

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR BOARD MEETING**
4:30 p.m., Tuesday, October 10, 2023 – Dankert Board Room
Watch Live via <http://www.butlercc.edu/bctv>

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

I.	CALL TO ORDER (4:30pm)	
II.	PLEDGE OF ALLEGIANCE (4:30pm)	
III.	APPROVAL OF AGENDA (4:35pm)	
IV.	<u>RECOGNITIONS</u> (4:40pm) -----	3
V.	PUBLIC COMMENT (4:50pm) If you wish to address the Board during Public Comment, please complete this form: https://bit.ly/3b36GXl	
VI.	STANDING REPORTS (4:55pm) A. Student Government Association Report – Emily Hernandez, SGA President B. Operational Staff Report – Zach Cannady 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	
VII.	MONITORING REPORTS (5:15pm) A. Advancement (Borrego) -----	4
VIII.	BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES A. Board Governance – Quarterly KORA Report (Krull) (5:25pm) ----- B. 900 Building HVAC Replacement (Turner) (5:30pm) ----- C. 20th Day Enrollment (Krull) (5:40pm) -----	9 11 12
IX.	<u>BOARD ACTION ITEMS</u> None. -----	13
X.	CONSENT AGENDA (5:50pm) A. Approval September 12, 2023 Regular Meeting Minutes (Hartman-Vice) -----	14

B.	Approval of Bills and Warrants for September 2023 (Wilson)	-----	22
C.	Bids and Purchases	-----	23
D.	Ratification of Agreements and Contracts		
	a) Contract renewal – Radio Broadcaster/Grizzlybacker Fundraiser (Carter)	-----	24
	b) Federal Work Study Off-Campus Employment – Augusta Child Start (Ward)	----	28
	c) Cooperative Agreement – Goddard Public Schools (Jensen)	-----	30
E.	Personnel		
	A. Approval of Dr. Raja Balu, Full Time Mathematics Instructor (Covert)	-----	32
XI.	SUPPLEMENTAL INFORMATION (5:55pm)		
	A. Key Performance Indicators Update (Mohammad)	-----	33
	B. Monthly Statement of Revenue & Expenditures (Potter)	-----	38
	C. Thank You Notes	-----	40
	D. Board Calendars	-----	41
XII.	EXECUTIVE SESSION (6:00pm)	-----	43
XIII.	ADJOURNMENT (6:30pm)	-----	44

OCTOBER BOARD RECOGNITIONS

- **Jamie Williams and Monica Zavala, Academic Advisors**, presented at the annual Kansas Academic Advising Network (KAAN) conference held this year at Wichita State University on September 22nd. Their presentation was titled “Bridging the Gap: Developing Strategies for Online Advisor Training”.
- **Kirsten Allen, Director of Admissions**, was recognized by the Kansas Association of Collegiate Registrars and Admissions Officers (KACRAO) for the support that she has given to the organization as the Historian/Constitution Coordinator in the 2022-2023 school year.
- **Dr. Jenna Gannon, Research Analyst**, completed her Ed.D on September 29 from Kansas State University.

MONITORING REPORTS – ADVANCEMENT

2023 Advancement Division Report

**Presented by: Tom Borrego, Vice President for Advancement:
Butler Community College Foundation and College Relations & Marketing**

Fundraising Staff

Staffed by: Tom Borrego, Vice President, Angie Friesen, Accounting Officer, Hayley Hobbs, Director of Donor Relations, Jennifer Green-Miracle, Director of Community Advancement, Trisha Walls, Community Advancement Coordinator, Averie Nelson, Director of Development & Scholarship, and Gina Jacoby, Executive Assistant.

Culinary Project

The Foundation sold the culinary building to Butler Community College for \$695,160 on October 5, 2023.

Scholarship and Program Support

The Foundation Scholarship had another successful year disbursing scholarships. The need remains and donors are stepping up. We are grateful for the continued support of our benefactors who support the mission of the college.

Scholarship Applications	Number of Students Awarded	Total Amount of Scholarships Awarded	Transfer Scholarship Applications	Emergency Loan Disbursements	Donor Program Support Funds
2823	815	\$881,120	75	\$6,500 (13 students)	\$130,000

Foundation Board of Directors

The Foundation Board of Directors added four new board members (*) to the board of directors. The board meets quarterly and governs the operations and investments of the Foundation.

2023-2024 Foundation Board of Directors

- President – Evan Funk '00
- President-Elect – John Blickenstaff '85
- Treasurer – Eric Bird
- Kevin Arnel
- Dusty Buell
- Dan Davis
- Dr. Tom Estep
- Sherri Farmer*
- Trustee Liaison/Ex-Officio – Forrest Rhodes
- Janice Jones
- Ryan Murry
- Colin Parry*
- Heidi Perez*
- Betsy Redler
- Janet Schuler*
- Ex-Officio – Kim Krull

At each meeting, the board reviews a dashboard report that shows new financial growth that is a result of solicitations by the Foundation. For the 2022-2023 fiscal year, the Foundation had a strong year. Capital funds, sponsorships and a successful auction created a record-breaking year. Overall, the Foundation raised \$6,000,000 million during that fiscal year. A breakdown of the Butler Benefit Auction and corporate sponsorships can be found below.

Butler Benefit Auction

The Butler Benefit Auction had its second consecutive record-setting year for the Foundation’s annual fundraiser. The Auction remains a popular event and is a great means to support student scholarships and to fund a portion of the Foundation’s operations. Overall revenue for the 2023 event increased almost 15% over monies generated in 2022, equating to an additional \$23,000, and a 23% increase from 2020. Much of the additional monies gained in 2023 can be attributed to the generosity of the Pure Philanthropy Donors, who for the first time, contributed over \$100,000 towards the campaign. In-kind donations and funds generated in the silent and live auctions also saw a significant increase in 2023.

Butler Benefit Auction Results	2021	2022	2023
Event Revenue	\$111,142	\$270,038	\$318,503
Number of Guests	n/a	331	270
Percent Guests who Gave in Event	n/a	78%	60%

Corporate Sponsors

The Butler Foundation appreciates all partnerships from our corporate sponsors. These businesses understand the importance of investing in Butler Community College and help fund the Foundation operations and cultivate the business leaders and workforce success of tomorrow. Non-auction corporate sponsors were recognized at the Scholarship Dinner and the Presidents Donor Dinner events, as well as through the Foundation website and magazines. The reduced number of corporate sponsorships in 2022 -23 can be explained by a discontinued event, The Circle of Gold Society Luncheon. The event saw a diminishing number of attendees and the Foundation believed the members could be recognized in another manner.

Corporate Sponsors	2020-2021	2021-2022	2022 - 2023
Auction Sponsors (Excludes in-kind)	\$ 50,000	\$ 50,500	\$ 53,400
Other Foundation Event Sponsors	\$ 54,442	\$5,000	\$4,950

Community Advancement

Butler Community College continues to create awareness and educate leaders in our community through Advance Kansas. Publicly recognized as a leader in helping make workplaces in our community more equitable and inclusive, the Advance Kansas program is designed to engage business and community leaders to cultivate a more significant commitment to the importance of diversity, inclusiveness, and equity within their operations. Over the past year, 43 individuals took part in training sessions to develop skills and knowledge to effectively manage and lead employees in understanding the upside potential of diversity, inclusion and equity in the workplace.

Participants learn how to identify their diversity blind spots and come away with focused decision-making skills for examining diversity dynamics, diagnosing underlying tensions, and making effective decisions – not only in the workplace but with clients, suppliers, and their personal lives. Participants learn the framework to guide groups and create organizational diversity management processes.

The goal of the program is to inspire individuals and build new and deeper relationships across multiple diverse dimensions which can lead themselves and their organizations to grow and foster in the ever-changing culture.

Participants have requested additional Advance Kansas learning opportunities. Currently, the Advance Kansas Advisory Committee is exploring the possibility of hosting workshop events to address diversity, inclusion, and equity issues beyond the foundation classes of Advance Kansas.

The Advance Kansas partnerships with Spirit AeroSystems, Evergy, Meritrust Credit Union, Envision, and T-Mobile not only help fund this initiative but allow Butler Community College to build relationships with a multitude of businesses throughout the community.

