

**BUTLER COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR BOARD MEETING  
4:30 p.m., Tuesday, November 12, 2023 – Dankert Board Room**  
Meeting Recording can be viewed at: <https://www.youtube.com/watch?v=2LA1-Njo1V4>

**STAFF ATTENDANCE**

Cheree Anthony-Encapara  
Tom Borrego  
Christina Byram Linda  
Zach Cannady  
Dr. Sue Cecil  
Dr. Julio Guerrero  
Jennifer Hartman-Vice  
Glendell Henderson  
Matt Jacobs  
Dr. Kay Kautz  
Dr. Kim Krull  
Sheryl LeSage  
Andrea McCaffree-Wallace  
Kathy McCoskey  
Dr. Esam Mohammad  
Dr. Tom Nevill

Dr. Jessica Ohman  
Bill Rinkenbaugh  
Dr. Heather Rinkenbaugh  
Dr. Terry Sader  
Janet Schueller  
Dr. Phil Speary  
Christy Streeter  
Shelley Stultz  
Dr. Noreen Templin  
Cory Teubner  
Mandy Trenary  
Ireland Turner  
Kent Williams  
Bill Young  
Robert Zavala

**BOARD ATTENDANCE**

Kim Braungardt  
Mary Martha Good \*(z)  
Jolly, Vice Chair  
Forrest Rhodes, Chair  
Dave Sherrer  
Shelby Smith  
Julie Winslow

**GUESTS**

Dr. Aaron Huslig, Trustee-Elect  
Kaden Warner, Video

\*(z) – denotes attendance by Zoom.

**CALL TO ORDER**

(YouTube @ 5:32)

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

**PLEDGE OF ALLEGIANCE**

(YouTube @ 5:38)

The Pledge of Allegiance was said.

**APPROVAL OF THE AGENDA**

(YouTube @ 6:03)

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

**RECOGNITIONS**

(YouTube @ 7:22)

Dr. Krull recognized Dr. Noreen Templin for her recent presentation titled “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 21<sup>st</sup> Annual St. Louis Fed Professors Conference.

Dr. Kay Kautz, Director of Resource Development, was recognized for her recent completion of the Grant Writing Certification Course from Fort Hays State University.

Dr. Krull then recognized Bill Young for being named 2023 InfoTech CIO of the Year.

The 2023 Veteran's Honor Roll was included in the Board Book and represents 226 years of service to the armed forces by Butler Employees. Dr. Krull thanked the veterans for their service to our country.

### **PUBLIC COMMENT**

(YouTube @ 11:55)

A public comment form was submitted by Sun Jianmei, but they were unable to attend the meeting. Contact will be attempted to determine if they would like to speak at the December meeting.

Andrea McCaffree-Wallace offered comments relating to due process and negotiations.

### **STANDING REPORTS**

Student Government Association (YouTube @ 19:57)

Emily Hernandez shared that on Oct. 17 SGA partnered with Public Safety and Family Life Center SafeHouse for self-defense training. On October 26, they hosted the Walter's Pumpkin Patch free admission day, with approximately 40 in attendance. October 27 was the Halloween bash with 40-50 in attendance with great prizes for costume contests. SGA hosted Fall Bash on November 9, with 50 in attendance and included a DJ and mechanical bull. On November 16, SGA will provide pie and cider for students.

Operational Staff (YouTube @ 21:37)

Zach Cannady shared that OpStaff kicked off their Holiday Fundraiser last week. This year they are selling Midwest Mixes. Orders will be open until December 1 and will be delivered prior to the holiday break. The next meeting is Thursday, November 16 in Andover.

Professional Employees (YouTube @ 22:20)

Dr. Sader expressed that he hopes the administration will work with the faculty to resolve the negotiations process. Trustee Good asked Dr. Sader to bring updates about what is happening in classrooms across campus next month.

