6:00-8:00 p.m.
Institutional Development Day	Thurs., April 14
Good Friday – COLLEGE CLOSED	Fri., April 15
Baseball v. Dodge City (away)	Thurs., April 21 @ 1:00 p.m. Thurs., April 21 @ 3:00 p.m.
Theatre Production #4 “The Runner Stumbles” College Theatre (700 Building)	Thurs./Fri., April 21 and 22 @ 7:30 p.m. Sat., April 23 @ 2:00 p.m. and 7:30 p.m.
Baseball v. Dodge City (home)	Sat., April 23 @ 1:00 p.m. Sat., April 23 @ 3:00 p.m.
Instrumental Music Concert College Theatre (700 Building)	Fri./Sat., April 29 and 30 @ 7:30 p.m.
Instrumental Music Chamber Concert (Brass) Chamber Concert (Woodwind/Strings) Chamber Concert (Percussion)	Mon., May 2 @ TBD Tues., May 3 @ TBD Wed., May 4 @ TBD
Student Art Sale E.B. White Art Gallery	Thurs./Fri., May 5 and 6
Vocal Music Concert/Dance Showcase Andover Central Park (Capital Federal Amphitheater)	Sat., May 7 @ 2:00 p.m. and 6:30 p.m.
Spring Semester Ends	Fri., May 13

## **EXECUTIVE SESSION**

(YouTube @ 3:07:37)

Trustee Good moved and Trustee Smith seconded the Board recess into Executive Session for discussion of non-elected personnel to include members of the Board pursuant to open meetings exceptions for matters protected by non-elected personnel. The open meeting would resume in the Dankert Trustee Board Room in 45 minutes. On roll call vote, the motion passed unanimously. The Board entered Executive Session at 7:52 p.m. and returned to Open Session at 8:37 p.m.

The Board returned to the open meeting and Trustee Good moved and Trustee Winslow seconded the Board recess back into Executive Session for discussion of non-elected personnel to include members of the Board pursuant to open meetings exceptions for matters protected by non-elected personnel. The open meeting would resume in the Dankert Trustee Board Room in 20 minutes. On roll call vote, the motion passed unanimously. The Board entered Executive Session at 8:39 p.m. and returned to Open Session at 9:09 p.m.

## **ADJOURNMENT**

(YouTube @ 4:35:20)

Trustee Winslow moved to adjourn the meeting. Trustee Good seconded. The motion passed unanimously after roll call vote. The regular meeting of March 8, 2022 was adjourned at 9:09 p.m.

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Linda Jolly – Secretary



- Ready for Life -

**BUTLER COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL BOARD MEETING**

**4:30 p.m., Monday, March 28, 2022 – Dankert Board Room**

Meeting Recording can be viewed at <https://www.youtube.com/watch?v=0MnDhfOPARs>

**STAFF ATTENDANCE**

Tom Borrego	Bill Rinkenbaugh
Matt Jacobs	Heather Rinkenbaugh
Kim Krull	Kelly Snedden
Esam Mohammad	Shelley Stultz
Tom Nevill	Ireland Turner
Jessica Ohman	Kent Williams
Kerry Potter	Bill Young

**BOARD ATTENDANCE**

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

**CALL TO ORDER**

Chair Rhodes called the special meeting of the Board of Trustees to order at 4:32 p.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was said.

**APPROVAL OF THE AGENDA**

(YouTube @ 0:44)

Trustee Good made a motion to approve the agenda. Trustee Sherrer seconded. Trustee Winslow indicated there should be a public comment section on every board meeting agenda. The motion passed 6 – 1 on roll call vote with Trustee Winslow voting nay.

**BOARD ACTION ITEMS**

Notice Up Letter (YouTube @ 3:13)

Trustee Good made a motion to approve the Notice Up Letter for the 2022-2023 contract negotiations. Trustee Smith seconded the motion. The motion passed unanimously on roll call vote.

Renewal Contract – President (YouTube @ 5:57)

Trustee Good made a motion to extend a 2-year contract to President, Kimberly Krull beginning July 1, 2022 through June 30, 2024 as discussed. Trustee Sherrer seconded the motion. Trustee Smith noted that he, Trustee Braungardt, and Trustee Winslow were willing to agree to a one year contract. On roll call vote, Trustees Good, Jolly, Rhodes, and Sherrer voted in favor of the motion and Trustees Braungardt, Winslow, and Smith voted nay. The motion passed 4-3.

**ADJOURNMENT** (YouTube @ 10:47 )

Trustee Good moved to adjourn the meeting. Trustee Sherrer seconded. The motion passed unanimously after roll call vote. The special meeting of March 28, 2022 was adjourned at 4:43 p.m.

