

**BUTLER COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**  
 4:30 p.m., Tuesday, January 10, 2022 – Dankert Trustee Board Room  
 Watch Live via <http://www.butlercc.edu/bctv>

<b>3:30 p.m.</b>	<b>Board Finance Committee Meeting</b> – President’s Conference Room
<b>4:30 p.m.</b>	<b>Regular Board Meeting</b> – Dankert Trustee Board Room, Upper Level of the Hubbard Welcome Center, 901 S. Haverhill Road, El Dorado, Kansas.

<b>REGULAR MEETING OF THE BOARD OF TRUSTEES</b>
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- I. **CALL TO ORDER (4:30pm)**
- II. **PLEDGE OF ALLEGIANCE (4:30pm)**
- III. **APPROVAL OF AGENDA (4:35pm)**
- IV. **ELECTION OF BOARD OFFICERS AND APPOINTMENTS FOR 2023 (4:45 p.m.)**
  - A. Chair
  - B. Vice Chair
  - C. Secretary/Treasurer
  - D. KACCT Delegate
  - E. Board Finance Committee Designees (Vice Chair and one additional)
  - F. Foundation Board Liaison
  - G. Educational Facilities Authority of Butler County (2)
  - H. Capital Projects Team (2)
- V. **RECOGNITIONS (5:05pm)** ----- 3
- VI. **PUBLIC COMMENT (5:10pm)**  
 If you wish to address the Board during Public Comment, please complete this form:  
<https://bit.ly/3ioB30n>
- VII. **STANDING REPORTS (5:15pm)**
  - A. Student Government Association Report – Lillian Rippe, SGA President
  - B. Operational Staff Report – Lisa Bolin
  - C. Professional Employees Report – Terry Sader
  - D. Board Finance Committee Report – Mary Martha Good, Linda Jolly
  - E. Foundation Board Report – Forrest Rhodes, Kim Krull
  - F. President’s Report – Kim Krull
  - G. Education Facilities Authority Report – Mary Martha Good, Dave Sherrer
- VIII. **MONITORING REPORT – None. (5:30pm)** ----- 4

IX.	<b>BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES</b>	
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	B. Butler Student Pledge (Krull) <b>(5:40pm)</b>	6
	C. Board Governance – KORA Report (Krull) <b>(5:50pm)</b>	7
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	A. Affirmation of Service and Standards of Practice (Krull) <b>(6:00pm)</b>	9
	B. Approval of Agreement with ProTrain Training Provider (Cressler) <b>(6:10pm)</b>	11
	C. Augusta Neighborhood Revitalization Plan (Krull) <b>(6:20pm)</b>	21
	D. Mission & Vision Update (Krull) <b>(6:30pm)</b>	36
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XI.	<b>CONSENT AGENDA (7:00pm)</b>	
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	B. Approval of Bills and Warrants for December 2022 (Hackler)	65
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	C. Thank You Notes	75
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XIII.	<b>ADJOURNMENT (7:15pm)</b>	78

## JANUARY BOARD RECOGNITIONS

- **Joshua Ritter & Morgan Fischer** have qualified for the 2023 US National Microsoft Office Championship that will be held in Orlando in June.

**MONITORING REPORTS**

None this month.

**BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES**

**TOPIC for DISCUSSION  
Server and Storage Life Cycle Refresh**

**REPORT:**

Butler Community College’s current on-premises server and storage environment has come to the end of the manufacturer’s life cycle and will no longer be supported in May of 2023. While the technology was industry standard at the time of procurement, Butler’s current on-premises server and storage solution presents limitations in disaster recovery and business continuity process. The Information Service Division has explored replacement options over the past 8 months both in preparation of the current environment’s end of life cycle and solutions that will further enable continuity of institutional data and information. With the rapid progression of technology, potential solutions include on-premises, private cloud, and public cloud options. Cloud offerings provide a significant number of advantages to the college. The primary advantages for a cloud posture are as follows:

1. Change in cost model from a large upfront cost that is sized to grow into to a recurring cost that allows scaling to only what is needed at the point in time of need. In concert this removes the need to predict cost of the next upgrade cycle for infrastructure based on estimates and market with a large outlay in expense either from outside sources or savings
2. Increase in data backup retention and security by sharing responsibility for data safety with the third-party provider in regards to hardware, uptime, compliance, and availability of the backed up data. This is also true for production data hosted on the cloud platform.
3. Allow for data transportability as technology moves forward allowing the college to better leverage innovation as it appears on the scene and future proof the infrastructure lifecycle without incurred cost of a full hardware upgrade.
4. Reduce necessary overhead for maintaining on-site hardware and upgrades allowing reprioritization of personnel resources to more strategic priorities and impactful projects and initiatives inside the college.

The Information Services Division has compiled server and storage replacement solutions options, which includes the cost of hardware, software and licensing with an estimated cost of 1,100,000.00 over 5 years.

**RECOMMENDED ACTION:**

This information is for discussion purposes only.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Bill Young, Vice President of Digital Transformation / CIO  
Supervisor: Dr. Kim Krull, President  
Date: December 16th, 2022

**TOPIC for DISCUSSION**  
**Butler Student Pledge**

**REPORT:**

During the fall semester, the Student Government Association (SGA) has taken the lead on development of at Butler Student Pledge. The idea for a student pledge originated from an awareness of other student pledges across the state and nation. SGA has worked with individual Butler student organizations as well as surveyed Butler students for input. The following is the development of the Butler Student Pledge based on student input:

Butler Pledge  
I am a Grizzly.  
I belong to a proud  
and strong family  
that strives for  
determination and integrity.  
I instill respect  
and empowerment in myself  
and others.  
I prioritize love, togetherness,  
and an inclusive atmosphere  
within my diverse community.  
I am a Grizzly.  
I am the future.

The Butler Student Pledge will be posted on both the Andover and El Dorado campuses for students, staff, and visitors to see.

**RECOMMENDED ACTION:**

Recommend Board consensus support for the student developed Butler Pledge.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Dr. Kim Krull, President  
Supervisor: Forrest Rhodes, Boar Chair  
Date: January 10, 2023

**TOPIC for DISCUSSION**  
**Board Governance – KORA Report**

**REPORT:**

The KORA quarterly report for requests received from 10/1/2022 through 12/31/22 is included.

**RECOMMENDED ACTION:**

This item is for discussion purposes only.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Dr. Kim Krull, President  
Supervisor: Forrest Rhodes, Board Chair  
Date: January 3, 2023

## Kansas Open Records Act Ending December 31, 2022

Date Received	Requested From	Subject	Language of Request	Date of Resolution
10/17/2022	Kristi Ohlschwager with Dodge City Community College	Athletic Financial Data	Financial information regarding all athletic programs at BCC including a list of all athletic programs, active personnel in each athletic program and their salary information, total scholarship budget by program, and total operating budget by program.	10/24/2022
10/25/2022	Trustee Winslow	KORA #37 - Org with salary FY2017	FY2017 by Org w/salary (Digitally)	11/4/2022
11/10/2022	Trustee Winslow	KORA #38 - Policies	All Butler policies	11/10/2022
12/8/2022 (Kent received 12/12/22)	Shelia Canavan w/citlink.net	Class B Burn Building/Firefighter Training Center	Requesting information relating to the following: Incidents or Accidents, with or without injury occurring at the Class B Burn Building/Firefighter Training Center; Type of gas-fired industrial props installed and company that installed/serviced; Training of personnel and maintenance; Complaints made by anyone at the college to the company/ies that installed the systems and equipment.; Protocols put in place for maintenance of the systems and equipment and PPE requirements applicable to live burns.	12/13/2022
12/14/2022	Trustee Winslow	KORA #39-1 Culinary Building details of closing	Culinary building closing date and details of closing.	12/14/2022
12/14/2022	Trustee Winslow	KORA #39-2 Outcomes for gender ideologies and other similar	Where, in the "outcomes" for any and all of the three classes we've talked about regarding the Rose Hill student, or in the class outlines/syllabus sent to KBOR, the Department of Education, joint teaching facilities, Higher Learning Commission, etc., or other requirements that specifically state that as far as gender ideologies and other similar, does it call for these to be taught in these Butler courses? You answered with a directive, according to the outcome requirements, for the Psychology class last evening (12-13-22) but I did not get the answer for the other two classes, American Federal Government and English Comp 101.	12/14/2022
12/14/2022	Trustee Winslow	KORA #39-3 Directives for teaching materials	If the directives for teaching this material in the other two classes come from some sort of instructor/employee orientation, or through a professional development course required for instructors/employees, please provide a copy of those presentations. In addition, are any such requirements listed as part of a syllabus?	12/14/2022
12/14/2022	Trustee Winslow	KORA #39-4 Legislative session objectives	Please send an exact copy of the page you were reading from last night regarding the coming legislative session objectives.	12/14/2022
12/14/2022	Trustee Winslow	KORA #39-5 November revised meeting minutes	Please send a copy of the revised minutes (November meeting) according to what was requested be added as soon as complete.	12/14/2022
12/14/2022	Trustee Winslow	KORA #39-6 Butler policy that refers to "the auditing of classes"	Please send me a copy of the Butler policy as it refers to "the auditing of classes".	12/14/2022
12/19/2022	James McQueen w/Farmers Insurance	Police Report 22-0059	Requesting police report 22-0059 for client for Farmers Insurance	12/20/2022
12/20/2022	Appolonia Lughas w/LexisNexis	Police Report 22-0059	Requesting police report 22-0059 for client for LexisNexis	12/21/2022



<b>BOARD ACTION ITEMS</b>
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**TOPIC for ACTION**  
**Affirmation of Service and Standards of Practice**

**REPORT:**

Annually, the Board of Trustees reviews and reaffirms the ACCT Code of Ethics and the Standards of Practice based on the ACCT Code of Ethics and then signs the ACCT Standards of Good Practice to be framed and placed on Board meeting room walls.

**RECOMMENDED ACTION:**

The Board read, approve and sign the Affirmation of Service and Standards of Practice

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Dr. Kim Krull  
Supervisor: Forrest Rhodes, Board Chair  
Date: January 10, 2023



## BOARD of TRUSTEES

### AFFIRMATION OF SERVICE AND STANDARDS OF GOOD PRACTICE

It is with the deepest sense of responsibility and conviction as a Trustee of Butler Community College that I do solemnly affirm:

- That I understand my authority exists only when acting collectively with my fellow board members, that our authority is derived from, and obliged to serve, the interests of our entire community;
- That I will exemplify ethical behavior and conduct that is above reproach;
- That I will engage in an ongoing process of in-service education and continuous improvement;
- That I will be prepared to participate in open, honest, and civil deliberation with my colleagues, vote my conscience rather than advance any special interests, support the decisions and policy we make, and speak with one voice once a decision or policy is made;
- That I will honor the division of responsibility between the Board and the President and staff,, and contribute to creating a spirit of true cooperation and mutually supportive relationship with the President and staff in support of our community.

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Kim Braungardt

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Linda Jolly

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Mary Martha Good

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Forrest Rhodes

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David Sherrer

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Shelby Smith

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Julie Winslow

Signed this 10<sup>th</sup> day of January, 2023

**TOPIC for ACTION**  
**Approval of Agreement with ProTrain Training Provider**

**REPORT**

BETA is requesting the Board of Trustees approval of an agreement with ProTrain as an online/face-to-face educational partner. The agreement establishes a revenue share for students purchasing ProTrain products with no cost to Butler CC.

**RECOMMENDED ACTION:**

Approve agreement with ProTrain.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Jon Cressler - BETA  
Supervisor: Michelle Ruder  
Date Submitted: December 20, 2022



## Memorandum of Understanding

This Memorandum of Understanding (the “Agreement”) is made on December 14, 2022 between Butler Community college (herein after “Partner”) located at 901 S. Haverhill Rd, El Dorado, KS 67042, and ProTrain, LLC, a North Carolina limited liability company, with its principal office at 2621 Bradford Grove Place, Raleigh, NC 27606 (hereinafter “The Company” or “Company”).

**Services to Partner:** The Company shall provide Online, In Classroom, and Live Online Instructor Led Synchronous selected programs for educational courses/certificates/certifications, applicable course material, course instructors/mentors, learner access/support, course hosting/evaluation, and marketing support to Partner to offer continuing education training to its community. The Company will assign a Training Assessment Manager (TAM) for the Partner. Written notification in changes to personnel should be made by both parties in an expeditious manner.

Should the Partner deem appropriate, the Company would assist with market research, scheduling, supplying instructors and materials for delivery of In Classroom and Live Online Instructor Led Synchronous offerings of certificate and certification programs.

**Selection of Courses:** The Partner shall market selected programs in a prominent location on its website and in catalogs and/or social media. The Partner will select courses from the Company's list of courses/programs using the Company-provided Partner Exhibit Worksheets. On the Partner Exhibit Worksheets, the Partner can select all the programs they wish to activate/offer for enrollment. The parties acknowledge that the Partner's failure to select courses in this manner may delay delivery to registered learners; in which the Partner assumes responsibility for all consequences of such delay. The Partner will also identify a lead and alternate Point of Contact (POC). Written notification in changes to personnel should be made by both parties in an expeditious manner.

**No Minimum Enrollment:** There shall be no minimum enrollment for any online self-paced courses offered by the Company. However, if the Partner fails to make reasonable efforts to promote the Company's online programs or fails to demonstrate reasonable growth, the Company retains the right to terminate this agreement after the Partner has been given a reasonable time to demonstrate improvement.

**Pricing & Material Confidentiality:** The cost of each course offered by The Company for the online current pricing and cost to the Partner can be found in the attached **Exhibit A Open Enrollment** which is our Online Self-Paced programs. Partner will notify the Company if they wish to participate in the My Career Advancement Account (MyCAA) Military Spouse Program. All pricing for courses under the MyCAA Spouse Program is attached as **Exhibit B –MyCAA** which is our Online MyCAA and Live Online Instructor Led Synchronous programs. The pricing for sample In Classroom courses is found in **Exhibit C – Sample In Classroom** and Live Online Instructor Led Synchronous samples are listed in **Exhibit D – Live Online Synch**. Any **In Classroom and/or Live Online Instructor Led Synchronous** programs will be jointly agreed upon before offering. **Exhibit E – Loan Program** - discusses programs that ProTrain can provide to leads thru our loan assistance program should the Partner wish the Company to handle for those leads/students to gain access to financial assistance. The Company and the Partner agree that all internal pricing and course material information will remain confidential and



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will not be disclosed to anyone not a party to this MOU during the term of this Agreement and for a period of two years after termination of this Agreement.

**In Classroom and Live Online Instructor Led Synchronous Pricing:** The Company will, in coordination with the Partner, provide instructor led course instruction at a competitive price. Typical In Classroom and **Live Online Instructor Led Synchronous** courses demand a minimum of 7 learners depending upon course, duration, textbook costs, instructor costs and cost to learner. Maximums also depend upon the type of course; whether it is a seminar, hands on with a computer or a lecture only course.

Typical maximum number of learners for intense hands-on learning with exercises cap out at about 20-25 learners, while more theory-based classes such as Project Management Exam Prep can go as high as 30 learners.

Factors such as classroom size, location, etc. will also play a part in pricing. If the same or similar classroom is used, then a definite price to learner can be determined as this is when Partner and the Company can analyze like courses in service area, and make sure that a competitive price is being offered. Should a public schedule be made with dedicated classrooms and timeframes, a schedule can be easily developed based on a matrix of room availability with consistent dates and times.

**Price Changes:** Prices are subject to change with 120 days written notice to the Partner. NOTE: Exam vouchers for associated credential programs can be sold to students as a value-added feature that allows for an easy “one-stop purchase”. To keep exam costs reasonable for the student, exam prices are a pass-thru cost charged directly to the student for which there is no margin for the Partner. Revenue share is calculated based on ProTrain suggested retail price and cost to partner. Should a partner choose to change the price of the course, the cost to partner will remain the same.

**Payment and Collection:** Partner will coordinate with the Company regarding who will collect tuition.

- **If the Partner collects** - The Partner collects the tuition and fees from learners and pays the Company. The Company will invoice the Partner for its share of the revenue. Dated invoices are sent within 30 days after the course enrollment has commenced. Partner agrees to pay the Company on a net 30 days' basis for all invoiced registrations that occurred during the previous month. Whenever possible, the method of payment should be by check or direct deposit. This helps reduce additional admin fees to process a payment made by credit card that can result in a loss of up to 2-3% of invoice payment due to the Company.
- **If the Company collects** - The Company collects the tuition and fees from learners and pays the Partner. The Company can also offer an e-commerce process to speed and simplify tuition and fee payments. If the Company collects in an e-commerce business relationship, the Company will send a check to the Partner on a net 30 days' basis from date of enrollment.



