

BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
 4:30 p.m., Tuesday, November 14, 2023 – Dankert Board Room
 Watch Live via <http://www.butlercc.edu/bctv>

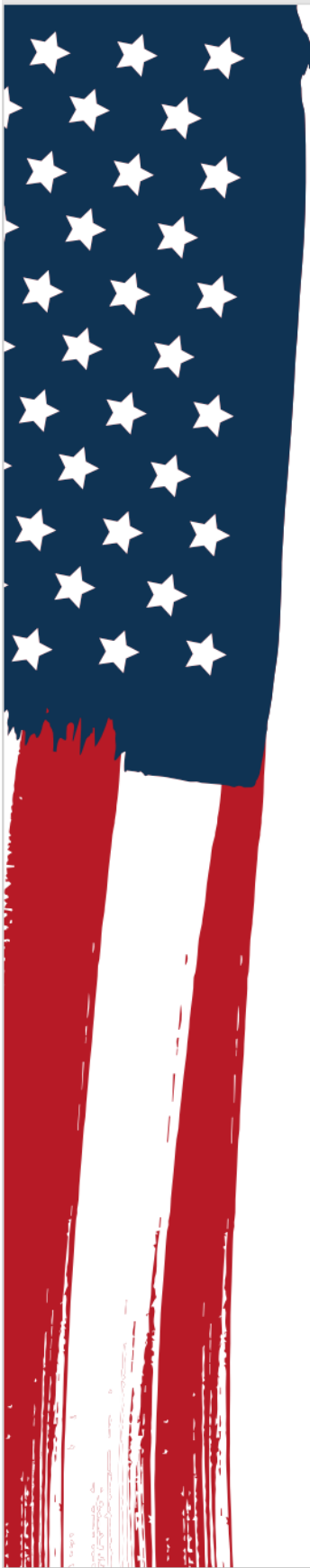
3:30 p.m.	Board Finance Committee Meeting – President’s Conference Room.
4:30 p.m.	Regular Board Meeting – Dankert Board Room, Upper Level of the Hubbard Welcome Center, 901 S. Haverhill Road, El Dorado, Kansas.
	Executive Session – For discussion of employer-employee negotiations.

- I. **CALL TO ORDER (4:30pm)**
- II. **PLEDGE OF ALLEGIANCE (4:30pm)**
- III. **APPROVAL OF AGENDA (4:35pm)**
- IV. **RECOGNITIONS (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/3b36GXi>
- 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. [Online, High School & Community Learning](#) (H. Rinkenbaugh) -----5
- VIII. **BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES**
 - A. [Higher Learning Commission Interim Monitoring Report](#) (Krull) (5:25pm) -----11
 - B. [900 Building HVAC](#) (Turner) (5:40pm)-----12
 - C. [Strategic Higher Education \(SHE\)](#) (Krull) (5:50pm) -----13
- IX. **BOARD ACTION ITEMS**
 - A. [Retirement of Michael Schweigert](#) (Stultz) (6:15pm) -----14
- X. **CONSENT AGENDA (6:20pm)**
 - A. [Approval October 10, 2023 Regular Meeting Minutes](#) (Hartman-Vice) -----15
 - B. [Approval of Bills and Warrants for October 2023](#) (Wilson) ----- 20

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NOVEMBER BOARD RECOGNITIONS

- **Dr. Noreen Templin** presented “A SWOT Collaboration for Community College Economics Courses” with Heather Chapman of Heartland CC, Susan McMaster of Frederick CC, and James Peyton of Highline CC at the 21st Annual St. Louis Fed Professors Conference, held at the Federal Reserve Bank of St. Louis on November 2-3, 2023.
- **Dr. Kay Kautz**, Director of Resource Development, successfully completed the Grant Writing Certification Course from Fort Hays State University.
- **Honor Roll of Butler Veterans 2023** – full list on next page.



2023 BUTLER COMMUNITY COLLEGE



HONOR ROLL OF VETERANS



Kent Williams	4 Years	Navy
Kevin Taylor	20 Years	Army
Lori Winningham	4 Years	Air Force
Richard W. Arthur	8 Years	Army
Kayla Siemonsma	3 Years	Air Force
John E. Cox	5 Years	Air Force
Kristine Estes	4 Years	Air Force
Anatole Haidai	26 years	Air Force & KS Air National Guard
Mac Thompson	4 Years	Navy
Forrest Rhodes, Jr.	8 Years	Navy
Sheryl LeSage	4 Years	Army
Stan Seymour	4 Years	Air Force
Luis Peña	7 Years	Marine Corp
Alicia Peña	20 Years	Air Force
Troy Carson	4 Years	Army
Mark Meadows	4 Years	Navy
Daniel Gorman	34 Years	Army/KS Army National Guard
Dr. Sheldon Christenson	2 Years	Marine Corp
William McCarthy	2 Years	Army
Charles Ross	23 Years	Army and Air Force
Ed Bailey	22 Years	Army
Ashley Wilgus	3 Years	Army
Danielle Bartling	4 Years	Air Force
Jennifer Gunn	5 Years	Navy



224 YEARS OF SERVICE TO THE US
ARMED FORCES - THANK YOU!



MONITORING REPORTS – ONLINE, HIGH SCHOOL AND COMMUNITY LEARNING

**BOARD OF TRUSTEES REPORT
DIVISION of ONLINE, HIGH SCHOOL AND COMMUNITY LEARNING
November 2023**

Dean: Dr. Heather Rinkenbaugh
Administrative Assistant: Vacant

Associate Dean: Christy Streeter
Administrative Assistant: Lisa Bolin

The Online, High School and Community Learning (OHCL) division is diverse in service and location providing quality support and service to faculty, staff, students, and our communities through our programs, services, and sites. The OHCL Division consists of Educational Technology, the Early College Academy, High School Academic Partnerships, the Butler Service Center, and Butler sites at McConnell Air Force Base, El Dorado Correctional Facility, Rose Hill, Marion, and Council Grove. The Online, High School, and Community Learning division is responsible for the development, implementation, supervision, and assessment of all delivery systems, support services, and resources within each department and site. The OHCL division continues to support the College’s mission of inspiring and preparing students for lifetime success and advancing community vitality through partnerships with local high schools, Early College Academy pathways, online course development, access and operation of our CANVAS LMS, and programs and services for our service area, incarcerated students and military. The OHCL Dean serves as a member of the Strategic Enrollment Management Team (SEMT), assisting in the development of strategies for increased recruitment, enrollment, and retention efforts. The OHCL Dean also serves on the Inclusion Council, joining the Sensitivity-Based Training action team that is responsible for carrying out training for faculty and staff. The Associate Dean leads high school and McConnell programming. Additionally, she has already begun exploration of advancing hyflex course offerings to create continued efficiencies and access for students. She also serves as a member of the Ad Astra team, creating efficiencies with course and classroom scheduling. New to her role, but not new to Butler, Christy will serve as an asset on committees supporting student success and community engagement.