A budget update and work session followed adjournment.

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Linda Jolly – Secretary

**BILLS AND WARRANTS****TOPIC for ACTION****REPORT**

Bills and Warrants for March 2022 - \$5,782,050.68 (includes Expenditure Approval List - \$2,991,838.30 and Payroll - \$2,790,212.38).

**RECOMMENDED ACTION:**

Approval of March 2022 bills and warrants.

**RECOMMENDED FUNDING SOURCE:**

Submitted by: Sariah Wilson  
Supervisor: Yolanda Hackler  
Date: April 12, 2022

**BIDS AND PURCHASES****TOPIC for ACTION  
Diesel Technology Equipment****REPORT**

Equipment continues to be purchased to support the Butler Diesel Technology shop. Included below is a list of the equipment bids received.

**RECOMMENDED ACTION:**

The Board approve the proposed cost of \$95,793, to purchase needed equipment for the Diesel Technology program shop.

**RECOMMENDED FUNDING SOURCES:**

Maintenance of Effort Funds  
VPA Academic Development Fund

Submitted by: Mel Whiteside, Dean – STEM  
Supervisor: Dr. Tom Nevill, VPA  
Date: March 25, 2022



Item	Company	Cost	Additional Info	Lowest Bid
<b>Wash Cabinet</b>	Snap On	\$10,406.00		<b>\$10,406.00</b>
	Central Equipment	\$13,560.00		
	Professional Cleaning Systems	\$23,745.00		
	Unique Truck Equip	\$26,703.00		
<b>Teardown Tables</b>	Central Equipment	\$ 992.00	each x 8	<b>\$7,936.00</b>
	Automotive Equipment, Inc.	Range \$1025-\$1775	each	
<b>2 Post Lift</b>	Snap-On	\$ 4,262.00	each - includes adapter kit, install	<b>\$4,262.00</b>
	Automotive Equipment	\$ 5,406.00	each - includes install & mileage	
	Central Equipment	\$ 6,030.00		
<b>Mobile Lifts</b>	AutoZone	\$ 42,249.99		
	Automotive Equipment	\$ 45,374.00	Includes steel surcharge, freight, install/train	
	Snap-On	\$ 47,500.00	<b>RECOMMENDED – Although this is not the lowest bid, this item meets industry standards and is the preferred piece of equipment for the program.</b>	<b>\$47,500.00</b>
	Central Equipment	\$ 48,358.00		

<b>Clutch Caddy</b>	Tool Hunter	\$ 2,689.00		\$ 2,689.00
	Unique Truck Equipment	\$ 2,996.00		
	Automotive Equipment	\$ 3,100.00		
<b>Press</b>	Unique Truck Equipment	\$ 11,800.00		\$ 11,800.00
	Automotive Equipment	\$ 12,340.00		
	AutoZone	\$ 13,862.00		
<b>Engine Stands</b>	Unique Truck Equipment	\$ 11,200.00	price for 2	\$ 11,200.00
	AutoZone	\$ 13,101.00	price for 2	
	Automotive Equipment	\$ 13,900.00	price for 2	
<b>TOTAL</b>				<b>\$95,793.00</b>

<b>RATIFICATION OF AGREEMENTS AND CONTRACT</b>
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**TOPIC for ACTION**  
**2022-2023 High School Articulation Agreement**

**REPORT:**

Career Pathways incorporate the combined value of academic and technical course work so that, within each pathway, students can design their own career plan. Articulation Agreements between Unified School Districts and Butler Community College have been created in an effort to assist students in making a seamless transition from their secondary to post-secondary education at Butler without duplication of course study within a specific career pathway. Butler Community College faculty have reviewed the course competencies and have negotiated the following agreements for the 2022-2023 academic year.

High Schools offer the courses according to the KS Course Codes to their students. When a student attends Butler after high school graduation, the Articulation Agreement allows the student to receive credit for the course they took while in high school on their Butler transcript.

Eureka High School requested an additional Articulation Agreement for the 2022-2023 academic year to reflect their expanding opportunities in their welding program.

**RECOMMENDED ACTION:**

Ratification of the 2022-2023 Welding Articulation Agreement with Eureka High School.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Loni M.M. Jensen  
Supervisor: Heather Rinkenbaugh  
Date: 28 March 2022



### *High School Articulation Agreement 2022-2023*

THIS AGREEMENT, by and between USD 389-Eureka and Butler Community College, is made in order to provide high school students the option to earn an Associate of Applied Science Degree, a Certificate.