Life Enrichment

Life Enrichment is an educational, entertaining, and cultural program designed to engage community members in the life of the college. Meetings take place monthly during the academic year and are open to everyone. Programs feature speakers and performers tailored to the interests of active older adults. The most popular programming includes speakers on local or Kansas history and singers. Life Enrichment builds awareness of the college and in the community. Members visit the college, attend our athletic and fine arts events, and get involved in the community. The program went virtual for 2020-21 so membership was not required. In 2021-22, the program returned to in-person, but was still fighting issues related to COVID anxiety within this audience. Attendance has begun to rebound in the 2022-23 school year.

Life Enrichment Performance	2019-2020	2020-2021	2021-2022	2022-2023
Membership	151	n/a	90	107
Average meeting attendance	73	n/a	42	52
% Membership age 75 and under	58%	n/a	35.8%	39.5%

Butler County Spelling Bee

Coordinated through our Community Advancement, The Butler County Spelling Bee contributes to our communities by connecting Butler Community College with elementary and middle school students throughout the county. Participants from all Butler County school districts are invited to participate and attracts some of the brightest students in the county to our campus along with their teachers, parents, and grandparents.

The Spelling Bee, produced by our own Butler college librarians, featured spellers from 26 Butler County schools. The winner of the 2023 Butler County Spelling Bee was from Andover Middle School, successfully spelling the word “affluent”.

College Relations and Marketing (College)

Staffed by: Kelly Snedden, Director; Kellee Kruse, Assistant Director/Brand Manager; Rodney Dimick, Digital Production Manager; Noah Stevens, Visual Graphics Designer; Sarah Goertz, Digital Marketing Specialist; Joe Wescott, Content Writer/Strategist; Caleb Sanderson, Copywriter; and Elizabeth Moore, Social Media Coordinator.

The team is grateful to the Board of Trustees for approving additional marketing funding and two additional positions: Social Media Coordinator and Content Writer/Strategist.

These positions provide focus and strategy for compelling content in social media, digital and print communication needs. With our critical positions now staffed, we are creating a succinct workflow with the production team to manage the varied and multiple projects effectively and efficiently we are asked to impact. Personalization and program specific targeting are areas of focus for the team as we work to turn leads into applications. In years prior, marketing had to move funds from other accounts to cover initiatives. The additional dollars allowed us to be more innovative with new

technologies and platforms (Amazon, Reddit, Twitch). We also increased digital advertising methods both in-house and externally for such technologies as ADT, OTT, CTV, retargeting and geofencing.

Marketing Plan Goals

- Support Strategic Enrollment Management Plan.
- Increase Brand Awareness in service area/regional marketing.
- Continue to grow reach and impressions.
- Establish Relationship Marketing Best Practices.
- Grow leads/inquiries for next generation of students.
- Improve Community Relations and support community partnerships, program outreach.
- Strengthen college-wide relationships.

Next Steps

- Continue to invest in and evaluate the student journey and lead qualification best practices.
- Create and share digital library for program marketing materials.
- Continue to support new website build and launch.
- Expand our Butler County and service area student success stories.
- Enhance our personalization strategies.

METRICS

21-22	FACEBOOK	22-23
14,421 (+3.1%)	Fans	15,199 (+5.4%)
94,887 (-27.2%)	Engagement	224,016 (+135.8%)
7,425,977 (-10.6%)	Impressions	8,347,051 (+12.2%)
782,504 (+8.2%)	Post Reach	911,157 (13.2%)
	Video Views	921,298

21-22	INSTAGRAM	22-23
2512 (14.7%)	Followers	3,186 (+26.8%)
8430 (-21.4%)	Engagement	202,547 (+2267.3%)
1,081,339 (+90.7%)	Impressions	15 million (+1243.8%)
100,178 (-33.2%)	Post Reach	1,704,260 (1579%)
67,356 (13,185.2%)	Stories Reach	182,933 (171.6%)
69,020 (12,269.2%)	Story Impressions	196,815 (185.2%)

YOUTUBE METRICS JULY 1, 2022 – JUNE 30, 2023

Stat	FY 21-22	FY 22-23
Subscribers	103	630
(CTR) Click thru Rate	3.4%	5.7%
Impressions	166,869	274,478
Views	909,550	1,836,870

Digital Ads performance year over year comparison. We did more inhouse, filled budget gaps and had more consistent content.

2022/2023		
Google/YouTube	102,011	+2010.28%
Meta Impressions	15,073,403	+1231.78%
Snapchat	63,064	+2667.17%
Web New Users	1,285,691	+19.85%
Landing Page Views	369,118	+442.32%
Form Fills	1,432	+17.57%

Who we work with

- Media Agency – Armstrong Chamberlin
- Digital vendor - Google Premier Partner, META Premier Partner, INC 5000 company with more than 120 colleges, universities and technical schools across the U.S. Our digital rep is a vice president of the company & digital marketing adjunct instructor for University of Florida, University of Central Florida, Virginia Commonwealth University, holding several patent processes for digital marketing products.
- We use a breadth of digital tactics as we look to grow our internal digital capabilities with evolving platforms providing greater self-serve options.

Hubspot.com recommends Education invest 3% of overall budget into marketing. Butler's advertising budget is currently 1.28% of college's \$57 million dollar budget. Marketing Budget: How Much Should Your Team Spend in 2023? [By Industry] (hubspot.com), November 2022

6 Expert Tips for Getting the most from your marketing budget – Hubspot.com

These steps reaffirm that College Relations & Marketing is headed in the right direction and aligned with industry standards.

1. Understand your customer journey: We are continuing to invest in an audit of our intake process and marketing messaging to better understand our student journey and how we as an institution can have greater impact on potential student actions.
2. Hire an agency – We utilize an agency to ensure we are getting the best negotiated pricing on media outlets.
3. Invest in an In-house team: With the ability to fill positions, we now have all critical areas filled and operating.
4. Invest in content repurposing: The content strategist and copywriter positions are critical to this work.
5. Reprioritize underperforming channels: We analyze our results and alter as needed, taking calculated risks and staying attuned to new technologies.
6. Constantly re-evaluate: We track various metrics and as a team watch these metrics to understand where we need to pivot for the greatest impact for the college.

Board Presentation links

August 2023 -- <https://express.adobe.com/page/VrpoemVgTokzM/>

March 2023 -- <https://express.adobe.com/page/>

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

TOPIC for DISCUSSION

Board Governance – Quarterly KORA Report

REPORT:

The KORA quarterly report for requests received from 7/1/23 through 9/30/23 is included.

RECOMMENDED ACTION:

This information is for discussion purposes only.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Dr. Kim Krull, President
Supervisor: Forrest Rhodes, Board Chair
Date: September 27, 2023

Kansas Open Records Act Ending September 30, 2023

Date Received	Requested From	Subject	Language of Request	Date of Resolution
6/28/2023	Tiffany Ferguson w/ Civitech	2000-2023 Enrolled Students	Directory information for all Butler students who attended between 2000-2023.	Declined due to FERPA
7/7/2023	Ganon Evans, Policy Manager and Analyst	2022-2023 Payroll Information	Payroll data in electronic format for School year 2022-2023: School Year, First and Last Name, Position and Total Pay	7/19/2023
7/11/2023	Kristi Upton w/Acme Research	Expenditure Info	Name, address and cumulative total dollar amount of any payee, other than an employee or student, who was paid a cumulative to amount of \$10,000 or more over the relevant time period.	Waiting for Payment
9/12/2023	Trustee Winslow	Printing Costs for "Summer 2023" issue	Cost of printing, postage and number of households mailed to for the "Summer 2023" publication.	9/15/2023
9/18/2023	Kristen Sellers w/FOIA Professional Services	KORA #42 Custodial Services Contracts	Awarded contract, including any associated amendments and addendum, winning submitted proposal from the last bid cycle, scoring and evaluation sheets.	Waiting for Payment

TOPIC for DISCUSSION
900 Building HVAC Replacement

REPORT:

The VRF heating and cooling system in the 900 building has persistently caused daily temperature control issues in specific offices, posing significant challenges for our Butler HVAC technicians and local mechanical contractors. To address these issues, Daikon certified technicians from TMI in Kansas City have been relied upon for adjustments and repairs, incurring substantial expenses exceeding \$100,000 over the past five years. Unfortunately, these efforts have yielded limited success.

TMI has presented a proposal that estimates the replacement of several internal units and upgrades to main refrigerant piping at a cost ranging from \$150,000 to \$180,000, with no guarantee of resolving our ongoing problems. After careful consideration, Facilities Management recommends against investing this amount in repairing the existing system. Instead, the removal of the VRF system and its replacement with a new hydronics system is proposed by Facilities Management. This hydronic system will work in conjunction with existing physical plant's chillers and boilers, eliminating the need for refrigerant piping and replacing it with straightforward water piping and easily serviceable units for Butler staff.