The OHCL Division works collaboratively with all divisions and departments within Academics and Student Services to successfully extend learning opportunities to our county, designated service area, and region. Additionally, we support the functionality of CANVAS, our learning management software for all Butler students, faculty, and staff.

Educational Technology**Director: Dr. Haylee Dass**

Assistant Director: Brian Dye

Instructional Designer: Chanel Marshall

Instructional Technology Specialist: Cameron Gutierrez

Instructional Technology Specialist (PT): Calli Tipton

CANVAS Systems Administrator: Julie Smith

Program mission

The Educational Technology department is committed to providing faculty, staff, and students with high-quality service and support for the institution's learning management system (LMS) as well as Instructional Design services. We are also committed to providing professional development and training for Butler faculty regarding the creation and application of high-quality online pedagogy and educational technologies.

Key processes

- Provide support and maintenance for the institution's Learning Management System used by all faculty/staff/students both in training and academic courses at the college.
- Provide limited support for 3rd party integrations and various educational technologies used within the Learning Management System.
- Develop and provide training for the integration and use of the institution's LMS and various other educational technologies.
- Provide instructional design services to develop and maintain courses and programs for the college.
- Develop and provide training regarding instructional design and best practices in online/blended education.

Department highlights

- Delivered high-quality training during Professional Development Days and other institutional events for faculty (IDD, group/one-on-one training).
- Continued to train all faculty on Simple Syllabus.
- Created three new asynchronous training workshops for faculty (Intro to AI, Simple Syllabus, and Course Outlines leveraging AI)
- 57 faculty/staff have completed Intro to Canvas 22-23 training.
- 30 faculty/staff have completed Intro to Online/Blended Teaching 22-23.
- 148 faculty have completed the Special Topics workshops 22-23.
- 56 faculty/staff have completed Accessibility Training 22-23.
- 10 master courses have been created in AY23 compared to 21 in AY22.
- 23 master courses are currently in development compared to 14 last year.
- 1 degree/certificate program has been added online (40 total current degree/certificate programs offered online).
- Partnered with academic divisions/faculty and the Textbook Affordability Team to develop/adopt Open Educational Resources in master courses.

Goals

- Increase the number of online degrees/certificates. 8 programs are in the development stages.
- Increase the number of individual online course offerings.
- Increase faculty training opportunities for educational technologies and the college's learning management system (LMS).
- Assist faculty in the transition to a new Quiz platform through the learning management system (LMS).
- Continue to expand partnerships with key stakeholders supporting online/blended students.
- Expand usage of LMS with the Career & Workforce Education office.

Enrollment/Facts

- Increased online enrollment for fall 2023 by 340 credit hours.
- Fall 2023 online enrollment 2,271, Fall 2022 was 1,931 credit hours.

Early College Academy

Director (Rose Hill): Alyssa Dehncke-White
Office Manager (Rose Hill): Catherine Hoefler
Director (Andover): Michael Donovan

Program mission

The Early College Academy seeks to provide a directed college experience for high school students and to assist them in furthering their higher educational goals.

Key processes

- Strengthen Academy pathways throughout our service area.
- Interact with high schools to understand the needs and interests of students to communicate relevant opportunities at Butler.
- Interact with community partners to understand how Academy students can participate in job shadow and internship opportunities.
- Build new and foster existing relationships with high schools in the region.
- Develop and maintain course plans appropriate for each pathway and degree offered within the Academy.
- Work closely with Academic departments to ensure pathways align with larger institutional goals and best practices.
- Regularly interact, counsel, and direct high school students within the program to ensure student success and completion.

Department highlights

- 83 graduates in 2022 with associate degree, and 2 with certificates.
- \$2,399,850 in scholarship offerings for those graduating to attend 4-year colleges or other educational opportunities.
- Successful Counselor Breakfast in Fall of 2023 with many counselors attending from area high schools in attendance (in collaboration with High School Academic Partnerships & Admissions).
- Continuing our CTE programs to one-year senior designed certificates to better meet the needs of our CTE students.
- Started robust tutoring in sciences and math at our Rose Hill campus.
- Began an online Software Development Academy pathway.

Goals

- Continue to enrich the pathways on the El Dorado campus, identifying new opportunities to reach students in the area.
- Strengthen opportunities and services at the Rose Hill campus, adding tutoring and course options for Academy and traditional students.
- Develop new Digital Design pathway which will be another option for students interested in Game and Simulation as well as Digital Media careers.
- Explore apprenticeship opportunities for Academy students.

Enrollment/Facts

- Recruited 121 new students.
- Graduated 83 students with an associate degree in 2022 and 2 students completed their certificate.

High School Academic Partnerships

Director: Loni Jensen

Office Coordinator: Jana Porter

Program mission

High School Academic Partnerships exists to extend the quality and rigor of the Butler experience to area high schools through Concurrent Enrollment Partnerships and to promote Butler as a strong post-secondary option after high school.

Key processes

- Conduct student and parent information sessions to provide detail and guidance on enrollment options and processes.
- Provide on-site all elements of the enrollment process.
- Maintain strong relationship with partner high schools to ensure efficiency in the enrollment process and to help ensure student success.
- Coordinate course and program articulation agreements with high schools across the designated service area and state.

Department highlights

- Hosted 22 partner school counselors to breakfast session to kick-off the 2023-2024 school year.
- Created and distributed 'To the parents of' letter to be mailed to address of record of all enrolled high school students each semester with resources for parents to support their student.
- Facilitated placement policy change to remove placement requirements for non-English, math, and science courses.
- Participated in STEM Discovery Day sharing while in high school enrollment opportunities to access college pathways.
- Assisted with coordination of Homeschool to College event for parents of homeschool students to provide information and resources.
- Presented with Butler team at Kansas Big Brothers Big Sisters regional meeting to share information about high school access options.
- Created Grizzly Pathway to Success program celebrating high school graduates who have completed 24 Butler credits. Presented graduation cords at 9 partner school award ceremonies.

Goals

- Continue to seek out ways to increase access for high school students.
- Increase high school dual enrollment.
- Collaborate with other departments on campus to increase high school student matriculation.
- Integrate the developed logo for the high school program to increase visibility and brand awareness.
- Continue collaboration with the High School Strategy team to develop clear pathways to Butler as a post-secondary option.

Enrollment/Facts

- 327 placement tests given from 8/1/2022 to 8/1/2023.
- Through concurrent enrollment, we serve every high school in Butler County, approving their credentialed faculty to teach or sending a Butler instructor to their high school.
- Over 59% of high school students taking classes at Butler were retained from fall of 2022 to fall of 2023.

