

**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., Tuesday, March 12, 2019 – Dankert Board Room**

STAFF ATTENDANCE

Stacy Cofer	Lora Jarvis
Kim Krull	Esam Mohammad
Jessica Ohman	Bill Rinkenbaugh
Terry Sader	Kim Sherwood
Shelley Stultz	Kent Williams
Lori Winningham	Bill Young
Susan Bradley	Troy Nordman
Kerry Potter	Meg McGranaghan
Rodney Dimick	Averie Nelson
Ireland Turner	Christina Byrum

BOARD ATTENDANCE

Ken Bohon
JoAnn Craven
Eileen Dreiling
Ron Engelbrecht
Jim Howell
Greg Joyce
Lance Lechtenberg

GUESTS

Lee White, Media

CALL TO ORDER

Chair Joyce called the regular monthly meeting of the Board of Trustees to order at 4:31 p.m.

APPROVAL OF THE AGENDA

Chair Joyce made one change on the agenda before approval. The Exec Session and Work Session were flipped so that the work session could be held first allowing those staff not involved in the Exec Session to leave following the work session. Trustee Bohon moved to accept the revised agenda. Trustee Dreiling seconded. The motion passed unanimously.

RECOGNITIONS

- **Connor Brewer & Angel Gamboa** – 4th Place in TraceLabs Global Missing Persons Capture the Flag Event
- **Susan Bradley, Kathy McCoskey, Troy Nordman, Jim Buchhorn, Sheryl LeSage, Cory Teubner, Catherine Menefee, Mark Jarvis, Dawn Mercer, Maritza Marquez-Mazariego** – Great Plains Conference on Acceleration Planning Team
- **Mel Arnold, Dan Boyd, Steve Cless, Donnie Mercer, Jessica Mitchell, Megan Morris, Jan Stitt, Aaron Strunk, James Schisler, Audra Toombs, Miranda Valadez, Matt Udland (and the A Capella Vocal Group)** – Support of the Great Plains Conference on Acceleration.

- **Bethany Chandler, Laurie Bruce, Jenny Kidd, Mindy Trenary, Noreen Templin, Xavia Dryden, Sabrina Madison, Catherine Menefee, Jennifer Montgomery, Cheryl Johnson, Elena Allen, Andy Jones, Robert Zavala, Heather Czechowski** – Presenting at the Great Plains Conference on Acceleration
- **Lesa Rumsey, Kathryn Perez, Miranda Valadez, Kristina Traina, Nancy Daw, Joseph Tabarani, Joyce Millard, Mel Arnold, Donnie Mercer** – Community Service Projects

PUBLIC COMMENT

NONE

STANDING REPORTS

Student Government Association – NONE

Operational Staff – NONE

Professional Employees – Terry Sader reported that the professional employees leadership opposes a tuition and fee increase for next year. They are concerned about last year's 11,000 credit hour loss and how it reflects a trend of 20% or more in recent years. The research department reported to them that enrollment now stands at the same level as 2009. According to a model prepared by the research department, they are predicting a 2400+credit hour loss with increase. He said that any step to get out of losing credit hours is to stop things know will decrease enrollment such as raising tuition. We should focus on doing something to reverse the trend of reducing enrollment. He explained that he feels like increasing tuition and fees decreases enrollment which necessitates increasing tuition and fees more. He would like for the Trustees to consider taking something like the Hippocratic oath to do no harm and find a way to do something with the current budget to not have to increase tuition and fees.

Board Finance Committee – Trustee Engelbrecht reported that the Finance Committee met before the and reviewed the monthly summary on page 181 of the board book. A couple of items of notice were under Mandatory Transfer of \$4 million which was coming from the capital fund as part of funding plan for 5000 building remodel. Also, academic support and physical plan operations are underspending at this point. Finance is reviewing this to see if the expenses are being deferred or if this in indeed savings to capture. They will also review the budget update later in work session.

Foundation Board Report – Trustee Dreiling said that they haven't had another meeting since the last Board meeting, but wanted to say that the recent auction was a huge success and lots of fun.