Maintenance for the hydronic system will primarily involve occasional valve actuator or blower fan replacements on the units. While this project is estimated to cost up to \$400,000, it offers the promise of minimal maintenance requirements for at least 25 years. Therefore, Facilities Management strongly recommends replacing the existing system with the hydronic system and discontinuing the use of the VRF system immediately. There are doubts that the current system will function adequately in another summer.

Facilities Management's plan is to complete the design and engineering phase and then issue an RFP for bids by mid-October. Subsequently, it is expected bid proposals will be presented during the October board work session, seeking board approval at the November board meeting. The construction timeline will involve awarding the contract to a General Contractor in November, ordering all HVAC equipment in late November, commencing construction in February 2024, and completing the project by June 1, 2024.

Initially, this project was included in the level 2 deferred maintenance project list. However, it has been elevated its priority to level 1. The necessary funds will be allocated for the project from the Deferred Maintenance Designated Reserve fund.

RECOMMENDED ACTION:

This item is for discussion purposes.

RECOMMENDED FUNDING SOURCE:

Deferred Maintenance Designated Reserve

Submitted by: Ireland Turner, Director of Facilities Maintenance
Supervisor: Kent Williams, VP of Finance
Date: September 19, 2023

TOPIC for DISCUSSION
20th Day Enrollment

REPORT:

The Kansas Board of Regents released 20th Day Enrollment numbers the last week of September. Additional information was provided to the Trustees related to specific enrollment in tuition categories and by student type. Further discussion will be held related to the fall enrollment numbers.

RECOMMENDED ACTION:

This item is for discussion purposes.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Dr. Kim Krull, President
Supervisor: Forrest Rhodes, Board Chair
Date: October 2, 2023

BOARD ACTION ITEMS

None



**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., September 12, 2023 – Dankert Board Room**

Meeting Recording can be viewed at <https://www.youtube.com/watch?v=NVn2mtOpmwE>

STAFF ATTENDANCE

Janice Akao
Elena Allen
Richard Alvarez
Tom Borrego
Jim Buchhorn
Ben Bunck
Trey Burnett
Christina Byram
Zach Cannady
Marie Carroll
Sue Cecil
Amy Chastain
Sherri Conard
Tessa Cosby
Derek Foust
Dr. Julio Guerrero
Jennifer Hartman-Vice
Daniel Higdon
Dr. Kim Krull
Sheryl LeSage

Jared McGinley
Dr. Esam Mohammad
Dr. Tom Nevill
Dr. Jessica Ohman
Kerry Potter
Bill Rinkenbaugh
Dr. Terry Sader
Michaela Serrioz
Kelly Snedden
Dr. Phil Speary
Shelley Stultz *(z)
Dr. Noreen Templin
Cory Teubner
Ireland Turner
Jamie Williams
Kent Williams
Orion Yoesle
Bill Young
Monica Zavala

BOARD ATTENDANCE

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

GUESTS

Angie Johnston
Kaden Warner, Video
Kaelib Harp, FBLA
Lyndsey Conley, FBLA
Matt Schulz, FBLA
Thara Lee, FBLA
Ray Connell *(z)

Thomas Williams
Sydney Lentz, Volleyball
Emily Hernandez, SGA
Corrine Lyda, SGA
Kerri Krahn, SGA
Jaylen Andrews, SGA
Jayla Fleck, Volleyball

Luana Gigante, Volleyball
Greta Santini, Volleyball
Maria Motta, Volleyball

*(z) – denotes attendance via Zoom.

CALL TO ORDER

(YouTube @ 3:00)

Chair Rhodes called the regular monthly meeting of the Board of Trustees to order at 4:30pm.

PLEDGE OF ALLEGIANCE

(YouTube @ 3:11)

The Pledge of Allegiance was said.

APPROVAL OF THE AGENDA

(YouTube @ 3:33)

Trustee Good moved to add Discussion Item X-A. – Trustee Information Requests to the agenda for discussion regarding Trustee Smith’s information request. Trustee Smith seconded. On roll call vote, the motion passed 7-0.

Trustee Smith moved to add discussion item X-B. – Board Affirmation of Service and Standards of Good Practice and discussion item X-C. – Future Mask Policies to the agenda. Trustee Winslow seconded the motion. On roll call vote, the motion passed 7-0.

Trustee Good moved to approve the agenda as amended. Trustee Sherrer seconded the motion. On roll call vote, the motion passed 7-0.

COMBINED REVENUE NEUTRAL RATE HEARING (KSA 79-288 AND PUBLIC BUDGET HEARING (KSA 79-2929) & APPROVAL OF THE FY2024 LEGAL AND OPERATING BUDGETS

(YouTube @ 6:30)

Chair Rhodes read a statement opening the public hearing and explaining the budget process. One constituent, Ms. Angie Johnston of Augusta, addressed the Board.

Trustee Good expressed that she believes the College needs to stay at the current revenue neutral rate of 12.431. Trustees agreed that they would not support the motion to exceed the Revenue Neutral Rate. No resolution to do so was brought forth for a vote. The College will not exceed the revenue neutral rate.

Kent Williams shared that if the Board chose to meet the Revenue Neutral Rate, the amount of taxes to be levied would be \$12,748,659. Trustee Good moved to stay at the revenue neutral rate of 12.431 mills with the amount of taxes to be levied for the General Fund of \$12,748,659 and the total expenditure budget for all funds of \$89,778,720. Trustee Winslow seconded the motion.

Trustee Rhodes stated that the legal budget is not what the College expects to spend, it’s the maximum amount allowed to be spent. The operating budget is what revenue and expenditures are expected to be.

Trustee Smith moved to amend the amount of taxes to be levied to \$12,700,000. Trustee Braungardt seconded the amendment to the motion. Trustee Rhodes indicated that a deficit budget is proposed for the year, and though there are cash reserves that could cover the difference, the amount of taxes levied will affect the college for years to come. Trustee Smith indicated that he believes the College is spending more than he believes is necessary this year. Discussion was held on the shifting enrollment trends, future state funding, and expenses changed to reflect enrollment increases and decreases. Trustee Smith stated that no matter how small the cut or how large the proposal from administration, the Board majority would not change opinions. On roll call vote, Trustee Smith’s proposed amendment failed 3-4, with Trustee Good, Trustee Rhodes, Trustee Jolly and Trustee Sherrer voting nay.

The vote on the original motion by Trustee Good, seconded by Trustee Winslow passed 5-2, with Trustee Winslow and Trustee Smith voting nay.

Trustee Good moved to approve the Operating budget expenditures for 2023-2024 as presented to the Board of Trustees on August 8, 2023, in the amount of \$58,160,915. Trustee Jolly seconded the motion. Trustee Smith questioned Trustee Rhodes voting on the operating budget could be a conflict of interest, or perceived conflict, as his wife is employed by the College. Trustee Rhodes noted the objection and stated that the raises for staff were approved previously by the Board without his vote

and that his vote on the overall operating budget does not change the outcome of that prior vote on salaries. Trustee Smith moved to amend the motion and reduce the overall operating budget by \$300,000 with the caveat that that is removed from the marketing budget. Trustee Winslow seconded. Discussion was held on the impact on recruiting students and change in enrollment patterns, staffing changes in Marketing in the past 10 years. There was also discussion on the importance of continuing to invest in marketing when enrollment is down, the need for the college to cut expenditures, and that the college should be run more like a business that based on academics. Trustee Jolly reiterated that she would like the college to work toward a long-term sustainability plan.

On roll call vote, Trustee Smith's motion to amend the operating budget failed 2-5, with Trustee Good, Trustee Braungardt, Trustee Jolly, Trustee Rhodes, and Trustee Sherrer voting nay.

On roll call vote, the original motion by Trustee Good passed 5-2, with Trustee Winslow and Trustee Smith voting nay.

Chair Rhodes closed the Budget Hearing portion of the meeting at this time.

RECOGNITIONS

(YouTube @ 57:02)

Dr. Krull recognized the Butler Volleyball team as a 2023 USMC/AVCA Team Academic Award Recipient. Butler Community College Women's Volleyball team, led by Coach Lisa Lechtenberg, is a recipient of the 2023 USMC/AVCA Team Academic Award. 2023 marks the 31st anniversary of the award, and honors teams who match their dedication to volleyball with excellence in the classroom. The benchmark average is an average 3.3GPA for the year.

