

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., July 12, 2022 – Dankert Board Room**
Meeting Recording can be viewed at https://youtu.be/2w_IJnGR4rE

STAFF ATTENDANCE

Janice Akao (*z)	Dr. Esam Mohammad
Lisa Bolin (*z)	Dr. Tom Nevill
Tom Borrego	Dr. Jessica Ohman
Christina Byram	Bill Rinkenbaugh
Shannon Covert	Heather Rinkenbaugh
Donnie Featherston	Janet Schueller
Susan Forrest	Josh Seaglione
Julio Guerrero	Shelley Stultz
Jennifer Hartman	Noreen Templin (*z)
Gabrielle Hartog	Kyle Thompson
Sheryl Hayes	Niomi Thompson
Brian Hickey	Ireland Turner
Greg House	Heather Ward
Matt Jacobs	Mel Whiteside
Dr. Kim Krull	Kent Williams
Melanie McLemore	Bill Young

BOARD ATTENDANCE

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

GUESTS

Michelle Schoon – Cowley Community College *(z)
Kristey Williams

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said.

APPROVAL OF THE AGENDA

(YouTube @ 0:40)

Trustee Good made a motion to amend the agenda to add the approval of the VALT nursing simulation software to the agenda under Board Action Items as IX- G. Trustee Sherrer seconded the motion. On roll call vote, the motion passed unanimously.

Trustee Smith made a motion to amend the agenda to add the approval of June Expenditures to discussion under Board Strategic Discussion item VII – B. Trustee Braungardt seconded the motion. On roll call vote, the motion passed unanimously.

Trustee Smith made a motion to amend the agenda and add the BKD Overhead and Athletic Analysis to the agenda under Board Action Items as item IX – H. Trustee Winslow seconded the

motion. On roll call vote, the motion passed 4-3, with Trustee Jolly, Trustee Rhodes and Trustee Sherrer voting nay.

Trustee Smith made a motion to move item X – C.1 , Approval of Legal Service Provider, to Board Action Items IX - I Trustee Winslow seconded the motion. On roll call vote, the motion passed 6-1, with Trustee Jolly voting nay.

Trustee Sherrer made a motion to approve the agenda as amended. Trustee Winslow seconded the motion. On roll call vote, the motion passed unanimously.

RECOGNITIONS

(YouTube @ 5:45)

Dr. Krull provided recognition of individuals involved with the Boys & Girls Club tours on the Andover Campus, including Kevin Lau-Tuebner, Janice Akao, Daniel Higdon, Kirsten Allen, Michelle Ponce and Janelle Parr.

Also recognized was Heather Ward & the Financial Aid team for their work on the Kansas Promise Act Scholarship program.

Donnie Mercer and the Accounts Receivable team were recognized for their recent community service project at the El Dorado American Legion.

Four students (Eric Schafer, Jentry Squires, Hunter Miller and Caleb Edens) were recognized as Livestock Judging All-Americans.

Four Phi Beta Lambda students were recognized for top ten placements at their national competition.

- Kaelib Harp: 3rd in Help Desk, 6th in Desktop Publishing
- Sophia Dawson: 5th in Business Communications, 7th in Emerging Business Issues
- Tyler Joyce: 10th in Sports Management/Marketing
- Naomi Galindo – 10th in Digital Marketing.

Dr. Krull also recognized Trustee Braungardt's July birthday.

PUBLIC COMMENT

(YouTube @ 16:51)

Kristey Williams, an Augusta resident and member of the Kansas House of Representatives, shared concerns with the Board regarding Butler County taxes, the Revenue Neutral Rate, and the college mill levy. Representative Williams provided a number of examples of concern.

STANDING REPORTS (YouTube @ 23:31)

Student Government Association – None

Professional Employees – None

Board Finance Committee – (YouTube @24:02)

Trustee Good reported that the committee went over some of the requests from Trustee Smith, but otherwise didn't have much to report since there was no statement of revenues and expenditures as it is the beginning of the fiscal year.

Foundation Board Report – (YouTube @ 24:43)

Trustee Rhodes reported that the Foundation Board had not met, so he did not have new information to share.

Operational Staff – (YouTube @ 25:30)

Lisa Bolin reported on the OpStaff “ReCharge” event at Sedgwick County Zoo. 38 employees attended the event. They explored the newly renovated spaces in the morning, enjoyed a BBQ lunch and had animal visitors in the afternoon. The Welcome Back tables are the next event hosted by OpStaff. They are accepting applications for the OpStaff book scholarship. To qualify, applicants must be a member of Operational Staff or an immediate family member, applications will be accepted through August 1. The next meeting is July 14.