THEREFORE, it is agreed by and between the parties as follows:

- Any party may advertise the program and/or advise students that this option is available.
- Eureka High School will supply all of the courses and competencies with no exchange of reimbursement between or among the institutions.
- Credit may only be applied toward a certificate program, an Associates of Applied Science program, or an Associates of Arts or Sciences program identified above. Credits are not intended for transfer to a baccalaureate institution. Students will need to verify transferability with the baccalaureate receiving institution.
- This agreement will be in effect from the graduation date of the student through a date not to exceed 15 months after high school graduation.
- Students must successfully complete the competencies in the high school articulated course(s) with a final grade of 'C' or better to qualify for college credit. High school transcripts must be submitted with the articulation credit application.
- The high school articulated courses will be reported on the college transcript upon completion of the articulation credit application and review of high school transcript. Students will receive CP (Credit Pending) college credit for the approved high school articulated course work until 12 credit hours have been earned at Butler Community College. After 12 hours have been earned the student must notify the Registrar's Office to have the CP changed to CR (Credit Received).
- *High school students qualifying for tuition assistance through the Kansas CTE Initiative may submit a completed articulation credit application and high school transcript for special processing prior to graduation. Upon approval, articulated credit will be posted directly to the student transcript at Butler Community College as Credit Received (CR).*
- This Agreement may be revised by mutual agreement and shall be modified in the event of cancellation, discontinuance or disapproval of any course or program by the Kansas Board of Regents.
- This agreement will be reviewed annually for possible changes, improvement, or enhancements.
- This agreement does not guarantee admittance to a college or a program. High School Pathway: Early Childhood Development & Services  
College Program of Study: Education [Early Childhood Education]

901 South Haverhill Road

El Dorado, KS 67042

TEL 316.321.2222

FAX 316.322.3109      www.butlercc.edu

High School Pathway: Manufacturing  
College Program of Study: Technology [Welding Technology]

<i>KS Course Codes</i>	<i>High School Course</i>	<i>Butler Course Codes</i>	<i>Butler Course</i>	<i>College Credit</i>
18404 or 39207	Welding Processes I	WE 130	Oxy-Fuel Gas Welding	1
18407 or 39208	Welding Processes II	WE 114	Welding Methods	2
21107	Drafting/CAD	EN 107	AutoCAD Basics	3
21107 and 21150	Drafting/CAD Advanced Drafting/CAD	EN 101	Engineering Graphics I	3

**IN WITNESS WHEREOF**, the parties accept and approve **THIS AGREEMENT**.

**USD 389-Eureka**

**Butler Community College**

\_\_\_\_\_  
Signature  
USD 389-Eureka Representative

\_\_\_\_\_  
Loni M.M. Jensen, Director  
High School Academic Partnerships

\_\_\_\_\_  
Printed Name & Title  
USD 389-Eureka Representative

\_\_\_\_\_  
Dr. Tom Nevill  
Vice President of Academics

\_\_\_\_\_  
Dr. Kimberly Krull  
President, Butler Community College

Date filed KANSAS STATE BOARD OF REGENTS: \_\_\_\_\_



## SUPPLEMENTAL INFORMATION

Office of Research and Institutional Effectiveness

215 BOE

(316) 322.3338

Metric	Description	Latest Performance	Last Updated for BOT	Previous Three Years	Validation Source
Retention	Percentage of incoming first-time full-time degree/certificate seeking students from the first fall who continue to the next fall. Cohort members who graduate within a year are excluded from the calculation.	60% (Fall 2020 Cohort)	02/2022	60 % (Fall 2019), 60 % (Fall 2018), 60 % (Fall 2017)	IPEDS Fall Enrollment Collection/US Dept of Education
Graduation Rate and Transfer Rates	Percentage of incoming first time full time degree/certificate seeking students who graduate or transfer to a 4 year institution within three years of starting at Butler	31 % Graduation Rate/24 % Transfer Rate (Fall 2018 Cohort)	02/2022	28 % Graduation Rate/26 % Transfer Rate (Fall 2017 Cohort); 26 % Graduation/30 % Transfer (Fall 2016 Cohort); 26 % Graduation/26 % Transfer (Fall 2015 Cohort)	IPEDS Graduation Rate 150 Collection/US Dept of Education
Transfer GPA and Hours	Aggregate GPA and accepted transfer credit hours of Butler students who leave to transfer to any of the public universities in Kansas	3.27 & 50.1 hours (Fall 2020 cohort)	12/2021	3.24 & 50.2 hours (Fall 2019); 3.22 & 49.9 hours (Fall 2018), 3.20 & 48.7 hours (Fall 2017)	Kansas Board of Regents KHESTATs Transfer Tab
CTE Placement	Self-reported job placement of technical program concentrators & completers	68.3 % (AY 2021)	04/2022	76 % (2020), 76.3 % (2019), 77.64% (2018)	Kansas Board of Regents AY Follow Up Collection
Completions	Number of associate degrees and certificates granted by the institution	1416 (AY 2021)	10/2021	1446 (AY 2020), 1513 (AY 2019), 1496 (AY 2018)	Kansas Board of Regents AY Completions File

## REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual(s)	Heather Rinkenbaugh, Dr. Donnie Featherston, Dr. Tom Nevill, Kelly Snedden
Report for the BOT meeting of	April 12, 2022
Strategic Goal: <b>Support Students and their Success</b>	Priority Number: 2c. Develop strategic partnerships and degree pathways with high schools and 4-year transfer institutions that include identified student cost to completion and career market information.

### Narrative

The Online, High School, and Community Learning division fosters partnerships with every high school in Butler County through our H+ program, high schools in our service area through offerings at our Flint Hills locations, and with surrounding high schools through the Early College Academy.

Through an established High School Strategy Team, the division works collaboratively with Strategic Enrollment Management Team to continue to build upon high school partnerships, aligning with enrollment goals and initiatives established for the institution.

### Current Outcomes

The High School Strategy Team, Academic Deans Council, and Academic Advising work collaboratively to align concurrent enrollment coursework with Butler degree pathways to create a seamless transition to a post-secondary degree and the workforce.

The Early College Academy continues to build upon the pathways created within the academy, expanding opportunities in certificate options for students.

### Action items for future outcomes

COVID-19 and varying school protocols restricted face-to-face meeting options with parents and high school students. In preparation of the 2022-2023 academic year, staff are able to host information sessions, open houses, and enrollment services in the high schools that will contribute to increased awareness of course options and increased enrollment.

Regular feedback from high school partners, parents, and students presents the opportunity for revised processes, content available through the institution website, and additional information shared during presentations.

Connecting curriculum from high school to college will assist in advising students of their options, the best program to meet their educational goals, and the value of attending Butler after high school. The High School Strategy Team is actively working on connecting curriculum and working with high school partners to provide information to students as they explore career paths and options.

### Strategic Alignment

Improve student outcomes including retention, persistence, and completion of student goals.

## REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual(s)	Dr. Jessica Ohman, Kelly Snedden, Dr. Esam Mohammad
Report for the BOT meeting of	April 12, 2022
Strategic Goal: <b>Support Students and their Success</b>	Priority Number: <b>3b</b> . Increase conversion rates from interest to application to enrollment by 5%

### Narrative

Decline in enrollment at Butler and nationally necessitates a focus on the conversion rates of interest to application to enrollment.

### Current Outcomes

A baseline was established using Fall 2020 (44%) and Fall 2021 (44%) application to enrollment conversion rates.

### Action items for future outcomes

Several new strategies have been implemented to increase the conversion rates. The outcome of the conversion rate is slated for October 2022.

### Strategic Alignment

Support Students and their Success by assisting them through the admissions and enrollment process.



## REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual(s)	Dr. Tom Nevill, Michelle Ruder, Jon Cressler, Deans
Report for the BOT meeting of	April 12, 2022
Strategic Goal: <b>Advance Communities and Partnerships</b>	Priority Number: <b>1a</b> . Develop 8 new partnerships with Butler County employers to support economic growth and workforce development

### Narrative

BETA and Butler Community College continue their ongoing relationship with the El Dorado Chamber of Commerce. The current Executive Director, Phil Benedict, has demonstrated an excitement and willingness to promote and partner with BETA. Butler have been in early discussions with Shonda Atwater from the Department of Commerce on Butler's potential role in creating and maintaining state approved registered apprenticeships.

During the pandemic some engagement with long-time partners was suspended but Butler is now in the process of ramping up discussions and opportunities with several groups in the El Dorado area.

Butler was approached by an El Dorado transportation company and Butler Foundation donor and the El Dorado Chamber of Commerce to develop a CDL training program to coincide with the upcoming standardized federal requirement that training providers be part of a national registry. BETA was tasked to create this program.

### Current Outcomes

A meeting was held on March 30, 2022 with Shonda Atwater for discussion of registered apprenticeship programs and a tour of EDCF.

Many of Butler's partners have experienced employee turnover in the last two years. Current goals are to: re-engage with El Dorado, Inc.; continue connections with HR Sinclair, and work with the county chambers of commerce.

BETA successfully created the CDL Class A & B program.

### Action items for future outcomes

Butler has had discussions about working with the El Dorado Chamber of Commerce on providing professional development, soft skill and technical training to membership based on their needs. These discussion will continue.