Stacy Cofer just wanted to echo what Trustee Dreiling said and that it was such a successful evening because of the many generous donors who care about Butler. They have some great leadership from the Wichita community and the Redlers were wonderful co-chairs.

President's Report – Dr. Krull reported that she received a letter from KBOR regarding the recent CTE Perkins audit and that the report was really good, but there were a few things to do including tag some pieces of equipment purchased with the grant funds with Perkins numbers as well as a program evaluation that needed a little supplemental information. Several faculty and staff including Mel Whiteside and Christy Streeter, Associate Deans Tiffani Price and Beth Eagleton as well as Lori Winningham helped with audit and deserve the credit for its success.

Dr. Krull also gave a legislative update. The Senate ways and means higher education committee reviewed the FY2019/2020 budget from the Governor – Mike Calvert presented for community colleges. The committee supported the budget. The community colleges request to fully fund SB155 isn't covered in this budget. With SB155, we teach the courses, then request reimbursement. It is currently funded at 80%.

HB2144 which is the bill presented by Representative Williams bill was amended and passed out of the House. It is now on the Senate. The pieces of greatest concern to us have been eliminated and the pieces that remain on transparency and reporting will require we put information we already gather onto our websites. Next Wednesday while the Presidents are in Topeka for KBOR the bill will be heard in the Senate Education Committee in the afternoon. They might request changes in the Senate version that the bill is used for all higher education in the state and not just community colleges.

Education Facilities Authority Report – Due to the weather last month, the Authority hasn't met yet. The Administration continues to meet and Dr. Krull reported that one of the men who broke in has his hearing next week. One of the owners must be present and Norm Wilks will represent the Authority.

They are also compiling an inventory of technology, athletic equipment, and more that is due by April 1 and will include who purchased the items so that if damage occurs they know whether to use the Authority insurance company or an individual entity's company.

MONITOTRING REPORTS

Lori Winningham presented the annual board report for the Fine Arts and Communications Division.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITES

Open Educational Resources – Dean Susan Bradley presented the Board with a report on Open Educational Resources (OER). The English Department faculty created OER texts for EG101 (Composition I) and EG102 (Composition 2) for Fall 2018 and Spring 2019 courses. These OERs have already saved our students over \$250,000.

Chair Joyce asked if this was something that was marketable and could show the savings to students of over \$200 on textbooks which would help offset the price of tuition.

BOARD ACTION ITEMS

Tuition and Fees – Vice President of Finance Kent Williams presented the Board with the following two options for Tuition and Fees for FY2020 in the Board Book:

Option 1				
Tuition & Fee Rates per Credit Hour	Butler Co.	In-State	Out-State	International
YE 2020 Recommended Rates	\$104.00	\$121.00	\$180.00	\$225.00
YE 2019 Actual Rates	\$106.00	\$117.00	\$177.00	\$222.00
Amount of Increase	(\$2.00)	\$4.00	\$3.00	\$3.00

Option 2 (Note 2)				
Tuition & Fee Rates per Credit Hour	Butler Co.	In-State	Out-State	International
YE 2020 Recommended Rates	\$104.00	\$120.00	\$180.00	\$225.00
YE 2019 Actual Rates	\$106.00	\$117.00	\$177.00	\$222.00
Amount of Increase	(\$2.00)	\$3.00	\$3.00	\$3.00

Additionally the administration recommends that the On-Line Fee be increased from \$47 per course to \$53 per course.

Because Kent was ill, Dr. Krull led the discussion on why these options were the best that came out of the Strategic Enrollment Management Team’s many options. She said that they felt like they were listening to what the tax payers were requesting and these options reflect a greater difference in the in-county and out-of-county tuition rates. We also know that the enrollment model indicates that we will lose a certain percentage of credit hours due to demographics as well.

The in-county and out-of-county rates vary greatly at the community colleges across the state. Other institutions are increasing their tuition a couple of dollars and we need to realize that we have a significant student base with financial need that would be hurt by a large increase in tuition.

Both of the options shown reflect a \$2 decrease for Butler County residents. We have raised our tuition and fees a total of \$15 in the last two years. The administration feels that both options are reasonable though neither generates a lot of revenue for the college.