Dr. Krull also recognized Tyler Nordman, Director of Creative Services, who received national recognition from the Two-Year Sports Information Directors of America (2YSIDA) for his Posters, Video Features (2) and Social Media Graphics publications. There were nearly 250 entries in the contest in seven categories with 34 garnering recognition with awards.

Next, Teresa Eastman, Director of Disability Services/ADA Compliance Officer/Section 504 Coordinator, was recognized for her three presentations as a part of the Association of Higher Education & Disability Conference (AHEAD) in Portland, OR from July 17-21. She presented with colleagues from Leigh Carbon Community College in PA and Collin College in TX for a half-day pre-conference institute entitled "Is that a Reasonable Accommodation? Supporting Faculty in Establishing Technical Standards and Essential Elements." This session was also selected to be presented at the August 3rd Virtual Mini-AHEAD Conference. Teresa teamed up with her college from Lehigh Community College and two colleagues from Florida Atlantic University (a 4-year institution) to present a general session entitled, "Howdy Partner: Internal Networking to Maximize Your Office Effectiveness and Resources." Teresa also serves nationally as a co-chair for the Community College Knowledge and Practice Group and served as a reviewer for this year's conference proposals.

Dr. Krull also recognized the Butler FBLA Chapter for their extremely successful trip to the FBLA Collegiate National Leadership Conference in Atlanta. All nine students placed in their competition. Butler also received second place in the Outstanding Chapter Challenge. In addition, Kaelib Harp was elected as the 23-24 National Vice President for Financial Development. The group's faculty advisors are Janice Akao, Dr. Noreen Templin and Jared McGinley. Competition results are as follows:

- **Thara Lee Kenmarla Casimir** – 1st in Digital Media
- **Team of Emmarie Nickel, Wanyi (Chloe) He, and Lyndsey Conley** – 3rd in Marketing Analysis & Decision Making

- **Kaelib Harp** – 3rd in Hospitality Management case study, 5th in Business Communication
- **Victoria Wurm** – 5th in Foundations of Accounting, 7th in Future Business Executive
- **Wanyi (Chloe) He** – 7th in Social Media Marketing
- **Matt Shultz** – 9th in Business Ethics
- **Team of Alexia Macleod and Mason Kane** – 9th in Community Service Project

Dr. Krull also recognized Butler Volleyball, Softball, Baseball, Women’s Basketball and Soccer for their NJCAA Academic Team nominations and thanked them for their dedication to success academically and athletically.

Dr. Krull also recognized Trustee Winslow’s September birthday.

PUBLIC COMMENT

(YouTube @ 1:05:42)

Angie Johnston of Augusta was unable to finish all her comments in the time allotted during the budget hearing and used this time to finish her statement.

STANDING REPORTS

Student Government Association (YouTube @ 1:10:50) – Emily Hernandez, SGA President, introduced the leadership team, including Vice President Corinne Lyda, Secretary/Treasurer Ashanti Issa, and coordinators Jaylen Andrews and Kerri Krahn. Since the beginning of the semester, SGA has been involved with Welcome Week and Grizzfest, including sponsoring popcorn and soda at the home soccer game, Paint Wars, and an ice cream social. They also participated in the Grizzly Gold Parade and hosted a silent disco. They will also host a student forum on each campus with Dr. Krull, celebrate Constitution Day and partner with Residence Life and Nancy Hamm for Suicide Awareness Training. Trustee Good asked what a silent disco is - and Emily shared that it is a “headphone party” essentially. They served pizza as well and hosted approximately 100 students.

Operational Staff (YouTube @ 1:13:12) – Zach Cannady shared that OpStaff hosted Welcome Back tables during the first week of classes. The next OpStaff meeting is October 12 in El Dorado.

Professional Employees (YouTube @ 1:13:54) – Dr. Sader announced the BCCEA Scholarship Recipient, Gracie Leslie. He shared a quote from Gracie about why she chose her education major. He shared that she is the model for what this scholarship is all about, and how difficult it was to choose a recipient among the many great applicants. He also shared that as of this year, the scholarship fund is endowed. He also provided comments about the upcoming mediation on September 29.

Board Finance Committee (YouTube @ 1:18:26) – Trustee Good reported that Kent Williams and Kerry Potter shared there was an increase to 2024 Revenue. Interest has increased, as well. Expenditures are even in 2023 and 2024. Trustee Braungardt asked whether we have seen the impact of increasing out-of-county tuition and decreasing tuition for Butler County residents. Dr. Krull shared that Dr. Ohman will provide an update during the meeting.

Foundation Board Report (YouTube @ 1:20:28) – Trustee Rhodes shared that the Foundation Board met in August and heard a quarterly update from Bank of America on the portfolio performance. The fair market value of the Foundation’s endowment is \$14.8 million with a 6.4% rate of return net of fees since inception. The Redler Building contract for sale has been signed and a date for closing is being set at Security 1st Title. The Foundation Board approved a two-year agreement with Blackbaud, which is the Foundation’s gift and prospect management system to run target analytics on alumni and prospective donors in the area to increase donors in Butler and surrounding counties. The Board also approved the creation of a Circle of the Gold recognition piece to recognize donors

who have provided planned gifts to the Foundation. That piece will be located in the Foundation office.

KACC Report (YouTube @ 1:21:37) – Dr. Krull shared that KACC met at Cloud County Community College in Concordia, with all colleges represented by either their president or a Trustee. They heard a presentation about the dangers of fentanyl and how campuses can protect students and employees from the dangers of this drug, including having Narcan available and staff trained to administer it. There was also a discussion with Senate President Ty Masterson related to higher education funding, structure, and policy. Speaker of the House Dan Hawkins and Senate Majority Leader Larry Aley also participated, and all legislators expressed their thanks for the great discussion. Attendees also took a tour of the Cloud CC renewable energy program. Cloud was the first college in the US to implement wind energy programs and they have significant business and industry partnerships, and all students have jobs prior to completing their education. Cloud Trustee Bruce Graham, who started the renewable energy program, also gave a presentation about why renewable energy is important and how this training will continue to be valuable as new energy sources emerge. A tour of the Child Care center was also taken, highlighting how Early Childhood students use the center to help enhance their training. Senator Elaine Bowers of Concordia and a Cloud alum was the dinner speaker, highlighting the importance of community colleges to the Kansas economy and workforce. Perception surveys were also completed and hot topics around higher education were also discussed. An update on the Jayhawk Conference and the Legislative Post Audit were discussed, and it is anticipated that the audit, which focuses on where community college athletes are from and how scholarships and operations are funded, will be presented in December. An update was provided on the Community College Economic Impact study. Each institution will receive their own report and state-wide report. Work began on crafting the KACC 2024 Legislative agenda, which will be approved in December and the routine business agenda was completed, where the financial audit was completed with no major findings. KACC officer elections will be held in December. The next meeting will be held Dec. 1-2 in Liberal at Seward County Community College.

President's Report (YouTube @ 1:25:10) – Dr. Krull reminded the Trustees about the upcoming Higher Learning Commission webinar that will guide participants through the process of writing an interim monitoring report.

She also shared that she had received a call from Sundgren Realty, who has a client interested in finding out more about the land to the west of the 5000 Building and whether a portion of it is available for sale. The Board said that they are interested in learning more about what the potential buyer is interested in and Dr. Krull will get more details.

Dr. Jessica Ohman shared a day-one enrollment update with the Board. She shared that while overall enrollment is down 2%, the College is up 5.7% in credit hour enrollment for in-county students, 29.7% international and 3.2% out-of-state. In-state enrollment is down 6.09%. She also shared that compared to last year, day-one for all in-county enrollment, the College is up 9.5% and high school only enrollment in the same category, the College is up 4.9%. She explained that 60% of Butler's students are part-time students, and all are dealing with an increase cost of living and tuition for in-state/out-of-county students also experience higher tuition, which likely lead to that decrease, as Butler's tuition is higher than competitors in that area. Trustee Smith asked if in-district included EDCF enrollment, which Dr. Ohman indicated it does. Dr. Krull shared that more information on that would be shared once 20-day numbers are certified.

Dr. Krull shared that at a prior meeting, Trustee Winslow had asked for the original college charter. That college, El Dorado Junior College, no longer exists. The archivist is working to locate that charter, which was in storage at the salt mines.

She also shared that during previous election cycles there was conversation about the limited information available about local candidates. The Butler Lantern student newspaper will be reaching out to candidates in the upcoming election for a story geared to providing information on Trustee candidates.

