
**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., Tuesday, March 13, 2018 – Dankert Board Room**

STAFF ATTENDANCE

Stacy Cofer	Kim Sherwood
Lora Jarvis	Bill Young
Kim Krull	Lori Winningham
Esam Mohammad	Kent Williams
Jessica Ohman	Shelley Stultz
Bill Rinkenbaugh	Kelly Snedden
Terry Sader	Meg McGranaghan
Haylee Dass	Brian Dye
Brandy Diltz	Julie Kobbe
Heather Rinkenbaugh	

BOARD ATTENDANCE

JoAnn Craven – Vice-Chair
Eileen Dreiling – Chair
Ron Engelbrecht
Ken Bohon
Greg Joyce – Secretary
Lance Lechtenberg
Jim Howell

GUESTS

Sierra Cargill, SGA

CALL TO ORDER

Chair Dreiling called the meeting to order at 4:32 p.m.

APPROVAL OF THE AGENDA

Chair Dreiling noted the addition of Item B under number 8, Approval of the Notice Up Letter for the MGB team. With this addition, Trustee Joyce moved the agenda be approved. Trustee Bohon seconded. The motion passed unanimously.

RECOGNITIONS

Jim Buchhorn was recognized for his service as the PTK advisor for the last 5 years.

The following people were recognized for their help in the planning and visiting with the teams from HLC and OCR who visited Butler in February.

HLC Visit – Elena Allen, Crystal Aluko, Cheree Anthony-Encapara, Heath Austin, Judy Bastin, Judy Bohrer, Mike Bohrer, Cindy Bond, Susan Bradley, Joe Brown, Laurie Bruce, Jim Buchhorn, Robert Carlson, Lindsey Carter, Bethany Chandler, Stacy Cofer, Shannon Covert, Sheila Croninger, Beth Cunningham, Haylee Dass, Brandy Diltz, Michael Donovan, Melody Doyal, Xavia Dryden, Brian Dye, Kris Estes, Abby Fawcett, Donnie Featherston, Connie Finger, Bruce

Fiscus, Susan Forrest, Peggy Graber, Shellie Gutierrez, Kerry Hale, Nancy Hamm, Alexis Hopkins, Ethan Hoyt, Mary Hunter, Matt Jacobs, Lora Jarvis, Mark Jarvis, Tonya Johnston, Jake Kenney, Amy Kerschner, Julie Kobbe, Peggy Krause, Davis Laughlin, Brent Martin, Danny Mattern, Andrea McCaffree-Wallace, Kathy McCoskey, Meg McGranaghan, Mary McMackin, Anita Mills, Esam Mohammad, Tim Myers, Apryl Nenortus, Troy Nordman, Jon Penley, Mykalynn Penny, Bob Peterson, Susan Pfeifer, Kerry Potter, Andrew Rawlins, Tiffany Rhodes, Don Rommelfanger, Gary Royse, Lana Ryan, Terry Sader, Shane Schauf, Stan Seymour, Roberta Sheahan, Kim Sherwood, Julie Smith, Phil Speary, Nathan Swink, Mitch Taylor, Shirley Taylor, Mandy Tetrick, Cory Teubner, Matt Udland, Sherry Watkins, Andrea Weiss, Kent Williams, Robert Wilson, Sariah Wilson, Bryce Winklepleck, Bill Young

HLC & OCR Visits – Connie Belden, Teressa Eastman, Tammy Green, Kim Jackson, Jared McGinley, Anita Mills, Esam Mohammad, Averie Nelson, Jessica Ohman, Bill Rinkenbaugh, Andrea Scharenberg, Janet Schueller, DeAnn Shimp, Aaron Slemp, Kelly Snedden, Shelley Stultz, Teresa Thompson, Mel Whiteside, Lori Winningham

OCR Visit – (Students) Tim Banks, Grayson Pryce, Dylan Walker, Emily Murray, Elizabeth Murray, Jessica Brashears, Brittany Earley, Callie Hedvall, Justin Parrett, Brandon Lyons, Catherine Graham, Christina Carter, Cameo Rector, (*Faculty & Advisors*) Jared McGinley, Matt Galbraith, Donnie Smith, Janice Akao, Teresa Thompson, Janet Schueller, Shannon Herbert, Troy Jellison, Connie Belden, Brett Trimpe, Tammy Green, DeAnn Shimp, Jamie Williams, Aaron Slemp, Beth Marteney, Andrea Scharenberg, John Michael, (*Administrative*) Lynn Umholtz, Ireland Turner, Shelley Stultz, Kathy Conner, Kelly Snedden, Jessica Ohman, Sherri Conard, Bill Rinkenbaugh, Teressa Eastman, Kirsten Allen, DeAnn Shimp, Heather Ward, Averie Nelson, Esam Mohammad, Mel Whiteside, Tiffani Price, Anita Mills, Christy Streeter, Lori Winningham, Kim Jackson