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- **If the Partner uses a 3<sup>rd</sup> party registration system, the Partner will agree to the payment terms listed** - If the 3<sup>rd</sup> party registration provider system is set up to receive payment on behalf of the Partner or the Partner collects fees directly from the system, the Company will invoice the Partner for its share of the revenue. Dated invoices are sent within 30 days after the course enrollment has commenced. Partner agrees to pay the Company on a net 30 days' basis for all invoiced registrations that occurred during the previous month. Whenever possible, the method of payment should be by check or direct deposit. This helps reduce additional admin fees to process a payment made by credit card that can result in a loss of up to 2-3% of invoice payment due to the Company.
- Any change in the collection process must be agreed to by Partner and Company in writing.

### **Refund /Extension Policies:**

**Self-Paced Online Courses** - The Company's refund policy for online courses is fair and consistent with all of its partners. A learner has 3 business days from the enrollment date to request a refund in writing via email, given that all shipped course materials (books, study guides, CDs, Self-Study Kits, Videos, etc.) are returned, unopened/unused at the learner's own expense if the learner accepts the delivery of the package. However, if the online course material has been accessed, and the reference materials have been opened, the Company will be unable to get relief from various well-known publication distributors and there will be no refund granted.

The Company's Training Assessment Manager (TAM) will make sure that every learner who enrolls for an online course has been briefed on this refund policy, and signs a Registration Form acknowledging the refund policy, that is kept on file with the Company.

The refund policy is additionally stated on the Welcome Letter sent out on behalf of the Partner with every online enrollment with complete instructions to student.

If a learner does not complete their course by the end-date on their welcome letter, there will be additional fees for extended access. Extensions must be requested within thirty (30) days after the original end date of the program. Extension requests made past this date cannot be honored.

**In Classroom & Live Online Instructor Led Synchronous Courses** - There can be no refund for the course, once the first class has been concluded; or if any course material, including the eBook, has been accessed. If extenuating circumstances exist, case by case situations will be reviewed by The Company. If a refund is issued, the refunded amount (minus a \$25 processing fee deduction) will be dependent upon books being returned in excellent condition (i.e., no writing, missing pages; ripped or damage to pages and/or binding).

**Waiver of Fee:** The Company agrees to waive or reimburse its fee for any learner who drops a Company online course after enrollment but before completion and gives a valid/reasonable explanation in writing of his or her dissatisfaction with the course. The learner dropping the online course shall do so in compliance with the Partner's stated add/drop policies. Failure of the learner to drop the Company's online course in compliance with these policies shall nullify



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the Company's waiver of its fee as set forth by this paragraph. The Partner agrees to provide the Company with a copy of its stated add/drop and refund policies. In no event shall a learner request a drop/refund from either the Partner or the Company if the Company certifies or provides proof of the learner's successful completion of the online course.

### **Learner Payment Plan Options:**

**In Classroom and Live Online Instructor Led Synchronous Programs:** The Company will offer the Partner a payment plan option with 60% of retail price in down payment that allows learners the ability to spread payments over a pre-set period of time, as opposed to paying the full amount up-front. The Company is providing this payment plan to learners to help make their training goals more affordable and attainable. This payment plan will allow the Partner's learner to make affordable payments for In Classroom programs prior to enrolling in class and full payment prior to the class ending date. Should the Partner wish to allow the Company to provide payment plans, the Company will pay the Partner upon final payment, Net 30 days. If the learner defaults and is removed from class, the Company and the Partner will work on a case-by-case basis to share in tuition received to date. It is the Company and the Partner's desire to receive full payment prior to the start of the class if possible.

Should the Partner use a 3<sup>rd</sup> Party registration system and the Partner wants to utilize the payment plan options for their In Classroom and Live Online Instructor Led Synchronous Programs, then the Partner has the option to use the ProTrain Registration System (PRS) at no charge for those students for proper tracking of the learners; otherwise, the Partner will need to manually enter this data into their 3<sup>rd</sup> Party registration system.

**Online Self-Paced:** The Company will offer the Partner a payment plan option with 40% of retail price in down payment that allows learners the ability to spread payments over a pre-set period of time, as opposed to paying the full amount up-front. The Company is providing this plan to learners to help make their training goals more affordable and attainable. This payment plan will allow the Partner's learners to make affordable payments for Online Self-Paced programs prior to being enrolled in the course. Should the Partner wish to allow the Company to provide payment plans, the Company will pay Partner upon final payment, Net 30 days.

Should the Partner use a 3<sup>rd</sup> Party registration system and the Partner wants to utilize the payment plan options for their online self-paced learners, then the Partner will need to use the ProTrain Registration System (PRS) at no charge for those students for proper tracking of the learners.

**Payment Plan Refund Policy:** Learners may withdraw from their learning program for any reason up to 1 week prior to the start of program. In this case, the learner's payment plan agreement shall be rescinded. If the payment plan has begun, a non-refundable administrative fee of \$25.00 will be assessed and remaining funds will be returned to payer in check form by mail. The Partner will receive no money in this case as none was received by the Company.

**Course Changes:** The Company will notify the Partner of any changes to their online course offerings (added/deleted) to include the new course offering price information. If the Partner has a learner enrolled in the course named for deletion, the learner will be given the choice to stay/complete that course, ask for a refund, or be placed in a similar or updated course. Any refund in this instance would be made within 30 days of a course cancellation. The Company



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will continue to offer “best of breed” courses and will continually work with content providers to offer the best/current learning content. Please be advised that upgrades and new versions periodically occur for most content. The Partner may offer all or any portion of the total online courses the Company offers. Should Partner house the Company course outlines on their own website or registration system other than ones that support the Company course content, the Partner is responsible for updating course outlines upon notification of course changes via company newsletter and communications with the Partners assigned TAM and Company Business Development Manager. The Company cannot be held responsible for outdated material housed by the Partner. It is much easier to let the Company do any updates and Partner use Companies ProTrain Registration System (PRS).

**Ownership of Intellectual Property and License:** The parties agree that all intellectual property which comprise a part of all programs to include all copyrightable material, marks, logos, and trade names used by the Company and provided to Partner under this agreement shall be deemed a “work for hire” as defined by the Copyright Act, 17 U.S.C. § 101, and all copyrights thereto shall be owned by the Company. Programs or any portion thereof cannot be reproduced, duplicated, copied, sold, resold, or otherwise exploited for any commercial purpose without prior written consent of the Company.

### **Registration Process:**

- The Company will create an internal website for the Partner:  
<https://schoolname.theknowledgebase.org/> to track Online and Live Online Instructor Led Synchronous and In Classroom learner enrollments from the Partner. Through the customized and branded Partner website, Partner administrators will have access to the Company’s ProTrain Registration System (PRS). This website (PRS) can be made private or public with the Partner’s approval. The Company can support third party registration systems should the Partner require.
- The functionality allows Partner administrators, with appropriate privileges, the ability to log into the Partner management portal and generate their learners’ and course enrollment information themselves for the courses the Company offers. The Company will provide learner progress reports on a monthly basis. Company checks learners’ progress monthly against certain key trigger points for the learners’ success. Progress Reports (PRs) are sent to the Partner, to the learner and any other designated official monthly. Should the learner be falling behind in their studies, they are sent an email inquiring why and motivating them. The Company registrar calls any month that the learner is falling behind.
- Alternatively, learners and Partner administrators could also request that a learner progress report be generated for them by the Student Services team ([registrar@protrainedu.org](mailto:registrar@protrainedu.org)) and provided to them as needed. The estimated turn-around for such request is normally twenty-four to forty-eight business hours or less.





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- The Company TAM will answer any questions the Partner's potential learner might have before registration. Partner may have the option for Company not to contact their learner leads and would have to make the Company aware of the leads desire to enroll.
- The Company will provide learner enrollment / course access within 24 - 48 business hours or less in most cases. In each enrollment process, the Company will verify the method of payment/ tuition assistance/ payment voucher prior to enrollment and Welcome Letter being sent to learner.
- The Company TAM will brief the prospective learner on the Refund Policy and have learner acknowledge/ sign the School/Partner Registration Form. Please note, School/Partner Registration form can be customized to meet the Partner's requirements of additional needed data such as date of birth (DOB) and other such necessary items that need to be added or deleted. It is crucial for the Company and Partner to have a signed acknowledgement and commitment from the learner to avoid any potential future misunderstandings of policy. This form ensures that the Partner supports, and that learner fully understands and agrees to the policy.

**Marketing:** The Company will provide the Partner with program descriptions and marketing collateral to use in social media, catalogs, and flyers. The Company has already designed several marketing flyers, brochures, and ads for the Partner's use. These marketing materials include several editable flyers and ads that can reduce marketing costs. The Company can provide the marketing materials in the Partner PRS website, provided by the Company, and be found at an Admin tab area, so that the Partner's authorized personnel can access these editable files, add contact info, update, and publish. The Company grants the Partner permission, if the Partner chooses to use the Company's name, qualifications, and course descriptions in its advertising or promotion of Online Self-Paced, In Classroom, or Live Online Instructor Led Synchronous courses that the Partner has chosen to offer their learners.

The Partner agrees to dedicate at least one-half page or more for an ad dedicated to the Company's programs in their catalog or similar publication each quarter or semester. The Company will assist the effort by providing templates if the Partner requires help. If the Partner does not use a catalog or publication as part of the Partner's normal marketing procedures, the Partner agrees to ensure that the Company's programs are listed in a prominent place on their website and social media awareness.

The Company Business Development Manager and TAM will work with Partner to assist with ways to help gain approval and market tuition assistance (TA) programs like the Workforce Investment Opportunity Act (WIOA) for unemployed, MyCAA for military spouses, various means of TA for military and corporate, as well as, Veterans benefits (VA), etc. for courses offered.

If the Partner wants to market programs with the MyCAA program, the Partner will be required to identify the Point of Contact (POC). The POC would act as the Account Controller (AC) for administrative coordination with the DoD AI Portal. The Partner can retain the AC rights or can delegate those administrative rights to the Company. Administrative rights that the AC has

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responsibility for include getting approval for the Partner to be in the MyCAA program; adding courses to be offered into the AI Portal; keeping the AC password updated in the AI Portal; billing DoD for courses approved for Military Spouses; and posting final course grades in the AI Portal when the spouse completes a course.

**Certificates of Completion:** The parties of this MOU agree and understand that any learner that successfully completes a program (Online, In Classroom or Live Online Instructor Led Synchronous) is to receive a Certificate of Completion issued by the Partner or the Company if desired by the Partner. The Partner will decide if the Company will use only the Partners certificate or a co-branded Certificate of Completion. The Partner and/or Company will deliver a Certificate of Completion to any learner completing a program in a timely manner via a PDF in an email.

**Remedies:** In the event that the Partner does not perform any of its obligations under this Agreement properly or in a timely manner, the Company shall have any remedy available at law or equity.

**Independent Contractor:** The parties shall at all times be independent contractors and shall so represent themselves to all third parties. Nothing in this Agreement or the parties' performance hereunder shall be deemed to establish an employment relationship or joint venture or partnership relationship between the Partner and the Company or employees of the Company.

**Terms of Confidentiality and Non-Competition:** The Partner understands, supports, and fully acknowledges that all of the Company's Employees have agreed that they shall not, during the term of their Employment Agreement and for a one-year period subsequent to termination of their Employment Agreement regardless of the party that terminates.

- (i) compete with the Company in the rendering of adult continued educational courses
- (ii) shall not solicit any then current or former customer of the Company with respect to contracts and services of the same nature as those performed by the Company for such customer
- (iii) attempt to directly or indirectly disrupt, divert or interfere with any of the Company's business relationships with its current or former customers, or with any potential customer to whom the Company has submitted a proposal to perform services within the twelve-month period preceding the termination of their Employment Agreement.

Furthermore, during the term of the Employment Agreement and for the one-year period following termination of the Employment Agreement, the Company Employee shall refrain from inducing, encouraging, or supporting any employer or agent of the Company to terminate employment or their relationship with the Company or to violate or fail to honor any of the terms of such employee's employment relationship with the Company.

Company and Partner both acknowledge that by the nature of this Agreement, confidential information will be shared between them, including but not limited to, the products, and all related materials and instructions, as well as information related to the content providers, that are the intellectual property and confidential business information of Company. In consideration of the



## Memorandum of Understanding

nature of these shared confidences, Company and Partner agree that neither shall use nor attempt to use any of the confidential business information of the other without the express written consent of the other party. Partner understands that the overall intent of this confidential business information is safeguarded in order to prevent any current content provider of the Company from going directly to the Partner, in a manner which is clearly meant to bypass the original Company – Partner business arrangement for continuing education course material except for any existing content providers.

Company and Partner further agree that Company and the Partner could be irreparably harmed by any breach of these provisions and that damages alone will be an inadequate remedy for any such breach and that Company and Partner shall be entitled to injunctive relief in addition to any other available remedies for a breach hereof.

**Representations/Counterparts:** Each person executing this Agreement on behalf of a party hereto represents and warrants that such person is duly authorized to do so, on behalf of such party, with full right and authority to execute this Agreement and to bind such party with respect to all of its obligations hereunder.

**Entire Agreement-Survival:** This Agreement, including any Exhibits, states the entire Agreement between the parties and supersedes all previous contracts respecting the subject matter hereof. This Agreement may only be amended by an agreement in writing executed by the parties hereto.

**Term and Termination:** This Agreement shall commence upon the Effective Date and shall remain in place unless terminated by either party upon sixty (60) days written notice of such intent delivered to the other party. Upon the termination of this Agreement, Partner shall immediately cease using any materials generated or produced by the Company. The termination of this Contract shall not affect any amounts owed by Partner to the Company or by the Company to Partner pursuant to this Agreement. The Company will continue to ensure all responsibilities to the learners under active enrollment are fully supported through the entire learning period of the course to include technical support, progress reports, certificate upon completion and exam coordination (in part of that learner's course package).



## Memorandum of Understanding

In witness thereof, the parties hereto have executed this Agreement as of the day and year first written, as demonstrated by the signatures and date below.

**[Partner Name]:** **Butler Community College**

**By: Printed Name** **Signature Authority Name**

**Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**[Company]** **ProTrain, LLC**

**By:** [Betty L. Gardner](#)

**Signature:** \_\_\_\_\_

**Title:** **Chief Executive Officer**

**Date:** \_\_\_\_\_

**TOPIC for ACTION**  
**Augusta Neighborhood Revitalization Plan**

**REPORT:**

During the fall, the Augusta City Council has worked to make improvements to the Neighborhood Revitalization Program and have developed a new plan that will take effect in January 2023. The current plan, implemented on January 1, 2020, expires on December 31, 2022. On September 6, 2022, the City Council, in the final stage of plan approval, conducted a public hearing to take comment on the proposed 2023 Neighborhood Revitalization Plan. At the conclusion of the public hearing, the City Council approved Ordinance No. 2196 to adopt the 2023 Neighborhood Revitalization Plan and Resolution No. 2022-26 to authorize Mayor Mike Rawlings to sign and enter the Interlocal Agreement with USD No. 402, Butler County, and Butler Community College.

**Features of the 2023 Neighborhood Revitalization Plan**

The 2023 Neighborhood Revitalization Plan is similar in content to the current 2020 Neighborhood Revitalization Plan. The plan will rebate 95% of property taxes generated by qualified improvements on new and existing residential and commercial structures for a period of 5- or 10-years. The following are features of the 2023 plan:

**Residential Properties:**

1. All residential improvements on real property constructed in 2012 or earlier and located within the city limits of Augusta (regardless of location) shall be eligible for a 10-year tax rebate whose construction begins from January 2023 to December 31, 2027.
2. All new residential real property being constructed on a vacant lot that was previously developed or requires demolition and is considered “infill” within the city limits of Augusta (regardless of location) shall be eligible for a 10-year tax rebate of up to \$500,000 of appraised value whose construction begins from January 2023 to December 31, 2027.
3. All new residential real property located in a subdivision that is not at capacity within the city limits of Augusta shall be eligible for a 5-year tax rebate of up to \$500,000 of appraised value whose construction begins from January 2023 to December 31, 2027.
4. All residential improvements on real property located in downtown Augusta with a zoning classification pertaining to the Main Street District shall be eligible for a 10-year tax rebate whose construction begins from January 2023 to December 31, 2027. No financial cap on qualifying increases in appraised value.