President's Report – (YouTube @ 27:55)

Dr. Krull introduced Jennifer Hartman, her new Executive Assistant. Jennifer comes from USD 259, where she most recently served as a program manager. Dr. Krull asked the Trustees to be on the lookout for an invitation to the ribbon cutting at the Redler Institute of Culinary Arts on August 16. Next week on Monday, there will be 16 students from around the country on campus for the “Level Up” Camp with Envision. This middle school camp will be on campus for a week of activities. Dr. Krull let the Trustees know that the monthly BKD update was emailed to them. ACCT Board Training will be held on August 12-13 and will be reaching out to each Trustee in preparation for this training. Dr. Krull also provided the quarterly KORA report to the Board of Trustees.

Educational Facilities Authority Report – (YouTube @ 33:59)

Trustee Sherrer reported that there had not been a meeting, but they are due to have one in August.

MONITORING REPORTS

(YouTube @ 34:20)

Dean Mel Whiteside provided a written report for the Board Book prior to the meeting. Associate Deans Shannon Covert and Naomi Thompson were present to answer questions from Trustees.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

Board Annual Evaluation (YouTube @ 41:54)

Dr. Krull shared that the evaluation is typically done in January unless there are new Trustees, then it's done in July. She suggested that the Trustees complete their evaluation by the end of the month, reflecting on the board as a whole and themselves as an individual Trustee. Dr. Krull will ask IR to add a button that allows Trustees to come back to the evaluation. She also mentioned that this will be helpful for the ACCT Training coming up in August. There was discussion around the evaluation tools used for Boards and college presidents. Dr. Krull will have the electronic version created and sent to Trustees.

June Expenditures (YouTube @ 50:26)

Trustee Smith had questions regarding the purchase of studio cameras. He also brought up questions with Armstrong Chamberlin. Dr. Krull explained that they used Maintenance of Effort funds to shore up what was needed for upcoming marketing campaigns. Trustee Smith also asked about survey administration fees from University of Texas at Austin, which was a student engagement survey. Dr. Esam Mohammad provided clarification. Trustee Smith also asked about the expenses for AirPods used by staff and Bill Young provided clarification as to why these were selected and that multiple devices were tested in different environments.

BOARD ACTION ITEMS

Approval Notice of Intent to Increase Revenue Neutral Rate (YouTube @ 56:26)

Trustee Jolly made a motion to approve the Notice of Intent to Increase the Revenue Neutral Rate as presented, with hearing to be held on Sept. 13. Trustee Sherrer seconded the motion. Kent Williams reiterated the statutory process associated with this intent and explained that the vote tonight does not increase taxes, but gives the opportunity to continue to review information. The Trustees had significant discussion around the topic. On a roll call vote, the motion passed 4-3, with Trustee Braungardt, Trustee Winslow and Trustee Smith voting nay.

Paid Parental Leave Policy (YouTube @1:48:53)

Trustee Sherrer moved to approve the policy as presented. Trustee Jolly seconded the motion. Trustee Winslow indicated that the policy is for the entire college though it originated through conversations with the professional employees union. Shelley Stultz indicated that her office will track this in the same way they do with all leave. On roll call vote, the motion passed 6-0, with Trustee Rhodes abstaining.

Negotiated Agreement with Professional Employees (YouTube @ 1:52:50)

Trustee Sherrer moved to ratify the package as presented and as ratified by the Professional Employees, with Trustee Good providing the second. On roll call vote, the motion passed 7-0.

Compensation Increases for Staff & Part Time Faculty (YouTube @ 1:53:45)

Prior to calling for a motion, Trustee Winslow asked a clarifying question about employee groups represented. Trustee Sherrer moved that the board approve the salary increases as presented. Trustee Good seconded the motion. It was clarified that there would be no increases to the employee insurance premiums. On roll call vote, the motion passed 6-0, with Trustee Rhodes abstaining.

Butler-Cowley Nursing Partnership (YouTube @ 1:58:33)

Trustee Good moved to approve the partnership as presented, Trustee Sherrer seconded the motion. Dr. Nevill presented additional information and data points about the cost of the program and answered Trustee questions. Michelle Schoon from Cowley joined the meeting via Zoom. On roll call vote, the motion passed unanimously.

Service of Alcoholic Beverages Policy (YouTube @ 2:07:28)

Trustee Smith moved for approval of the policy as presented. Trustee Sherrer seconded the motion. On roll call vote, the motion passed unanimously.