The Financial Aid team was recognized for their efforts to issue financial aid refund checks despite the college being closed for inclement weather. The following individuals worked while the college was closed to make sure over 1,400 refund checks were mailed before the deadline: Mel Arnold, Bobbie Eaton, Yolanda Hackler, Donnie Mercer, Allison Scott, Kristina Traina and Miranda Valadez.

Chair Dreiling also celebrated a birthday earlier in March.

PUBLIC COMMENT - None

STANDING REPORTS

Student Government Association – Students are hosting a Safe Spring Break this week and working with the Grizzly Ambassadors to prepare for Grizzly Give Back Day which will be held April 14.

Operational Staff – None

Professional Employees – Terry Sader announced the results of the January election of new officers for the BCCEA. The incumbents will remain in their positions come August:

President: Terry Sader

Vice-President: Kris Estes

Treasurer: Noreen Templin

Secretary: Mac Thompson

Dr. Sader reported that they had a very strong turnout for the elections and that the incumbents won with a 4 to 1 margin which suggests to him that the membership approves of the current leadership and direction of the association.

Board Finance Committee – Trustee Engelbrecht pointed out page 179 of the board book which shows the current financial status which is on track with previous years. We are currently about \$240,000 short with the state resources because they have withheld part of the SB155 funding until later in the year.

President's Report – Dr. Krull reported that the comments on the accreditation and OCR visits in February were all positive. We have received the initial HLC report which we are currently correcting for errors of fact and then will return to the HLC for the final approval. OCR also had positive initial feedback, but Lori Winningham pointed out that they still have two sites (Boston Rec Center and Council Grove) to visit before their report will be finished. The state board of nursing visit also had positive report.

We are in the planning stages for IDD which will be March 29.

Brian Black has been selected as the commencement speaker for this year. Brian was a strong leader with the Advance Kansas program before his move to Tulsa with Spirit.

The Butler Foundation Auction was a huge success raising \$240,056 – including \$60,000 in pure philanthropy.

Dr. Jessica Ohman reported on the WISS report we received recently. WISS has removed more than 200 borrower accounts from delinquency. She also told the board that while WISS efforts are improving our CDR, it will take three years to see how it impacts our official CDR.

Education Facilities Authority Report – Trustee Joyce reported that Trustee Howell was responsible for the Board receiving the copies of the minutes of this meeting. Trustee Joyce said there were three things of mention:

1. The Ground Guys will be responsible for the maintenance of the property. It was decided to take their contract and save the money and resources of the city, school district and college.
2. The track was built and the budget was planned with a 10-year survival rate. The track isn't going to make it the full 10 years so they are looking at \$241,000 cost in the next two years to replace it.
3. There is a fee schedule available for community groups who want to use the facility.

Trustee Howell also commented that they are trying to come up with additional advertising opportunities with signs on the bleachers to help increase the revenue. He also commented on how he has listened to reports on this board for the last 5 years and had no idea how well it worked and how great the people were who were working on it. Trustee Joyce followed that up with giving credit to the administrators who meet regularly as well, but Dr. Krull said more of the credit should be given to the facilities people within each organization who really do the work.

MONITORING REPORTS – None

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

Educational Technology Department – Dr. Haylee Dass, Brian Dye, and Brandy Diltz presented information on the program and the slow and steady growth in online enrollment and classes since 2013.

The Ed Tech Department provides educational design support to faculty for online delivery of their courses. They train instructors in course design and the use of a variety of applications and tools for course implementation and management.

They are currently integrally involved in ensuring Butler is in compliance with the guidelines for accessibility within online courses. They are also in the process of implementing a badging/micro-credentialing system.