**Non-Residential Properties:**

1. Unless otherwise noted, all non-residential real and improved property within the city limits of Augusta may be eligible for a 5-year tax rebate of up to \$500,000 of appraised value whose construction begins from January 2023 to December 31, 2027.
2. All non-residential improvements on real property located in downtown Augusta with a zoning classification pertaining to the Main Street District shall be eligible for a 10-year tax rebate whose construction begins from January 2023 to December 31, 2027. No financial cap on qualifying increases in appraised value.
3. Properties located within the Augusta Industrial Park shall be excluded from the Neighborhood Revitalization Program.
4. Improvements to existing or construction of new structures used for public utility or railroad purposes shall not be eligible.

**Changes from current plan**

1. Under the 2023 Neighborhood Revitalization Plan, existing residential structures must have been constructed in **2012 or earlier**. Under the current plan, existing residential structures must have been constructed in 1990 or earlier to qualify.

2. The 2023 Neighborhood Revitalization Plan is a **five-year plan** that will be in effect from **January 2023 – December 31, 2027**. The current NRP is a three-year plan.
3. The City Council removed the one-time limitation for reinstatement in the event taxes are not paid on time. Property owners must present their request for reinstatement to the City Council; however, reinstatements will be considered on a case-by-case basis and may result in more than one reinstatement into the program.

**RECOMMENDED ACTION:**

Recommend approval of the updated Augusta NRP and authorize the Board Chair to sign the Interlocal Agreement.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Dr. Kim Krull, President  
Supervisor: Forrest Rhodes, Boar Chair  
Date: January 10, 2023



# NEIGHBORHOOD REVITALIZATION PLAN

ADOPTED SEPTEMBER 6, 2022  
ORDINANCE NO. 2196

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## *City of Augusta, Kansas Neighborhood Revitalization Plan*

### **Purpose and Factual Findings**

This plan is intended to promote the revitalization of certain areas of the City of Augusta through the rehabilitation, conservation or redevelopment of those areas in order to protect the public health, safety or welfare of the residents of the City. More specifically, a tax rebate incentive will be available for certain improvements or renovation of property within the area.

In accordance with the provisions of K.S.A. 12-17, 114 *et seq.*, the City Council has considered the existing conditions and alternatives with respect to the designated Area, the criteria and standards for a tax rebate and the necessity for Interlocal cooperation among the other taxing units. Accordingly, the Council has carefully reviewed, evaluated and determined the Area meets one or more of the conditions to be designated as a “neighborhood revitalization area.”

### **Legal Description of Neighborhood Revitalization Area**

The legal description of the Augusta Neighborhood Revitalization Area is attached to this plan as Exhibit A.

### **Map of Neighborhood Revitalization Areas**

A map outlining the Neighborhood Revitalization Areas for City of Augusta is attached to this plan as Exhibit B.

### **Appraised Value of Real Property**

The appraised valuations of the real estate contained in the Neighborhood Revitalization Area are available at Augusta City Hall, via the Butler County GIS Mapping Database.

### **Listing of Owners of Record in Area**

The names and addresses of each owner of record of real estate within the Neighborhood Revitalization Area are available at Augusta City Hall, via the Butler County GIS Mapping database.

### **Zoning and Land Uses**

The City of Augusta Zoning Map and the Future Land Use Map, which show the zoning classifications and land uses in the Neighborhood Revitalization Area, are hereby incorporated by reference and are available at Augusta City Hall.

## Criteria for Determination of Eligibility

### 1. Real property is eligible, including residential and all commercial types.

- 1.1. All real property and improvements within the City of Augusta are eligible if it meets the criteria determined within this plan.
- 1.2. Owners who wish to rehabilitate, add to existing buildings, or construct new buildings are eligible to apply for revitalization under this plan.
- 1.3. Condemned properties (as determined by the Augusta City Council) are eligible to apply for revitalization under this plan. These properties must qualify through a description of blight, health, or safety issues.
- 1.4. Buildings which are 25 years or older, meeting the “dilapidated structure” description as outlined in K.S.A. 12-17, 115(a) and determined through an evaluation by the City Building Inspector are eligible to apply for revitalization under this plan.

### 2. Residential Properties

- 2.1. All residential improvements on real property constructed in 2012 or earlier and located within the city limits of Augusta regardless of location shall be eligible for a 10-year tax rebate whose construction begins from January 1, 2023 to December 31, 2027.
- 2.2. All new residential real property being constructed on a vacant lot that was previously developed or requires demolition and is considered “infill” within the city limits of Augusta regardless of location shall be eligible for a 10-year tax rebate of up to \$500,000 of appraised value whose construction begins from January 1, 2023 to December 31, 2027.
- 2.3. All new residential real property located in a subdivision that is not at capacity within the city limits of Augusta shall be eligible for a 5-year tax rebate of up to \$500,000 of appraised value whose construction begins from January 1, 2023 to December 31, 2027.
- 2.4. All residential improvements on real property located in downtown Augusta with a zoning classification pertaining to the Main Street District shall be eligible for a 10-year tax rebate whose construction begins from January 1, 2023 to December 31, 2027. No financial cap on qualifying increases in appraised value.

### 3. Non-Residential Properties

- 3.1. Unless otherwise noted, all non-residential real and improved property within the city limits of Augusta may be eligible for a 5-year tax rebate of up to \$500,000 of appraised value whose construction begins from January 1, 2023 to December 31, 2027.
- 3.2. All non-residential improvements on real property located in downtown Augusta with a zoning classification pertaining to the Main Street District shall be eligible for a 10-year tax rebate whose construction begins from January 1, 2023 to December 31, 2027. No financial cap on qualifying increases in appraised value.
- 3.3. Properties located within the Augusta Industrial Park shall be excluded from the Neighborhood Revitalization Program.
- 3.4. Improvements to existing or construction of new structures used for public utility or railroad purposes shall not be eligible.

### 4. Standards and Criteria for Eligibility, Review and Approval

- 4.1. Construction of improvement must have begun on or after January 1, 2023, the effective date of this plan. However, no application will be processed until the Interlocal Agreement has been approved by the Kansas Attorney General's Office and the same has been filed with the Secretary of State of the State of Kansas and the Butler County Register of Deeds.
- 4.2. The estimated construction cost of the project, as shown on the corresponding building permit, must reflect a minimum value of:
  - 4.2.1. Residential: At least \$5,000 or ten percent (10%) of the assessed valuation of the building(s) on the property as determined by the County Appraiser's current records, whichever is higher. Maximum of five (5) years for new construction in a subdivision and ten (10) years for infill development and rehabilitation projects. 95% tax rebate.
  - 4.2.2. Non-Residential: At least \$10,000 or fifteen percent (15%) of the assessed valuation of the building(s) on the property as determined by the County Appraiser's current records, whichever is higher. Maximum of five (5) years. 95% tax rebate.
- 4.3. All new as well as existing improvements on property must conform to adopted zoning, building, mechanical, electrical, plumbing, and fire codes, and other applicable regulations in effect in the Neighborhood Revitalization Program target area at the time

the improvements are made and must remain in conformance with such regulations for the duration of the rebate period. Failure to remain in compliance may result in termination of the rebate. Permits must be approved before commencement of construction.

- 4.4. Any property that is delinquent in payment to Butler County of real estate tax and/or special assessment will forfeit any current and future rebates. If withdrawn from the NRP program, the property owner may submit a request to be reinstated in the program, which shall be made within five (5) days of the effective date of the Notice of Withdrawal received from the City of Augusta. The request must be in the form of a written request, setting forth the grounds for the appeal and the mailing address of the person(s) or entity making the request, which shall be filed with the City Clerk. The City Clerk shall schedule the request hearing to take place before the City Council not more than thirty (30) days after receiving the written request. Written notice of the hearing shall be given to the property owner by mailing the same to the address provided in the written request. Unless otherwise noted, the withdrawal from the NRP Program shall remain in effect during the pendency of the hearing. The Augusta City Council, at their sole discretion, may reinstate any NRP property after being delinquent on the abovementioned taxes or assessments during the life of the property's participation in the NRP program.
- 4.5. Only owners are eligible for tax rebates. If the property that has been approved for a tax rebate is sold, the rebate remains in effect and will transfer to the new property owner.
- 4.6. City and County staff shall have the authority and discretion to approve or reject applications based on the eligibility standards and review criteria contained herein. If any applicant is dissatisfied with city staff's decision, a written appeal may be submitted to the Augusta City Council for final determination. If any applicant is dissatisfied with county staff's decision, a written appeal may be submitted to the Butler County Board of County Commissioners.
- 4.7. Properties eligible for tax incentives under any other program shall be eligible to submit applications under only one program at a time.

### Application Procedure

1. Obtain a 2023 Neighborhood Revitalization Program application from the Community Development Department at Augusta City Hall or online at the following web address: [https://www.augustaks.org/businesses/incentives/neighborhood\\_revitalization\\_program\\_nrp.php](https://www.augustaks.org/businesses/incentives/neighborhood_revitalization_program_nrp.php)

2. Prior to the commencement of construction of any improvement or new construction for which a tax rebate will be requested, the property owner shall complete Parts One and Two of the application. Part Two must include a permit number obtained from the Community Development Office. A non-refundable \$25.00 application fee payable to the City of Augusta must be submitted with the application.
3. The City will forward the application to the County after certifying the property meets the criteria.
4. If the plan is approved, the Community Development Department will forward the application to the County Appraiser, who will then forward a copy of the application to the County Clerk for monitoring purposes.
5. The owner will have a maximum of one year to complete the project unless otherwise approved.
6. Immediately upon completion of the project, the property owner shall file Part Three of the application with the Community Development Department. Upon receipt of Part Three, the Community Development Department – Inspection Division shall conduct an on-site inspection of the construction project (improvement, rehabilitation, or new) to confirm completion.
7. After confirmation of project completion is received from the Community Development Department – Inspection Division, the completed application will be forwarded to the County, certifying the project is in compliance with the eligibility requirements for a tax rebate. The County Appraiser will then report the valuation to the County Clerk by June 1<sup>st</sup>. The tax records shall be revised accordingly.
8. Real estate tax payments must be made on time to be eligible for this plan.
9. Upon timely payment in full of all real estate tax and special assessments for the property, a rebate of the taxes related to the valuation improvement (less a 5% administrative fee) will be made to the property owner by Butler County Treasurer's Office within 45 days of due date of taxes.
10. No rebate will be provided for any property with open valuation and/or classification appeals until all disputes have been fully litigated. The time for NRP properties to appeal their value is in the spring with the informal process. Property owners will not receive his/her rebate for that taxing year if they appeal through a payment under protest when the taxes are due in December and in May. All matters regarding appeal for valuation shall be coordinated with the Butler County Appraiser's Office.



**2023 NEIGHBORHOOD REVITALIZATION PLAN  
INTERLOCAL AGREEMENT**

This Interlocal Agreement (hereinafter referred to as Agreement) entered into upon the approval by the Attorney General of the State of Kansas and filings with the Butler County Register of Deeds and the Secretary of State of the State of Kansas by and between the City of Augusta, a duly organized municipal corporation (hereinafter referred to as "City"), the County of Butler County, Kansas (hereinafter referred to as "County"), the Board of Education of USD No. 402 of Augusta, Butler County, Kansas (hereinafter referred to as "the District"), and Butler Community College (hereinafter referred to as "BCC").

**WHEREAS**, K.S.A. 12-2904 allows public agencies to enter into Interlocal Agreements to jointly perform certain functions including economic development; and

**WHEREAS**, the Agreement shall be submitted, pursuant to law, to the Attorney General of the State of Kansas for determination whether the agreement is in proper form and compatible with the laws of the State of Kansas; and

**WHEREAS**, all parties are, pursuant to K.S.A. 12-2903, public agencies capable of entering into Interlocal Agreements; and

**WHEREAS**, K.S.A. 12-17, 114 et seq. provides a program for neighborhood revitalization and further allows for the use of Interlocal Agreements between municipalities to further neighborhood revitalization; and

**WHEREAS**, it is the desire and intent of the parties hereto to provide the maximum economic development incentive as provided for in K.S.A. 12-17, 119 by acting jointly; and

**WHEREAS**, the financing and budget for the joint undertaking described in the Interlocal Agreement is provided through the city's general fund budget that includes a specific line item for the Neighborhood Revitalization Program as authorized in K.S.A. 12-17, 118.

**NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:**

1. The parties agree to adopt a new Neighborhood Revitalization Plan as attached hereto and incorporated by reference as if fully set forth herein. The parties further agree the Neighborhood Revitalization Plan as adopted will not be amended without approval of the parties except as may be necessary to comply with applicable state law or regulation.

2. The parties agree the Neighborhood Revitalization Plan shall be effective, pursuant to K.S.A. 12-2905, upon approval of the Plan's Interlocal Agreement by the Attorney General of the State of Kansas and filings with the Butler County Register of Deeds and the Secretary of State of the State of Kansas.
3. The parties further agree that the County and City shall administer the Neighborhood Revitalization Plan as adopted by each party on behalf of the signatory parties. The parties acknowledge and agree that 5% of the increment will be paid to the County to pay for administrative costs in implementing and administering the plan, all as described in the Neighborhood Revitalization Plan.
4. The Agreement shall expire on December 31, 2027. The parties agree to undertake a review of the Neighborhood Revitalization Plan prior to its expiration to determine any needed modifications to the Neighborhood Revitalization Plan and participation in a new Interlocal Agreement. The parties agree that any party may terminate this Agreement prior to the expiration of the Plan's effective period by providing thirty (30) days advanced notice provided, however, any applications for tax rebate submitted prior to the termination shall, if approved, be considered eligible for the duration of the rebate period.
5. The parties do not intend to acquire any real estate or personal property under this Agreement. Each party will keep its own property. Thus, no provisions have been made for its acquisition or disposal. The Agreement will be amended if these circumstances change.

