
**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., Tuesday, June 12, 2018 – Dankert Board Room**

STAFF ATTENDANCE

Lora Jarvis	Esam Mohammad
Kim Krull	Jessica Ohman
Kelly Snedden	Shelley Stultz
Mel Whiteside	Kent Williams
Bill Young	Mary Spoon
Tiffani Price	Lynn Umholtz
Anita Mills	Meg McGranaghan
Ireland Turner	Matt Jansen

BOARD ATTENDANCE

Eileen Dreiling - Chair
JoAnn Craven - Vice Chair
Ken Bohon
Ron Engelbrecht
Greg Joyce

Absent

Lance Lechtenberg

GUESTS

Ryan Powell - IMA
Christy Downing - IMA
Mary Martha Good - State Representative
David Stewart - Gravity::Works
Vince Haines - Gravity::Works
Bob Simpson - Simpson Construction
Josh Vogel - Simpson Construction
Ryan Murry - ICI
Belinda Larson - Butler County Times/Gazette

CALL TO ORDER

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

APPROVAL OF THE AGENDA

Chair Dreiling made two notations to changes in the agenda. Item D under Roman numeral VIII has been added to approve PEC as the Civil Engineer for the 5000 building project. Items d and e under number 2 under Item F (Personnel) in the Consent Agenda have been updated and Trustees have new copies of the TFAs at their seats. Trustee Craven moved the agenda be approved as amended. Trustee Bohon seconded. The motion passed unanimously.

RECOGNITIONS

- **Lakshmi Kambampati** – Fulbright Scholar
- **NJCAA National Track Meet** – Todd Carter, Jordan Abbott, Steve Braet, Jared Brown, Ron Castle, Tessa Cosby, Tyrell Everett, Abby Fawcett, Brady Foltz, Greg Franklin, Mike Helmer, Adam Hunter, Matt Jacobs, Katy Kingsley, Lisa Lechtenberg, Lori Llewellyn, Amanda Maiden, BJ McVay, Dustin Mettler, Bryan Miller, Cameron Parker, Josh Phillips, Ty Reese, Teri Rinkenbaugh, Kerrick Sanders, Tim Schaffner, Tanner Stenzel, Travis Stipp, Gus Strunk, Kylie Stuever, Hunter Vaughn, Brice Vignery, Daven Vo, Wade Weibert, Kyle Woodall, Lisa Schmidt, Karen Waddell, Kathryn Perez, Miranda Valdez, Peyton Burkhart, Janae Waite, Bill Rinkenbaugh, Dr. Kim Krull, Syndee Scriber, Jessica Mitchell, Shala Burt, Chandler Williams, Facilities Management

PUBLIC COMMENT - None

STANDING REPORTS

Student Government Association – None

Operational Staff – Secretary Mary Spoon started by thanking the college and the Trustees for the wonderful Recharge event they hosted last week. They are working on setting up committees for next year and already talking about their welcome back tables for students the first week of classes in the fall.

Professional Employees – None

Board Finance Committee – Trustee Engelbrecht said they looked at the revenues and expenses and that at 11 months through the year everything looks good. The revenues are over expectations while expenses are under.

Foundation Board Report – Chair Dreiling shared that at the last Foundation Board Meeting they discussed the results of a survey of their board members. One of the key things they wanted to work on was building relationships with outside groups – like the Board of Trustees. One way for them to get to know each other better was for Chair Dreiling to report back at our meetings as well as report at their meetings. They would also like to host a social occasionally to bring the two boards together.

Dr. Krull followed up with explaining that the survey was the first step in the Foundations visioning and multi-year plan.

KACCT Report – Trustees Engelbrecht, Craven and Dreiling attended the quarterly meeting in Kansas City. They did their end of the year routines and approved the budget as well as elect new officers. Trustee Engelbrecht will serve as Vice-President and Michelle Ham from Pratt will serve as President. They also watched the final presentations for this year's Kansas Community College Leadership Institute (KCCLI) participants including Butler's own Jon Craig and Heather Rinkenbaugh who will share their presentation at a Board meeting later this summer.

Trustee Craven wanted to take the time to say how proud she is of the Butler staff and faculty who make the accreditation process so easy here after learning more about it at the meetings.