BOARD ACTION ITEMS

Tuition and Fee Rates – Kent Williams presented the board with information for the increase in tuition and fees for students attending Butler next year:

Recommendation

The administration recommends that tuition and fee rates for YE 2018 be set as follows:

Tuition & Fee Rates per Credit Hour	Butler County	In-State	Out-State	International
YE 2019 Recommended Rates	\$106.00	\$117.00	\$177.00	\$222.00
YE 2018 Actual Rates	\$98.00	\$109.00	\$169.00	\$214.00

Amount of Increase	\$8.00	\$8.00	\$8.00	\$8.00
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Discussion revolved around why the flat rate increase across the board and not changing it for just certain groups. It was agreed that there would be more information gathered before next year's rates would be decided and that the Strategic Enrollment Management Team would look more in depth at changes in enrollment by category. Trustee Joyce moved the fees be approved as presented. Trustee Engelbrecht seconded. The motion passed unanimously.

MGB Notice Up Letter – The professional employees and administrative representatives on the Mutual Gains bargaining Team discussed and agreed upon the Notice Up Letter for 2018-2019 Mutual Gains Bargaining.

Trustee Engelbrecht moved that the letter be approved. Trustee Joyce seconded. The motion passed unanimously.

CONSENT AGENDA

After a brief discussion of moving Personnel to the Action Items part of the Agenda, Trustee Craven moved that the consent agenda be approved as written. Trustee Engelbrecht seconded. The motion passed unanimously.

- Approval of Minutes of the Regular Board Meeting of February 13, 2018
- Approval of Bills and Warrants for February 2018 - \$7,553,584.41 (includes Expenditure Approval List - \$4,962,534.36 and Payroll - \$2,591,050.05).
- Approval of Contract from Instructure for Canvas Subscription in the amount of \$111,126.00.
- Approval of the Contract for Digital Transformation Network infrastructure in the amount of \$205,247.43.
- Ratification of Articulation Agreement with Kansas State University
- Ratification of Articulation Agreement with Friends University
- Approval of 2018-2019 High School Articulation Agreements
 - Andale USD 267
 - Andover USD 385
 - Bishop Carroll
 - Bluestem USD 205
 - Campus (Haysville) USD 261
 - Centre USD 397
 - Chase County USD 284
 - Circle USD 375
 - Conway Springs USD 260
 - Derby USD 260
 - Dodge City USD 443
 - Douglass USD 396
 - El Dorado USD 490

- Emporia USD 253
- Eureka USD 389
- Flinthills USD 492
- Frederic-Remington USD 206
- Goddard USD 265
- Halstead USD 440
- Hillsboro USD 410
- Maize USD 266
- Marion USD 408
- Newton USD 373
- Ottaway USD 290
- Parsons USD 503
- Peabody-Burns USD 398
- Rose Hill USD 39
- Valley Center USD 262
- Wichita USD 259
- Acceptance of the Retirement of Freda Briggs, Professor of English
- Acceptance of the Retirement of Alan Brown, Professor of Biology and Biotechnology
- Acceptance of Resignation of Robert Clark, Professor of History
- Acceptance of Resignation of Ineta Strems-Tregear, Professor of Foreign Language

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank you Notes – Sondra S. Shelton-Hackler, Charlene Miller (4-H Youth Agent), El Dorado Chamber, Ryan Murry (ICI)

Board Calendars

March Board Finance Committee	Tuesday, March 13, 3:30 p.m. President's Conference Room	JoAnn Craven Ron Engelbrecht
March Board Meeting	Tuesday, March 13, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
Spring Break – Offices minimally staffed	March 19 – 23	
April Board Finance Committee	Tuesday, April 10, 3:30 p.m. President's Conference Room	JoAnn Craven Ron Engelbrecht
April Board Meeting	Tuesday, April 10, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

2017-2018 Board Meeting Dates

Tuesday, March 13, 2018


Tuesday, April 10, 2018

Tuesday, May 8, 2018
Tuesday, June 12, 2018
Tuesday, July 10, 2018

<u>LOOKING AHEAD</u>		
May Board Finance Committee	Tuesday, May, 3:30 p.m. President's Conference Room	JoAnn Craven Ron Engelbrecht
May Board Meeting	Tuesday, May 3, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
Nurses Pinning	Thursday, May 10, 7:00 p.m. Butler Gym	Trustee Welcome TBD
Order of the Purple	Friday, May 11, 7:00 p.m. Butler Gym	Trustee Welcome TBD
Commencement	Saturday, May 12, 9:00 a.m. Butler Gym	Trustee Roles TBD

ADJOURNMENT

Trustee Engelbrecht moved that the Board meeting be adjourned. Trustee Craven seconded and the motion passed unanimously. The Board meeting of March 13, 2018 was adjourned at 5:42 p.m.


Dr. Greg Joyce – Secretary