**IN WITNESS WHEREOF**, the parties have hereto executed this Agreement as of the day and year first above written.

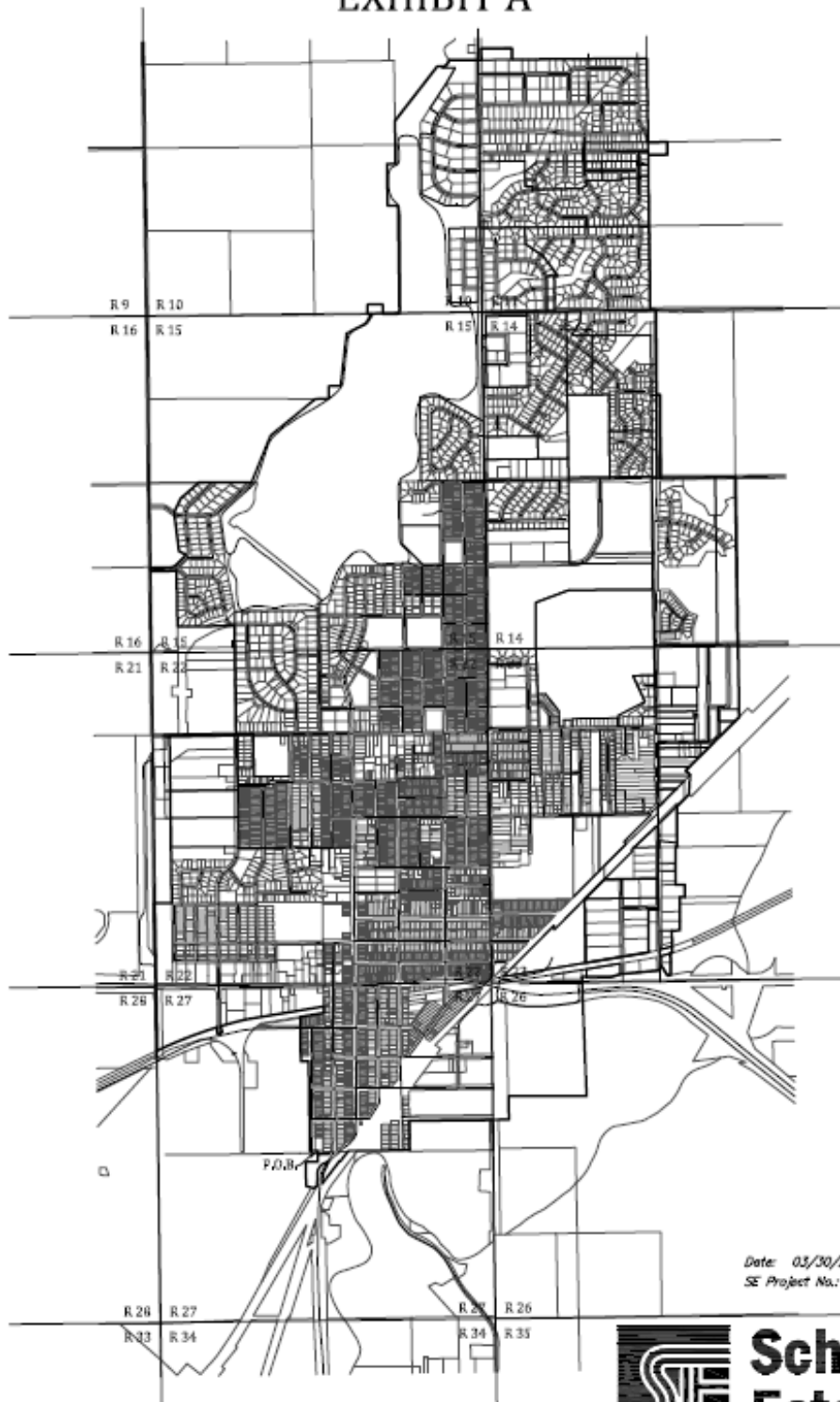
  
Mike L. Rawlings, Mayor  
City of Augusta, Kansas

ATTEST:

  
Erica L. Jones, City Clerk



# EXHIBIT A



Date: 03/30/2016  
SE Project No.: 160JW05





(Published on the City of Augusta website, [www.augustaks.org](http://www.augustaks.org)  
on the 7<sup>th</sup> day of September 2022)

THE CITY OF AUGUSTA, KANSAS

ORDINANCE No. 2196

AN ORDINANCE ADOPTING A NEIGHBORHOOD REVITALIZATION PLAN AND DESIGNATING A NEIGHBORHOOD REVITALIZATION AREA, HEREBY REPEALING THE PLAN THAT WAS ADOPTED BY ORDINANCE NO. 2157 OF THE CITY OF AUGUSTA, KANSAS.

**WHEREAS**, the City Council of the City of Augusta, Kansas, pursuant to the authority provided in K.S.A. 12-17, 114 et seq. wishes to adopt a plan to assist the revitalization of certain designated areas of the City of Augusta; and

**WHEREAS**, the City Council of the City of Augusta, Kansas, pursuant to public notice did hold a public hearing on September 6, 2022 to hear and consider public comment on the Neighborhood Revitalization Plan.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF AUGUSTA, KANSAS AS FOLLOWS:**

**SECTION ONE:** Neighborhood Revitalization Plan. The City Council does hereby adopt the Neighborhood Revitalization Plan, attached herein, and incorporated by reference as if fully set forth herein.

**SECTION TWO:** Designation of Neighborhood Revitalization Area. The City Council hereby designates the real property described in Part 1 of the Neighborhood Revitalization Plan as the Neighborhood Revitalization Area, finds that the following conditions exist within said area:

- 1) A predominance of buildings which, by reason of dilapidation or obsolescence, are detrimental to public health, safety and welfare;
- 2) A substantial number of deteriorating structures which impair the sound growth of the City, retards the provision of housing and constitutes an economic liability; and
- 3) A predominance of buildings which, by reason of age, history or architecture, are significant and should be restored to productive use, and finds that the rehabilitation, conservation and redevelopment of said area

is necessary to protect the health, safety and welfare of the residents of the City.

**SECTION THREE:** Repeal. All ordinances or parts of ordinances in conflict herewith are repealed. However, any section of an existing ordinance not in conflict herewith is not repealed and remains in full force and effect.

**SECTION FOUR:** Effective Date. This ordinance shall take effect on January 1, 2023.

**PASSED and APPROVED** by the Governing Body of the City of Augusta, Kansas on this 6<sup>th</sup> day of September 2022.

  
MIKE L. RAWLINGS, MAYOR

ATTEST:

  
ERICA L. JONES, CITY CLERK



THE CITY OF AUGUSTA, KANSAS

RESOLUTION NO. 2022-26

**A RESOLUTION AUTHORIZING AND DIRECTING THE  
MAYOR TO EXECUTE A NEW INTERLOCAL AGREEMENT  
WITH THE BOARD OF BUTLER COUNTY COMMISSIONERS,  
UNIFIED SCHOOL DISTRICT No. 402 AND THE BUTLER  
COMMUNITY COLLEGE.**

**WHEREAS**, The City of Augusta, Kansas, desires to enter into a new Interlocal Agreement with the Board of Butler County Commissioners, Unified School District No. 402, and Butler Community College; and

**WHEREAS**, The Board of Butler County Commissioners, Unified School District No. 402, and Butler Community College desire to enter into an Interlocal Agreement with the City of Augusta; and

**WHEREAS**, The purpose of the Interlocal Agreement is to promote the revitalization and development of certain areas within the City of Augusta by promoting the rehabilitation, conservation and redevelopment of areas in order to protect the public health, safety and welfare of the residents of the community. More specifically, certain incentives will be used for the acquisition and/or removal of abandoned structures, and a tax rebate incentive will be available for certain improvements with this area.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF AUGUSTA, KANSAS:**

**SECTION 1:** The Mayor is hereby authorized and directed to execute an Interlocal Agreement with the Board of Butler County Commissioners, Unified School District No. 402, and Butler Community College.

**SECTION 2:** This resolution shall be in full force and effect on January 1, 2023 – December 31, 2027.

Adopted by the City Council this 6<sup>th</sup> day of September 2022.

Approved by the Mayor this 6<sup>th</sup> day of September 2022.

  
MIKE L. RAWLINGS, MAYOR

ATTEST:

  
ERICA L. JONES, CITY CLERK



**TOPIC for ACTION**  
**Mission and Vision**

**REPORT:**

Beginning with discussion at Institutional Development Days in October 2021, a review and revision of Butler's current Mission and Vision statements was launched. Employee discussions were held in November and December 2021 and student forums were held in March 2022. An all employee survey was sent out in March 2022 with results received from 375 employees and compiled in April 2022. Discussions were also held with students in March 2022. There was consensus the current Mission and Vision statements, noted below, needed to be updated.

**Mission:**

Butler Community College exists to develop responsible, involved lifelong learners and to contribute to the vitality of the community it serves.

**Vision:**

Butler will be the Learning College of Choice for the Region, engaging students and other stakeholders in exceptional instructional programs and services that directly relate to their needs and prepare them for success.

A committee of employees from across the college was formed in fall 2022 to continue the work to review and revise the Mission and Vision statements. Committee members included representatives from El Dorado, Andover, and service area sites. Functional areas represented included Faculty, Academic Divisions, Operational Staff, Administrative Staff, Early College Academy, Veterans, Student Life, First Year Experiences, Residence Life, Administration, IS, Facilities, Student Services, and IR.

The committee met on multiple dates during the fall 2022 semester. Updates to the Mission and Vision statements were provided again to college employees through a survey in early December with nearly 180 responses. Using those survey responses, the Mission and Vision Committee met to discuss the results and develop the final updated Mission and Vision statements listed below:

**Mission:**

Butler Community College inspires and prepares students for lifetime success through inclusive, innovative, affordable, quality education while advancing community vitality.

**Vision:**

Butler Community College will be an innovator in shaping the future for students, faculty, staff, and the community in a caring environment through dynamic instruction, programs, and support services.

**RECOMMENDED ACTION:**

Recommend approval of the updated Mission and Vision statements.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Dr. Kim Krull, President  
Supervisor: Forrest Rhodes, Boar Chair  
Date: January 10, 2023

**TOPIC for ACTION**  
**Violation of Board Policy**

**REPORT:**

At the Regular Board Meeting on December 13, 2022, discussion was held on the written complaint of potential Violation of Board Policy from Trustee Smith related to comments provided by Chair Rhodes at the February 2022 Regular Board meeting on behalf of the Board as a whole.

Per Board policy if the complaint is related to the Board Chair, the Board Vice Chair is required to address the complaint. While Trustee Good was not in attendance at the December Board meeting, she indicated on 12/21/22 that as Vice-Chair of the Board of Trustees, she appointed Trustees Jolly, Braungardt and Scherrer to the committee to review the noted concern of violation of Board policy. The committee will have met prior to the January Regular Board meeting and will provide additional information for discussion and decision at the January Board Meeting.

**RECOMMENDED ACTION:**

The Board will act based on information presented and discussed.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Mary Martha Good, Board Vice Chair  
Supervisor:  
Date: January 10, 2023

**CONSENT AGENDA – APPROVAL OF MINUTES**



- Ready for Life -

**BUTLER COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR BOARD MEETING  
4:30 p.m., December 13, 2022 – Dankert Board Room**

Meeting Recording can be viewed at: <https://www.youtube.com/watch?v=ekmpq28eXcc>

**STAFF ATTENDANCE**

Lisa Bolin  
Tom Borrego  
Dr. Susan Bradley \*(z)  
Greg Cole  
Jonathan Craig  
Teresa Eastman  
Dr. Donnie Featherston  
Jennifer Hartman  
Glendell Henderson  
Billy Jackson  
Matt Jacobs  
Dr. Kim Krull  
Dr. Esam Mohammad

Dr. Tom Nevill  
Dr. Jessica Ohman  
Bill Rinkenbaugh  
Heather Rinkenbaugh  
Dr. Terry Sader  
Kelly Snedden  
Shelley Stultz  
Ireland Turner  
Kent Williams  
Dylan Wittorf  
Bill Young

**BOARD ATTENDANCE**

Kim Braungardt  
Linda Jolly  
Forrest Rhodes  
Dave Sherrer  
Shelby Smith  
Julie Winslow

**GUESTS**

Dr. Rob Lyerly  
Lillian Rippe  
Sherri Williamson

\*(z) denotes attendance via Zoom.

**CALL TO ORDER**

(YouTube @ 1:33)

Chari Rhodes called the meeting to order at 4:30pm in the Dankert Trustee Board Room. Trustees Good and Braungardt were absent.

**PLEDGE OF ALLEGIANCE**

(YouTube @ 1:42)

The Pledge of Allegiance was said.

**APPROVAL OF THE AGENDA**

(YouTube @ 2:05)

Trustee Smith moved to add the following amendments to the agenda:

- Violation of Board Policy to Action Items (IX – H): Trustee Winslow seconded. Trustee Rhodes indicated that Trustee Smith has filed the complaint against him, and that by-laws dictate that this item be administered by the Vice Chair, Trustee Good, who is absent due to family emergency. Trustee Rhodes indicated Trustee Good can appoint a committee to investigate the complaint between now and the January meeting, in the

same manner that the complaint against Trustee Winslow was handled. It can then be taken up for action at the January meeting. Trustee Smith withdrew this motion and it was not added to the agenda.

- Approval of Minutes from November 8 to Action Items (IX-H): Trustee Winslow seconded. On roll call vote, the amendment passed 5-0 with Trustee Good and Trustee Braungardt absent.
- Clinical Agreement with Rock Regional Hospital to Action Items (IX-I): Trustee Winslow seconded. On roll call vote, the motion passed 5-0 with Trustee Good and Trustee Braungardt absent.
- Add Construction Management update to Discussion Item (VIII-D): Trustee Winslow seconded. On roll call vote the motion passed 5-0 with Trustee Good and Trustee Braungardt absent.
- Add Trustee Mileage Discussion items (VIII – E): Trustee Winslow seconded. On roll call vote, the motion passed 5-0 with Trustee Good and Trustee Braungardt absent.

Trustee Braungardt arrived at approximately 4:39 pm

Trustee Winslow moved to add the approval of the Rose Hill Concurrent Enrollment Partnership to Board Action items (IX-J). Trustee Smith seconded the motion. The motion passed 6-0 with Trustee Good absent.

Trustee Winslow moved to approve the agenda as amended. Trustee Smith seconded. On roll call vote, the motion passed 6-0 with Trustee Good absent.

### **RECOGNITIONS** (YouTube @ 9:34)

Dr. Krull recognized the following individuals for their recent achievements:

- Greg Cole was awarded the Robert J. Dole Distinguished Service Award at the “Veterans Coming Home Salute 2022” for his commitment to community service and leadership. Dr. Krull shared a video that was played during the ceremony.
- Dr. Tom Nevill, VP of Academics, was awarded an Outstanding Leadership Award from Education 2.0 in recognition for his contributions to the field of education and learning.
- Four Butler students were recognized for their placements in the mini-case competition at the Future Business Leaders of America Career Connections Conference in Omaha:
  - Chloe He’s team – 1<sup>st</sup> in Finance
  - Victoria Wurm’s team – 3<sup>rd</sup> in Accounting
  - Savannah Harrod’s team – 4<sup>th</sup> in Accounting
  - Kaelib Harp’s team – 5<sup>th</sup> in Hospitality Management
- Dr. Krull recognized Teresa Eastman for her work in planning and hosting the Disability Mentoring Day on November 17 for 47 Butler County High School Students. A number of Butler staff provided support for the event, including Bill Rinkenbaugh, Mark Jaye, Todd Williams, Matt Galbraith, Aletra Chaney-Profit, Katie Kern, Billy Jackson and Niomi Thompson.
- Jon Cressler, Chief Business Development Officer – BETA, was recognized for his work to establish Butler as a recognized Intermediary Sponsor by the Kansas State Office of Apprenticeships.
- The Accounts Receivable team, with volunteers from Financial Aid, Admissions, Enrollment Management and Tutoring covered every bell ringing location in Butler

County from 8-10am on December 2. There were ringers at Andover, Augusta and El Dorado, Dillon's and Walmart stores.

- Dr. Krull also recognized Trustee Good's December birthday.

## **PUBLIC COMMENT**

(YouTube @ 21:56)

Trustee Julie Winslow read a constituent letter from Debbie Ewert and offered remarks and asked questions regarding course material being taught in Concurrent Enrollment Courses being taught at Rose Hill High School.

Dr. Rob Lyerly, pastor of Wichita Metro East Baptist Church, addressed the Board regarding the complaint brought forward regarding course material in Concurrent Enrollment Courses being taught at Rose Hill High School.

Sheri Williamson of Rose Hill once again addressed the board regarding the complaint she brought forth regarding course material being taught in her child's class at Rose Hill High School.

## **STANDING REPORTS**

### **Student Government Association**

(YouTube @ 38:51)

SGA President Lillian Rippe provided an update on events hosted by SGA to wrap up the semester; including Apple Pie & Cider Day, Senior Day tables, and the SGA Holiday Party.

### **Operational Staff**

(YouTube @ 40:25)

Lisa Bolin reported that the OpStaff Holiday Fundraiser raised nearly \$400 and items purchased will be distributed this week. OpStaff will also be hosting the 54<sup>th</sup> Annual Association of Kansas Community College Occupational Professionals Conference this March 29-30.

### **Professional Employees**

(YouTube @ 41:27)

Dr. Terry Sader wished the Board a Happy Holiday season on behalf of the Professional Employees.

### **Board Finance Committee**

(YouTube @ 41:50)

There was no Board Finance Committee Meeting this month.

### **Foundation Board Report**

(YouTube @ 41:57)

Trustee Rhodes reported that the Fair Market Value of the Endowment is \$13.72 million, showing a bit of a decrease, but there was no action taken to change the investment strategy at this time. The auditors presented their audit report, no issues were found and that report was approved. A scholarship committee was approved to work with the Scholarship Director to distribute the scholarships. More than \$800,000 have been distributed to more than 700 students. On the culinary project fundraising, the 60/40 tax credits are nearly all used. The 70/30 community tax credits have been completely exhausted, and the SPARK Funding application has been submitted. The Foundation is preparing for the Butler Benefit Auction, Purple Reign will be next March, and is soliciting donations for auction items. New Foundation



Board member, Kevin Arnell has been elected and joined the board last month. He's a partner with Foulston Siefken and is an Augusta resident.