Educational Facilities Authority Report (YouTube @ 1:36:15) – Trustee Sherrer shared that EFABC would be meeting the following day, so he would have a report next month.

(YouTube @ 1:36:30) – At this time Trustee Rhodes indicated that Ray Connell, College Legal Counsel, has a limited amount of time he is available for questions, so Chair Rhodes proposed allowing questions on the Yorktown Road and Commerce Street development at this time. Trustee Braungardt recused herself from the discussion as she is a member of the appraisal team in the condemnation process.

Trustee Smith asked if the existing contract only required Butler to pay roughly \$1.1 million for the road and the 10% crawl if prices increased. He asked counsel to confirm if that is true. Counsel confirmed that that this is all that is contractually required. He then asked if the College would be required by law or contract to pay the additional money requested at this time. Counsel confirmed that it is not required by law or contract.

MONITORING REPORTS

(YouTube @ 1:40:15) – Michaela Serrioz, Associate Athletic Director, introduced Trey Burnett the new Sports Information Director. She provided an update to the information shared in the Board Book that Ty Reese has been named Head Baseball Coach, replacing BJ McVay who retired earlier this year. She also shared that Demarcus Lawrence, Grizzly Football alumnus, provided a “shoutout” to Butler during introductions on Sunday Night Football for the third year in a row. Lawrence plays for the Dallas Cowboys. Trustee Good noted that she appreciates the community outreach from the Athletics department each year.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

- A. Trustee Information Requests (YouTube @ 1:42:58) – Trustee Smith is requesting 20th day numbers, the PROVIDE Committee report, fill rates on classes, classes in El Dorado and Andover. Dr. Krull shared that the 20th Day numbers and PROVIDE report will be provided upon availability and they will be discussed at either the regular October meeting or the October Work Session. Dr. Krull asked clarifying questions about the fill ratios and unique courses. Trustee Smith clarified his request and Dr. Krull will provide the DAR, which is used by Academic Deans to plan course schedules.
- B. Board Affirmation of Service and Standards of Good Practice (YouTube @ 1:47:25) – Trustee Smith brought this item forward to begin discussion in preparation for the upcoming HLC monitoring report. He believes the Board should begin to provide examples of how they have implemented changes. Dr. Krull shared that the report does need to be comprehensive and there are key components that will need to be included. Dr. Phil Speary also shared that the report would need to be structured in a way that intentionally addresses the issues that the evaluation team observed whether the Board agrees with them. Dr. Krull suggested further discussion of this at the October work session, following the HLC webinar on October 19.
- C. Future Mask Policies (YouTube @ 1:54:28) – Trustee Smith shared that he would like to have the Board indicate that there will not be a mask policy in place this year. Dr. Krull shared that when mask policies were implemented previously, it was at the recommendation of public-facing staff and students for an added sense of security. She stated that if there is a situation again that necessitates masking, that it is critical to listen to the input of students

and staff. Trustee Smith indicated he would like to be proactive on that policy. Trustee Braungardt indicated it may be better to have discussions around it before tensions are higher during a potential issue. Trustee Winslow expressed that perhaps the Board needs to have a general understanding that it will be a Board decision, with input from staff and faculty. Trustee Good expressed that staff, students and faculty should be making those decisions.

BOARD ACTION ITEMS

- A. Yorktown Road & Commerce Street Development (YouTube @ 2:00:00) – Trustee Braungardt recused herself at this time. Trustee Smith reiterated that the College is not obligated to pay the additional money for the development. Trustee Smith moved to approve the original contract, plus the ten percent that the College is contractually obligated to pay. Trustee Winslow seconded the motion. Trustee Jolly said that she does not feel comfortable asking Andover residents to pay for the road development on their own and indicated she would like to ask some additional questions about long-term financing when the time comes. Andover helped the College by granting the certificate of occupancy earlier than normal and are now asking the College to pay the 60% that was agreed to.. Dr. Krull reiterated that these conversations and agreements were the result of nearly two years of negotiations and are consistent with the agreements they put in place with other public partners. Trustee Smith expressed that he felt no appreciation from the City of Andover for what the College provides for the community. On roll call vote, Trustee Smith’s motion failed 2-4, with Trustee Good, Trustee Jolly, Trustee Rhodes, and Trustee Sherrer voting nay and Trustee Braungardt abstaining.

Trustee Jolly moved to approve the development of updated petitions for Yorktown Road Paving, Yorktown Road Waterline, Commerce Street Paving and Commerce Street Waterline, with the college being responsible for no more than the agreed upon 60% share of the final costs and with Butler’s part of the project to be paid through special assessments over a 20-year period and that a start date be included. Trustee Sherrer seconded the motion. Trustees engaged in discussion around start dates and terms of the project. Trustee Jolly withdrew her first motion and made a revised motion to approve the development of updated petitions for Yorktown Road Paving, Yorktown Road Waterline, Commerce Street Paving and Commerce Street Waterline, with the college being responsible for no more than the agreed upon 60% share of the final costs, not to exceed \$1,513,800 and with Butler’s part of the project to be paid through special assessments over a 20-year period. Trustee Good seconded the motion. Trustee Smith stated that the College chooses to pay \$290,000 more than they are obligated to pay. Trustee Good stated that in the contract it stated the College is responsible for a 60% share of the final costs. Trustee Winslow stated that it exceeds the 10% as was required in the original contract. On roll call vote, the motion passed 4-2, with Trustee Winslow and Trustee Smith voting nay and Trustee Braungardt abstaining.

- B. Personnel – Retirement of Deborah Reiter and Perry Ireland (YouTube @ 2:38:12) – Trustee Sherrer moved to accept the retirements of Deborah Reiter and Perry Ireland. Trustee Winslow seconded the motion. Dr. Jessica Ohman shared that Deborah Reiter, Verification Specialist in Financial Aid, has been an employee of the College for 14.5 years. She goes above and beyond for students and has been wonderful to work with. She is looking forward to spending time with her family in retirement. Ireland Turner shared that Perry Ireland has worked for Facilities for 25 years. He began his career in 1998 as a Grounds technician before moving into the Building Maintenance and Operations in 2003 as a door specialist and locksmith. On roll call vote, the motion passed 7-0.

CONSENT AGENDA

(YouTube @ 2:40:23)

Trustee Smith moved to approve the consent agenda. Trustee Sherrer seconded. On roll call vote, the motion passed 7-0.

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

(YouTube @ 2:40:43)

Dr. Esam Mohammad shared that the Key Performance Indicator cycle has begun again. This month he reported that there were 1,327 completions in AY2023. He also provided a list of completions in each discipline and level of completion. Completions are listed in three categories: associate degrees, certificates, and short-term certifications. He shared that completions have decreased as they are a function of enrollment, but data shows we are doing a better job of helping students complete their degree. Dr. Mohammad shared that these are the numbers that are certified by KBOR that these numbers are degree completions, not individual classes, so this represents between 60-65 credit hours typically.

Statement of Revenue & Expenditures – Submitted by Kerry Potter

No discussion.

Thank You Notes

(YouTube @ 2:45:18)

Several thank you notes from local 4-Hers were included in the Board Book.

Board Calendars

(YouTube @ 2:45:28)

The calendar contains various athletic and extracurricular events. Dr. Krull encouraged Trustees to contact her office if they would like tickets to fine arts events, because they sell out quickly.

EXECUTIVE SESSION

(YouTube @ 2:46:48)

Trustee Sherrer moved that the Board recess into executive session for up to 45 minutes to discuss non-elected personnel, 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 the members of the Board and President Kim Krull be included. Trustee Smith seconded. On roll call vote, the motion passed 7-0.

ENTER EXEC SESSION @ 7:20pm

RETURN TO OPEN SESSION @ 7:53pm

ADJOURNMENT

(YouTube @ 3:26:03)

Trustee Winslow moved to adjourn the meeting. Trustee Smith seconded. On roll call vote, the motion passed 7-0. The regular meeting of September 12, 2023, was adjourned at 7:55pm.

Mary Martha Good – Secretary

BILLS AND WARRANTS

TOPIC for ACTION
September 2023 Bills and Warrants

REPORT

Bills and Warrants for September 2023 - \$6,121,763.51 (includes Expenditure Approval List - \$3,411,732.74 and Payroll - \$2,710,030.77).

RECOMMENDED ACTION:

Approval of September 2023 bills and warrants.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Sariah Wilson, Assistant Director – Accounts Payable

Supervisor: Yolanda Hackler, Director – Accounts Payable

Date: October 2, 2023

BIDS AND PURCHASES

None.