President's Report – Dr. Krull reported that at the COP meeting they were working to develop their legislative priorities for the year. The COP also discussed the concurrent enrollment initiative from the last legislative session and have formed a task force to research and develop new recommendations in anticipation this same initiative will be discussed in the upcoming legislative session. The COP also discussed changes to the current 2-year funding formula. They also had a presentation from the National Guard on tuition assistance for students. She also reported that they are starting ROTC programs at community colleges – Garden City started last year and Cowley will begin one this year. She is eager to explore the possibility of starting one at Butler in the future.

Education Facilities Authority Report – Trustee Joyce reported that they met last month and Trustee Howell said they are moving forward with a video surveillance and security system.

Dr. Krull reported that the administrators met last week and they are in the process of finishing the annual report.

MONITORING REPORTS

Mel Whiteside provided the annual report for the Division of Science, Technology, Engineering & Mathematics (STEM).

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

Hiring of Dean of FAC – Dr. Krull reported to the Board that Dr. Richard A. Nichols has been hired to serve as the Dean of Fine Arts and Communications with a beginning date of July 1, 2018. His qualifications include a Bachelor and Master of Music in Horn

Performance, a Doctorate of Musical Arts in Horn Performance with a concentration in Theory/Composition and he is finishing his Master of Business Administration with a concentration in Human Resources on June 30, 2018. Dr. Nichols has several years of experience as a Chair at Sterling College. He has more than 13 years teaching experience at the college level as a professor of music at several institutions. He has also worked as a Director for a music publishing company. Dr. Nichols replaces Dr. Jay Moorman, who retired in December 2017.

Plumber Apprentice Program – Shelley Stultz and Lynn Umholtz reported on a Plumber Apprentice program that will help attract and retain skilled labor to Butler Community College. The program is based on a five-year progression to advance the trainee to Journeyman licensing level. Efforts to recruit and retain this critical skill set have been unsuccessful as wages and job opportunities have flourished in the surrounding market area.

The estimated training cost of the program \$1350.00 over the five-year period. Salary progression will advance as the trainee moves through the evaluation period each year.

IMA, Inc. Health & Welfare Benefit Plans – Christy Downing and Ryan Powell, both Vice Presidents with IMA, Inc., presented their plan to help assist with development of a multi-year strategy for all benefit programs. This strategy includes advisory services for cost containment, funding approaches and process change recommendations.

IMA, Inc. initiated a feasibility study for a consortium of community colleges to join together for a group association policy for health insurance a number of months ago. Butler was a participant in this study but by the end of the first week of June, there were only five colleges still interested in forming a consortium and that was not a large enough group to secure competitive pricing so the consortium for next year will not be formed. As our consultant, IMA, Inc. had also generated bids for stand-alone coverage for Butler as a comparison of options available outside of and including the consortium. The stand-alone bids were very competitive and will show some savings in benefits costs for the upcoming year.

BOARD ACTION ITEMS

Sports Accident Policy - Ryan Murray from Insurance Center, Inc. has provided the new costs for the Sports Accident Policy and the Catastrophic Policy. The basic coverage for all sports will be \$138,859 and the catastrophic sports accident policy will be \$25,868. The total for the 18-19 academic year will be \$164,727. The total costs of premiums for the 17-18 academic year was \$155,443.

Trustee Joyce moved that the Board approve to pay the Athletic Insurance and Catastrophic Insurance from the Athletic Budget in the amount of \$164,727 for the 2018-2019 academic year. Trustee Engelbrecht seconded. The motion passed unanimously.

Property Insurance Renewal - ICI has completed the renew application for our commercial insurance coverages as provided in the table below which shows the premium is down 2% this year.

PREMIUM SUMMARY	2017-18	2018-19
<u>Line of Business</u>	Premium	Premium
Property – Marsh (MHEC)	\$96,741	\$96,001
Taxes & Fees	\$3,937	\$3,937**
Optional Coverage	\$866	\$961
Broker Fee	\$14,000	\$14,000
General Liability	\$46,437	\$46,308
Business Auto	\$47,515	\$45,686
Inland Marine	\$3,209	\$3,533
Crime	\$3,598	\$3,598
Law Enforcement Liability	\$4,453	\$4,453
Educators Legal Liability	\$15,052	\$17,531
Employment Practices Liability	\$45,908	\$46,457
Umbrella	\$26,039	\$25,382
Workers Compensation	\$138,601	\$129,387
Museum Floater	\$2,500	\$2,500
Broadcasters Liability	\$4,725	\$4,725
Student Professional Errors & Omissions	\$18,606	\$19,243
Wellness Center Professional Liability	\$5,860	\$5,860
Ropes Course Liability	\$5,963	\$5,645
Cyber Liability – Beazley (7/1/17-1/1/18)	\$8,979	N/A
Cyber Liability – Evolve (Changed Carriers Mid-term 1/1/18)	\$8,650	\$17,119
Total Premium:	\$501,639	\$492,326