### KACCT Quarterly Report

(YouTube @ 43:54)

Dr. Krull shared that KACCT met in Coffeyville on December 2<sup>nd</sup> and 3<sup>rd</sup> with 18 of the 19 colleges represented. Trustee Good attended as well. The Trustees were joined by Congressman Roger Marshall to discuss federal policy issues. He expressed that as a proud community college alumni and track athlete at Butler, he is proud of Kansas Community Colleges and the vital role they play in the Kansas Economy.

Heather Morgan presented the 2022 Kansas Chamber workforce survey results and the results of a workforce study from the Kansas Department of Agriculture. Both suggest that community colleges need to continue to market how we can help businesses meet their needs.

Regent Carl Ice joined and provided an overview of the Board of Regents strategic plan.

KACCT Officer elections were held, and the group voted on who to recommend as the Community College representative to the TEA.

Heather Morgan also presented on new high school graduation requirements, an example economic outlook report done by the Kansas Independent Colleges, Lumia data, the interim workgroup related to the cost model, and upcoming legislative issues including changes related to healthcare licensing/education, payments for training healthcare employees, and a bill which the Board of Regents is considering related to voluntary affiliations of higher educational institutions. Both the Presidents and Trustees voted to unanimously oppose this bill. The group also voted to approve the KACCT 2023 legislative platform.

### President's Report

(YouTube @ 52:04)

Dr. Krull shared the Legislative Lunch was held November 29 in the Clifford Stone Room. Representative Will Carpenter attended and Senator Fagg and Representatives Newland and Owens sent their regrets. Butler didn't hear from the other Legislators. Trustee Winslow also attended, along with Butler Deans, Associate Deans and Executive Council members. Heather Morgan gave an update on legislative agenda, budget and funding. There was an opportunity to ask Representative Carpenter questions, as well.

The Foundation Christmas gathering on December 5 was attended by more than 50 people, including a few of the Trustees.

Nurse's Pinning is this Thursday, December 15 at 7pm in the Gym. Trustee Rhodes will give the welcome and there will be reserved seating for the Trustees.

Finals are this week, and faculty are to have grades posted on Monday. The Holiday break begins on the 23<sup>rd</sup>. The finals breakfast was last evening, and 190 students were served by faculty and staff. The library was also open until 2:00am, and was utilized by approximately 30 students stay until closing.

The Higher Learning Commission visit is in April. Work on the Assurance Argument is ongoing, and the final schedule for the visit will likely not be set until the week before they arrive on campus. Dr. Krull asked the Trustees to block April 17 on their calendars for a visit with the site team.

## Educational Facilities Authority Report

(YouTube @ 56:50)

Dave reported that there will be a meeting tomorrow morning that he plans to attend.

## MONITORING REPORTS

(YouTube @ 57:11)

There was no monitoring report this month.

## BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

- A. Curriculum and Textbooks (YouTube @ 57:15) - Dr. Krull shared a team from Butler attended the Rose Hill BOE meeting to share more about the process that is used for textbook and curriculum discussion. The request came at the request of their superintendent as a result of the complaint shared by Ms. Williamson. Dr. Krull shared some history about the agreement with Rose Hill and provided context on the discussion. Dean Heather Rinkenbaugh first explained the options for High School students to take classes from Butler, and that Butler is bound by the policies of the Kansas Board of Regents and the Higher Learning Commission in terms of the rigor of the course and course content with the expectation the material must be the same course material no matter where the student takes the course. She provided information about how Concurrent Enrollment Partnerships work, how they are structured and how staff are selected. She also shared that all of the courses are optional, and the student also has an option to withdraw from the course once enrolled. Dr. Tom Nevill shared information about the HLC accreditation criteria and how the textbook and curriculum adoption processes are aligned. Associate Dean Jon Craig discussed the 16 learning outcomes for general psychology courses. He indicated that students would be expected to identify concepts related to these topics, not share specific beliefs. He shared a statement from the syllabus relating to controversial topics in the class. Dean Dr. Susan Bradley discussed the course outline for English Composition I, which is designed to teach effective communication through a variety of communication activities. Dr. Bradley provided a summary of the excerpt in question “If You Knew Then, What I Know Now” by Ryan VanMeter. The selection of this piece was made to teach the definition of empathy. Dean Rinkenbaugh addressed some changes that have been made in how information is presented to parents in concurrent enrollment partnerships in light of this complaint. She also shared that we do not want to end the partnership with Rose Hill, and that they have the right to choose what courses are taught in their building. Trustee Winslow began by asking clarifying questions regarding the agreement with Rose Hill in the Board Book. Dean Rinkenbaugh clarified that what is in Butler’s Board Book is an appendix to an existing agreement. Discussion proceeded on what information is specifically provided in the course outlines, whether alternative assignments are offered for controversial topics, other ideologies that can be taught, where course outcomes are identified and listed, importance of exposure to different viewpoints as it relates to the workplace, and if complaints were received from other students in the identified classes. There was discussion about the scope of the Board’s responsibility.
- B. Mission & Vision Update (YouTube @ 2:26:04) - Dr. Krull indicated this will be moved to next month. A survey was sent to employees, and the Mission & Vision Committee will meet to review those results next week.
- C. 20<sup>th</sup> Day Enrollment Information (YouTube @ 2:26:38) – There was discussion about the timing of this information being presented. Dr. Esam Mohammad gave the Board an overview of 20<sup>th</sup> Day Enrollment Numbers by course. He explained themes that are contributing to the losses with some being due to programs no longer being offered or course designations being changed. The adoption of guided pathways and transfer

agreements also contributed to enrollment losses because work is being done to save students time to completion. Dr. Mohammad presented several possible solutions that the administration is pursuing to increase credit hour enrollment. Discussion around growth opportunities and areas where enrollment is up took place. Trustee Braungardt asked about spending trends as it relates to enrollment. Dr. Krull also shared that there have been changes to degree hour requirements from KBOR that have impacted numbers. Trustee Braungardt indicated that we should focus on what our competitive advantage is. As requested by Trustee Smith, 20<sup>th</sup> Day Enrollment Numbers are included at the end of the Board Minutes.

- D. Construction Management Update (YouTube @ 3:13:08) – Trustee Smith asked how the resigning instructor was being replaced. Dr. Nevill indicated the position was posted November 6, and had not been filled to this point.
- E. Trustee Mileage (YouTube @ 3:14:12) – Dr. Krull stated the Board Bylaws state Trustees can be reimbursed. Dr. Krull and Kent Williams will provide the form to be used by Trustees to request mileage reimbursement. Trustee Jolly asked if they can opt out of receiving mileage. Trustee Smith stated the bylaw needs to be changed if Trustees can opt out of receiving reimbursement based on the current verbiage.

### **BOARD ACTION ITEMS**

- A. Policy Changes (YouTube @ 3:17:46) – Trustee Smith moved to approve policy changes as presented. Trustee Sherrer seconded the motion. There was no further discussion. On roll call vote, the motion passed 6-0, with Trustee Good absent.
- B. Board By-Law Change (YouTube @ 3:18:16) – Trustee Smith moved to approve the change as written. Trustee Braungardt seconded. There was no further discussion. On roll call vote, the motion passed 6-0, with Trustee Good absent.
- C. Fall Budget Update (YouTube @ 3:19:04) – Trustee Smith asked a question about an increase in the advertising budget. Kent Williams and Dr. Krull indicated that the additional funding was split up among different things, all under the threshold required for Board approval. Trustee Sherrer moved to approve the modified operating budget as presented. Trustee Jolly seconded. On roll call vote, the motion passed 4-2, with Trustee Smith and Trustee Winslow voting nay, and Trustee Good absent.
- D. Retirements (YouTube @ 3:23:15)
  - a. Pat Cummings: Shelley Stultz shared Pat's work history and thanked her for her impact on students throughout her time at Butler.
  - b. Teri VanDever: Bill Young shared that Teri worked in IT for nearly 25 years of her almost 37 years at Butler. She has been a huge resource and will be greatly missed. She has helped numerous departments utilize Banner, along with being an adjunct instructor.
  - c. Dr. Susan Bradley: Dr. Nevill shared that Dr. Bradley will leave after nearly three decades of service. She led the development of academic integrity policy among other achievements during her time at Butler.

Trustee Winslow moved to accept the retirements of Pat Cummings, Teri VanDever and Dr. Susan Bradley. Trustee Sherrer seconded the motion. On roll call vote, the motion passed 6-0, with Trustee Good absent.

At this time, the Board took a short break.

- E. Violation of Board Policy (YouTube @ 3:36:02) – Trustee Rhodes appointed a committee to look into the alleged violation against Trustee Winslow at the November meeting per Board Bylaws. Trustee Good provided Trustee Rhodes a summary of that committee's findings prior to the meeting, when she learned she would be unable to

attend. The communication indicated that the committee comprised of Trustee Braungardt, Trustee Good and Trustee Sherrer met twice (11/21/22 and 11/25/22) and unanimously found that Trustee Winslow violated Bylaw 10-10, Article 5.03. The committee did not have a plan for possible course of action. Trustee Braungardt questioned the validity of the policy, though it was black and white that it was violated. She didn't feel any significant repercussion was applicable. Trustee Winslow reiterated that no matter the bylaw, she will not violate someone's confidence. She expressed that she feels these bylaws are against her First Amendment rights and reiterated that she did not vote for these bylaws. Trustee Rhodes read an email from Trustee Winslow, indicating that Trustee Winslow knew about the complaint, but didn't imply confidence. Trustee Smith indicated that the policy states Trustees *should* report complaints to the President. He stressed that he will not abide to this bylaw either, as you cannot mandate his speech. Dr. Krull stated that the Higher Learning Commission requires the College to keep a log of student complaints, how they're resolved, how long it takes to resolve them, etc. So, any time there is a complaint, it's important that Administration knows, in order to begin working to a resolution. There was discussion around how to define complaints that should be brought forward and the timeline of the complaint in question. The question presented is "Does the Board believe that there was a violation of Board policy?" The roll call was as follows: Trustee Braungardt (no), Trustee Jolly (yes), Trustee Rhodes (yes), Trustee Sherrer (yes), Trustee Smith (no). Trustee Smith indicated that Robert's Rules of Order were violated, due to the fact that there was a motion and second on the floor. Trustee Rhodes asked for the motion to be restated. Trustee Braungardt moved to find Trustee Winslow did not violate Board policy based on the word *should*." Trustee Smith seconded. On roll call vote, the motion failed 2-3, with Trustee Jolly, Trustee Rhodes and Trustee Sherrer voting no. The reverse also failed, the motion dies and the issue is resolved.

- F. Approval of Minutes from November 8, 2022 Regular Meeting (YouTube @ 4:12:00) – Trustee Smith moved for the word "concern" be changed to "complaint" in reference to Sheri Williamson's public comments and with that change to approve the minutes. Trustee Sherrer seconded. On roll call vote, the motion passed 6-0, with Trustee Good absent.
- G. Clinical Agreement with Rock Regional Hospital (YouTube @ 4:15:38) – Trustee Smith asked if this agreement was similar to the Cowley agreement. Dr. Krull indicated that this is simply a clinical agreement, not a new facility. Trustee Smith moved to approve the clinical agreement. Trustee Winslow seconded. On roll call vote, the motion passed 6-0, with Trustee Good absent.
- H. Rose Hill High School Concurrent Enrollment Partnership Agreement (YouTube @ 4:16:32) – Trustee Winslow expressed that the questions were addressed. Trustee Winslow moved to approve the agreement. Trustee Smith seconded. On roll call vote, the motion passed 6-0, with Trustee Good absent.

### **CONSENT AGENDA**

(YouTube @ 4:17:15)

Trustee Smith moved to approve the consent agenda. Trustee Sherrer seconded the motion. On roll call vote, the motion passed 6-0, with Trustee Good absent.

### **SUPPLEMENTAL INFORMATION**

Key Performance Indicators Update – (YouTube @ 4:17:50)

Dr. Esam Mohammad shared an update on transfer credit hours. He emphasized that the 50.2 hours equates to a saving of \$4million for our students. For Butler County residents, that equates to \$800,000.

Statement of Revenue & Expenditures –  
No discussion.

Thank You Notes  
None.

Board Calendars - (YouTube @ 4:18:59)

Dr. Krull reminded the Trustees of the Nurse's Pinning on December 15 at 7pm. She also shared that on January 18, the Community Colleges will participate in donuts with the Legislators from 7:30-9am in the basement of the statehouse. Trustees are welcome to join the Presidents.

### **EXECUTIVE SESSION**

(YouTube @ 4:20:00)

Trustee Winslow moved the Board recess into executive session pursuant to the open meetings exceptions for matters of non-elected personnel which if discussed in open meeting might violate their right to privacy, and that members of the Board, President Kim Krull, Dr. Tom Nevill, Dr. Susan Bradley and Jon Craig be included. The open meeting will resume in the Dankert Trustee Board Room within 60 minutes. Trustee Smith seconded the motion. On roll call vote the motion passed 6-0 with Trustee Good absent.

**ENTER EXEC SESSION: 8:53pm**  
**RETURN TO OPEN SESSION: 9:53pm**

### **ADJOURNMENT**

(YouTube @ 5:23:56)

Trustee Smith moved to adjourn the meeting. Trustee Winslow seconded. On roll call vote, the motion to adjourn passed 6-0, with Trustee Good absent.

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Linda Jolly – Secretary

Course Enrollment by Credit Hours Fall Census Day Summary					
Course	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
AB 104 Paint & Refinish	33	18			
AB 105 Paint & Refinish	33	18			
AB 137 Non-Structural	44	24			
AB 138 Non-Structural	44	24			
AB 139 Structural A & B	22	12			
AB 204 Paint & Refinish	33	18			
AB 205 Paint & Refinish	44	24			
AG 102 Prin of Animal Science	189	168	183	195	165
AG 107 Microcomputer in Ag				27	18
AG 108 Feed Lvstk Proc	6		24	18	15
AG 111 Ag in Society	102	70	74	76	68
AG 120 Agricultural Economics	54	84	63	138	102
AG 133 Lvstk Selectio	51	48	54	45	39
AG 136 Lvstk Judging	32	32	32	26	26
AG 213 Intro to Food Science		12		15	21
AG 215 Farm Mgmt and Finance					21
AG 217 Marketing Ag Prod			21	18	
AG 230 Range Manag	18		30	30	15
AG 236 Lvstk Judging	26	26	26	32	28
AG 275 Lvstk Concept	9				
AH 110 Emergency M	364				
AH 111 Therapeutic N	1053	798	849	705	717
AH 117 Home Health	4	20			
AH 120 Certified Med	75	45	50	45	
AH 122 Nurse Aide	700	645	455	385	395
AH 123 Medication Adm	2				
AH 130 Basic Life Supp	16.5	17	10	0.5	4
AH 150 CNA Refresh	4	8	3	3	
AH 201 Health Pro M	489	651	675	534	564
AH 202 Health Pro M	23	13	12	15	12
AH 212 EMT: Skills	208				
AH 225 Oper Training	18				
AH 250 AEMT (Adv En	80				
AH 251 AEMT Skills	30				
AR 100 Art Appreciati	1947	1641	1743	1596	1575
AR 112 Ceramics Studio				16	22
AR 121 Two-Dimensio	75	66	54	36	9
AR 122 Fund of 3D De	12	21			
AR 122 Three-Dimensional Design				30	15
AR 141 Drawing & Co	96	96			
AR 141 Drawing 1			78	69	84
AR 161 Ceramics 1	63	66	51	57	48
AR 241 Life Drawing	18	9	12	9	21
AR 251 Painting 1	15	15	18	18	21
AR 252 Painting 2	15	3	9	15	6