RATIFICATION OF AGREEMENTS AND CONTRACT
--

TOPIC for ACTION

Contract Renewal – Radio Broadcaster/Grizzlybacker Fundraiser

REPORT:

The contract for Dennis Higgins, Radio Broadcaster/Grizzlybacker Fundraiser will run from July 1, 2023 through June 30, 2024. Mr. Higgins is Butler’s radio announcer for all football broadcasts and home and away conference basketball games. He is entering his 17th year as the “Voice of the Grizzlies.” He also helps fundraise for the Grizzlybackers.

RECOMMENDED ACTION:

Renew the contract for Dennis Higgins at the salary of \$35,000 for the period from July 1, 2023 – June 30, 2024.

RECOMMENDED FUNDING SOURCE:

Grizzlybackers

Submitted by: Todd Carter, Athletic Director

Supervisor: Bill Rinkenbaugh, VP of Student Support Services

Date: September 13, 2023

AGREEMENT

THIS AGREEMENT made and entered into this 10th day of July 2023, by and between the GRIZZLYBACKERS (Foundation) and DENNIS HIGGINS (Dennis).

WHEREAS, the parties agree that an independent contractor relationship is created by this Agreement. Dennis is neither an employee, partner, nor joint venture of Grizzlybackers for any purpose. Dennis and the Grizzlybackers shall be solely responsible for their respective acts or for the acts of their respective employees, agents and representatives during the performance of this Agreement. Any and all claims for unemployment benefits and/or claims for worker's compensation benefits are hereby expressly waived by Dennis, who is not an employee of the Grizzlybackers and who agrees to maintain separate policies of liability, health, and accident insurance as may be necessary or appropriate in connection with the performance of his duties here in. Dennis is responsible for his own taxes, social security, and any other government obligations arising out of the work or occupation of Dennis, as the Grizzlybackers will neither withhold such sums nor pay over such sums on behalf of Dennis. Dennis expressly acknowledges that he is an Independent Contractor, and is not an employee of the Grizzlybackers, and has no relationship with or to the Grizzlybackers other than that contained in this Agreement as an independent contractor.

1. Duties. Dennis's duties shall include, but not be limited to: facilitating the broadcast of all Butler Community College football games and basketball games; fund-raising for the Butler Community College Athletic Department; and sponsorship for Butler Athletic events, including games. Personally reporting a minimum of two meetings a year to the Grizzlybacker Advisory Board on his progress and shall report directly to the Butler Community College Athletic Director on a regular basis.

2. Term. The term of this agreement shall be for 1 year commencing on July 1, 2023 and ending on June 30th⁶, 2024.

3. Compensation. Dennis shall receive the sum of thirty five thousand Dollars (\$35,000.00), payable two thousand nine hundred sixteen and 67 cents (\$2916.67.00) per month with the first payment due on or before July 25, 2023, with like payments due on or before the 25th day of each month thereafter with the final payment being due under this agreement on June 25, 2024.

4. Extension of Agreement. Grizzlybackers shall have the option to extend this agreement for two (2) additional one year terms. Notice to Dennis of the Grizzlybackers decision to exercise its option shall be mailed by first class mail to the last known address of Dennis sixty (60) days prior to July 15, 2024

5. Termination. Both parties shall have the right to terminate this agreement without cause by providing the other party with thirty (30) days written notice.

In the event of cause, either party shall provide written notice and request to cure and failure to cure within ten (10) days of notice shall constitute termination of this agreement. Example, the Grizzlybackers fail to pay or Dennis fails to perform.

6. Non-Compete. Dennis agrees not to compete or work for the competition of Butler Community College Athletics within twelve (12) months after termination of this agreement in the State of Kansas.

7. Liability and Indemnity. Any actions taken by Dennis pursuant to this Agreement shall be entirely at the risk of Dennis, except as may otherwise be specified herein. Dennis covenants that he shall fully comply with all laws, rules and regulations of the United States and of each and every country, state, territory or providence in which Dennis seeks to perform this Agreement; and shall indemnify and hold harmless, and shall defend the Grizzlybackers from and against any and all suits, damages, claims, expenses or actions based upon or arising out of the activities of Dennis, or out of any damage, injury, or loss to persons, or property caused by or sustained in connection with any activities of Dennis.

WITNESS OUR HAND this day and year first written above.

GRIZZLY ATHLETIC SCHOLARSHIP, INC.

By: 
Athletic Director

 7/10/23
Dennis Higgins

TOPIC for ACTION
Federal Work Study Off Campus Employment- Augusta Child Start

REPORT:

The Federal Work-Study (FWS) program provides part-time employment to students with financial need, allowing students to gain valuable work experience while earning money to help pay educational expenses.

As a requirement of the FWS program, Butler must spend a minimum of 7% of our award allocation on community service employment and have at least 1 student employed as a reading tutor. Butler's FWS allocation for the 2023-2024 academic year is currently \$170,000. Wages earned through the FWS program are funded 75% through the institution's FWS award and 25% by the institution. Wages earned by reading tutors are funded 100% through the FWS award.

Butler's Financial Aid Office has identified community partners to assist with meeting this requirement. We have coordinated with staff at Augusta Child Start to identify reading tutor positions as well as other positions that are mutually beneficial to the organization and the student employee.

RECOMMENDED ACTION:

The Board ratify the Off-Campus Agreement between Augusta Child Start and Butler Community College.

RECOMMENDED FUNDING SOURCE:

Reading Literacy Tutor wages funded 100% by FWS program award.

Student employee wages funded by 75% FWS program award and 25% existing institutional budget for FWS.

Submitted by: Heather Ward, Director of Financial Aid

Supervisor: Dr. Jessica Ohman, Associate Vice-President of Student Services

Date: September 22nd, 2023

Off-Campus Agreement

This agreement is entered into between Butler Community College, hereinafter known as the "Institution," and Augusta Child Start, hereinafter known as the "Organization," a Federal, State, or local public agency, for the purpose of providing work to students eligible for the Federal Work-Study Program [FWS].

Job Descriptions, dated and marked Exhibit "A", to be attached to this agreement from time to time must be signed by an authorized official of the institution and the organization and must set forth—

1. brief descriptions of the work to be performed by students under this agreement;
2. the total number of students to be employed;
3. the hourly rates of pay, and
4. the average number of hours per week each student is to work.

These descriptions will also state the total length of time the project is expected to run, the total percent, if any, of student compensation that the organization will pay to the institution, and the total percent, if any, of the cost of employer's payroll contribution to be borne by the organization. The institution will inform the organization of the maximum number of hours per week a student may work. The organization agrees to confirm the hours the student worked by authorized signature of an organization official on the students time sheet.

Students will be made available to the organization by the institution to perform specific work assignments. The organization will be responsible for training the students to perform the work assignments. Students may be removed from work on a particular assignment or from the organization by the institution, either on its own initiative or at the request of the organization. The organization agrees that no student will be denied work or subjected to different treatment under this agreement on the grounds of race, color, national origin, or sex. It further agrees that it will comply with the provisions of the Civil Rights Act of 1964 (Pub. L. 88-352; 78 Stat. 252) and Title IX of the Education Amendments of 1972 (Pub. L. 92-318) and the Regulations of the Department of Education which implement those Acts.

Transportation for students to and from their work assignments will not be provided by either the institution or the organization. In the event of injury incurred by a student employee while acting within the scope of his/her duties, the institution shall assume responsibility as employer. The organization will be responsible for informing the students of any potential hazards, what to do in case of an emergency and who to contact in case of an emergency. The organization agrees to release and hold the institution safe and harmless from any liability arising from students while at work.

The institution is considered the employer for purposes of this agreement. It has the ultimate right to control and direct the services of the students for the organization. It also has the responsibility to determine whether the students meet the eligibility requirements for employment under the Federal Work-Study Program, to assign students to work for the organization, and to determine that the students do perform their work in fact. The organization's right is limited to direction of the details and means by which the result is to be accomplished.

Compensation of students for work performed on a project under this agreement will be disbursed and all payments due as an employer's contribution under State or local workers' compensation laws, under Federal or State social security laws, or under other applicable laws, will be made by the institution.

Date

Dr. Kim Krull
President, Butler Community College

Date

Heather Ward
Director Financial Aid, Butler Community College

Date

TOPIC for ACTION
Cooperative Agreement
USD 265 Goddard Public Schools

REPORT:

The Kansas Challenge Act (K.S.A. 72-3220 et seq.), defines the expectations and responsibilities of unified school districts (USDs) and postsecondary institutions for awarding dual credit, including the options for USDs to transport students to and from classes and assist with tuition and fees.