VALT Nursing Simulation Software (YouTube @ 2:08:15)

Trustee Sherrer moved to approve the purchase of the simulation software at a purchase price of \$134,296. Trustee Good seconded the motion. Trustee Winslow requested a demonstration of the software. Janet Scheuller and Bill Young provided an overview of what the software can do and offered to email a recording of a demo provided by VALT. On roll call vote, the motion passed 6-1 with Trustee Smith voting nay.

BKD Analysis – Overhead & Athletics Modules (YouTube @ 2:15:20)

Trustee Smith moved that the board approve the next two phases of the BKD– Overhead & Athletics Analysis. Trustee Winslow seconded. Trustee Smith didn't set a time limit, but he wants the agreement signed. Trustee Jolly expressed concern about having not seen the first

phase result and not wanting to place undue burden on staff. On roll call vote, the motion passes 5-2 with Trustee Jolly and Trustee Sherrer voting nay.

Legal Services Provider (moved from consent item X-C.1) (YouTube @ 2:18:17)

Trustee Sherrer moved to approve the firm of Connell & Connell as the approved legal counsel of the college. Trustee Good seconded the motion. Trustee Braungardt asked for background on how legal services providers are selected and evaluated. Kent Williams provided clarification. Trustee Smith and Trustee Winslow expressed concerns with the approval. On roll call vote, the motion passed 5-2 with Trustee Winslow and Trustee Smith voting nay.

CONSENT AGENDA (YouTube @ 2:21:34)

Trustee Sherrer moved to approve the consent agenda as amended. The motion passed 7-0.

In addition to the approval of minutes of the Regular Board meeting of June 14, 2022 and the Special Board Meeting of June 27, 2022 the consent agenda contained the following items for approval:

- Approval of Bills & Warrants for June 2022 - \$5,131,822.64 (includes Expenditure Approval - \$2,689,816.35 and Payroll - \$2,442,006.29)
- Official Appointments and Designations
 - o Affirmation of Designated Newspaper for 2022-23
 - o Approval of Designated Depository Accounts for 2022-23
- Bids and Purchases
 - o ServiceNow Shared Services Agreement with Diffsix

SUPPLEMENTAL INFORMATION (YouTube @ 2:22:03)

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
JULY**

July Work Session	Monday, July 25, 2022 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
August Board Finance Committee	Tuesday, August 9, 2022 3:30 p.m. President's Conference Room	Mary Martha Good Linda Jolly
August Board Meeting	Tuesday, August 9, 2022, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
August Work Session	Monday, August 29, 2022, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES

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

LOOKING AHEAD		
August Board Finance Committee	Tuesday, August 9, 3:30 p.m. President's Conference Room	Mary Martha Good Linda Jolly
August Board Meeting	Tuesday, August 9, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
August Work Session	Monday, August 22, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
September Board Finance Committee	Tuesday, September 13, 3:30 p.m. President's Conference Room	Mary Martha Good Linda Jolly
September Board Meeting	Tuesday, September 13, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES
September Work Session	Monday, September 26, 4:30 p.m. Dankert Trustee Board Room	ALL TRUSTEES

FALL 2022 ACTIVITY CALENDAR

Summer Semester Ends	Fri, July 30
New Faculty Institute	August 8-12
ACCT Training with the Board	August 12-13
New Faculty Orientation	Sat, August 20
Professional Development Days Begin	August 15 - 19
Fall Semester Classes Begin	Mon, August 22

DISCUSSION (YouTube @ 22:22:27)

Bill Young noted that the audio during public comment was very quiet, so it would be enhance for the replay on YouTube to ensure that the speaker's message was heard.

Dr. Krull let the Trustees know that they would be receiving invitations to Farm to Fork events, as well.

Trustee Jolly announced that the state awarded tax credits to 29 Kansas Non-Profits and the Butler Community College Culinary Application has been funded.

EXECUTIVE SESSION:

(YouTube @ 2:26:07)

Trustee Winslow moved that the board recess into Executive Session 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.

The open meeting will resume in the Dankert Trustee Board Room within 60 minutes.


Trustee Smith seconded the motion. The motion passed unanimously.

ENTER EXECUTIVE SESSION @ 7:05 PM

RETURN TO OPEN SESSION @ 8:03 PM

ADJOURNMENT

Trustee Winslow moved to adjourn the meeting. Trustee Good seconded. Motion passes 7-0. The regular meeting of July 12, 2022 was adjourned at 8:05 p.m.



Linda Jolly – Secretary