AR 253 Special Topics-Ceramics Studio			14		
AR 270 Art Projects 1	15	18	6	6	6
AR 271 Art Projects 2	3	3			3
AT 115 Electrical 1	36	18	51	42	36
AT 116 Electrical 2	24	12	32	28	22
AT 117 Brakes 1	36	18	45	39	33
AT 118 Brakes 2	24	12	30	24	22
AT 119 Engine Repair	60	30	80	60	55
AT 120 Engine Perform	36	18	45	36	33
BA 103 Princ of Adver	36	42	30	45	51
BA 104 Comp Concepts and Appl			1422	1344	1149
BA 104 Info Processin	1401	1458			
BA 109 Entrepreneurs	153	126	123	171	135
BA 110 Intro to Busine	453	543	618	744	711
BA 112 Personal Finan	231	366	318	333	267
BA 115 Business Law	99	54	93	69	60
BA 126 Accounting 1	903				
BA 127 Accounting 2	384	333			
BA 130 Financial Accounting		676	840	904	748
BA 140 Intro to Marke	291	321	369	354	402
BA 178 Payroll Accoun	30	21	27	21	18
BA 184 Human Resou	66	45	36	48	36
BA 204 Managerial Ac	231	234	255	267	255
BA 210 Principles of N	228	153	195	195	204
BA 211 Computerized	12	24	12		
BA 215 Personal Sellin	21				
BA 219 Internet Mark	24	30		27	
BA 220 Business Ethic	354	378	336	249	99
BA 231 Intro to Sport	39				
BE 100 Keyboarding	12	11	10	7	7
BE 101 Beginning Doc	12	9	6	9	6
BE 102 Intermediate I	15	18	24	39	27
BE 103 Keyboard Skill	27	27			
BE 108 Records Mgt	24	63			
BE 109 Human Relatic	51	48	33	42	36
BE 112 Digital Office Technology			12	30	39
BE 115 Microsoft Out	12	15	8	14	11
BE 116 Microsoft Out	8	11	7	12	8
BE 120 Business Engli	63	75	66	57	24
BE 121 Business Math	60	27	48	51	30
BE 122 Intro to Health	81	75	99	69	54
BE 126 Comp Medica	36	21			
BE 126 Medical Office Management			78	66	84
BE 127 Advanced Me	24	18	18	39	63
BE 128 Certification T	8	6	6		
BE 128 Coding Cert Test Preparation				12	21
BE 130 Business Com	63	39	57	42	24

BE 160 Computer Cor	42				
BE 165 Intro to Word			15	39	10
BE 165 Intro to Word	8	8			
BE 170 Intro to Excel			13	42	9
BE 170 Intro to Sprea	10	9			
BE 175 Presentation Graphics			27	48	24
BE 176 Intro to Intern	7	11	4		2
BE 180 Intro to Access			12	36	9
BE 180 Intro to Datab	9	11			
BE 196 MOS Test Prep/Certification				8	3
BE 202 Business Procc	12	9			
BI 050 Chemistry Review		4			
BI 110 General Biolog	1390	1350	1120	1375	1310
BI 215 Majors Biology	215	240	515	630	635
BI 220 Majors Biology	35	45	45	50	80
BI 226 Anatomy and P	856	736	636	624	628
BI 227 Anatomy and P	224	236	272	272	232
BI 231 Pathophysiology	672	668	540	628	580
BI 240 Anatomy and P	815	835	735	645	605
BI 245 Cadaver Dissec	20	18	16	16	20
BI 250 Microbiology	1030	905	925	715	610
BS 103 Human Sexual	168	111	54	36	66
BS 105 Sociology	1944	1842	1593	1431	1503
BS 106 Intro to Cultur	183	168	180	177	162
BS 107 Women and G	186	231	222	156	147
BS 110 Contemporary	27	21	27		
BS 115 Substance Abu	180	165	117	99	84
BS 160 General Psych	3882	3558	3648	3330	3105
BS 210 Marriage and	249	204	138	126	129
BS 212 Abnormal Psyc	102	105	90	63	42
BS 222 Diversity & Ine	30				
BS 260 Developmenta	978	897	846	786	768
BS 270 Child Psycholo	267	147	114	93	132
BY 226 Laboratory Saf	4				
BY 251 Biotechnology	8				
CA 109 Culinary Nutri	42	84	46	56	52
CA 120 Professional C	165	126	120	93	78
CA 130 Professional B	72	45	36		
CA 130 Professional Pastry Skills				48	36
CA 151 Kitchen Essen	66	87	87	72	60
CA 152 Menu Develo	42	42	15	12	
CA 153 Essentials of P	48	36	45	18	45
CA 220 Professional Culinary Skill 2					15
CA 232 Cuisines of As	63	66	45	18	48
CA 235 Cuisines of An	60	66	42	33	42
CD 115 Creative Expe	24	33	30	21	33
CD 122 Prin. of Early C	123	111	54	108	84



CD 123 Prin. of Early Childhd. Ed.		48	33	27	39
CD 124 Infant and Toddler	60	69	36	63	48
CD 125 Child Nutrition	39	60	39	21	
CD 135 Special Needs	27	21	36	39	42
CD 213 Family Child Care Practicum 1					3
CD 213 Licensed Home Daycare Prac 1				6	
CD 214 Licensed Home Daycare	3	3		3	
CD 220 Early Childhd Pr	18	33	33		30
CD 221 Early Childhd Pr	1	10	11	3	1
CD 222 Child Care Adm	27	48	45		54
CD 223 Child Care Pra	12	27	12	9	12
CD 224 Child Care Pra	9	3	15	9	6
CD 225 Intactn. Tech.	24				
CD 226 Bldg Relationships w/Fam		51		30	
CD 295 Leadership in	21	21	18	24	21
CE 195 Keys to Success	24				
CE 196 Career Development		18			
CE 197 Bus Comm for	30				
CE 297 Busi Ethics for Working Adults			6		
CH 106 Intro Chem: G	1425	1005	1120		
CH 106 Intro to General Chemistry				915	980
CH 110 College Chem	1090	1010	1015	1015	750
CH 115 College Chem	185	275	180	125	225
CH 240 Organic Chem	125	125	205	145	225
CH 275 Biochemistry	28				
CJ 102 Intro to Crimin	312	210	216	177	144
CJ 103 Agency Admin	57	87	48	27	39
CJ 112 Fund Emerg Mgmt Disaste		21			
CJ 116 Juvenile Deliq	33	72	39	48	36
CJ 117 Criminal Behav	27				
CJ 125 Intro to Home	45	24			
CJ 201 Weapons of M	30	24			
CJ 203 Intro Compute	24	21			
CJ 204 Criminal Law	42		63		60
CJ 211 Criminal Invest	21		24	63	63
CJ 212 Criminology	60	81	72	81	72
CJ 213 Criminal Eviden	15				
CJ 215 Criminal Proce	36	54	45	51	54
CN 101 OSHA 10hr-Construction Ind				17	35
CN 102 Craft Fundamentals				42	92
CN 103 Introduction to Craft Skills				51	141
CN 104 Introduction to Carpentry				51	
CN 105 Floor and Stairs				51	39
CN 140 Architectural Blueprint Read'g					42
CN 203 Introduction to Masonry					45
DA 100 Intro to Data Analytics			36	12	30
DA 120 Data Mining			21	9	18

DA 140 Data Visualization			12	3	21
DA 160 Tableau			9	3	24
DN 130 Modern Dance	18	18	18	8	6
DN 131 Modern Dance 2		6	2		
DN 133 Beginning Jazz	27	13	19	14	13
DN 134 Jazz Dance 2	5	8	3	4	1
DN 135 Ballet 1	22	16	12	18	6
DN 136 Ballet 2	2	4	2	2	
DN 137 Beginning Tap	15	13	8	7	9
DN 138 Tap Dance 2	7			2	1
DN 140 Choreography	25	25	24	17	24
DN 141 Choreography	3	1	2	3	3
DN 230 Modern Dance	4			2	4
DN 233 Jazz Dance 3	9	4	4	5	8
DN 234 Jazz Dance 4	1	2		2	2
DN 235 Ballet 3		8	2	4	4
DN 236 Ballet 4	2				
DN 237 Tap Dance 3	4	6	4	6	6
DN 238 Tap Dance 4	2				1
DN 240 Choreography	30	15	19	15	8
DN 241 Choreography 4			1	6	8
DT 100 Diesel Engines				5	55
DT 115 Electrical 1					33
DT 116 Electrical 2					22
DT 117 Brakes 1					30
DT 120 Engine Performance 1					33
DT 202 Air and Engine Brakes				2	22
EC 200 Prin of MicroE	522	498	513	402	468
EC 201 Prin of MacroE	636	552	528	483	483
EC 250 Engineering Ec	201	174	117	117	120
ED 206 Intro to Teach	525	510	525	378	504
ED 207 Field Exp in Teach Prof			4		
ED 220 Intro. to Speci	204	231	252	180	174
ED 222 Technology in	183	219	231	207	141
ED 252 Socratic Colla	15				
ED 290 Integrated Learn'g throug		36	81	87	57
EG 010 ESL Pronunciation of Eng		33	9	9	12
EG 013 ESL Pronunciation of Eng		33	33	24	24
EG 053 ESL Sentence	21	27	6	12	12
EG 060 Fund of Englis	630	912	612	615	603
EG 063 ESL Fundamer	63	66	66	30	24
EG 101 English Comp	6156	5919	5016	4845	4680
EG 102 English Comp	2070	1890	1641	1803	1410
EG 104 Creative Writi	60	54	30	27	15
EG 112 Technical Writ	54	51	60	72	78
EN 101 Engineering G	114	123	114	96	108
EN 102 Engineering G	57	30	27	45	18

EN 103 Building Desig	6		6	48	45
EN 107 Auto CAD Bas	36				
EN 110 Building Desig	3		3		
EN 111 Fund of Powe	27	48		12	24
EN 115 Engineering C	110	120	180	166	140
EN 201 Materials and	45	66	54	36	30
EN 206 Engineering G	6				
EN 212 Electrical Circ	21	12	15	18	
EN 217 Struct., Civil &	9				
EN 230 Part Design		24	36	9	
EN 260 Statics	120	72	54	48	39
EV 150 Environmenta	234	201	120	57	93
FL 107 Beg Spanish 1	410	615	575	510	525
FL 108 Beg Spanish 2	265	240	290	325	440
FL 109 Beginning Ger	20				
FL 111 Beginning Russ	35	45	35	30	25
FL 118 Beginning Fren	40	25	25	45	45
FL 127 Beginning Japa	85	60	70	40	90
FL 130 Spanish for Culinary Arts				21	33
FL 130 Surv Spanish R	39		12		
FL 201 Intermediate S	60	65	45	120	110
FL 205 ConvrS Spanish 1		15			
FL 213 Intermediate Russian			30	15	
FS 100 Firefighter 1	121.5	76.5	126	108	126
FS 110 Fire Emerg Svc	30	18			
FS 125 Fire Inspector	72	21	39	36	36
FS 130 Bldg Const Fire	18	33	33	33	33
FS 135 Fire Preventio	15	15	15	18	18
FS 140 Fundamentals of Tech Res		21			
FS 145 Fire Protection	42				
FS 146 Confined Space Rescue 1			2		
FS 147 Confined Space Rescue 2			2		
FS 149 Surface Water Rescue		6	9	7	7
FS 150 Vehicle & Machinery Rescue 1			7	6	9
FS 151 Ice Water Rescue Technic		8			
FS 152 Swift Water Rescue Tech 1		18	18		
FS 180 Fire Investigati	21				
FS 200 Firefighter 2		27	21	39	57
FS 205 Firefighting Tai	30	15			
FS 207 Haz Mat for Fi	87	51	84	75	84
FS 212 Emerg Medical Tech (EMT		432	276	528	552
FS 250 Fire Command	27				
FS 255 Adv Emerg Med Tech (AEM		60	50	70	40
FW 102 Muscle Pump	203	14			164
FW 103 Fitness Circuit	17	156	156	185	
FW 105 Yoga 1	76	29	27	2	
FW 110 Rock Climbing	27	9			

FW 112 Bowling 1	33	30	14		
FW 113 Archery			1		
FW 119 T'ai Chi		6			
FW 124 Basketball 1	8				
FW 130 Varsity Footb	138	104	70	79	53
FW 131 Varsity Footb	2				
FW 132 Varsity Baske	34	26	11	10	10
FW 134 Varsity Baske	10	16	8	8	7
FW 136 Varsity Baseb	44	44	15	14	22
FW 138 Varsity Softba	20	26	9	14	8
FW 140 Varsity Socce	24	34	11	17	14
FW 141 Varsity Socce	2				
FW 142 Varsity Volley	18	22	8	11	7
FW 144 Varsity Track	42	56	19	21	27
FW 145 Varsity Track	2				
FW 146 Varsity Cross	14	16	3	7	11
FW 151 Spirit Squad 1	20	24	8	10	8
FW 152 Spirit Squad 2	2				
FW 183 Field Exp Athl	11				
FW 190 Fitness For Lif	720				
FW 202 Muscle Pump	63				
FW 203 Fitness Circui	12	4			
FW 205 Yoga 2	6	2	2		
FW 210 Rock Climbing	3				
FW 212 Bowling 2			1		
FW 220 Healthy Living	267				
FW 221 First Aid/CPR	182				
FW 230 Varsity Footb	52	84	17	35	35
FW 231 Varsity Footb	2				
FW 232 Varsity Basketball 3, Mer		10	2	5	4
FW 234 Varsity Baske	12	4	4	5	2
FW 236 Varsity Baseb	22	26	17	10	12
FW 238 Varsity Softba	18	14	11	11	9
FW 240 Varsity Socce	18	18	10	7	12
FW 242 Varsity Volley	8	10	7	4	8
FW 244 Varsity Track	24	30	17	17	10
FW 246 Varsity Cross	2				
FW 251 Spirit Squad 3	16	10	6	4	3
FW 261 Theory Coach	8				
FW 275 Intro to Exerc	141				
FW 278 Sport Nutritic	33				
FW 279 Sport Psychol	57				
FW 280 Prev Care of A	30				
FW 283 Field Exp Athl	5				
HM 101 Sanitation M	42	48	39	38	35
HM 115 Hospitality Human Resources					15
HM 116 Event Plannir	12				

HM 180 Intro Hosp&T	66	51	42	36	39
HM 190 Food and Bev	27	63	45	39	54
HM 195 Beverage Control			3	6	
HM 202 Quality Mana	30	15	21		
HM 202 Quality Mgmt/Cust Ser				9	
HM 215 Introduction	15	21	6	6	
HM 228 Facilities and Design Mgr		18	12		
HM 255 Hospitality La	24	6	6		
HM 256 Hotel/Motel	21	6	6		
HM 258 Hospitality M	24	21		3	
HM 260 Hospitality Financial Mgmt			12	6	
HP 105 Yoga					8
HP 183 Field Exp Athletic Training		22	20	8	
HP 190 Fitness for Life		572	326	296	176
HP 220 Healthy Living		366	354	240	162
HP 221 First Aid/CPR/AED		16			
HP 231 Intro to Sport Managemen		51	66	129	84
HP 275 Intro to Exercise Science		201	249	240	243
HP 278 Sport Nutrition		84	129	147	129
HP 280 Prev Care of Athletic Injur		63	72	51	
HP 283 Field Exp Athletic Training		2	6	3	
HS 121 Hist Western C	90	63	39	30	24
HS 122 Hist Western C	15				
HS 131 U.S. History 1	1077	1038	1194	1104	1104
HS 132 U.S. History 2	681	618	612	387	414
HS 201 Hist World Civ	96	81	60	51	48
HS 202 Hist World Civ	21	12			
HU 100 HU Ancient-M	159	84	48	27	21
HU 101 HU Renaissan	66	33	45	36	33
ID 101 Photoshop Fundamentals			135	150	186
ID 102 Animate Fundamentals			48	30	42
ID 103 Illustrator Fundamentals			39	27	45
ID 104 InDesign Fundamentals			69	21	27
ID 107 3D Virtual Environments			48	21	
ID 108 Game Graphics			6		
ID 109 Stop Motion Animation 1			99	96	96
ID 110 Game Storyline/Character Devel			102	150	126
ID 111 Interactive Digital Signage			66	39	33
ID 112 Digital Video Production			96		
ID 112 Digital Video Production 1				147	138
ID 113 UX/UI Fundamentals					39
ID 114 Digital Branding and Promotion			54	87	78
ID 115 Digital Photography 1				27	27
ID 115 Digital Photography1			36		
ID 116 3D Animation 1			15	30	
ID 117 Digital Drawing and Painting			54	51	36
ID 118 Game Design 1					12