Butler has discussed several promising opportunities with the Department of Commerce in implementing some new initiatives with state assistance. The creation of the CDL Class A & B program could lead to a CDL program being offered at EDCF.

### Strategic Alignment

Provide "return on investment" for student and taxpayer resources committed to the college.

## REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual(s)	Dr. Tom Nevill, Michelle Ruder, Mel Whiteside, Deans
Report for the BOT meeting of	April 12, 2022
Strategic Goal: <b>Drive Institutional Sustainability and Growth</b>	Priority Number: <b>2c</b> . Develop a minimum of 5 private business and industry partnerships that result in academic program or overall college support (I,e, Volvo, Eck, Wildcat, etc)

### Narrative

To drive institutional stability, growth, and support, it is critical that Butler continues to align its programs, new and existing, with industry demand and standards. Many of our industry partners have donated many resources (e.g., time, equipment, supplies) to our programs. Butler relies on industry partners to provide their time, knowledge, and guidance in creating the highest quality curriculum so that we may provide our industry stakeholders with quality employees who are workforce ready.

### Current Outcomes

During the fall 22, the Butler STEM division launched two new programs: Construction Technology and Diesel Technology. Both programs have experienced tremendous industry support through donor time, physical resources, and financial contributions. During the 2021-2022 academic year, the STEM division continued to forge ahead in creating key partnerships with several business and industries as indicated below.

#### Construction Technology

Wildcat Construction – Donated personal protection equipment (hard hats, gloves, eye protection, ear protection, and florescent vests) – valued over \$1,500.

Donated over \$2,500 toward a Butler matching grant to purchase CT equipment.

Conco - Donated personnel time to participate in Butler CT recruitment events.

Eby – Donated personnel time to participate in Butler CT recruitment events.

Star Lumber - Donated over \$3,000 in lumber to for building sheds.

The first EDCF Masonry Program cohort is near completion through BETA. Current enrollment is 14.

#### Culinary Arts

Multiple donors, such as Betsy and Scott Redler and Paul Jackson, have donated or committed to donate millions of dollars in equipment, land and cooking supplies.

#### Diesel Technology

Dustrol – Donated a truck frame and engine, and has loaned the program a Volvo diesel truck cab and frame – estimated value is over \$5,000. Future donations include hydraulic cylinders and seal kits to repack for the hydraulics course.

Foley – Has plans to donate additional equipment.

The Truck Center Companies – Donated a rebuilt, running diesel truck engine, valued over \$5,000 dollars. Additionally, donated a large banner to hang in the DT shop.

Wildcat Construction (diesel)– Plans to donate tools and equipment.

As Butler’s new programs continue to grow, further donations are anticipated. Butler has partnered with the Kansas Dept. of Corrections to take over a 17,000 sq/ft facility to offer multiple areas of training and educational programming.

#### **Action items for future outcomes**

STEM faculty and administration will continue seeking business and industry partnerships; this is integral to the STEM division culture. As program excitement continues to generate for new programs, further partner donations of time and physical resources are anticipated.

EDCF space is currently being designed and built out for the Plumbers & Pipefitters Apprenticeship programing. The 441 is instrumental in how this space is to be used. BETA was given the masonry program through the contract with Kansas Department of Corrections and is now offering non-credit courses to residents of El Dorado Correctional Facility (EDCF) towards a possible degree using credit for prior learning. This program is being provided in conjunction with the Butler Construction Science Degree Program.

BETA has partnered with the 441 to put a Plumber & Pipefitter Apprenticeship program at EDCF, the first of its kind in the state of Kansas.

#### **Strategic Alignment**

Provide “return on investment” for student and taxpayer resources committed to the college.

## REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual(s)	Shelley Stultz, Dr. Phil Speary, Inclusion Council
Report for the BOT meeting of	April 12, 2022
Strategic Goal: <b>Inspire Values of Equity and Access</b>	Priority Number: <b>1c</b> . Expand training opportunities (based on the priority below)

**Priority 1: Maximize a diverse, equitable, and inclusive organizational environment by encouraging engagement, input, communication, and respect toward others' ideas and experiences**

### Narrative

The Sensitivity Training Action Team has been planning and scheduling trainings of Butler students and employees which address a variety of topics intended to help maximize a diverse, equitable, and inclusive organizational environment by encouraging engagement, input, communication, and respect toward others' ideas and experiences.

### Current Outcomes

Trainings/workshops this year have included:

Introduction to Diversity, Equity and Inclusion – Pamela Cannon (IDD)

Approximately 66 participants

This presentation was an introduction to what DE&I is and what it looks like in the workplace and its definition. Participants were introduced to the areas of Unconscious Biases, Microaggressions and Exclusion. In groups participants were able to discuss how they would handle similar situations if they encountered them at work.

