



**BUTLER COMMUNITY COLLEGE  
 BOARD OF TRUSTEES  
 MINUTES OF THE SPECIAL BOARD MEETING  
 10:00 a.m., Friday, August 25, 2017  
 President's Conference Room & Conference Call**

**PRESENT – IN PERSON**

Kim Krull	Shelley Stultz
*Ken Bohon	Kelly Snedden
*Dr. Greg Joyce	Bill Rinckenbaugh
Kent Williams	Lora Jarvis
Stacy Cofer	Sharon Rogers
Lori Winningham	

**PRESENT – VIA CONFERENCE CALL**

\*Eileen Dreiling – Board Chair  
 \*Ron Engelbrecht  
 \*Jim Howell  
 \*Tom McKibban

**NOT PRESENT**

JoAnn Craven

(Trustees denoted by “\*”)

**CALL TO ORDER**

Chair Dreiling called the special meeting to order at 10:02 a.m.

**APPROVAL OF AGENDA**

Trustee Joyce moved that the Board accept the agenda as presented. Trustee Bohon seconded. The motion passed unanimously.

**BOARD ACTION ITEMS**

**Approval of the Negotiated Contract for Professional Employees**

The Mutual Gains Bargaining Team reached a final package that was presented to the professional employees for ratification. The package was accepted and ratified by the faculty as of August 18, 2017. The following is a summary of the outcomes of the Mutual Gains Bargaining process:

<b><u>ISSUE</u></b>	<b><u>OPTION(S)</u></b>
Article VIII. Compensation, Section A, Part 7 Advancement; <b>Issue: Pay for creating new classes</b>	Status Quo - VPA will work with the Dean's to create a rubric that gives more definition to the process will create a procedure documented outside of the Master Agreement.
Article VIII Compensation, Section A, Part 7 – Advancement <b>Issue: REAP compensation for digital media</b>	Status Quo (no change)
Article VIII – Compensation, Section A – Salary, Part 7 #4 – Advancement <b>Issue: Clarification on wording regarding awarding clock hour/credit hours for presenting at a conference, attending a conference and point accumulation formula.</b>	Clarified the wording to more precisely define the amount of clock hours to be recognized for presentations at pre-approved workshops to count toward REAP credits.

Article VIII – Compensation, Section A- Salary, Part 2 – Base Salary – Professional Employees <b>Issue: Implement Step Raise Schedule</b>	Status Quo (no change)
Article I – Rights of the Association, Part C <b>Issue: Update language</b>	We made updates to remove the Budget Peer Review Team from the language.
Article VIII – Compensation, Section A – Salary, Part 2 – Base Salary – Professional Employees <b>Issue: Budget equivalency for salary increase per increases for other parts of the budget.</b>	Status Quo (no change)
New Article: Academic Freedom/Social Media <b>Issue: Define Academic Freedom in contemporary settings (based on task force recommendations)</b>	Letter of Understanding is updated to reflect that further discussion will take place mid-October 2017 in order that a policy can be finalized.
Article VII – Lead Instructor-Release Time/Overload Time and Attachment B (Lead Instructor Core Responsibilities) <b>Issue: Determine appropriateness of title and duties (based on task force recommendations)</b>	Section updated to add Department Chair and Lead Advisor information. Compensation for Department Chairs was changed to increase pay received for conducting adjunct evaluations from \$50 to \$80 per adjunct evaluation.
Article XV – Specialty Attire <b>Issue: Provision for bulletproof vests</b>	Status Quo (no change)
Article X – Leaves of Professional Employees, Section A – Health Leaves, Part 1- Sick Leave <b>Issue: Allow for Cash buy out of excess sick leave.</b>	Status Quo (no change)
Attachment A – Major Responsibilities of Full-time Faculty <b>Issue: Review and update as appropriate to support implementation of Pathways</b>	Status Quo (no change)
Article V – Professional Workload, Section B – Normal Professional Workload, Part 1 – Instructors and Section E – Work Week, Part 1 – Instructors <b>Issue: Clarify office hour expectations for instructors</b>	Status Quo, but included the statement “Instructors shall maintain scheduled office hours to ensure accessibility to students and colleagues”.
Language and Format/Numbering Clean-up <b>Issue: Titles, department names, formatting/lettering need updated for consistency</b>	Throughout the Master Agreement, updates to department names, titles and general formatting issues were resolved.