ID 119 Mobile Game Development			36	30	48
ID 124 HTML and CSS			84	84	90
ID 125 PHP and Databases			39		
ID 126 Web Scripting				21	
ID 127 CMS for Web Development				15	21
ID 128 Information Technology Ethics			90	93	120
ID 129 Information Tech (IT) Concepts				39	
ID 212 Digital Video Production 2			9		
ID 215 Digital Photography 2			48	21	30
ID 216 3D Animation 2			27	36	39
ID 218 Game Design 2			42	45	48
ID 223 C++ w/Game Programming			165	114	126
ID 224 Advanced HTML and CSS			15	12	15
ID 299 Interactiv/Digital/3D/Capstone			27	36	33
IN 105 Infor Tech (IT)	39	54	39		
IN 108 Intro to Visual	45	15			
IN 112 HTML and CSS	93	75			
IN 118 PHP and Data	33	36			
IN 122 Digital Photog	39	60			
IN 123 Digital Illus and	24				
IN 124 Intro to Digital	42				
IN 130 Network Client	42	24			
IN 131 Network Serve	66	36			
IN 133 Supporting Net	87	72			
IN 147 Game Graphics	21	27			
IN 148 3D Virtual Envi	63	45			
IN 149 Interactive Scr	24				
IN 156 Conf Adv Wind	27	27			
IN 157 Game Design I	36	33			
IN 158 3D Animation	42	39			
IN 159 Infor Tech Proj	144	84			
IN 162 Game Storyline	111	111			
IN 164 Cinematics and	27				
IN 165 Digital Drawing	36	39			
IN 166 Introduction to	114				
IN 168 CompTIA A+ Pr	3				
IN 169 Illustrator Fund	9	63			
IN 170 InDesign Fund	3	33			
IN 171 Photoshop Fundamentals		141			
IN 172 Animate Funda	6	30			
IN 174 Stop Motion A	105	120			
IN 180 Digital Branding and Prom		42			
IN 183 Digital Video P	105	159			
IN 184 Mobile Game Developme		45			
IN 185 Mobile Application Development			12		
IN 186 CompTIA A+ Es	306	210			
IN 200 Beginning C++	177	177			

IN 2001 Prin of Inform	69	36			
IN 2002 Network Secu	81	48			
IN 2005 Digital Forens	60	36			
IN 201 C#	48	81	60	30	
IN 2017 Advanced C#	48	9			
IN 208 Interactive Dig	60	33			
IN 211 Java Programn	63	12			
IN 215 Game Design 2	36	21			
IN 228 Introduction to	21				
IN 239 3D Animation	36	39			
IN 245 CCNA 1 Interw	42				
IN 252 Intro to Compe	63				
IN 259 Digital Photogr	21	21			
IN 272 Admin MS SQL	3				
IN 274 Stop Motion A	9				
IN 275 Information Te	54	75			
IN 282 Artificial Intel Game Prog		27			
IN 284 Digital Video P	15				
IN 285 Virtual Compu	105	75			
IN 291 Motion Captur	21	24			
IN 292 Interactiv/Digi	42	33			
IP 100 Career Readiness					6
IP 192 Internship 1.1			2		
IP 193 Internship 1	28				
IP 193 Internship 1.2		34	22	34	32
IS 101 CompTIA A+ Essen and Applic			252	324	474
IS 102 CompTIA Network+					198
IS 102 Supporting Network Computers			105	114	
IS 103 Information Tech Proj Mgmt			99	111	171
IS 150 Network Clients			48	78	93
IS 151 Network Servers			48	69	108
IS 152 Administering Windows Server			27	51	42
IS 153 Princ of Information Assurance			45	69	69
IS 201 Conf Adv Windows Server Svcs				33	30
IS 202 Virtual Computing			81	72	93
IS 203 CompTIA Security+					60
IS 203 Network Security			57	51	
IS 204 Digital Forensics			48	45	36
IS 250 Enterprise Security Management				27	24
IS 251 Adv Security Practitioner				9	24
IS 253 CCNA Internetworking Fund					27
IT 100 Machine Proce	12				
LS 101 Youth Leadership		2			
LT 201 Intro to Lit 1	426	447	324	303	258
LT 204 Intro to Poetry	66	99	93	72	72
LT 212 British Lit 2	21	15		15	12
LT 215 American Lit 1	72	45	45	63	42

LT 216 American Lit 2	15	30	21		
LT 260 Childrens Liter	90	87	114	102	147
MA 051 Pre-Algebra 1	244	197	152	243	315
MA 052 Pre-Algebra 2	281	216	181	283	366
MA 053 Pre-Algebra 3	262	218	160	253	282
MA 064 Fund of Algebr	524	542	266	299	275
MA 065 Fund of Algebr	508	542	257	301	279
MA 066 Fund of Algebr	591	633	334	374	313
MA 114 Technical Ma	81	90	96	78	45
MA 125 Intermediate	306	225	255	189	156
MA 127 Intermed Alg	546	487	435	471	392
MA 128 Intermed Alg	507	469	406	472	413
MA 129 Intermed Alg	461	430	420	464	392
MA 132 College Algebr	450	419	382	361	315
MA 133 College Algebr	442	462	382	387	333
MA 134 College Algebr	423	430	362	371	320
MA 135 College Algebr	1650	1392	1314	1374	1245
MA 140 Trigonometry	348	321	258	216	171
MA 145 PreCalc Math	120	110	80	90	75
MA 148 Calc w/ Appli	447	420	375	411	357
MA 151 Calc 1 w/Ana	720	680	535	430	385
MA 152 Calc 2 w/Ana	340	300	295	210	255
MA 210 Applied Statis	453	411	408	456	423
MA 220 Statist Mgt Lf	510	525	510	455	495
MA 253 Calc 3 w/Ana	135	117	84	69	84
MA 260 Differential E	48	45	30	42	33
MC 100 Photojournal	21	12	18	9	30
MC 126 Sports Media	18	24	21	24	12
MC 127 Sports Media	3				
MC 145 Newspaper P	4	7	2	5	1
MC 146 Newspaper P	1	2			2
MC 147 Magazine Pra	3	3	5	3	4
MC 148 Magazine Pra	1		1		
MC 161 Intro to Mass	135	132	108	135	126
MC 162 Reporting 1	42	69	48	66	36
MC 163 Applied Radic	12	17	8	2	13
MC 164 Applied Radic	2	2	3		2
MC 165 Applied TV 1	8	15	7	1	10
MC 166 Applied TV 2	2		3		1
MC 169 Intro Audio a	57	54			
MC 170 Audio Production I			15	6	33
MC 171 Audio Produc	15	12	15	6	3
MC 175 Video Production 1			21	3	33
MC 206 Intro to Film	30	24	15		27
MC 226 Sports Media	15	12	9	3	21
MC 227 Sports Media Practicum		6			
MC 245 Newspaper P	4	2	2		



MC 246 Newspaper P	1	2	1		
MC 247 Magazine Pra	2	3	2		2
MC 261 Reporting 2				3	
MC 263 Applied Radic	4	4	3	2	
MC 264 Applied Radic	1			1	
MC 265 Applied TV 3	4	2	3	2	
MC 266 Applied TV 4				1	
MC 267 Applied Radio 5		1			
MC 269 Applied Television 5		1			
MC 283 Video Editing	24	18	6	3	
MC 291 Media Buying and Selling		18	18	9	21
MU 100 Music Apprec	1383	1065	1188	849	915
MU 101 Piano Class 1	8	8	8	7	10
MU 102 Piano Class 2	4	2		2	2
MU 103 Piano Class 3		1	3	3	
MU 104 Piano Class 4	1	1	1	2	1
MU 105 Fundamenta	36	87	99	90	54
MU 106 Piano Proficie	25	30			
MU 107 Piano Proficie	1	3			
MU 108 Percussion Ensemble 1					18
MU 110 Intro-Music R	30	18	15	15	
MU 111 Theory of Mu	75	102	75	78	69
MU 118 Applied Voice 1			26	26	26
MU 118-1 Applied Vo	16	21			
MU 119 Applied Voice 2			6	4	2
MU 119-1 Applied Vo	1	3			
MU 120 Applied Voice 3			22	8	20
MU 120-1 Applied Vo	9	9			
MU 121 Applied Voice 4				12	4
MU 121-1 Applied Vo	2	1			
MU 122-1 Applied Pia	1	2	22	21	16
MU 122-2 Applied Piano 1			4	4	18
MU 123-1 Applied Piano 2		1	2	3	3
MU 123-2 Applied Piano 2		2			
MU 124-1 Applied Piano 3				11	12
MU 124-2 Applied Pia	4				12
MU 125-1 Applied Pia	2	1		2	1
MU 125-2 Applied Pia	2	4	2	2	
MU 128 Chamber Sing	23	20	20	7	19
MU 129 Chamber Sing	4	3	2	2	1
MU 130 Class Voice 1	38	30	22	15	30
MU 131 Class Voice 2	5	6	4	4	5
MU 133 Jazz/Comm S	8	8	8	10	
MU 133 Show Band 1					3
MU 134 Show Band 2					3
MU 135 Instrum Ensemble			5	6	3
MU 136 Vocal Ensembl	7	9	8	11	5

MU 137 Vocal Ensemble	1		1		
MU 138 Mens Voc Ensemble	4	2	1	4	2
MU 139 Womens Voc Ensemble	7				
MU 140 Chorus 1	61	61	47	35	51
MU 141 Headliners 1	20	29	22	17	24
MU 142 Headliners 2	1	2	2	3	3
MU 143 Chorus 2	8	6	2	14	3
MU 144 Womens Voc Ensemble	1				
MU 145 College Band	38	34	35	19	28
MU 146 College Band	4	2	2		4
MU 147 Mens Voc Ensemble 2			1		
MU 148 Jazz Ensemble	9	8	7	13	10
MU 154 Chamber Ensemble 1					11
MU 154-1 Instrum Workshop	10	12	11	9	
MU 154-2 Instrum Workshop	10	6	12	12	
MU 155 Chamber Ensemble 2					1
MU 155-1 Instrum Workshop	2	4	2	4	
MU 155-2 Instrum Workshop	2	4			
MU 156 Aural Skills 1	46	66	50	52	46
MU 158 A Cappella Ensemble 1					7
MU 159 A Cappella Ensemble 2					1
MU 160 Applied Band	84	94	100	72	58
MU 161 Applied Band	4	10	8	10	12
MU 162 Applied Band	60	36	46	50	32
MU 163 Applied Band 4		8	10	8	6
MU 165 Pep Band 1	35	32	33	21	26
MU 166 Pep Band 2	3	3	1	2	4
MU 171 Orientation t	19	21	16	15	13
MU 179 Choral Accp Combo 1		6		8	
MU 180 Guitar Class 1	3	4	6		
MU 190 Jazz Ensemble	1	3	2	3	2
MU 191 Jazz Ensemble	5	3	3	1	3
MU 192 Jazz Ensemble 4		2	1	1	
MU 203 Chamber Ensemble 3					3
MU 203-1 Instrum Workshop	8	1	5	6	
MU 203-2 Instrum Workshop	6	2	6	2	
MU 204 Chamber Ensemble 4					1
MU 204-1 Instrum Workshop 4		1			
MU 204-2 Instrum Workshop 4		2		2	
MU 208 Percussion Ensemble 3					4
MU 210 College Band	32	19	20	22	13
MU 211 College Band	3	7	4	4	4
MU 213 Theory of Mu	60	30	60	45	51
MU 215 Headliners 3	18	15	22	15	8
MU 216 Headliners 4			1	6	8
MU 218 Chorus 3	50	38	38	21	20
MU 219 Chorus 4	5	2	4	12	12

MU 228 Chamber Sing	11	12	10	14	4
MU 229 Chamber Singers 4		2	1	4	4
MU 230 Class Voice 3	22	14	12	10	6
MU 231 Class Voice 4	1	1	2	4	1
MU 233 Show Band 3					2
MU 236 Vocal Ensem	5	6	5	1	
MU 237 Vocal Ensemble 4				2	
MU 238 Mens Voc En	1	2	1		3
MU 239 Womens Voc	13				
MU 244 Womens Voc	1				
MU 247 Mens Voc Ensemble 4			1		
MU 255 Piano Proficie	18	12	16		
MU 256 Aural Skills 3	40	20	40	30	34
MU 258 A Cappella Ensemble 3					1
MU 260 Piano Proficie	1		1		
MU 265 Pep Band 3	30	16	21	18	12
MU 266 Pep Band 4	3	6	3	4	4
MU 280 Choral Accp Combo 3			2		6
NR 101 Health Assess't for Pract		165	207	207	198
NR 102 PCC 1: Foundations		220	224	216	208
NR 104 Phy Assess Pr	165				
NR 105 Foundation of	330				
NR 106 Pt Centered C	495	486			
NR 108 Nurs. Concepts for Adv. S		45			
NR 115 IV Therapy for	12	30	27	27	6
NR 116 Professional Nursing 1		55	51	52	49
NR 117 Professional Nursing 2			50	51	49
NR 118 Nurs Concepts for Adv Standing			57	48	48
NR 120 FL Direct Indep Study Nursing					6
NR 122 PCC 2: Common A/C Health Prob.			350	371	343
NR 161 Pharmacology for Nursing	55		53	51	50
NR 202 Mental Hlth/H	648	504			
NR 203 Leadership &	540	630	576		
NR 218 Professional Nursing 3			61	63	65
NR 220 SL Direct Inde	6				
NR 243 PCC 3: Complex Health Problems			427	476	490
NR 244 PCC 4: Multi/Emerg Health Prob				315	320
NR 245 Pharmacology	342	174	126	60	63
NR 246 Concept Synthesis				252	256
NR 262 Pharmacology for Nursing 2			98	104	94
NR 263 Pharmacology for Nurisng 3			62		
NR 263 Pharmacology for Nursing 3				63	65
PA 101 Professional Pastry Arts 1					21
PD 100 Career Planni	24				
PD 100 Career Readiness		7	3	9	
PD 105 Becoming a Master Student			3		
PD 110 Research Tech	4	5	1		1

PD 112 Stress Management	39	31	14	20	11
PD 114 Early College	133	120	108	109	115
PD 121 Engaging in Business	183	232	218	176	116
PD 122 Engaging in Finance	69	66	40	27	18
PD 123 Engaging in Health	184	241	237	156	106
PD 124 Engaging in the Arts	25	17	15	8	10
PD 125 Engaging in Public	68	46	28	20	20
PD 126 Engaging in Science	128	123	46	34	15
PD 127 Engaging in Social	116	103	102	103	82
PD 129 Engaging in Mathematics	84	156	88	59	45
PD 214 Early College	76	89			
PH 103 Descriptive Astronomy	508	460	420	316	280
PH 111 Introduction to Physics	108	124	100	28	
PH 130 Basic Physics 1	45	50	30		
PH 143 General Physics 1	220	215	310	245	225
PH 146 General Physics 2			50	40	125
PH 251 Physics 1	250	270	275	230	230
PH 252 Physics 2	110	90	130	55	75
PL 101 Introduction to Philosophy	618	453	426	318	198
PL 290 Philosophy 1	390	330	354	363	342
PL 291 Ethics	603	612	738	744	621
PO 141 American Federalism	888	1038	687	621	555
PO 142 State & Local Government	48	24	21	24	24
PO 201 International Politics	27			18	
PO 226 Intro to Comparative Politics		9		15	15
PS 100 Gen Phys Sci & Earth	380	345	360	245	255
PS 102 Physical Geology	364	320	240	420	244
RD 011 Basic Reading	225				
RD 011 College Reading 1		210	114	168	204
RD 012 College Reading 2		441	324	354	306
RD 012 Reading Fundamentals	360				
RD 014 ELL Basic Reading	33				
RD 014 ELL College Reading 1		39	21	15	15
RD 015 ELL College Reading 2		21	33	18	21
RD 015 ELL Reading Fundamentals	39				
RG 190 New Testament	315	249	210	219	189
RG 191 Old Testament	57	39	48	21	39
RG 210 Comparative Religion	267	228	156	150	111
SC 120 Princ of Geograp	552	534	579	444	525
SD 201 Python Prog w/Data Science				30	45
SD 211 Java Programming			27	15	54
SD 221 C#					36
SD 228 Introduction to SQL Language			42	36	39
SD 282 Artificial Intel Game Prog			27		
SP 010 ESL Pronunciation	30				
SP 013 ESL Pronunciation	21				
SP 100 Public Speaking	3252	2847	2460	2595	2265