Butler of the Flint Hills (Marion & Council Grove)**Director: Amy Kjellin**

Learning Community Resource Coordinator: Dara Fillmore

Office Coordinator (Council Grove): Michelle Turkovic

Academic Advisor (Council Grove) (PT): Veronica Tischhauser

Academic Advisor (Council Grove) (PT): Janet Hesterman

Program mission

Butler of the Flint Hills partners with students and stakeholders in Marion, Morris, and Chase counties to provide access to course work, student services, and career training in an environment that supports a quality learning experience to support student transition to the workforce or to further their educational goals.

Key processes

- Support Flint Hills designated service area high schools with dual enrollment options.
- Provide well-trained allied health workers for the area facilities.
- Recruit and train adjunct instructors who align with the goals and mission of the college and who have content expertise.
- Engage adjunct faculty in professional development opportunities and resources.
- Extend enrollment services to students in the area.

Department highlights

- Increased access and communication with partner high schools and internal staff through use of technology.
- Increased visibility on high school partner websites and social media.
- Further enhanced hyflex modality offerings in collaboration with other sites.
- Continued collaboration with a local donor to create scholarships for students in need.
- Increased marketing/promotional materials through use of Adobe Creative Suite.
- Increase presence and time with students in partner high schools through hosting of office hours in partner high schools.
- Continued exploration of building and equipment efficiencies through conversation with communities and reuse of equipment from main campus.
- Tour Flint Hills with Institutional Research to further enhance understanding of rural communities in the service area.
- Collaboration with Institutional Research on a dashboard specifically for flint hills data.
- Continued exploration of program and course options for the rural communities including H+B+U for high school students, short term certificates/certifications and micro credentials.
- Added Business classes at Marion High School.

Goals

- Increase options for students in our service area high schools.
- Leverage IR data to make informed decisions on course offerings to meet community needs.
- Continue to increase hyflex offerings, creating efficiencies and increasing c
- Continue to increase allied health credentialing options for the region.
- Expand H+B+U and Excel in CTE offerings for high school students.

Enrollment/Facts

- Increased enrollment to 770 credit hours in fall 2023, an increase of 38 credit hours from fall 2022.
- Added Business classes at Marion High School, contributing an increase of 24 credit hours.

Butler of McConnell / Butler Service Center**Director: Erika Gestring**

Office Manager: Dee Mabe

Enrollment Assistant (PT): Linda Jacobelli

Enrollment Assistant (PT): April Sanders

Registration/Evening Coordinator: Molly Simpson

Program mission

Butler of McConnell exists to support the service men and women, their dependents, and the surrounding communities in achieving their educational goals.

Key processes

- Support military, their dependents, and area community members with educational options on McConnell Air Force Base.
- Administer CLEP and DSST testing on base.
- Collaborate with McConnell AFB to complete background checks and paperwork for base access for students, faculty, and staff.
- Assist the College with placement testing and enrollment in classes at Butler campuses.
- Support faculty teaching at McConnell AFB.
- Evaluate military training programs and technical education to provide credit for prior learning.

Department highlights

- Continued generation of significant revenue for the college through enrollment at the Service Center (\$956,157.00 in AY23, not including state aid).
- Increased exposure through McConnell AFB welcome classes for all new military and their families on base. (522 in attendance in AY23)
- Continued use of hyflex instruction to create cost-effective options for students on base.
- Continued work with base staff to engage with and increase marketing opportunities.

Goals

- Continue to increase enrollment while decreasing the number of cancelled sections on base through use of hyflex course offerings.
- Increase the number of classrooms with hyflex technology.
- Work with new base staff to adjust course offerings based on training needs for the military.
- Continued development of marketing strategy and location on base for promotion utilizing photos and video taken on base earlier this year.
- Increase enrollment events at the Service Center.
- Create a marketing message to communicate the value of Butler classes on base, ease of base access, etc.

Enrollment/Facts

- In AY 23, McConnell generated 634 credit hours, with a total headcount of 145 students.
- Continue to serve the greater institutional need for enrollment services at the Service Center, generating over \$956,157 in tuition & fee revenue for the institution (not including state aid).
- Received \$105,050 in tuition assistance payments from the Air Force and \$1,393 from the Army in AY23.
- Generated \$8,550 from CLEP & DSST testing services on base.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

TOPIC for DISCUSSION

Higher Learning Commission Interim Monitoring Report

REPORT:

The Higher Learning Commission Institutional Actions Council (IAC) took formal action on the site team report on July 18, 2023. The IAC reaffirmed a 10-year accreditation for Butler and will allow Butler to continue to use the current “Open Pathway” process for accreditation purposes for the next ten years.

The site team’s final report identified Butler met all Core Components except Core Component 2.C related to Governance. This Core Component was “Met with Concerns” and requires an interim monitoring report be submitted to HLC to address the concerns and show progress in meeting this Core Component in January 2024.

Discussion will be held related to the site team report and the IAC documentation needed to complete the interim monitoring for submission in January 2024. Additionally, specific discussion will be held on the Affirmation of Service and Standards of Good Practice, as requested by Trustee Smith.

RECOMMENDED ACTION:

This information is for discussion purposed only at this time.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Dr. Kimberly Krull, President
Supervisor: Forrest Rhodes, Board Chair
Date: November 4, 2023

**TOPIC for Discussion
900 Building HVAC Replacement**

REPORT:

The Facilities Management department has engaged Innovative Groups and Gravity Works for the purpose of redesigning the HVAC system in the existing 900 building. The present system is unable to maintain consistent temperatures for the building's occupants daily.

Gravity Works sent out a formal Request for Proposal (RFP) process to invite bids from commercial general contractors to undertake this project. The primary objective is to dismantle the current VRF HVAC system and replace it with a new Hydronic HVAC system, ensuring that optimal air quality and temperature conditions are maintained for all individuals within the building. As a result, bids have been received from the following general contractors:

- | | |
|------------------------------|-------------|
| • Conco Construction | \$868,000 |
| • Commerce Construction | \$892,500 |
| • Crossland Construction | Did not bid |
| • McCown Gordon Construction | Did not bid |
| • McCollom Construction | \$896,880 |
| • Simpson Construction | \$883,500 |

This project has exceeded our initially budgeted allocation of \$400,000. Facilities Management, Gravity Works, and the Innovated Group, are presently engaged in a thorough assessment to determine the sources of this significant cost escalation. Initial discussions with various General Contractors suggest that a substantial portion of the unanticipated cost surge can be attributed to the elevated expenses associated with the project's underground component, encompassing both material and labor costs.

Our plan involves conducting a complete project evaluation with the primary aim of pinpointing potential avenues for cost reduction and, if feasible, implementing a redesign to align the project more closely with our initial budget. Butler received capital outlay funding from the state this budget year so if the project moves forward, that funding would be used to cover the costs of this HVAC replacement.