** Taxes and Fees are estimated. Final assessment of taxes and fees is issued with the renewal invoice.

Trustee Engelbrecht moved that the Board approve the premiums in the amount of \$492,326 for the 2018-2019 commercial insurance lines as presented. Trustee Joyce seconded. The motion passed unanimously.

Construction Manager at Risk - The Capital Projects Team met with Dave Stewart of Gravity::Works Architecture to review proposals for the Construction Manager at Risk for the Andover 5000 Building improvement project.

The Team interviewed five construction firms on June 7 and selected Simpson Construction to be the CM-r for the project. Mr. Stewart reviewed their process, indicated Simpsons rose to the top in the scoring and is strongly recommended after careful and deliberate consideration.

They are all ready to get started immediately with representatives from Butler, Gravity::Works, and Simpson meeting with the City of Andover on Thursday

Trustee Engelbrecht moved that the Board approve Simpson Construction as selected by the Capital Projects Team for Construction Manager at Risk for the Andover 5000 Building improvement project. Trustee Bohon seconded. The motion passed unanimously.

Civil Engineering Contract for 5000 Building Improvement Project – Gravity::Works Architects recommend the services of PEC (Professional Engineering Consultants) of Wichita for the 5000 Building project. They will oversee site surveys, topography and geo-tech surveys of the property.

Trustee Joyce moved to approve the contract with PEC for \$112,238 for the Andover 5000 Building improvement project. Trustee Engelbrecht seconded. The motion passed unanimously.

Mr. Haines said that Gravity::Works and the Capital Projects team will be back at the July meeting with the preliminary plans.

CONSENT AGENDA

Bill Young gave the board a brief demonstration of the new emergency alert service, AppArmor, which is part of the consent agenda. AppArmor will help improve mass notifications in the event of an emergency on campus, provide immediate access to emergency procedures, offer “safe walk” options for individuals on campus, and provide emergency tracking information for Public Safety among other things. The new program will replace BEARS.

Trustee Craven moved that the Board approve the consent agenda as presented with the updated TFAs for Doug Chance, Head Softball Coach, and Zack Sigler, Assistant Softball Coach. Trustee Engelbrecht seconded. The motion passed unanimously. The consent agenda contained the following items:

- Minutes of the Regular Board Meeting of May 8, 2018
- Minutes of the Special Board Meeting of May 23, 2018
- Approval of Bills and Warrants for May 2018 - \$4,573,146.21 (includes Expenditure Approval List - \$1,494,813.34 and Payroll - \$3,078,332.87)
- Continue current procedure of payment of claims for the 2018-19 budget year consistent with Resolution 98-4
- Digital Transformation Physical Security Recommendation AppArmor in the amount of \$94,250.00 to be paid from the Capital Mill Levy
- Ellucian Mobil Platform Annual Renewal in the amount of \$20,841.00 to be paid with the Information Services Enterprise Applications Budget
- Ratification of the Douglass Neighborhood Revitalization Project
- Ratification of Contract with Wheat State Manor