Part 1 -Valuing Differences – Aletra Chaney-Profit & Monica Zavala (RA's) (15-20 Students)  
In Part 1 participants were introduced to definition of diversity and started to look at ways we are different. We explored how to value differences and what types of things can hinder it.

Part 2 – Revival of the Mind – Aletra Chaney-Profit & Monica Zavala (RA's) (15-20 Students)  
In Part 2 we defined and looked at the differences between Diversity, Inclusion, and Unconscious Bias. Additionally, participants were introduced to the definition of Microaggressions and explored ways of addressing Microaggressions that they might encounter.

Title IX Update – Sherri Conard (2<sup>nd</sup> Saturday, RA's)

This presentation was an update of the changes in Title IX and their requirements as they relate to faculty and staff.

Gender Identity and Inclusive Language – Melanie McLemore (Enrollment Management)  
Introduction to gender and LGBTQ, use of current language, methods of ways to obtaining information without offending the student. Gender neutral vocabulary that are appropriate with all individuals. Appropriate methods to address gender specific topics and sensitivity to students' needs.

### Take Care – Monica Lorg – IDD

Through the dynamic art of dialogue, this break-out session will provide strategies for creating meaningful conversation in the classroom environment. This session will break down the relational aspect of group formation to help in guiding the flow and timing of discussions. The goal of this breakout session is to help create dynamic and meaningful dialogue in your courses. (at this particular session the entire focus was not DEI however we did talk about dynamics related to gender, race, and class as areas that people struggle to discuss)

### **Action items for future outcomes**

For the upcoming year the team is planning to continue to offer these same presentations with the addition of some new topics. We are currently working on our workshop list for next fiscal year, below are some topics we are wanting to address.

We are looking at offering Safe Zone Training to staff, staff and students, this is focused around LGBTQ and designated safe places for students to go throughout campus. In these locations there will be someone they can feel safe talking with and can refer them to other school resources.

Offering Diversity training to students during workshops and orientation

Working with International students and collaborating with other council teams to provide resource information to them. Working with advising and student services to designate where students should go for help on specific topics.

Working with Human Resources to include more DE&I on demand training for employees.

### **Strategic Alignment**

As an action team in the Inclusion Council, this team is facilitating a variety of training opportunities in support of the strategic goal to “Inspire Values of Equity and Access” through expanding training opportunities that advance the priority.

## MONTHLY STATEMENT OF REVENUE AND EXPENDITURES

Butler Community College  
Statement of Revenue, Expenditures, Other Changes  
As of 3/31/2022

FISCAL YEAR 22, PERIOD 09  
OPERATING FUNDS

	2022				2021			
	Budget	Actual	Variance (Over)Under	Percent of Budget	Budget	Actual	Variance (Over)Under	Percent of Budget
<b>REVENUES:</b>								
Tuition/Fees	17,921,918	17,487,523	434,395	97.58%	18,513,393	17,314,270	1,199,123	93.52%
Local Sources	14,383,479	9,041,515	5,341,964	62.86%	13,746,419	9,053,513	4,692,906	65.86%
State Sources	15,998,768	16,249,136	(250,368)	101.56%	16,286,151	15,949,683	336,468	97.93%
Auxiliary Sources	17,724	17,781	(57)	100.32%	17,724	18,600	(876)	104.94%
Other Sources	579,263	306,146	273,117	52.85%	654,963	438,945	216,018	67.02%
Transfers	82,134	82,134	0	100.00%	432,135	432,134	1	100.00%
<b>TOTAL REVENUES:</b>	<b>48,983,286</b>	<b>43,184,235</b>	<b>5,799,051</b>	<b>88.16%</b>	<b>49,650,785</b>	<b>43,207,144</b>	<b>6,443,641</b>	<b>87.02%</b>
<b>EXPENSES:</b>								
Instruction	15,937,328	10,131,338	5,805,989	63.57%	15,488,123	9,560,744	5,927,379	61.73%
Academic Support	3,604,011	2,183,342	1,420,669	60.58%	3,440,543	2,041,665	1,398,878	59.34%
Student Services	6,536,487	4,260,888	2,275,599	65.19%	6,280,407	3,736,122	2,544,285	59.49%
Institutional Support	18,916,205	12,005,222	6,910,983	63.47%	16,799,379	12,483,540	4,315,839	74.31%
Physical Plant Operations	3,173,150	2,197,503	975,647	69.25%	3,516,342	2,051,588	1,464,754	58.34%
Student Financial	3,555,385	3,299,627	255,758	92.81%	3,405,385	3,211,171	194,214	94.30%
Auxiliary Enterprise	0	600	(600)	0.00%	0	0	0	0.00%
<b>TOTAL EXPENSES:</b>	<b>51,722,566</b>	<b>34,078,520</b>	<b>17,644,046</b>	<b>65.89%</b>	<b>48,930,179</b>	<b>33,084,832</b>	<b>15,845,347</b>	<b>67.62%</b>
<b>TRANSFERS AMONG FUNDS:</b>								
Mandatory Transfers	923,319	515,552	407,767	55.84%	874,214	728,117	146,097	83.29%
Non-Mandatory Transfers	612,273	1,612,273	(1,000,000)	263.33%	512,273	512,273	0	100.00%
<b>TOTAL TRANSFERS:</b>	<b>1,535,592</b>	<b>2,127,825</b>	<b>(592,233)</b>	<b>138.57%</b>	<b>1,386,487</b>	<b>1,240,390</b>	<b>146,097</b>	<b>89.46%</b>
<b>NET INCREASE/DECREASE IN NET ASSETS</b>	<b>(4,274,872)</b>	<b>6,977,889</b>			<b>(665,881)</b>	<b>8,881,922</b>		
Fund Balances, Beginning of year	12,547,809	12,547,809			9,086,097	9,086,097		
Fund Balances, End of Period	8,272,937	19,525,698			8,420,216	17,968,019		