RECOMMENDED ACTION:

This item is for discussion purposes.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Ireland Turner, Director of Facilities Management

Supervisor: Kent Williams, Vice President of Finance

Date: November 14, 2023

TOPIC for DISCUSSION
Strategic Higher Education (SHE)

REPORT:

During spring and summer 2023, consulting group Strategic Higher Education (SHE), was engaged to assist in review of internal processes related to marketing and enrollment conversion. Their approach in their work with higher education organizations with whom they work is to serve as facilitators, project managers and community engagement specialists. Their focused work during the spring and summer with Butler was to understand the strategies and processes related to the student experience from marketing through course enrollment with the Culinary Arts student cohort.

SHE worked closed with Butler staff in Marketing, Admissions, and Advising and in direct contact with students to understand processes currently in place and to determine strategies and changes which could be made to provide improvements in the current enrollment funnel conversions to student enrollment.

The engagement with SHE has created insight into strategy changes to be made which can impact enrollment. Through the development of a proposed broader and more comprehensive relationship with SHE, a significantly larger pool of students will be engaged. SHE would not only serve as consultants, but with provide direct support to develop marketing strategies and a sales process approach. They would work directly with Butler staff to establish a sales process to scale across Butler academic offerings and work closely with technology and operations teams to support the new initiatives.

Dr. Stacy Adkinson and Heather Sayre, SHE Founders and Co-Presidents will join the meeting for discussion.

RECOMMENDED ACTION:

This information is for discussion purposes at this time.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Dr. Kimberly Krull, President
Supervisor: Forrest Rhodes, Board Chair
Date: November 7, 2023

BOARD ACTION ITEMS

TOPIC for ACTION
Retirement of Michael Schweigert

REPORT:

Michael Schweigert, Supervisor, Facilities Maintenance, has submitted his notice of resignation (retirement) effective November 30, 2023. Michael has been an employee of Butler Community College for 28 years.

RECOMMENDED ACTION:

The administration recommends that the Board accept the resignation notice for Michael Schweigert.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Shelley Stultz, Associate VP of Human Resources

Supervisor: Dr. Kim Krull, President

Date: October 18, 2023



**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES OF THE REGULAR BOARD MEETING

4:30 p.m., Tuesday, October 11, 2023 – Dankert Board Room

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

STAFF ATTENDANCE

Kirsten Allen
Tom Borrego
Zach Cannady
Dr. Jenna Gannon
Jennifer Hartman-Vice
Matt Jacobs
Richard Jones
Dr. Kim Krull
Dr. Esam Mohammad
Dr. Tom Nevill

Dr. Jessica Ohman
Bill Rinkenbaugh
Dr. Heather Rinkenbaugh
Dr. Terry Sader
Kelly Snedden
Christy Streeter
Cory Teubner
Ireland Turner
Kent Williams

BOARD ATTENDANCE

Kim Braungardt – 4:38pm
Mary Martha Good
Forrest Rhodes, Chair
Dave Sherrer
Shelby Smith
Julie Winslow

GUESTS

Dr. Aaron Huslig
Charlie Moon
David Powell
Kaden Warner, video

CALL TO ORDER

(YouTube @ 3:25)

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

PLEDGE OF ALLEGIANCE

(YouTube @ 3:38)

The Pledge of Allegiance was said.

APPROVAL OF THE AGENDA

(YouTube @ 4:08)

Trustee Good moved to approve the agenda as presented. Trustee Sherrer seconded the motion. On roll call vote, the motion passed 5-0, with Trustee Jolly and Trustee Braungardt absent.

RECOGNITIONS

(YouTube @ 4:42)

Dr. Krull recognized Jamie Williams and Monica Zavala, Academic Advisors for their presentation 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”.

Next, Kirsten Allen, Director of Admissions, was recognized for her service to 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. Krull then recognized Dr. Jenna Gannon, Research Analyst, completed her Ed.D on September 29 from Kansas State University.

Dr. Krull then recognized Trustee Smith's October birthday.

Dr. Krull shared a video created by Tyler Nordman and Matt Jacobs, recognizing long-time Butler Football coach Steve Braet, who was inducted into the Butler Athletic Hall of Fame on September 30.

PUBLIC COMMENT

(YouTube @ 11:24)

David Powell of El Dorado and candidate for District 3 Trustee, provided comments about the College budget and marketing efforts.

Dr. Aaron Huslig, candidate for District 1 Trustee, introduced himself and provided comments about why he chose to run for the Board.

Cory Teubner, Butler Faculty member, addressed the Board about the topic of due process.

STANDING REPORTS

Operational Staff (YouTube @ 25:32) – Zach Cannady, OpStaff President, shared that he, Patty McFadden and Lori Taylor represented Operational Staff at the Scholarship Dinner last Thursday evening. This year, they awarded two book scholarships to students who were either OpStaff employees or family members. The next meeting will be Thursday, October 12 in El Dorado.

Professional Employees (YouTube @ 26:43) – Dr. Sader shared a mediation update from the perspective of the Professional Employees. He expressed that many faculty are frustrated, disappointed and angry that negotiations have broken down in the mediation process.

Student Government Association (YouTube @ 30:10) – Emily Hernandez, SGA President, shared that since the last meeting, SGA has worked with Residence Life for Suicide Awareness training with Nancy Hamm. They celebrated Constitution Day with cupcakes in the Student Union. On September 16 they handed out rally towels at the home football and volleyball games. They have also hosted several voter registration tables to encourage students to register to vote. They also provided scarves to the first 150 students at a recent home soccer game and will host a movie night at the stadium on Friday, October 13.

Board Finance Committee (YouTube @ 31:53) – Kent Williams shared that the Finance Committee didn't meet prior to the meeting, however he shared that updates on the Statement of Revenue and Expenditures and that there were no significant changes outside of the increases to insurance premiums.

Foundation Board Report (YouTube @ 32:56) – Trustee Rhodes shared that the Foundation Board meets next month, so he has no update to share at this time.

President's Report (YouTube @ 33:06) – Dr. Krull reminded the Trustees about the upcoming Higher Learning Commission webinar about interim monitoring reports on October 19 and encouraged those who hadn't already signed up to consider doing so.

Dr. Krull also shared an update on the formation of a Shooting Sports team. The funding for this team was included in the budget that was approved last month. With more teams at the high school level, Butler believes this is a great opportunity for the college to gain exposure. The goal would be to recruit 10 men and 10 women for the team for Fall 2024.

She also shared that five apprenticeships pathways have been approved by the Kansas Board of Regents (Plumbing & Pipefitting, Construction Trades, Electrical, Sheet Metal, and Workforce Development).

Dr. Krull invited the Trustees to the Joint Advisory Dinner on October 26. There will be an October 18 deadline for RSVPs.

PTK Induction is on October 29 at 2pm in the Student Union. Dr. Krull asked for a Trustee to provide a welcome. Trustee Winslow volunteered.