Goddard Public Schools has requested a Cooperative Agreement with Butler Community College to recognize Butler coursework completed by Goddard students for dual credit. Additionally, Goddard Public Schools has outlined the cost and transportation responsibilities per their district policy.

RECOMMENDED ACTION:

Board of Trustees approval of Cooperative Agreement between Butler Community College and USD 265 Goddard Public Schools.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Loni M.M. Jensen

Supervisor: Dr. Heather Rinkenbaugh, Dean of Online, High School & Community Learning

Date: September 21, 2023



Cooperative Agreement

Between Butler Community College and USD 265 Goddard Public Schools
for Enrollment of High School Pupils
(per K.S.A. 72-3220 et seq.)

In an effort to provide academic challenges to secondary school pupils, this agreement authorizes qualified sophomore, junior, and senior pupils enrolled in USD 265 Goddard Public Schools to enroll and participate in courses at Butler Community College while concurrently completing their high school curricula.

Such “concurrent enrollment pupils” and/or their families are personally responsible for transportation to and from Butler Community College and for all postsecondary tuition costs.

Butler Community College agrees that the course work successfully completed by concurrent enrollment pupils will be awarded appropriate academic credit and will be applicable toward the award of a college degree.

USD No. and Name: USD 265 Goddard Public Schools

Postsecondary Education Institution Name: Butler Community College

Goddard USD 265 Superintendent of Schools

Authorized Representative
Butler Community College

Date

Date

PERSONNEL

TOPIC for ACTION
Full Time Mathematics Instructor

REPORT:

Dr. Raja Balu is recommended for the Mathematics Instructor position beginning in Fall 2023. Dr. Balu holds a Master of Science in Mathematics, Master of Science in Electrical Engineering, and a Doctor of Philosophy in Applied Mathematics from Wichita State University. He also holds a graduate certificate in Math Foundations of Data Analysis from Wichita State University. He brings 9 years of teaching experience.

RECOMMENDED ACTION:

Recommendation of approval of Dr. Raja Balu as a Full Time Instructor of Mathematics beginning in Fall 2023 at an annual salary of \$53,600 plus full benefits.

RECOMMENDED FUNDING SOURCE:

Math Department General Fund budget

Submitted by: Shannon Covert, Interim Dean Science, Engineering, and Math

Supervisor: Dr. Tom Nevill, Vice President of Academics

Date: September 5, 2023

SUPPLEMENTAL INFORMATION

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



Metric	Description	Latest Performance	Last Updated for BOT	Previous Three Years	Validation Source
Retention	Percentage of incoming first-time full-time degree/certificate seeking students from the first fall who continue to the next fall. Cohort members who graduate within a year are excluded from the calculation.	61% (Fall 2021 Cohort)	02/2023	60 % (Fall 2020), 60 % (Fall 2019), 60 % (Fall 2018)	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/22 % Transfer Rate (Fall 2019 Cohort)	02/2023	31% Graduation Rate/24% Transfer Rate (Fall 2018 Cohort); 28% Graduation Rate/26% Transfer Rate (Fall 2017 Cohort); 26% Graduation/30% Transfer (Fall 2016 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	84.0% (AY 2022)	04/2023	68.3% (2021) 76% (2020), 76.3 % (2019)	Kansas Board of Regents AY Follow Up Collection
Completions	Number of associate degrees and certificates granted by the institution	1327 (AY 2023)	09/2023	1371 (AY 2022), 1416 (AY 2021), 1446 (AY 2020)	Kansas Board of Regents AY Completions File

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Dr. Tom Nevill, Heather Ward, Dr. Jessica Ohman, Dr. Heather Rinkenbaugh
Report for the BOT meeting of	October 10, 2023
Strategic Goal: Support Students and their Success	Priority 1(a): Continue to successfully implement the Kansas Promise Scholarship and Prison Education Program.

Kansas Promise Scholarship

Narrative

The Kansas Promise Scholarship is a 'last dollar' scholarship program that covers tuition, fees, books, and required materials for qualifying Kansas residents enrolled in eligible programs. Students participating in the scholarship program must complete their Butler program within 36 months and must agree to live and work in Kansas for at least two consecutive years after program completion.

Current Outcomes

The Kansas Promise Scholarship program was new beginning Fall 2021. During the 2021-2022 academic year Butler disbursed \$320,684 to 143 students and then \$615,633 to 248 students during the 2022-2023 academic year. As of 9/29/23 Butler has awarded \$618,737 to 212 students for the 2023-2024 academic year. This number will increase as students will continue to apply and receive awards until the semester deadlines. To date, 83 students have completed their Kansas Promise educational program.

Action items for future outcomes

Continue to promote the Kansas Promise Scholarship to students enrolled in eligible programs. This is an excellent opportunity for students to complete their Butler program with no out of pocket expense for program tuition, fees, books, and required materials.

Strategic Alignment

Support Students and Their Success

Second Chance Pell, Transitioning to Prison Education Program

Narrative

According to the VERA Institute of Justice, incarcerated people who participate in postsecondary education programs are 48 percent less likely to recidivate than those who do not. The odds of recidivism decrease as people achieve higher levels of education.

(<https://www.vera.org/news/back-to-school-a-common-sense-strategy-to-lower-recidivism>).

Beginning with the Fall 2022 semester, Butler was accepted to participate in the U.S.

Department of Education's Second Chance Pell Experimental Site Initiative. Participation in this initiative allows Butler to award Pell grant to incarcerated students who are otherwise eligible, removing one of the biggest barriers to postsecondary education for this population of students. Butler was recently accepted to the Revised Second Chance Pell Experiment, which bridges the gap and allows for continuity of services during the transition to Prison Education Programs.

Current Outcomes

During the 2022-2023 academic year Butler disbursed \$122,099 in Pell to 95 students enrolled at El Dorado Correctional Facility. Currently, for the Fall 2023 semester, 66 students are expected to receive \$49,910. These Fall funds are scheduled to be disbursed on October 11th.

Action items for future outcomes

Continue collaboration between Butler and the Kansas Department of Corrections for participation in the Revised Second Chance Pell Experimental Site Initiative and transition to Prison Education Programs. Continue assisting students through the enrollment and financial aid processes for student success and potential enrollment growth at the El Dorado Correctional Facility campus location.

Strategic Alignment

Support Students and Their Success

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual(s)	Shelley Stultz, Kent Williams
Report for the BOT meeting of	October 10,2023
Strategic Goal: Enhancing Employee Success and Excellence	Priority Number: 1a. Budget funding to address market-readiness compensation and equity for hiring and retention

Narrative

As part of Butler’s strategic goals and priorities we strive to maintain a competitive market position for compensation to attract and retain highly qualified employees.

Consistent with this philosophy, Butler continues to determine our competitive market position, compensation policies and practices while taking into consideration the labor market, internal equity and the College’s fiscal conditions.

Current Outcomes

In July 2023 we were able to raise the lowest wage in the wage plan from \$11.00 to \$13.00 per hour, for hourly classified positions. The cascading effect of this change improved all hourly paid positions by the same differential. The funding for this initiative was made available through the equity dollars budgeted each year for this purpose.

We are confident this will improve our ability to attract more qualified employees while rewarding and retaining current employees.

Action items for future outcomes

Continued support for additional budget dollars in FY2024 and beyond is needed to continue to address pay inequity, and market stability of our pay structures and incumbent salaries.

Based on market trends due to inflation and competition in the workforce, the College will need to consider an elevated percentage of salary increases to maintain market competitive rates and equity.

As we continue to address the existing wage escalations in our market we recommend a percentage of at least 0.5% of the salary budget to address market and internal equity ongoing.