## **Statement of Revenue, Expenditures, and Other Changes**

### **REVENUES:**

#### **Tuition/Fees**

In-County, In-State, Out-State, International Tuition, Tuition Waivers, Continuing Ed Fees, Nursing Fees, Auto Tech Uniform Fees, International Student Processing Fees, Online Course Fees, Enrollment Fees, Student Health Fees, and Athletic Scholarship Fees

#### **Local Sources**

Ad Valorem Taxes, Taxes-in-Process, Delinquent Taxes, Motor Vehicle Taxes, and other Local Taxes

#### **State Sources**

State Operating Grant and SB155 Funding

#### **Auxiliary Sources**

Dorm Rental – Fire Science students  
Student Life and EduCare Fund Revenue (not applicable to Operating Funds)

#### **Other Sources**

Interest Income, Reimbursements, Commissions, Gate Receipts, Deferment Fees, Media Resource Fees, and Prior Year Claims Cancelled

#### **Transfers**

Testing Fees Transfer for Administration, Transcript Fees Transfer for Advising, and Residence Hall Debt Transfer

### **EXPENSES:**

#### **Instruction**

General, Vocational and Adult Instruction

#### **Other Expenditures**

Parking and Agency Funds (not applicable to Operating Funds)

#### **Academic Support**

Library, Academic Administration, Curriculum Development

#### **Student Services**

Counseling, Financial Aid, Student Records, Admissions, Health Services, Student Activities, and Student Services

#### **Institutional Support**

Executive Management, Fiscal Operations, Community/Public Relations, Information Services, and Administrative Services

#### **Physical Plant Operations**

Maintenance of Buildings, Equipment, Grounds, Debt Service

#### **Student Financial**

Scholarships and Grants

#### **Auxiliary Enterprise**

Operating Support of EduCare Center

#### **Transfers**

Debt Service Payments, Operating Support to ABE, BETA, and Grizzly Adventures, Annual Transfers to Development, Facilities, and Technology Funds

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES  
APRIL**

<b>April Board Finance Committee</b>	Tuesday, April 12, 3:30 p.m. President's Conference Room	<b>Mary Martha Good Linda Jolly</b>
<b>April Board Meeting</b>	Tuesday, April 12, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>April Work Session</b>	Monday, April 25, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>May Board Finance Committee</b>	Tuesday, May 10, 3:30 p.m. President's Conference Room	<b>Mary Martha Good Linda Jolly</b>
<b>May Board Meeting</b>	Tuesday, May 10, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>May Work Session</b>	Monday, May 23, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>

**2021-2022 Board Meeting Dates**

Tuesday, December 14, 2021  
Tuesday, January 11, 2022  
Tuesday, February 8, 2022  
Tuesday, March 8, 2022  
Tuesday, April 12, 2022  
Tuesday, May 10, 2022  
Tuesday, June 14, 2022  
Tuesday, July 12, 2022