- Ratification of Contract with Fountainview Nursing & Rehabilitation Center
- Ratification of Contract with Lake Point Nursing & Rehabilitation Center of Augusta
- Ratification of Contract with Lake Point Nursing & Rehabilitation Center of El Dorado
- Ratification of Contract with Catholic Care Center Nursing & Rehabilitation Center
- Ratification of Contract with Regent Park Rehabilitation & Healthcare
- Ratification of Contract with Derby Health & Rehabilitation
- Ratification of Contract with Maestro Health for COBRA Administration
- Ratification of Articulation Agreement - University of Phoenix
- Approval of AVID Membership in the amount of \$11,465.00 to be paid with the AVID budget
- Approval of USD 259 Advertising Agreement in the amount of \$9,150 to be paid with the Marketing budget
- The approval of Jordnn Cogan as a full-time Biology Instructor at a salary of \$40,113
- The approval of Kelsey Harper as a full-time Spanish Instructor at a salary of \$45,713
- The approval of Jennifer Montgomery as a full-time English Instructor at a salary of \$44,113
- The approval of Catherine Menefee as a full-time English Instructor at a salary of \$44,013
- The approval of William McCarthy as a full-time History Instructor at a salary of \$50,513
- The approval of contract for BJ McVay, Head Baseball Coach at a salary of \$55,002
- The approval of contract for Ty Reese, Assistant Baseball Coach at a salary of \$43,300
- The approval of contract for Gus Strunk, Assistant Baseball Coach at a salary of \$11,308
- The approval of contract for Doug Chance, Head Softball Coach at a salary of \$59,172 which \$54,652 will be paid by the college and \$4,520 will be paid by Grizzlybackers
- The approval of contract for Zack Sigler, Assistant Softball Coach at a salary of \$36,489 which \$25,714 will be paid by the college and \$10,775 will be paid by Grizzlybackers
- The approval of contract for Amanda Maiden, Head Athletic Trainer at a salary of \$53,757
- The approval of contract for Jared Brown, Assistant Athletic Trainer at a salary of \$47,996
- The approval of contract for Dustin Mettler, Head Cross Country and Track Coach at a salary of \$48,410
- The approval of contract for Josh Phillips, Assistant Cross Country and Track Coach at a salary of \$22,478

- The approval of contract for Dennis Higgins, Radio Broadcaster-Grizzlybackers Fundraiser at a salary of \$35,000

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Tiffany Rhodes, Alan Brown, Carol A. Borger (Levreato Beta Phi), Linda Jolly (El Dorado, Inc.), Janet Post (Kansas Governor’s One Shot Turkey Hunt)

Board Calendars

July 4th – Independence Day	Office Closed/No Classes	
July Board Finance Committee	Tuesday, June 10, 3:30 p.m. President’s Conference Room	JoAnn Craven Ron Engelbrecht
July Board Meeting	Tuesday, June 10, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
Special Board Meeting – Approval of Notice of Public Hearing	Tuesday, July 24, 5:00 p.m. Dankert Board Room	ALL TRUSTEES

2018-2019 Board Meeting Dates
Tuesday, June 12, 2018
Tuesday, July 10, 2018
Tuesday, August 14, 2018
Tuesday, September 11, 2018
Tuesday, October 9, 2018
Tuesday, November 13, 2018
Tuesday, December 11, 2018
Tuesday, January 8, 2019
Tuesday, February 12, 2019
Tuesday, March 12, 2019
Tuesday, April 9, 2019
Tuesday, May 14, 2019
Tuesday, June 11, 2019
Tuesday, July 9, 2019

<u>LOOKING AHEAD</u>		
August Board Finance Committee	Tuesday, August 14, 3:30 p.m. President’s Conference Room	JoAnn Craven Ron Engelbrecht
August Board Meeting	Tuesday, August 14, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
Foundation Board of Directors Meeting	Tuesday, August 21, 4:00 p.m. Commerce Bank Board Room	Eileen Dreiling

Joint Meeting with Andover City Council	Monday, August 27, 6:00 p.m. Andover Central Park	ALL TRUSTEES
September Board Finance Committee	Tuesday, June 10, 3:30 p.m. President's Conference Room	JoAnn Craven Ron Engelbrecht
September Board Meeting	Tuesday, June 10, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

RECESS TO EXECUTIVE SESSION – Trustee Craven motioned the board enter executive session at 6:20 p.m. not to exceed 60 minutes to discuss personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and include Kim Krull, Kent Williams, Shelley Stultz and Anita Mills. Trustee Engelbrecht seconded. The motion passed unanimously.

Trustee Engelbrecht moved that the Executive Session end at 7:25 p.m. Trustee Joyce seconded. The motion passed unanimously.

ADJOURNMENT

Trustee Joyce moved that the Board meeting be adjourned. Trustee Engelbrecht seconded. The motion passed unanimously. The Board meeting of June 12, 2018 was adjourned at 7:25 p.m.

Dr. Greg Joyce - Secretary