Strategic Alignment

Enhance Employee Success and Excellence by ensuring marketable pay in an effort to attract, retain and develop the best employees for Butler Community College

MONTHLY STATEMENT OF REVENUES AND EXPENDITURES

Butler Community College
Statement of Revenue, Expenditures, Other Changes
As of 9/30/2023

FISCAL YEAR 24, PERIOD 03
OPERATING FUNDS

	2024				2023			
	Budget	Actual	Variance (Over)Under	Percent of Budget	Budget	Actual	Variance (Over)Under	Percent of Budget
REVENUES:								
Tuition/Fees	18,113,836	8,646,841	9,466,995	47.74%	17,626,486	8,567,949	9,058,537	48.61%
Local Sources	14,250,037	886,840	13,363,197	6.22%	14,250,077	870,765	13,379,312	6.11%
State Sources	19,727,686	9,503,843	10,223,843	48.18%	19,426,536	9,406,768	10,019,768	48.42%
Auxiliary Sources	19,600	10,100	9,500	51.53%	17,781	9,800	7,981	55.12%
Other Sources	1,092,375	380,190	712,185	34.80%	666,023	185,634	480,389	27.87%
Transfers	82,134	0	82,134	0.00%	82,134	0	82,134	0.00%
TOTAL REVENUES:	53,285,668	19,427,814	33,857,854	36.46%	52,069,037	19,040,916	33,028,121	36.57%
EXPENSES:								
Instruction	16,015,777	2,734,688	13,281,089	17.07%	15,972,764	2,680,022	13,292,742	16.78%
Other Expenditures	0	0	0	0.00%	0	79	(79)	0.00%
Academic Support	4,079,819	863,285	3,216,533	21.16%	3,570,075	878,894	2,691,182	24.62%
Student Services	7,214,991	1,651,618	5,563,373	22.89%	6,844,581	1,581,734	5,262,847	23.11%
Institutional Support	21,874,191	7,549,516	14,324,676	34.51%	20,884,459	5,893,415	14,991,044	28.22%
Physical Plant Operations	3,564,953	949,201	2,615,752	26.63%	3,246,976	910,291	2,336,685	28.04%
Student Financial	3,427,004	1,564,463	1,862,541	45.65%	3,402,269	1,598,660	1,803,609	46.99%
Auxiliary Enterprise	0	0	0	0.00%	0	847	(847)	0.00%
TOTAL EXPENSES:	56,176,735	15,312,771	40,863,964	27.26%	53,921,124	13,543,942	40,377,182	25.12%
TRANSFERS AMONG FUNDS:								
Mandatory Transfers	1,371,908	876,216	495,692	63.87%	1,374,108	582,763	791,345	42.41%
Non-Mandatory Transfers	612,273	0	612,273	0.00%	612,273	0	612,273	0.00%
TOTAL TRANSFERS:	1,984,181	876,216	1,107,965	44.16%	1,986,381	582,763	1,403,618	29.34%
NET INCREASE/DECREASE IN NET ASSETS	(4,875,248)	3,238,827			(3,838,468)	4,914,211		
Fund Balances, Beginning of year	10,511,628	10,511,628			9,875,329	9,875,329		
Fund Balances, End of Period	<u>5,636,380</u>	<u>13,750,455</u>			<u>6,036,861</u>	<u>14,789,540</u>		

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, Career & Workforce Education, Annual Transfers to Development, Facilities, and Technology Funds

THANK YOU NOTES

Butler Comm. College,

Thank you for supporting
the KSF. Your sponsorship of
the AOB Breeding Ewe was
appreciated. Thank you for
continuing to support the
Ag Programs & the Sheep Industry

Thank you,
Emerly Upton

Dear Butler Community College,

This was my first year showing
lambs at state fair, I was so happy
to get my first ~~win~~ with
this lamb. Thank you for sponsoring
my heave crossbred champion lamb.

Sincerely,
Winton Johnson.

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
OCTOBER 2023**

October Board Finance Committee	Tuesday, October 10, 2023; 3:30pm President's Conference Room	Linda Jolly Mary Martha Good
October Board Meeting	Tuesday, October 10, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
October Work Session	Monday, October 23, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
November Board Finance Committee	Tuesday, November 14, 2023; 3:30pm President's Conference Room	Linda Jolly Mary Martha Good
November Board Meeting	Tuesday, November 14, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
November Work Session	Monday, November 27, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES

2023-2024 Board Meeting Dates

Tuesday, October 10, 2023
 Tuesday, November 14, 2023
 Tuesday, December 12, 2023
 Tuesday, January 9, 2024
 Tuesday, February 13, 2024
 Tuesday, March 12, 2024
 Tuesday, April 9, 2024
 Tuesday, May 14, 2024
 Tuesday, June 11, 2024
 Tuesday, July 9, 2024

LOOKING AHEAD

December Board Finance Committee	Tuesday, December 12, 2023; 3:30pm President's Conference Room	Linda Jolly Mary Martha Good
December Board Meeting	Tuesday, December 12, 2023; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
December Work Session	NO WORK SESSION HOLIDAY RECESS	N/A
January Board Finance Committee	Tuesday, January 9, 2024; 4:30pm President's Conference Room	Linda Jolly Mary Martha Good
January Board Meeting	Tuesday, January 9, 2024; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
January Work Session	Monday, January 22, 2024; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES

ACTIVITY CALENDAR

Football vs. Jireh Prep @ Home	Saturday, October 7	1:30pm
Women's Soccer vs. Hutch @ Home	Saturday, October 7	7:00pm
Fall Break – Campus Closed	Monday, October 9	All Day
Volleyball vs. Dodge City @ Home	Monday, October 9	6:00pm
Institutional Development Day – No Classes	Tuesday, October 10	All Day
Volleyball vs. Colby @ Home	Wednesday, October 11	5:00pm
Instrumental Music Concert	Friday, October 13	7:30pm
Men's & Women's XC @ Firestarter Classic – Iola, KS	Saturday, October 14	10:30am
Instrumental Music Concert	Saturday, October 14	7:30pm
Women's Soccer vs. Garden City @ Home	Saturday, October 14	5:30pm
Spring 2024 Enrollment Begins	Monday, October 16	All Day
Women's Volleyball vs. Cloud County	Monday, October 16	6:00pm
Women's Basketball vs. Friends (Scrimmage) @ Home	Wednesday, October 18	TBA
Women's Soccer vs. Seward @ Home	Wednesday, October 18	4:00pm
Vocal Music Concert: Versus vs. Versus	Thursday, October 19	7:30pm
Vocal Music Concert: Versus vs. Versus	Friday, October 20	7:30pm
Vocal Music Concert: Versus vs. Versus	Saturday, October 21	2:00pm
Vocal Music Concert: Versus vs. Versus	Saturday, October 21	7:30pm
Women's Soccer vs. Dodge City @ Home	Saturday, October 21	2:00pm
Football vs. Iowa Western @ Home	Saturday, October 21	7:00pm
Men's & Women's XC – KJCCC Region VI Championship @ Iola	Friday, October 27	TBA
Volleyball vs. Seward @ Home	Saturday, October 28	2:00pm
Women's Soccer NJCAA Region VI (Quarters) @ Home	Sunday, October 29	TBA
Volleyball vs. Hutchinson @ Home	Monday, October 30	1:00pm
Women's Soccer NJCAA Region VI (Semis) @ Home	Thursday, November 2	TBA
Women's Basketball v. Bethany JV @ Home	Thursday, November 2	5:30pm
Volleyball Region VI Tournament – First Round	Friday, November 3	TBA
Volleyball Region VI Tournament – Semi Final	Sunday, November 5	TBA
Women's Soccer NJCAA Region VI – Finals @ Wichita	Sunday, November 5	TBA
Volleyball Region VI Tournament – Finals	Monday, November 6	TBA
Women's Basketball vs. Tabor JV @Home	Tuesday, November 7	5:30pm
Men's Basketball vs. Labette @ Home	Tuesday, November 7	7:30pm
Election Day	Tuesday, November 7	All Day
Men's Basketball vs. Kansas Wesleyan JV @ Home	Friday, November 10	TBA
Men's & Women's XC @ NJCAA National Championships, Huntsville, AL	Saturday, November 11	TBA
Football vs. Ellsworth (Iowa) @ Home	Saturday, November 11	1:30pm
Women's Basketball vs. Northern OK College – Enid @ Home	Wednesday, November 15	5:30pm
Men's Basketball vs. State Fair CC @ Home	Wednesday, November 15	7:30pm

EXECUTIVE SESSION

MOTION: Trustee _____

Mr. Chair,

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

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

CALL FOR A SECOND: Trustee _____

CALL FOR A VOTE

ENTER EXECUTIVE SESSION @ _____ PM.

RETURN TO OPEN SESSION @ _____ PM.

ANY ACTION REQUIRES A MOTION, SECOND, and VOTE

ADJOURNMENT

MOTION: By _____

Mr. Chair,

I move that the Board meeting be adjourned.

CALL FOR A SECOND: Trustee _____

CALL FOR A VOTE

MEETING ADJOURNED @ _____ **P.M.**