<b><u>LOOKING AHEAD</u></b>		
<b>June Board Finance Committee</b>	Tuesday, June 14, 3:30 p.m. President's Conference Room	<b>Mary Martha Good Linda Jolly</b>
<b>June Board Meeting</b>	Tuesday, June 14, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>June Work Session</b>	Monday, June 27, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>July Board Finance Committee</b>	Tuesday, July 12, 3:30 p.m. President's Conference Room	<b>Mary Martha Good Linda Jolly</b>
<b>July Board Meeting</b>	Tuesday, July 12, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>July Work Session</b>	Monday, July 25, 4:30 p.m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>



### SPRING 2022 ACTIVITY CALENDAR

Art Exhibit #5 E.B. White Art Gallery Artist Reception	March 4-April 1 (closed March 14-18) Thurs., March 24 6:00-8:00 p.m.
Vocal Music Concert College Theatre (700 Building)	Thurs./Fri., March 10 and 11 @ 7:30 p.m. Sat., March 12 @ 2:00 p.m. and 7:30 p.m.
Spring Break – No Classes	March 14-19
Baseball v. Seward County (home)	Thurs., March 17 @ 1:00 p.m. Thurs., March 17 @ 3:00 p.m.
Fall Enrollment Begins	March 21
Baseball v. Barton (home)	Sat., March 26 @ 1:00 p.m. Sat., March 26 @ 3:30 p.m.
Track and Field (away)- KT Woodman Classic	Wed, April 6 – Sat, April 9 - WSU
Baseball v. Colby (home)	Thurs., April 7 @ 1:00 p.m. Thurs., April 7 @ 4:00 p.m.
Art Exhibit #5 Student Juried Exhibit E.B. White Art Gallery Artist Reception	April 13-May 7 (closed April 15) Thurs., April 14 6:00-8:00 p.m.
Softball v. Seward (home)	Mon., April 11 @ 2:00 p.m. and 4:00 p.m.
Softball v. NWKTC (home)	Thurs., April 14 @ 1:00 p.m. and 3:00 p.m.
Institutional Development Day	Thurs., April 14
Good Friday – COLLEGE CLOSED	Fri., April 15
Track and Field – Grizzly Classic	Sat., April 16 – El Dorado
Theatre Production #4 “The Runner Stumbles” College Theatre (700 Building)	Thurs./Fri., April 21 and 22 @ 7:30 p.m. Sat., April 23 @ 2:00 p.m. and 7:30 p.m.
Baseball v. Dodge City (home)	Sat., April 23 @ 1:00 p.m. Sat., April 23 @ 3:00 p.m.
Softball v. Dodge (home)	Sat. April 23 @ 1:00 p.m. and 3:00 p.m.
Instrumental Music Concert College Theatre (700 Building)	Fri./Sat., April 29 and 30 @ 7:30 p.m.
Softball v. Garden City (home)	Sat., April 30 @ 1:00 p.m. and 3:00 p.m.
Track and Field – Butler Invitational	Sat., April 30 – El Dorado
Instrumental Music Chamber Concert (Brass) Chamber Concert (Woodwind/Strings) Chamber Concert (Percussion)	Mon., May 2 @ TBD Tues., May 3 @ TBD Wed., May 4 @ TBD
Softball Region VI	Tues., May 3 @ TBD
Student Art Sale E.B. White Art Gallery	Thurs./Fri., May 5 and 6
Track and Field Region VI	Thurs/Sun., May 5-7 @ Garden City CC
Vocal Music Concert/Dance Showcase Andover Central Park (Capital Federal Amphitheater)	Sat., May 7 @ 2:00 p.m. and 6:30 p.m.
Spring Semester Ends	Fri., May 13

<b>EXECUTIVE SESSION</b>
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**MOTION: Trustee \_\_\_\_\_**

Mr. Chair,

I move that the Board recess into Executive Session to discuss negotiations, pursuant to the open meetings exceptions for matters relating to employer-employee negotiations and that the members of the Board, President Kim Krull, Bill Rinkenbaugh, Dr. Phil Speary, Shelley Stultz, Dr. Tom Nevill, and Kent Williams be included.

The open meeting will resume here in the Dankert Trustee Board Room within 30 minutes.

**CALL FOR A SECOND: Trustee \_\_\_\_\_**

**CALL FOR A VOTE**

**ENTER EXECUTIVE SESSION @ \_\_\_\_\_ PM**

**RETURN TO OPEN SESSION @ \_\_\_\_\_ PM**

**ANY ACTION REQUIRES A MOTION, SECOND and VOTE**

**ADJOURNMENT**

**MOTION: Trustee** \_\_\_\_\_

Mr. Chair,

I move that the Board meeting be adjourned.

**CALL FOR A SECOND: Trustee** \_\_\_\_\_

**CALL FOR A VOTE**

**MEETING ADJOURNED @ \_\_\_\_\_ PM**