SP 102 Interpersonal	117	126	108	75	96
SP 108 Signing Exact E	14	16			
SP 109 Signing Exact E	4	4			
SP 120 Intro to Huma	6	9	12	9	
SP 205 Signing Exact E	8				
SW 102 Intro to Socia	141	114	78	81	141
TA 110 Acting 1	36	84	48	39	39
TA 125 Stagecraft	42	60	69	33	39
TA 151 Thtre Practicu	22	30	22	13	14
TA 152 Thtre Practicu	1	2	3	1	5
TA 206 Intro-Theatre	453	396	261	252	261
TA 212 Audition Tech	33	12	36	30	15
TA 250 Thtre Practicu	16	7	15	13	7
TA 251 Thtre Practicum 4		3	1	2	3
WE 110 OSHA 10	21	23	20	26	25
WE 114 Welding Met	36	40	32	42	32
WE 125 Blueprint Rea	54	60	51	63	51
WE 126 Cutting Proce	54	42	36	39	36
WE 127 GMAW 1	54	60	48	63	48
WE 128 GTAW 1	54	42	36	39	36
WE 129 SMAW 1	54	60	48	66	48
WE 130 Oxy-Fuel Gas	18	14	12	13	12
WE 228 GTAW 2			28	8	28
WE 229 SMAW 2			28	12	28
<b>Total Credit Hours</b>	<b>79849</b>	<b>74128.5</b>	<b>67857</b>	<b>65223.5</b>	<b>62656</b>

Headcount by Major Fall Census Day Summary					
Major	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022
Accounting	156	175	177	151	140
Accounting Assistant	22	18	30	32	28
Adv'd Emerg Med Tech				5	3
Advertising	1	1	1		
Agribusiness	18	21	24	27	34
Agriculture	37	42	53	55	41
Art	53	57	79	62	38
Athletic Training	44	66	73	45	4
Automotive Collision Repa	13	9			
Automotive Technology	20	21	27	21	16
Biological Science	76	142	133	127	118
Biotechnology	13	2			
Bus Admin 75 WSU					5
Business Admin Tech	24	32			
Business Administration	489	564	511	500	467
Business and Industry	15	7	3	2	9
Business Medical Specialis	30	21	11	20	21
Business Technology			25	26	19
Chemistry	23	30	31	31	27
Construction Technology				20	68
Construction Trades Appre	2	1		1	1
Criminal Justice	161	145	99	101	117
Culinary Arts	92	97	84	72	
Culinary Arts-Culinarian				1	
Culinary Arts-Sous Chef				2	
Customized Corporate Stu	1				
Cyber Security	95	67	81	90	135
Dance	9	8	6	4	7
Data Analytics				3	7
Database Administration	1	1	1	1	
Diesel Technology				2	11
Digital Media	55	78	72	54	63
Early Childhood CDA				8	8
Early Childhood Education	79	102	81	60	67
Early Ed Child Unified Edu					7
Economics	10	14	9	9	12
Education and Public Servi	9	6	3	2	4
Electrical Apprenticeship			1	2	5
Elementary Education	122	125	103	102	93
Elementary Education/BES	161	168	136	144	154
Emergency Medical Technician				9	22
Eng Tech-Drafting		1	9	7	3
Eng Tech-Industrial Controls				1	1
Eng Tech-Manufacturing		3	6	5	3
Engineering Graph Techno	23				

Engineering Technology	9	55	52	42	33
English/Literature	37	36	33	36	36
Entrepreneurship	17	24	12	19	16
Exercise Science	62	48	45	52	66
Farm and Ranch Manage	7	9	11	10	8
Fine Arts and Communicat	10	8	10	9	12
Fire Science	78	60	55	57	60
Fitness and Wellness	3				
Food Science and Safety	3	1	1	1	
Food Science Business	1	1	2	2	5
Food Science Technology	1	1	1	2	
Foreign Language	16	19	19	11	14
Health Sciences	51	16	10	14	12
History	23	22	24	30	23
Homeland Security	7	4	2	1	
Hotel Management	18	7	7	4	6
Humanities,Soc/Beh Scien	14	11	11	9	4
Interactive, Digital & 3D Te	67	53	39	54	51
Internetworking Managem	36	35	25	33	31
Liberal Arts	1768	1517	1252	1146	969
Livestock Mgmt/Merchand	4	4	7	7	5
Manufacturing Eng Techno	4				
Marketing	39	63	43	57	61
Marketing and Managemen	59				
Marketing, Mgmt, Entrepreneur		41	62	71	72
Mass Communication-Journalism		3	4	7	7
Mass Communication-Radio/TV		6	8	8	9
Mass Communications	60	54	23	18	22
Mass Communication-Sport Media		7	8	11	11
Mathematics	18	21	24	15	11
Medication Aide					2
Music	40	26	30	23	24
Music Education	17	34	36	28	24
Nurse Aide				5	22
Nursing	244	238	251	256	252
Patient Care Pathways				1	
Philosophy	2	3	8	7	5
Physician Coding	20	26	54	58	48
Physics	11	16	17	13	10
Plumber/Pipefitter Appren	6		1	1	
Political Science	16	23	15	23	21
Pre Nursing					351
Pre-Computer Science	31	87	82	76	98
Pre-Engineering	285	257	235	218	179
Pre-Health Professions					79
Pre-Law	7				
Pre-Medicine	152	115	131	93	84

Pre-Nursing/Health Scienc	1125	1104	1006	883	402
Pre-Pharmacy	21	37	46	51	38
Pre-Physical Therapy		17	48	60	67
Pre-Physician Assistant		9	29	31	30
Pre-Veterinarian	71	63	68	77	62
Prof Culinary Arts-Cullnarian					2
Prof Culinary Arts-Sous Chef					1
Professional Culinary Arts					67
Psychology	174	221	282	303	257
Religion	2	3	3	2	1
Restaurant Management	12	10	8	10	3
Science, Engineering, and	29	17	6	2	1
Secondary Education	87	104	102	86	98
Sheet Metal Apprenticesh	15	19			
Sociology/Social Work	107	108	107	116	140
Software Development	55	47	42	40	41
Speech Communication	17	24	15	23	19
Sport Management		25	53	52	46
Theatre	9				
Theatre Performance	6	19	16	16	22
Theatre Technical	2	6	13	8	6
Undeclared	1668	1161	783	869	851
Unified Teaching				5	6
Unmanned Aircraft System	9	12	5		
Web Development	13	17	18	27	23
Welding Technology	31	28	34	32	30
Windows Administration	4	2	1		
Workforce Development				20	13
<b>Total Headcount</b>	<b>8554</b>	<b>8028</b>	<b>7204*</b>	<b>7045*</b>	<b>6727*</b>
*The headcount totals for Fall 2020 through Fall 2022 have a slight difference than headcounts reported to KBOR since these numbers include students who were not enrolled in credit bearing classes and we don't report them to KBOR anymore. There is no effect on the credit hours or FTE reported.					



<b>BILLS AND WARRANTS</b>
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**TOPIC for ACTION**  
**Approval of December 2022 Bills and Warrants**

**REPORT**

Due to the Winter Recess and timing necessary to submit the Board Book for printing and mailing, this information will be sent under separate cover and hard copies will be available at the Board Meeting.

**TOPIC for ACTION**  
**Clinical Agreement with Peabody Health & Rehab**

**REPORT**

Butler Community College and Peabody Health and Rehab enter into an agreement for a period of three years to furnish a clinical lab experience for students in Allied Health CNA/CMA courses.

**RECOMMENDED ACTION:**

Board approval to contract with Peabody Health and Rehab

**RECOMMENDED FUNDING SOURCE:**

Not applicable

Submitted by: Janet Schueller, Associate Dean – Nursing  
Supervisor: Julio Guerrero, Dean – Health, Education & Public Service  
Date Submitted: December 20, 2022

## **AGREEMENT**

**Between**

**BUTLER COMMUNITY COLLEGE**

**And**

**Peabody Health and Rehab  
407 N Locust Peabody, KS 66866**

This agreement between the Butler Community College, hereinafter called College, and Peabody Health and Rehab hereinafter called the Facility, entered into on 12<sup>th</sup> of December, 2022 shall be effective for a period of three (3) years. This agreement may, however, be terminated at an earlier date by either party giving the other ninety (90) days' notice in writing prior to the termination date stated in said notice. Any extension of the period to be covered by this agreement beyond the three (3) years shall be agreed to in writing by the parties hereto.

The Facility and the College, both being desirous of cooperating in a plan to provide clinical education experiences for nursing students, both mutually agree as follows:

1. The College assumes full responsibility for offering the nursing curriculum and other related courses. Its nursing faculty will be qualified both as teachers and as competent Registered Nurses in the State of Kansas.
2. The Facility will maintain the standards required for a care facility by the State of Kansas.
3. The Facility will make available to the students of the College the clinical facilities of the institution including necessary equipment and supplies for giving direct care to patients, will provide adequate classroom and conference room space, and will allow for the use of available instructional material.
4. The nursing faculty of the College will plan and conduct all classroom and directed learning experiences of the students. They will go through the Facility's administration for making plans for observation and practice and will notify the Facility's administration in advance of its planned schedule of classes, including date, number of students, and types of experiences.
5. The College will provide instructor(s) for teaching and supervision of students assigned to directed learning experiences and retains direct responsibility for the control, supervision, and evaluation of its students.
6. The Facility will provide adequate staffing in the clinical areas so that no student or faculty member will be expected to give service to patients in the Facility apart

from that rendered for its educational value as a part of the planned nursing curriculum.

7. Students and faculty of the College will abide by existing rules and regulations of the Facility insofar as they may pertain to their activities while in the Facility. The College will assume the responsibility for maintaining discipline among its students and will consider any breach in confidentiality to be an infraction of the rules and regulations of the Facility calling for appropriate discipline.
8. The Facility will provide an opportunity for the faculty to keep up-to-date with nursing policies by attending appropriate meetings and receiving bulletins regarding changes.
9. Members of both the Facility nursing staff and the nursing faculty of the College will cooperate in concurrent and terminal evaluation of these experiences.
10. The College will provide the Facility with an appropriate certificate of insurance stating that each student, faculty member, or other agent of the College, while performing any of the duties or services arising in the performance of this Agreement, shall have liability insurance in a minimum amount of one million dollars (\$1,000,000.00). A copy of the policy or a certificate of insurance providing coverage to cover the Academic Term is to be attached to this Agreement. The College will hold the Facility harmless from any and all persons resulting from the operations of the College's educational program including the faculty and students.
11. The Facility agrees to provide liability coverage for the operation of its facility and to save and hold harmless the College for and against any and all liability for damages to any person and/or property of any and all persons resulting from the operations of the Facility, exclusive of the services performed by the College, its faculty, and students hereunder.
12. The Facility will regard students of the College, when assigned for clinical experience, as having the status of learners who will not replace Facility employees.
13. The Facility is responsible for the overall supervision and delivery of nursing care.
14. The Facility will retain the right to restrict a student, faculty member, or other agent of the College from participating in the clinical experience or from the Facility grounds for good cause shown. The basis for such a restriction shall be presented in writing to the individual responsible for the clinical experience from the College.

BUTLER COMMUNITY COLLEGE

\_\_\_\_\_  
DR. KIMBERLY KRULL  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Janet Schueller, MSN, CNE, .  
Associate Dean of Health, Education and Public Services

\_\_\_\_\_  
Date

Name of Clinical site

\_\_\_\_\_  
*Melissa Parmley*  
Melissa Parmley, LACHA  
Administrator

\_\_\_\_\_  
*12-12-22*  
Date

**PERSONNEL**

**TOPIC for ACTION**  
**Resignation of Mel Whiteside**

**REPORT:**

Mel Whiteside, Dean of Science, Technology, Engineering and Math has submitted his notice of resignation, effective January 6, 2023. Mel has been an employee of Butler Community College for the past 7 years.

**RECOMMENDED ACTION:**

The administration recommends that the Board accept the resignation notice for Mel Whiteside.

**RECOMMENDED FUNDING SOURCE:**

N/A

Submitted by: Shelley Stultz, Vice President of Human Resources

Supervisor: Dr. Kim Krull, President

Date: January 10, 2023

December 16, 2022

Dr. Tom Nevill, Vice President of Academics  
Butler Community College  
715 E. 13<sup>th</sup> North  
Andover, KS. 67002

Dear Dr. Nevill:

I have accepted a position with Wichita State University and my last day of employment at Butler Community College will be Friday, January 6, 2022.

Over the past seven years, it has been an honor and privilege to serve as dean of Butler Community College's STEM division. The STEM faculty and staff will be missed.

Respectfully yours,

Mel L. Whiteside  
13804 East Mainsgate Circle  
Wichita, Kansas 67228

**SUPPLEMENTAL INFORMATION**

Office of Research and Institutional Effectiveness  
 215 BOE  
 (316) 322.3338



<b>Metric</b>	<b>Description</b>	<b>Latest Performance</b>	<b>Last Updated for BOT</b>	<b>Previous Three Years</b>	<b>Validation Source</b>
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	3.26 & 50.2 hours (Fall 2021 cohort)	12/2022	3.27 & 50.1 hours (Fall 2020); 3.24 & 50.2 hours (Fall 2019); 3.22 & 49.9 hours (Fall 2018)	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	1371 (AY 2022)	09/2022	1416 (AY 2021), 1446 (AY 2020), 1513 (AY 2019)	Kansas Board of Regents AY Completions File



## **MONTHLY STATEMENT OF REVENUE AND EXPENDITURES**

Due to Winter Recess and month-end procedures, the Monthly Statement of Revenue and Expenditures was not ready at the time of printing. It will be sent under separate cover once available, and hard copies will be provided at the Board Meeting.

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

### **REVENUES:**

#### Tuition/Fees

In-County, In-State, Out-State, International Tuition, Tuition Waivers, Technology Access Fee, Nursing Fees, Auto Tech Uniform Fees, International Student Processing 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 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 (not applicable to Operating Funds)

#### Other Expenditures

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 Sources

Student Life Fund Expenses (not applicable to Operating Funds)

#### Transfers

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

**THANK YOU NOTES**

None.

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES  
DECEMBER 2022**

<b>January Board Finance Committee</b>	Tuesday, January 10, 2022 3:30p m. President's Conference Room	<b>Mary Martha Good Linda Jolly</b>
<b>January Board Meeting</b>	Tuesday, January 10, 2022 4:30p m. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>January Work Session</b>	Monday, January 23, 2022 4:30pm. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>February Board Finance Committee</b>	Tuesday, February 14, 2023 3:30pm. President's Conference Room	<b>TBD (Based on Board Elections)</b>
<b>February Board Meeting</b>	Tuesday, February 14, 2023 4:30pm. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>February Work Session</b>	Monday, February 27, 2022 4:30pm. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>

**2022-2023 Board Meeting Dates**

Tuesday, July 12, 2022  
 Tuesday, August 9, 2022  
 Tuesday, September 13, 2022  
 Tuesday, October 11, 2022  
 Tuesday, November 8, 2022  
 Tuesday, December 13, 2022  
 Tuesday, January 10, 2023  
 Tuesday, February 14, 2023  
 Tuesday, March 14 2023  
 Tuesday, April 11, 2023  
 Tuesday, May 9, 2023  
 Tuesday, June 13, 2023  
 Tuesday, July 11, 2023

<b>LOOKING AHEAD</b>		
<b>March Board Finance Committee</b>	Tuesday, March 14, 2023 3:30pm President's Conference Room	<b>TBD (Based on Board Elections)</b>
<b>March Board Meeting</b>	Tuesday, March 14, 2023 4:30pm Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>March Work Session</b>	Monday, March 27, 2023 4:30pm. Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>April Board Finance Committee</b>	Tuesday, April 11, 2023 3:30pm President's Conference Room	<b>TBD (Based on Board Elections)</b>
<b>April Board Meeting</b>	Tuesday, April 11, 2023, 4:30pm Dankert Trustee Board Room	<b>ALL TRUSTEES</b>
<b>April Work Session</b>	Monday, April 24, 2023; 4:30pm Dankert Trustee Board Room	<b>ALL TRUSTEES</b>

**Spring 2023 ACTIVITY CALENDAR**

Winter Break (No Classes/Offices Closed)	December 23- January 2	--
Women's Basketball vs. Northern OK (Tonkawa)	January 5	5:30pm
Women's Basketball vs. Garden City	January 11	5:30pm
Men's Basketball vs. Garden City	January 11	7:30pm
Martin Luther King, Jr. Day (No Classes/Offices Closed)	January 16	--
Spring Classes Begin	January 17	--
Women's Basketball vs. Seward County	January 21	2:00pm
Men's Basketball vs. Seward County	January 21	4:00pm
Art Show #4 Opens	January 23	8:00am
Women's Basketball vs. Pratt	January 28	2:00pm
Men's Basketball vs. Pratt	January 28	4:00pm

**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**