Educational Facilities Authority Report (YouTube @ 38:29) – Trustee Sherrer shared that the group met to pay outstanding bills and that they are exploring ways to utilize the stadium more, and plan for the future of the stadium. The next EFABC meeting will be in December.

MONITORING REPORTS

(YouTube @ 40:10)

Tom Borrego submitted the division report for review in the Board Book and stood for questions. Trustee Smith asked clarifying questions around the scholarship fund and endowment. Trustee Winslow asked what the percentage of in-county versus out-of-county supporters. Borrego shared that it is often a mix, depending on the project. Trustee Good asked about the emergency loan disbursement, and Borrego shared that it's a fund that helps provide a bridge if student's Pell grants haven't come through or they have an emergency, removing that barrier to accessing their education.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

- A. Board Governance – Quarterly KORA Report (YouTube @ 43:35) - Trustee Good asked Trustee Winslow why she filed a KORA request about the Summer 2023 Publication. Trustee Winslow indicated she wanted the information in a timely manner.
- B. 900 Building HVAC Replacement (YouTube @ 45:40) – Ireland Turner shared information about the 900 Building HVAC project. He indicated that they are going out to bid next week. Four firms are planning to bid on this project. Turner indicated that they plan to bring the budget information to the October Work Session for discussion and approval at the November Regular Meeting.
- C. 20th Day Enrollment (YouTube @ 47:25) – Dr. Mohammad shared that enrollment decreased about 2.72% from last fall. The loss was not even across all locations, however. The virtual classes remained stable, while Andover and El Dorado lost enrollment. He shared that the largest decrease came from out-of-county, in-state enrollment, and one factor that causes this is the tuition increase. Across the board, the College saw a decrease in part-time students, which is common when the economy is uncertain. Dr. Krull shared that the institutions that saw growth this year were almost entirely attributed to high school students. Dr. Nevill shared that new workforce pathways are also providing credit for prior learning toward their degree. Trustee Smith asked how much Dr. Mohammad attributed the decline in in-state, out-of-county enrollment to tuition increases. Dr. Mohammad shared that based on his calculation about 2% of the 6% would be attributed to that. Dr. Nevill shared further information about enrollment as it relates to seats filled and credit hours. Dr. Ohman shared that there are numerous initiatives in place to bolster enrollment and that Enrollment

Management has been working closely with high schools to enroll students, as well as with the workforce degree programs. The team will be focusing on Adobe micro-credentials, as well as cohort enrollment for current students enrolled for fall to enroll them for spring. Mobile and Service Center Enrollment events are planned, and they are working closely with the Butler Foundation to leverage scholarships for the spring.

BOARD ACTION ITEMS

There were no Board Action Items this month.

CONSENT AGENDA

(YouTube @ 1:11:05)

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

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

(YouTube @ 1:11:28)

Dr. Mohammad shared that there will be another update next month.

Statement of Revenue & Expenditures – Submitted by Kerry Potter

No discussion.

Thank You Notes

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

Board Calendars

(YouTube @1:11:45)

Dr. Krull reminded Trustees of various Fine Arts events occurring over the next several weeks. Trustees can contact her office if they'd like to reserve tickets. She again reminded Trustees of the HLC Webinar on October 19 and the Joint Advisory Council Dinner on October 26. PTK Induction is on October 29 at 2pm.

EXECUTIVE SESSION

(YouTube @ 1:13:19)

Trustee Sherrer moved that the Board recess into Executive Session for up to 30 minutes to discuss negotiations and non-elected personnel, pursuant to the open meetings exceptions for said matters relating to employer-employee negotiations and that the Board, President Kim Krull, Bill Rinkenbaugh, Dr. Tom Nevill, and Kent Williams be included. Trustee Winslow seconded the motion. On roll call vote, the motion passed 6-0, with Trustee Jolly absent.

ENTER EXECUTIVE SESSION @ 5:44PM.

RETURN TO OPEN SESSION @ 6:14PM.

Chair Rhodes indicated that the first 20 minutes of the Executive Session were spent discussing employee-employer negotiations, with the Board, Dr. Krull, Bill Rinkenbaugh, and Kent Williams present. The final 10 minutes were spent discussing non-elected personnel with the Board and President Krull present.

ADJOURNMENT

(YouTube @ 1:47:25)

Trustee Winslow moved to adjourn the meeting. Trustee Good seconded. On roll call vote, the motion passed 6-0, with Trustee Jolly absent. The regular meeting of October 10, 2023 was adjourned at 6:15pm.

Mary Martha Good – Secretary

BILLS AND WARRANTS

TOPIC for ACTION
October 2023 Bills and Warrants

REPORT

Bills and warrants for October 2023 - \$4,663,550.71 (includes Expenditure Approval List - \$1,914,247.44 and Payroll - \$2,749,303.27).

RECOMMENDED ACTION:

Approval of October 2023 bills and warrants.

RECOMMENDED FUNDING SOURCE:

N/A

Submitted by: Sariah Wilson, Assistant Director – Accounts Payable
Supervisor: Yolanda Hackler, Director - Accounts Payable
Date Submitted: November 1, 2023

BIDS AND PURCHASES

TOPIC for ACTION Pediatric Hal Simulator

REPORT

The nursing department needs a high-fidelity pediatric simulator for use in high fidelity simulation experiences. The proposed simulator will allow for an immersive simulation learning experience and will be used multiple times throughout the program, whenever a high-fidelity simulator is needed. The simulator allows for hands-on learning in a safe environment and provides the opportunity for students to solidify their knowledge and skills related to caring for pediatric patients.

Pediatric nursing care is a highly specialized area of expertise and clinical experience for students can be limited within the metropolitan area. Clinical spots within the major hospitals are limited, partially due to the number of area nursing programs who are also seeking clinical experience for their students and partially due to a generally smaller population of pediatric patients needing nursing care. This presents multiple challenges and a limited ability to send the number of students needed to for on-site clinical experience, which in turn limits our ability to meet the desired learning needs of the student. The nursing department relies on creative strategies to meet student's learning needs related to pediatric nursing care, and simulation is one evidenced-based avenue for meeting students' needs.

The benefits of quality simulation experiences for nursing students have been heavily researched and provide many benefits, such as providing a safe space for learning (especially with vulnerable populations like pediatrics), improves safe patient care, helps students to build confidence in their skills, enhances problem-solving, and improves teamwork and communication, which are all essential skills needed of our graduates in the current healthcare workforce. The advanced technology associated with this simulator allows for more creative, interactive, and engaging instruction that helps students to "buy-in" to the simulation experience. Simulation experiences also allow faculty to create a standardized experience for all students to experience and allows faculty to monitor each student's strengths and opportunities for improvement with a tailored approach. Simulation is also used to fill in gaps of knowledge, such as health conditions that are seen infrequently but have a high degree of risk for both patients and healthcare personnel, I.e., Bacterial meningitis.