Board Finance Committee (YouTube @ 23:45)

Trustee Jolly directed Trustees to page 34 in the Board Book. Revenue is up due to interest rates being higher. There are some variations in expenses, so they are going to keep an eye on that. The audit report will probably not be available until January. GASB has requested that long-term IT contracts and refer to them as assets. Also, she advised that the College will probably see a write-up as it relates to how depreciation has been handled. The College was overstating assets and should have depreciated them more in the second year, so a note will be made to that effect.

Foundation Board Report (YouTube @ 25:30)

Trustee Rhodes shared that the Foundation Board had not met, so he will have a report next month.

### President's Report (YouTube @ 25:38)

Dr. Krull shared that Trustee Rhodes, Trustee Good, and Trustee Smith have all been re-elected to a new four-year term on the Board. Dr. Aaron Huslig will join the Board in January, replacing Trustee Winslow. Board orientation will be held the first week of January before he officially takes office.

She also shared that Butler has once again been named a Best for Vets College by Military Times.

Dr. Krull shared that BCTV+ recently livestreamed the Dodge City vs. Butler football game that was aired on ESPN+. This provided great recognition for the college, and it is particularly impressive that it is a student-run initiative.

Nurse's Pinning is on December 14 at 7pm at the Performing Arts Center. Trustee Sherrer volunteered to provide the welcome for the event, and invitations for the rest of the Trustees are forthcoming.

### Educational Facilities Authority Report (YouTube @ 29:10)

Trustee Sherrer stated that the group would not meet until December 13.

### **MONITORING REPORTS**

(YouTube @ 29:23)

Trustee Sherrer noted the addition of Early College Academy students as a positive point from the report. Dr. Heather Rinkenbaugh noted growth in several areas of the department. Trustee Good welcomed Christy Streeter back to Butler.

### **BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES**

- A. Higher Learning Commission Interim Monitoring Report (YouTube @ 31:23) – Dr. Krull shared that she and Dr. Speary have requested an extension of the submission date for the report from January to March. It is anticipated that this request will be approved. Dr. Krull and Dr. Speary felt this was necessary because the report needs to address what the future board will do to address the concerns. Dr. Speary indicated that the Board needs to systematically work through the components of Component 2.C and look forward in terms of how they intend to demonstrate their compliance and celebration of the tenants of 2.C. He also reiterated that this report needs to be written and prepared by the Board and he and Dr. Krull cannot be involved beyond a consulting standpoint. Trustee Smith shared a summary of the webinar and indicated what the report should affirm. He expressed that he believes his draft document would fulfil this requirement. Dr. Speary shared that it would not satisfy the requirement, although it could serve as a significant part of the response. Trustee Rhodes indicated that he interpreted that the Board would have to address each of the concerns noted in the Final Report. Dr. Speary indicated that the IAC expects timelines, action plans and responsible parties for future actions and corrective measures, particularly within the next two years. Trustees engaged in further conversation about the expectations of the report and their interpretations of the expectations. Trustees tabled further discussions until January, after Trustee-elect Huslig has been seated on the Board.
- B. 900 Building HVAC (YouTube @ 1:15:25) – Ireland Turner provided an update on the 900 Building HVAC project. Bids for the project came in for the project within about 30,000 of each other, which indicates a solid bid. He believes that they can go back and redesign a few things for some savings, but the project will still range approximately

\$800,000-\$825,000. His concern is that the current system will not last another summer. He explained challenges present in the building, which limits the design of the system. He indicated that they would continue to work with engineers and architects to determine how to control the costs. Dr. Krull reminded Trustees that for the first time, Butler received Capital Outlay funding from the state to address deferred maintenance and Butler received approximately \$1.3 million to use for this purpose. This project is a perfect use for those funds, and this would not come from the general operating budget. Trustee Jolly asked when it was realized that this improvement would be made. The system struggled last summer, and significant funds have been expended to try to keep the system running. Trustee Smith asked if this is primarily a summer issue. Turner indicated that it is more prevalent in the summer, as it is harder to cool spaces than heat them.