Introduction <b>Issue: Change the dates of the agreement to be reflective of the agreed upon duration.</b>	3-year contract with an opener for compensation (base salary, existing salary, overload and summer school rate of pay and health insurance) and an opener each year for 1 language item each from administration and faculty.
Article VIII – Compensation, Section A – Salary, Part 3 – Placement of New Professional Employees <b>Issue: Hiring Schedule</b>	Increase starting rate of hiring schedule by the amount of negotiated pay raise = 3% for 2017-18.
Article VIII – Compensation, Section A, Part 8 – Salary increase for existing professional employees <b>Issue: Salary for Existing Professional Employees</b>	3% salary increase to base salary for professional employees
Article VIII – Compensation, Section A – Salary, part 10 – Overload <b>Issue: Overload Rate of Pay</b>	Overload pay rate increased 3% to \$636 per credit hour
Article VIII – Compensation, Section A – Salary, Part 12 – Summer School Pay <b>Issue: Summer School rate of pay</b>	Summer School pay rate increased 3% to \$636 per credit hour
Article VIII – Compensation, Section B – Group Insurance <b>Issue: Group health insurance benefit – family and single coverage</b>	Increase College Contribution to Health/Dental insurance premiums for 2017-18 plan year as follows: Single coverage from \$549.75 to \$574.32 Employee + 1 coverage from \$1251.42 to \$1348.87 Family coverage from \$1251.42 to \$1391.17
<b>Issue: Tuition Assistance Benefit for Retirees</b>	Agreed to update Golden Grizzly Policy to include all BCC retirees to be eligible for tuition waiver. Did not add to the Master Agreement.

Trustee Engelbrecht moved that the Board ratify the final package as outlined and as ratified by the Professional Employees. Trustee Joyce seconded.

Discussion was held and questions were answered to further clarify negotiations which lead to the final 3% wage increase and the FY2018 budget addition to cover increases in the health insurance premiums. Trustee Howell requested there be discussion at either the September or October Board meeting regarding the addition of a Board member to the MGB team.

Chair Dreiling called for the vote and the motion passed with a majority vote of 5 in favor and 1 abstaining. Trustee McKibban abstained noting his term on the Board would be ending in December.

Approval of Staff and Part-Time Faculty Raises

The administration recommended the following compensation increases for YE 2018 for Operational Staff, Institutional Support Staff, Coaches, and Administrative Staff:

- Recommendation for staff salary increase:  
A 3.0% salary increase for each full-time and part-time staff member: Operational Staff, Institutional Support Staff, Coaches, and Administrative Staff, except for the President whose contract is considered separately.

- Recommendation for part-time faculty:  
An increase in the salary rate for part-time faculty of per credit hour from \$617 to \$636. This is a 3.0% increase rounded to the nearest dollar.
- Recommendation for staff health insurance contribution increase:  
College contributions to staff health insurance premiums increase as shown below. (The YE 2018 rates are estimated to increase the overall college contribution by 7.5%)

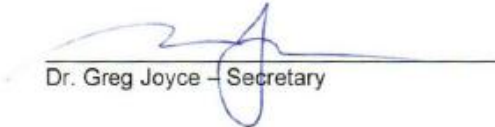
	Actual YE 2017 College contribution per each staff member per month – for staff members participating in Butler's group health insurance plan	Recommended YE 2018 College contribution per each staff member per month – for staff members participating in Butler's group health insurance plan
Single Plan	\$549.75	\$574.32
Single + One Plan	\$1,251.42	\$1,348.87
Family Plan	\$1,251.42	\$1,391.17

All contributions by the college for employee group health insurance premiums are limited to the actual amount of the premium. Therefore, some contribution amounts in the preceding table may be reduced to the actual premium amount.

Trustee Joyce moved that the Board approve the salary and health insurance increases for staff employees and part-time faculty for the fiscal year ending June 30, 2018 as presented. Trustee Bohon seconded. The motion passed unanimously.

**ADJOURNMENT**

Trustee Engelbrecht moved that the August 25<sup>th</sup> Special Meeting of the Butler Community College Board of Trustees be adjourned. Trustee Bohon seconded. The motion passed unanimously. The meeting was adjourned at 10:20 a.m.

  
Dr. Greg Joyce – Secretary