Butler's plan to meet pediatric clinical requirements has been to use outpatient pediatric facilities such as Butler Co. Health Department and pediatrician's offices. Potential changes to state regulations may change the ability to use sites such as these so there is increased importance and need for using high-fidelity mannequins and simulations to replace these clinical experiences.

The cost of this pediatric simulator from Gaumard is \$57,604.95.

RECOMMENDED ACTION:

Board approval to purchase Advanced Pediatric HAL patient simulator.

RECOMMENDED FUNDING SOURCE:

Carl Perkins funding and Nursing Department General Budget

Submitted by: Janet Schueller MSN, RN CNE Associate Dean of HEP

Supervisor: Dr. Julio Guerrero, Dean Health, Education, & Public Services

Date: October 31, 2023



Quotation

14700 SW 136th Street
 Miami FL 33196
 T: 305-971-3790 | F: 305-252-0755

Quote Number: 106752
Quote Date: 10/26/23

Page: 1 of 2

Quoted To:
 Butler Community College - El Dorado
 901 S Haverhill Rd
 El Dorado KS 67042-3225
 USA

Ship To:
 Butler Community College - El Dorado
 901 S Haverhill Rd
 El Dorado KS 67042-3225
 USA

Contact:
 Adam Kjellin
 (316) 323 - 6864
 akjellin2@butlercc.edu

Customer ID	Good Through	Shipping Method	Sales Representative
C104702	11/26/23	ABF Freight	David Sommerkamp

Qty.	Item	Description	Unit Price	Amount
1	S2225.PK.D	<p>Advanced Pediatric HAL® S2225 dark skin tone five-year old simulator package Includes: Advanced Pediatric HAL® S2225 dark skin tone simulator, Tablet PC preloaded with UNI@3 control software, The Pediatric HAL Simulated Learning Experiences™ guidebook, preprogrammed SLE library with 10 scenario-based simulations, RF communications module, streaming audio headset, battery charger, replacement chest tube and tension pneumo sites, defibrillation site adapters, filling kits, additional accessories, hard rolling transport case, user guide, One-year limited warranty</p> <p>Options available only at initial time of purchase: Care in Motion™ Go integrated video-assisted debriefing system</p> <p>Accessories available for purchase: Gaumard Vitals™ bedside patient monitor, Gaumard Vitals™ mobile patient monitor, Gaumard Ultrasound™ system, Pediatric emergency ultrasound POCUS Fast scenario module, LungSim™ In-Hospital System, LungSim™ Mobile System, Care in Motion™ Mobile standalone video-assisted debriefing system</p>	\$ 54,450.00	\$ 54,450.00

Prices and taxes are subject to change without notice.
 To gather information about the products quote we invite you to visit our website: <http://www.gaumard.com>
 If you should have any questions, please feel free to contact your sales representative David Sommerkamp at davids@gaumard.com
 This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity and/or national origin, or for inquiring about, discussing, or disclosing information about compensation. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.



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 El Dorado KS 67042-3225
 USA

Contact:
 Adam Kjellin
 (316) 323 - 6864
 akjellin2@butlercc.edu

Qty.	Item	Description	Unit Price	Amount
1	30080154B	Bedside Virtual Monitor accessory	\$ 2,305.00	\$ 2,305.00
<p>All Quotes are subject to credit approval</p> <p>Customer must supply Sales Tax Exempt Certificate and W-9 with Purchase Order, if applicable</p> <p>If your shipping address differs from that of your billing address, please include the information with your order.</p>			Subtotal	\$ 56,755.00
			Est. Freight & Handling	849.95
			Est. Sales Tax	0.00
			Total US\$	\$ 57,604.95

NOTE TO CUSTOMER: THIS SHIPMENT WILL BE DELIVERED ON PALLET(S) VIA FORKLIFT BY A FREIGHT CARRIER. IF YOUR ORGANIZATION IS NOT EQUIPPED TO RECEIVE PALLETS, PLEASE NOTIFY US IMMEDIATELY.

Estimated shipping date: Approximately 12 to 15 weeks after receipt of order.
 Shipment Via: ABF Freight

Gaumard Scientific is the sole source for this tetherless simulator(s).

For credit approval, please submit completed customer forms to GaumardCR@gaumard.com. Customer forms may be obtained by emailing a request to QuoteEmailGroup@gaumard.com.

Prices and taxes are subject to change without notice.
 To gather information about the products quote we invite you to visit our website: <http://www.gaumard.com>
 If you should have any questions, please feel free to contact your sales representative David Sommerkamp at davids@gaumard.com
 This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity and/or national origin, or for inquiring about, discussing, or disclosing information about compensation. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race color religion sex sexual orientation gender identity national origin protected veteran status or disability

RATIFICATION OF AGREEMENTS AND CONTRACT

None.

PERSONNEL

None.

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	3.29 & 48.5 hours (Fall 2022 cohort)	11/2023	3.26 & 50.2 hours (Fall 2021 cohort); 3.27 & 50.1 hours (Fall 2020); 3.24 & 50.2 hours (Fall 2019)	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	Tom Borrego, Hayley Hobbs
Report for the BOT meeting of	November 14, 2023
Strategic Goal: Drive Institutional Sustainability & Growth	Priority 1(a): Broaden donor alumni base

Narrative

The Butler Community College Foundation has identified and invested in Blackbaud's Data Analysis Program. This program will allow the Foundation to strategically prioritize its relationships with alumni.

Current Outcomes

The Foundation's investment in Blackbaud's Wealth Point and Research Point will allow the us to examine 5000 names to prioritize alumni for relationship building. These names will be prioritized into cultivation portfolios for use by staff.

Action items for future outcomes

Among the identified and prioritized alumni, the Foundation staff will begin the process of identifying and determining interests and matching the needs of the college. These cultivated relationships will lead to the Foundation's ability to predict giving opportunities.

Strategic Alignment

Drive Institutional Sustainability & Growth: (1) Strengthen internal and external partnerships to develop new funding sources, (1a) Broaden donor alumni base.

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Dr. Jessica Ohman, Tom Borrego, Averie Nelson, Bill Rinkenbaugh
Report for the BOT meeting of	October 10, 2023
Strategic Goal: Support Students and their Success	Priority 1(b): Maximize institutional and Foundation scholarships for FY2024

Narrative

Enrollment Management and Student Services work together with the Financial Aid office to maximize institutional scholarships. This provides access to quality Butler educational opportunities by making them more affordable and Butler certificates and degrees more attainable. The Presidential and Dean's scholarships have not changed since the Fall of 2005. With the continued increases in tuition, the limited academic scholarships are playing less of a role in the student's decision.

Activity scholarships are available for approximately 600 students that participate in athletics, fine arts, media production, and livestock judging. These scholarships allow the College to compete on the national level in athletics and recognize outstanding talent in the other areas across the campus.