- C. Strategic Higher Education (YouTube @ 1:26:40) - Dr. Krull shared that Marketing engaged with Strategic Higher Education (SHE) through references and recommendations from other institutions to enhance their processes at the top of the enrollment funnel. This work resulted in SHE working with a cohort of culinary students and engaging in a deep dive in how those students work their way through the Butler system from expression of interest in the college until the time they start classes. This work revealed great opportunities for the College to enhance their processes in a sales-oriented process. Dr. Krull would like to discuss the opportunities to continue working with SHE in an expanded capacity for training and process management with a broader group of programs. She shared that more information would be brought forward at the November Work Session. Dr. Ohman shared that she was excited about the opportunity to work with a consultant not just for the process, but also to have them walk directly alongside the team to train them in the new processes.

### **BOARD ACTION ITEMS**

- A. Retirement of Michael Schweigert (YouTube @ 1:36:15) – Ireland Turner shared that Michael started at Butler in October of 1995. He has supervised the technical services department and has an immense amount of knowledge. He will be missed, but we wish him well in his retirement. Trustee Winslow moved to accept the retirement of Michael Schweigert. Trustee Sherrer seconded. On roll call vote, the motion passed 7-0.

### **CONSENT AGENDA**

(YouTube @ 1:38:50)

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

### **SUPPLEMENTAL INFORMATION**

Key Performance Indicators Update – Submitted by Esam Mohammad

(YouTube @ 1:39:15)

Dr. Mohammad shared an update on transfer rates. The average transfer GPA increased during the monitoring period. Transfer hours are down slightly. He shared that, generally, Universities are under pressure to make sure they are not requiring too many hours to graduate, which means that community college transfers do not need to bring in as many hours. He shared that overall, the data looks good when compared to peer institutions. Trustee Rhodes clarified that the transfer hours data as hours that are accepted by the transfer institution. Dr. Nevill shared that there is an effort to create a common Gen Ed core, and Butler's courses have been approved. He shared that by this coming fall there should be state-wide implementation. Dr. Krull also shared that the Transfer Feedback Report is shared by KBOR each year that shows the transfer GPAs for all community colleges into the universities.

Dr. Krull also pointed out several Key Performance Indicator Updates that go along with Strategic Plan Goals.

Statement of Revenue & Expenditures – Submitted by Kerry Potter  
No discussion.

Thank You Notes  
Several thank you notes were included in the Board Book.

Board Calendars  
(YouTube @ 1:44:00)  
Dr. Krull pointed out Thanksgiving Recess on November 22-24. She also shared that the Legislative Luncheon on November 28 will be held in the Clifford/Stone Room. She also pointed out several fine arts events happening in December. The Foundation Holiday Party will be December 11 and the December Board Meeting is December 12. Also on December 12 is the vocal music concert with the Wichita Symphony Orchestra. Campus closes on December 22 for the holiday recess. There are also several basketball games over the coming weeks.

**EXECUTIVE SESSION**  
(YouTube @ 1:47:27)  
Trustee Sherrer moved that the Board recess into executive session to discuss negotiations, pursuant to the open meetings exception 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, as well as for discussion relating to potential properties to be acquired pursuant to the open meetings exception for preliminary discussions relating to the 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. Trustee Smith seconded. On roll call vote, the motion passed 7-0.

**ENTER EXECUTIVE SESSION @ 6:22pm**  
**RETURN TO OPEN SESSION @ 7:06pm**

Trustee Sherrer moved that the Board recess to executive session for discussion relating to potential properties to be acquired pursuant to the open meetings exception for preliminary discussions relating to the acquisition of real property with the Board and President Kim Krull present. The meeting will resume in the Dankert Trustee Board Room within 10 minutes. Trustee Winslow seconded. On roll call vote, the motion passed 7-0.

**ENTER EXECUTIVE SESSION @ 7:09pm**  
**RETURN TO OPEN SESSION @ 7:19pm**

**ADJOURNMENT**  
(YouTube @ 2:57:16)  
Trustee Sherrer moved to adjourn the meeting. Trustee Winslow seconded. On roll call vote, the motion passed 7-0. The regular meeting of November 12, 2023 adjourned at 7:20pm.

  
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Mary Martha Good – Secretary