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**BUTLER COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR BOARD MEETING  
4:30 p.m., Tuesday, September 12, 2017 – Dankert Board Room**

**STAFF ATTENDANCE**

Kim Krull	Lori Winningham
Bill Rinkenbaugh	Kent Williams
Bill Young	Shelley Stultz
Esam Mohammad	Tiffany Rhodes
Jessica Ohman	Julie Kobbe
Jay Moorman	Terry Sader
Rheann Leech	Kelly Snedden
Matt Jacobs	Lynn Umholtz
Susan Bradley	Lora Jarvis
Sharon Rogers	

**BOARD ATTENDANCE**

Eileen Dreiling – Chair  
JoAnn Craven – Vice Chair  
Dr. Greg Joyce – Secretary  
Ken Bohon  
Ron Engelbrecht  
Jim Howell

**ABSENT**

Tom McKibban

**GUESTS**

Vince Haines – Gravity:Works

**APPROVAL OF AGENDA**

Item X. Executive Session was amended to increase the discussion time from 30 to 40 minutes to include an additional confidential employee matter of non-elected personnel.

Trustee Engelbrecht moved that the Board accept the agenda as amended. Trustee Craven seconded. The motion passed unanimously.

**RECOGNITIONS**

- 2017 Drums Across Kansas & Shrine Bowl Community Events
  - Martin Munoz, Todd Shultz, Darrin Bounds, Steve Braet, Steve Cless, Charles Davis, Dom Ebersole, Jenny Gilbert, Dana Hamant, James Hollingsworth, Jennifer Kirk, Caleb Kuestersteffen, Andrew Lillard, Brett Martinez, Sharlett Martinez, Shaquille McWilliams, Doug Stemet, John Templin, Dr. Keith West, Angie Burchett, Elaina Carlisle, Alice Chesiny, Shelly Culver, Twila Eidson, Terry Fetters, Sheri Holt, Michael Hovious, Irene Jepkemboi, Bon Kiptoo, Anthony Lafever, Marcella Martin, Mary Zogleman, and Director Jan Stitt
- The Hunchback of Notre Dame – Music Theatre Wichita
  - Matt Udland as Musical Director, and Butler Community Choir – Bryce Adams, Kalene Blanton, Rose Bogner, Taylor Bradley, Ari Chandler, Liam Clifton, Dakota Cline, Brittany-Jo Curry, Emily Flickinger, Makayla Ford, Emily Graves, Emily Hall, Dustin Jones, Calder Klink, Rebecca McElroy, Crosbie Moody, Carly Moore, Chandler Moore, Grace Perry, Jason Pleitez, Matthew Prater, Valen Pray, Melissa Reida, Sarah Slack, Caulin Smith, Abby Staats, Emily Son, Lauren Waymire, Christian Yost
- Todd Carter – 2017 Bryce Roderick Award of Excellence Winner
- Brett Martinez – Kansas Bandmasters 44<sup>th</sup> Annual Convention & President 2015-2017
- Michelle Ponce – 2016-2017 Kansas Association of Collegiate Registrars and Admissions Officers (KACRAO) Vice President for Professional Development

- Tiffany Rhodes – Nomination as a WBJ Wichita’s Top HR Professional
- Bill Young – *The Need for a Digital Transformation of College Campuses*

**PUBLIC COMMENT** – None

**STANDING REPORTS**

Student Government Association Report – Sierra Cargill reported that the semester was off to a good start. Upcoming activities include Pizza with the President.

Operational Staff Report – Rheann Leech shared that the Welcome Back Tables for Student were a huge success. Three Op Staff Book Scholarships were awarded for fall. The first meeting of the fall semester will be tomorrow and members will be collecting items for the Butler County Homeless Initiative during the meeting. Their fall fund-raiser will be determined at a later date.

Professional Employees Report – Terry Sader thanked the Trustees for their quick approval of the negotiated contract for professional employees.

Board Finance Committee Report – Ron Engelbrecht reported that the report on revenue and expenditures is on track for the fiscal year. A credit hour shortfall for the fall semester is possible.

KACCT/COP Report – Ron Engelbrecht shared that the Friday evening reception featuring the Butler Headliners was enjoyed by everyone attending. Highlights from the general meeting included a report from Commissioner of Education Randy Watson, an update on the new Cowley Campus at Wellington, the under-utilization of Barton campus, and the increased number of filings for Trustee at Dodge City and Johnson County. The Council of Presidents received information from IMA during the KACCE/COP meeting regarding a health insurance consortium.

President’s Report – Dr. Krull provided the enrollment update and turned the floor over to Vince Haines to share a progress report on the Master Planning Process to date.

Butler’s Assurance Argument for Open Pathways Accreditation has been submitted to the Higher Learning Commission.

Dr. Krull met with the Andover USD Superintendent and they are working to identify a meeting date for a joint meeting between the Board of Education and the Board of Trustees. Sharon Rogers will poll the Board for their availability on November 6<sup>th</sup>.

Mandatory negotiations training will be required this fall and will likely be held following a regularly scheduled Board Meeting.

Education Facilities Authority Report – Greg Joyce reported that a dedication had been held for the Haverhill Beautification Project and the Authority held discussion regarding the need for an agreement relating to Last Chance U when Butler football hosts Independence on November 4<sup>th</sup>.

**MONITORING REPORTS**

Athletics Annual Report – Assistant Director of Athletics Matt Jacobs presented the annual report and update for Athletics.

**BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES**

Discontinuation of Distribution of Annual Employment Contracts for Administrative/Institutional Support Personnel – The Administration proposed that the College discontinue distributing annual employment contracts to Administrative/Institutional support personnel. The purpose of this change is to administer the employment-at-will statute for these positions, and reduce dependency on the fixed term property interest inherent to the constitutional due process provision for State employees. Faculty, Advisors and Athletic Coaches would remain on an annual contract.

The initial contract for hire would be replaced with a traditional offer letter stating the agreed to terms of employment, including position, compensation and benefit explanation, required completion of background/credit check and the employment-at-will statement.

On an annual basis each employee would receive a Total Rewards Statement that provides information pertaining to salary changes due to annual increases approved by the Board of Trustees, and an overview of other compensation in the form of College contributions to Health/Dental Insurance, and paid time-off benefits. The objective with this notification is to provide transparency in pay, and recognition of the additional types of overall compensation that comprise their Total Compensation package.

In a recent informal survey of Community Colleges in the area, the majority are only providing contracts to Faculty, College President and in some cases Vice Presidents. Administrative and institutional support staff are on employment-at-will agreements.

Trustee Craven moved that the Board approve the proposed new process effective retroactively to FY July 1, 2017. Trustee Joyce seconded. The motion passed unanimously.

Trustee Addition to MGB Administrative Team – Over the past couple of years, Butler Board members have discussed the desire to have a current Trustee on the Administrative Team for MGB. The Board feels the addition of a member would provide needed insight into discussions and processes that ultimately lead to a negotiated agreement which is submitted to the Board for approval. Board members believe there would be greater continuity and understanding if a Board member participated as part of the Administrative MGB Team.

There was a consensus among the Trustees, along with Terry Sader, Butler Education Association, that this would be agreeable to both sides of the MGB Team. No action is required since there is no policy defining the appointment of new members to the team.

### **BOARD ACTION ITEMS**

Acceptance of Retirement of Rhonda Smith, Staff Accountant – Rhonda Smith will retire effective December 31, 2017, following 30 years of service to the College. Rhonda has been a dedicated employee and appreciated by her colleagues. She will be greatly missed, along with her home-made cinnamon rolls!

Trustee Engelbrecht moved that the Board accept the retirement of Rhonda Smith as Staff Accountant. Trustee Craven seconded. The motion passed unanimously.

### **CONSENT AGENDA**

Trustee Joyce moved that the Board approve the consent agenda as presented. Trustee Bohon seconded. The motion passed unanimously. The consent agenda contained the following items:

- Minutes of the Regular Board Meeting of August 8, 2017
- Minutes of the Special Board Meeting of August 25, 2017
- Approval of Bills and Warrants for August 2017 - \$6,337,832.06 (including expenditure approval list - \$4,278,156.61 and August payroll - \$2,059,675.45)
- Approval of Bank Resolutions for Commerce Bank Claims Account
- Ratification of Revised NRP Agreement with the City of Rose Hill
- Ratification of Wichita Evergreen Neighborhood Resource Center MOU
- Ratification of Gallagher Benefits Portal User Agreement
- Ratification of Presto Sports Website Agreement
- Ratification of LYRASIS Contract for Archives Space
- Ratification of Student Data Protection Agreement
- Ratification of Articulation Agreement with Cowley College for Fire Science

- Ratification of Contract for Affiliated Clinical Site/Butler County Health Department
- Ratification of Contract for Affiliated Clinical Site/Tender Care Pediatrics
- Ratification of Contract for Affiliated Clinical Site/Butler County EMS
- Approval of Bobbi Eaton as Staff Accountant at an annual salary of \$45,000

**SUPPLEMENTAL INFORMATION**

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Becky Wolfe-President of the Andover Area Chamber of Commerce, Dr. Jackie Vietti, Karen Shepard, Jerry Kemp, Connie Chilcott-Secretary for the Butler County Fair Association, Craig Manteuffel-Executive Director of the Kansas State High School Activities Association, and Casey Wallace-2016/2017 KACRAO President.

Board Calendars

Softball Championship Ring Ceremony	September 16 @ Halftime
October Board Finance Committee	October 10, 3:30 p.m.
October Board Meeting	October 10, 4:30 p.m.
PTK Induction – Jim Howell will provide the Board Welcome	October 29 @ 2:00 p.m.
Wichita Regional Chamber Annual Meeting	Tuesday, November 7
Nurses Pinning – Jim Howell will provide the Board Welcome	December 7 @ 7:00 p.m.

2017-2018 Board Meeting Dates
Tuesday, October 10, 2017
Tuesday, November 14, 2017
Tuesday, December 12, 2017
Tuesday, January 9, 2018
Tuesday, February 13, 2018
Tuesday, March 13, 2018
Tuesday, April 10, 2018
Tuesday, May 8, 2018
Tuesday, June 12, 2018
Tuesday, July 10, 2018

**EXECUTIVE SESSION & ADJOURNMENT**

Trustee Engelbrecht moved that the Board enter into executive session for discussion of two separate confidential employee matters, pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy. The first matter for a length of 10 minutes, to include the Board of Trustees, Associate Vice President of Human Resources Shelley Stultz, Vice President of Finance Kent Williams and President Kim Krull; The second matter for a length of 30 minutes, to include the Board of Trustees, with President Kim Krull available for questions if needed. Trustee Joyce seconded and the motion passed unanimously. The Board entered into executive session at 6:02 p.m.

The Board returned to open session at 6:42 p.m., whereupon Chair Dreiling declared the meeting of September 12, 2017 adjourned.

  
Dr. Greg Joyce – Secretary