Butler Community College Foundation manages private, donor-funded scholarships for prospective students to impact recruitment and retention.

Current Outcomes

The process for scholarship applications was changed to include a deadline of August 1, for the Fall semester. Having the scholarship deadline reduced the number of scholarships awarded but were targeted for those that made an earlier enrollment decision rather than offering a scholarship after they had already enrolled in classes.

The activity scholarships have been awarded for those that auditioned, were recruited, or were awarded the scholarship following a semester as a "walk-on" on an athletic team. This scholarship recognized their accomplishments outside of the classroom.

In 2021, the Foundation introduced scholarships as a tool to help recruit new students. An employee was identified in admissions to work with the Foundation to implement this strategy. Admissions and Foundation worked cooperatively to implement the strategy.

Action items for future outcomes

We continue to monitor the scholarship awarding process for improvements and effectiveness.

The NJCAA has recently made changes to the eligibility for student-athletes. The activity scholarship program will need to be adjusted to meet these eligibility requirements. It will be implemented to ensure all activity scholarship students are treated equitably for eligibility purposes.

Foundation and Admissions will develop and coordinate a timeline regarding the awarding of foundation scholarships. The goal will be to get students to enroll sooner, maximize scholarships in areas that are a priority for the college and present these priorities to prospective donors.

Strategic Alignment

The scholarship program addresses support for students and their success. The scholarships maximize equitable access for students, and with the eligibility requirements on activity scholarships improve student outcomes including retention, persistence, and completion of student goals. Both the academic and activity scholarship program assists in all strategic enrollment initiatives.

The Foundation continues to increase the number of scholarships available to students and wants to ensure that all scholarships are used each fiscal year.

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Dr. Esam Mohammad, Dr. Tom Nevill, Michelle Ruder, Jon Cressler
Report for the BOT meeting of	November 14, 2023
Strategic Goal: Advance Communities & Partnerships	Priority 1(b): Develop model and track non-credit training hours

Narrative

In tandem with its myriad of credit bearing courses, programs, and credentials, Butler has been at the forefront of providing our stakeholders with opportunities for non-credit learning across industry-specific professional recognitions, adult education, internal employee development, and community engagement on topics of the day. During this strategic planning cycle, the institution intends to create a standardized tracking mechanism to measure its overall output in the non-credit space.

Current Outcomes

The Career and Workforce Education (CWE) unit is actively scoping a platform that can standardize the measurement of its multiple non-credit offerings. Similarly, Human Resources is engaged in internal deliberations to craft standard measurement criteria for mandatory employee training modules.

Action items for future outcomes

Adaption of a tracking platform by CWE by Spring 2024.

Strategic Alignment

Advance Communities & Partnerships

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Dr. Tom Nevill, Academic Dean's Council
Report for the BOT meeting of	November 14, 2023
Strategic Goal: Champion Excellence in Innovation	Priority 2(a): Complete at least 5 new competency-based education articulations.

Narrative

The Career & Workforce Education division has partnered with the area trades to offer a career specific Workforce Degree Pathway for existing apprenticeships in the following areas:

- Plumber/pipefitter
- Construction trades
- Electrical
- Sheet Metal
- General Workforce

This program is a partnership between select apprenticeship training organizations and Butler Community College (BCC). The coursework on this program deviates from BCC's standard AAS degree requirements. This deviation honors the applied math background of students from apprenticeship programs and allows for course content that is more tailored to the needs of apprenticeship students. The goal of this arrangement is to provide an opportunity for apprentices to earn an Associate of Applied Science (15 credit hours – general education) while meeting the requirements needed to obtain their Journeyman's card during their apprenticeship indenture. A maximum of 47 Butler CC college credit hours will be applied towards the AAS degree once the Journeyman's Card has been issued.

Butler Community College is committed to flexible pathways for our student's success. Courses are offered in varying delivery formats; face-to-face, blended and online.

Current Outcomes

C&WE has forged new partnerships and restarted old ones through these newly approved KBOR pathways. The local Sheet Metal Apprenticeship program is working with Butler CC once again and we have several opportunities to work with the leadership at Independent Electrical Contractors of Kansas.

Action items for future outcomes

Streamline internal processes to expand outside our region and deliver these programs nationwide to increase credit hour production in a new and exciting initiative while serving the needs of our workforce communities.

Strategic Alignment

Champion Excellence in Innovation

REPORT TO THE BOARD OF TRUSTEES, BUTLER COMMUNITY COLLEGE

Department/Project Name	Strategic Planning
Responsible individual	Dr. Tom Nevill, Michelle Ruder, Jon Cressler, Academic Deans
Report for the BOT meeting of	November 14, 2023
Strategic Goal: Advance Communities & Partnerships	Priority 1(a): Implement at least 8 new apprenticeships/internships to support workforce development needs

Narrative

Butler Community College strives to offer apprenticeship and internship opportunities to students and recognizes them as significant learning experiences.

Apprenticeships and internships allow students to apply their knowledge with real world application, receive direct supervision and feedback from industry representatives, and provide ongoing contemplation of learning objectives throughout the experience.

Apprenticeships and internships benefit both employers and the community by bringing fresh perspectives to businesses, developing pipelines to meet employment needs, reducing employee workload, and decreasing retention by hiring students participating in experiential learning opportunities.

Current Outcomes

Apprenticeships –

Career & Workforce Education has submitted the Shine Bright Housekeeping Apprenticeship Program to the Kansas Apprenticeship Council (KAC) for approval. This would be the first one of its kind in the state of Kansas

Butler has also become recognized as an approved Registered Apprenticeship Intermediary by the state of Kansas. The Career & Workforce division submitted and was approved for a Masonry Apprenticeship program to the Kansas Apprenticeship Council (KAC). We are now able to offer this program in conjunction with the Butler CC Construction Science Degree Program.

Internships –

Career Services hosted a Career Fair in September 2023 with 11 employers, and approximately 35 students in attendance. Two notable results of this event were 8 interviews scheduled by South Central Mental Health for interns and front-line employees, and two outstanding students receiving Spirit Aerosystem's "Golden Ticket" (guaranteed interviews for internships) from our Business and Accounting programs.

In terms of new opportunities for internship and employment, connections were made with the following employers:

- Adams Brown
- Amazon
- American Junior Golf Association
- Congressman Tracey Mann
- Crestview Country Club
- Integra Technologies
- Mears Fertilizer, Inc.

- Spirit AeroSystems
- Wichita Thunder

In addition, the department supported two internship cohorts and two Career Readiness courses with tools for employment success in preparation of the Internship course and work-based learning opportunities during the summer and fall semesters of 2023.

Action items for future outcomes

Continue to promote these opportunities across the region and state to increase the number of apprenticeships and improve the state's workforce while contributing to increasing credit hour production for the College.