Chair Joyce pointed out that in the history of the rates, in 2015 there was no increase in tuition, but there was still a decrease of 5000 credit hours.

Trustee Engelbrecht said that these options take us in direction tax payers wanted. Though we can't completely address the fairness issue, out-of-county students will pay \$17 more per credit hour and that would equal \$510 for 30 credit hours taken which in some cases could be higher than the average property owner's taxes for Butler Community College. He leans toward option 1 because it has a slightly higher revenue potential.

Trustee Dreiling agreed with Trustee Engelbrecht though she did feel like option 2 might make it easier next year if we had to raise it again.

Chair Joyce favored option 1 because it raises enough revenue that we would not notice the 200 credit hour loss that could be caused by the increase.

President Krull reminded everyone that Butler County residents can access tuition waved courses as high school students as well.

Trustee Howell agree with Trustee Engelbrecht as well. He didn't feel that the \$1 difference would make a huge impact for students taking 15 credit hours.

Trustee Engelbrecht moved to accept Option 1 as presented. Trustee Howell seconded. The motion passed unanimously.

Contract Renewal with Commerce Bank – Commerce Bank has maintained the college's banking services under our current contract since July 2011.

Trustee Craven moved that the college continue the current banking agreements with Commerce Bank for the next four years, July 1, 2019 – June 30, 2023. Trustee Bohon seconded. The motion passed unanimously.

Approval of Notice Up Letter for 2019-2020 Mutual Gains Bargaining – The professional employees and administrative representatives on the Mutual Gains Bargaining Team discussed and agreed upon the Notice Up Letter for 2019-2020 Mutual Gains Bargaining.

Trustee Bohon moved to approve the Notice Up Letter for 2019-2020 contract year. Trustee Lechtenberg seconded. The motion passed unanimously.



3/12/19

Butler Community College
Education Association

Butler Community College
Board of Trustees
901 S. Haverhill Road
El Dorado, KS 67042

The Interest Based Bargaining Team hereby notifies you of the items that have been selected for consideration during the mutual gains bargaining process:

1. Article V = Professional Workload, Section C. - Overload
Issue: Availability and distribution of classes and clock hours beyond the normal professional workload
Purpose: To work towards a mutually acceptable resolution to this issue
2. Article V – Professional Workload, Section L – Mandatory College-Wide Activity Days
Issue: Commencement – Hours associated with leave time
Purpose: To work towards a mutually acceptable resolution to this issue
3. Article VIII – Compensation, Section A – Salary, Part 2 – Base Salary – Professional Employees
Issue: Step Raises schedule
Purpose: To work towards a mutually acceptable resolution to this issue.
4. Article VIII – Compensation, Section A – Salary, Part 3 – Placement of New Professional Employees
Issue: Hiring Schedule
Purpose: To work towards a mutually acceptable resolution to this issue.

5. Article VIII – Compensation, Section A – Salary, Part 8 – Salary Increase for Existing Professional Employees
Issue: Salary for Existing Professional Employees
Purpose: To work towards a mutually acceptable resolution to this issue.
6. Article VIII – Compensation, Section A – Salary, Part 10 – Overload
Issue: Overload Rate of Pay
Purpose: To work towards a mutually acceptable resolution to this issue.
7. Article VIII – Compensation, Section A – Salary, Part 12 – Summer School Pay
Issue: Summer School rate of pay
Purpose: To work towards a mutually acceptable resolution to this issue.
8. Article VIII – Compensation, Section B – Group Insurance
Issue: Group health insurance benefits – family and single coverage.
Purpose: To work towards a mutually acceptable resolution to this issue.

In accordance with KSA 72-2228 we acknowledge and accept items within this letter as Notification of Intent to open the Master Agreement for negotiations.


Greg Joyce
Chairperson, Board of Trustees


Terry Sader
President, BCCEA

Approval of Program Revisions

Software Development (AAS) – As business and industry changes, we must change as well. The updated courses and additions/removal to the degree are to accommodate the current needs of business and industry. This removes some outdated courses and replaces them with current needs. The revised program is a new alignment of our Pathway as well as a refresh of course offerings and updated courses to better reflect the needs of business and industry.

Marketing, Management, and Entrepreneurship (AAS) & Entrepreneurship

(CERTB) – This program is a renaming of an existing program at Butler Community College, the AAS in Marketing and Management. The new program is to be an AAS in Marketing, Management and Entrepreneurship. Originally the name change considered was to be AAS Entrepreneurship, but after visiting with April Henry at KBOR, it was determined that simply adding “entrepreneurship” to the existing name was best. In addition, the subset certificate was updated to reflect a course change increasing the total number of hours required.

Fire Science (AAS) – There are two different changes in this program revision. First is the FS212 Emergency Medical Technician change. This course was combined from our previous AH110 and AH212 courses into one course under a FS program line. We felt that the EMT program was a better fit under the Fire Science program. With the combination of the two classes, we also took the opportunity to bring the course hours from 11 to 12, which it was previously and benefits our students with financial aid. This falls more in line with other programs around the state as well as in line with recommendations and course approval from the Kansas Board of Emergency Medical Services. The second program change was the addition of two elective courses; FS151 Ice Water Rescue Technician and FS152 Swift Water Rescue Technician. These courses are valuable additions in our area. Butler County has many navigable waterways and the State’s largest lake, so water rescue incidents are relatively common. This makes the training valuable for the student as well as area employers wishing to send employees for the course.

Emergency Medical Technician Certification – There are two changes in this program revision. First is the FS212 Emergency Medical Technician (EMT) change. This course was combined from our previous AH110 and AH212 courses into one course under the FS program line, as we felt that the EMT program was a better fit under Fire Science. The second is the combination of the two courses, and taking the opportunity to bring the course hours from 11 back to 12 credit hours, which it was previously approved for and benefits our students with financial aid. This falls in line with other programs around the state as well as in line with recommendations and course approval from the Kansas Board of Emergency Medical Services (KBEMS). KBEMS approves each EMT course in the State and does so as one course.

Nursing (AAS/CERTB) – Rationale for faculty choosing a Concept-based Curriculum (CBC) is based on the design that helps the student achieve a deeper level of learning. Faculty believe that promoting a higher level of critical thinking and clinical judgement is

critical to prepare new graduates to practice. Recent articles have coined the term, “failure to rescue” which support this belief. CBC promotes the student’s ability to transfer knowledge of a concept to the care of patients regardless of medical diagnosis. CBC also allows faculty to de-saturate the curriculum in order to better focus on concepts of care that are vital to the generalist nurse. The pedagogy of a CBC supports experiential learning and the Butler nursing program’s chosen educational theory.

Trustee Engelbrecht moved to approve all of the revised programs. Trustee Lechtenberg seconded. The motion passed unanimously.

CONSENT AGENDA

Trustee Dreiling moved to approve the consent agenda as presented. Trustee Craven seconded. The motion passed unanimously. The consent agenda included the following items:

- Approval of Minutes of the Regular Board Meeting of February 2019
- Approval of Bills and Warrants for February 2019 - \$5,394,431.89 (includes Expenditure Approval List - \$2,843,142.89 and Payroll \$2,551,29.00)
- Approval of Mobile Mini Leasing Agreement at a cost of \$131 per month
- Approval of bid for HVAC in Cummins at a cost of \$50,335 + tax
- Ratification of Contract for Learning Management System (Canvas) at a cost of \$114,394
- Ratification of Contract with Motorcycle Training Specialists
- Approval of MOU with City of Wichita Evergreen Neighborhood Resource Center
- Approval of Kansas State Fair Contract at a cost of \$1,518
- Approval of Materials Transfer Agreement with American Type Culture Collection
- Approval of Sponsorship Agreement with McConnell Air Force Base at a cost of \$450
- Approval of MOU with McConnell Air Force Base

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Jordan Buxton, El Dorado Chamber and Janice Shaffer

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
MARCH – APRIL**

March Board Finance Committee	Tuesday, March 12, 3:30 p.m. President’s Conference Room	Ron Engelbrecht Lance Lechtenberg
March Board Meeting	Tuesday, March 12, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

April Board Finance Committee	Tuesday, April 9, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
April Board Meeting	Tuesday, April 9, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
PTK Induction	Sunday, April 28, 2:00 p.m. Clifford/Stone Room	Jim Howell