Strategic Alignment

Advance Communities and Partnerships

MONTHLY STATEMENT OF REVENUES AND EXPENDITURES

Butler Community College
Statement of Revenue, Expenditures, Other Changes
As of 10/31/2023

FISCAL YEAR 24, PERIOD 04
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	10,654,290	7,459,546	58.82%	17,626,486	10,548,722	7,077,764	59.85%
Local Sources	14,250,037	1,042,480	13,207,557	7.32%	14,250,077	999,768	13,250,309	7.02%
State Sources	19,727,686	10,256,317	9,471,369	51.99%	19,426,536	9,844,963	9,581,573	50.68%
Auxiliary Sources	19,600	10,100	9,500	51.53%	17,781	9,800	7,981	55.12%
Other Sources	1,092,375	513,056	579,319	46.97%	666,023	223,589	442,434	33.57%
Transfers	82,134	0	82,134	0.00%	82,134	0	82,134	0.00%
TOTAL REVENUES:	53,285,668	22,476,243	30,809,425	42.18%	52,069,037	21,626,841	30,442,196	41.53%
EXPENSES:								
Instruction	15,972,781	4,113,763	11,859,018	25.75%	16,407,142	4,057,842	12,349,299	24.73%
Other Expenditures	0	0	0	0.00%	0	0	0	0.00%
Academic Support	3,997,504	1,108,299	2,889,205	27.72%	3,728,827	1,177,850	2,550,977	31.59%
Student Services	7,320,601	2,333,038	4,987,563	31.87%	7,013,971	2,100,788	4,913,183	29.95%
Institutional Support	21,901,109	8,942,273	12,958,836	40.83%	20,067,273	7,099,668	12,967,605	35.38%
Physical Plant Operations	3,557,736	1,179,527	2,378,209	33.15%	3,301,642	1,129,190	2,172,452	34.20%
Student Financial	3,427,004	1,724,382	1,702,622	50.32%	3,402,269	1,677,798	1,724,471	49.31%
Auxiliary Enterprise	0	0	0	0.00%	0	0	0	0.00%
TOTAL EXPENSES:	56,176,735	19,401,283	36,775,452	34.54%	53,921,124	17,243,137	36,677,987	31.98%
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)	2,198,744			(3,838,468)	3,800,942		
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>12,710,373</u>			<u>6,036,861</u>	<u>13,676,270</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

Dear Dr. Krull,

Thank you so much for the role you played in Steve's induction into the Butler Hall of Fame.

It was a great day for everyone in attendance, and especially for the guest of honor. Steve was absolutely on Cloud 9.

Steve truly loved coaching football. He loved Butler, the players, and staff. He still does! This recognition will live in our hearts forever.

With deepest gratitude
& love,

Steve and Dana
Braet

Dr. Krull,

Thanks you for taking time out of your busy day to come by & say good-bye.

Thank you & the Board for the Wonderful Retirement clock. Butler truly is the Best!

Sincerely,

Libby Reiter

Dear Dr. Krull,

Thank you so much helping make our event at the Kansas Oil Museum a success! In addition to screening our film in its rightful home, we collected over 20 stories for the archive and nearly 20 new photos! In preparing for this event, we contacted two other prominent organizations in El Dorado, and you were the only one to respond. It really says something about your commitment to the community. Thanks again for your support and don't hesitate to reach out, if there is any way I can help BCC!

Bests,
Frank Waugh

Kelly and the Butler team,

Thank You!

You made Gold Fest amazing!

Thank you for sponsoring and supporting El Dorado's Community Festival!

Kate & Tabitha

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
November 2023**

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
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

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

January Board Finance Committee	Tuesday, January 9, 2024; 3:30pm 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
February Board Finance Committee	Tuesday, February 13, 2024; 3:30pm President's Conference Room	TBD (Dependent on Officer Elections)
February Board Meeting	Tuesday, February 13, 2024; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES
February Work Session	Monday, February 26, 2024; 4:30pm Dankert Trustee Board Room	ALL TRUSTEES

ACTIVITY CALENDAR

Women's Basketball vs. Tabor College JV @ Home	Tuesday, November 7	5:30pm
Men's Basketball vs. Labette @ Home	Tuesday, November 7	7:30pm
Men's Basketball vs. Kansas Wesleyan JV @ Home	Friday, November 10	4:00pm
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
Women's Basketball vs. Northern Oklahoma – Tonkawa @ Home	Saturday, November 18	2:00pm
Men's Basketball vs. Northern Oklahoma College – Enid @ Home	Saturday, November 18	4:00pm
Thanksgiving Recess – Campus Closed	Wednesday, November 22 – Friday, November 24	All Day
Women's Basketball vs. Seward County @ Home	Saturday, November 25	2:00pm
Men's Basketball vs. Seward County @ Home	Saturday, November 25	4:00pm
Legislative Luncheon @ Welcome Center – Clifford/Stone Room	Tuesday, November 28	11:30am
KACC Quarterly Meeting @ Seward CC (Liberal)	Friday, December 1 – Saturday, December 2	All Day
Women's Basketball vs. Barton @ Home	Saturday, December 2	2:00pm
Men's Basketball vs. Barton @ Home	Saturday, December 2	4:00pm
Instrumental Music Chamber Recital @ Welcome Center – Clifford/Stone Room	Monday, December 4	7:30pm
Instrumental Music Chamber Recital @ Welcome Center – Clifford/Stone Room	Tuesday, December 5	7:30pm
Theatre Production – Eurydice	Thursday, December 7	7:30pm
Theatre Production – Eurydice	Friday, December 8	7:30pm
Theatre Production – Eurydice	Saturday, December 9	2:00pm
Women's Basketball vs. Dodge City @ Home	Saturday, December 9	2:00pm
Men's Basketball vs. Dodge City @ Home	Saturday, December 9	4:00pm
Theatre Production – Eurydice	Saturday, December 9	7:30pm
Foundation Holiday Party – Dankert Board Room	Monday, December 11	5:30pm
Finals Week	Monday, December 11 – Friday, December 15	All Day
Vocal Music Holiday Concert with Wichita Symphony Orchestra @ Century II in Wichita	Tuesday, December 12	7:30pm
Dance Recital	Thursday, December 14	7:00pm
Nurse's Pinning @ El Dorado Performing Arts Center	Thursday, December 14	7:00pm
Winter Recess – Campus Closed	Friday, December 22 – Tuesday, January 2	All Day
Women's Basketball vs. Hutchinson @ Home	Wednesday, January 3	5:30pm
Men's Basketball vs. Hutchinson @ Home	Wednesday, January 3	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, and discussion relating to potential properties to be acquired pursuant to the open meetings exception for preliminary discussions relating to acquisition of real property with the Board and President Kim Krull present.

The meeting will resume in the Dankert Trustee Board Room within 45 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.**