2018-2019 Board Meeting Dates
Tuesday, March 12, 2019
Tuesday, April 9, 2019
Tuesday, May 14, 2019
Tuesday, June 11, 2019
Tuesday, July 9, 2019

<u>LOOKING AHEAD</u>		
May Board Finance Committee	Tuesday, May 14, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
May Board Meeting	Tuesday, May 14, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
Nurses Pinning	Thursday, May 16, 7:00 p.m. Gym	Jim Howell
Order of the Purple	Friday, May 17, TBD Gym	Trustee Welcome TBD
Commencement	Friday, May 17, 7:00 p.m. BG Products Veterans Sports Complex	Trustee Roles TBD
June Board Finance Committee	Tuesday, June 11, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
June Board meeting	Tuesday, June 11, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

SPRING 2019 ACTIVITY CALENDAR

Spring Break – NO CLASSES	March 11 – 15
Fall 2019 Enrollment Begins	Mon, March 18
Vocal Concert	Thurs, March 21 @ 7:30 p.m. Fri, March 22 @ 7:30 p.m. Sat, March 23 @ 2:00 & 7:30 p.m.

Student Forums	Mon, March 25 BOA – 11:30 a.m. BOE – 6:00 p.m.
Student Forums	Wed, April 10 BOA – 11:30 a.m. BOE – 6:00 p.m.
E.B. White Gallery of Art Annual Juried Student Art Exhibit Reception	April 12-May 6 Fri, April 12 @ 6:00 p.m.
Second Saturday (BOA 5000)	Sat, April 13
Theatre	Thurs, April 18 @ 7:30 p.m. Fri, April 19 @ 7:30 p.m. Sat, April 20 @ 2:00 & 7:30 p.m.
Institutional Development Day (IDD) – NO CLASSES	Thurs, April 18
Good Friday – COLLEGE CLOSED	Fri, April 19
Instrumental Concert	Thurs, April 25 @ 7:30 p.m. Fri, April 26 @ 7:30 p.m. Sat, April 27 @ 2:00 & 7:30 p.m.
Employee Forums	Tues, April 30 BOA – 11:30 a.m. BOE – 2:00 p.m.
Vocal Concert	Thurs, May 2 @ 7:30 p.m. Fri, May 3 @ 7:30 p.m. Sat, May 4 @ 2:00 & 7:30 p.m.
Finals Week	May 13-17
E.B. White Gallery of Art Student Art Sale	Tues, May 14, 10:00 a.m. – 4:00 p.m.
Nurses Pinning	Thurs, May 16
Order of the Purple	Fri, May 17
Commencement	Fri, May 17 <i>(Severe Weather Date, Sat. May 18)</i>
BCC Foundation Board of Directors Meeting	Tues, May 21 @ 4:00 p.m.
Memorial Day – COLLEGE CLOSED	Mon, May 27
Summer Semester Begins	Mon, June 3
Independence Day – COLLEGE CLOSED	Thurs, July 4
Summer Classes End	Fri, July 26

The Trustees recessed into work session for a budget update at 5:43 p.m.

EXECUTIVE SESSION

Trustee Lechtenberg moved that the Board enter into executive session for discussion of non-elected personnel and real estate and contract issues with no action to follow to include the Board, Dr. Kim Krull, Bill Rinkenbaugh, Lori Winningham, Shelley Stultz, Bill Young, and Esam Mohammad. Trustee Dreiling seconded. The motion passed unanimously.

The Board entered executive session at 6:35 p.m.

The Board returned to open session at 7:05 p.m.

Trustee Craven moved to re-enter executive session for no more than 15 minutes. Trustee Dreiling seconded. The motion passed unanimously. (Trustee Englebrecht left prior to the second executive session.)

The Board re-entered executive session at 7:06 p.m.

The Board returned to open session at 7:20 p.m.

ADJOURNMENT

Trustee Lechtenberg moved that the Board meeting be adjourned. Trustee Dreiling seconded. The motion passed unanimously. The regular meeting of March 12, 2019 was adjourned at 7:30 p.m.

Jim Howell – Secretary