
**BUTLER COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF THE REGULAR BOARD MEETING
4:30 p.m., Tuesday, May 14, 2019 – Dankert Board Room**

STAFF ATTENDANCE

Rodney Dimick	Lora Jarvis
Kim Krull	Esam Mohammad
Jessica Ohman	Bill Rinkenbaugh
Terry Sader	Kelly Snedden
Shelley Stultz	Kent Williams
Lori Winningham	Bill Young
Phil Speary	Meg McGranaghan
Roberta Sheahan	Christy Streeter
Lynn Umholtz	Kerry Potter
Tonya Kerschner	

BOARD ATTENDANCE

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

GUESTS

Ray Connell
Ryan Murry
Doug Law
Lee White

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 pointed out two additions to the agenda prior to approval. Item VIII B, a revision to the MGB Notice Up Letter was added under action items. Also in the consent agenda, item C3, a new software product for human resources, was added as well. Trustee Lechtenberg moved to approve the revised agenda as presented. Trustee Engelbrecht seconded. The motion passed unanimously.

RECOGNITIONS

- **Keith West, Austin Ashcraft, Zeb Campbell, Tyler Goodwin, Madison Marx, Kyle Phillipps, Aus'Shay Sanchez, and Zach Schwarzenberger** – 2019 Kansas Association of Broadcasters Awards
- **Chrissy Baker, Guilherme De Carvalho Berbel Lozani, Emily Crow, Levi Harris, and Abdoul Aziz Diallo** – Phi Theta Kappa Regional and International Awards

- **Amy Chastain, Mike Swan, Caelin Bragg, Tori Lemon, Taylor Garcia, Matthew Will, Rachel McClurg, Sophia Allen, Noah Merrell, Kaylee Scott, Nicolas Quinones, and Keandra Rovaris** – 2019 Kansas Collegiate Media Awards
- **Taylor Frank, Skyler Scotten, Daniel Dobbs, Sarah-Jane French, Austin Vieselmeyer, Brandt Downing, Evan Witte, Madison Andrade, Connor Vernon, Sarah Allbritton, Erica Bowles, and Sam Gleason** – 2019 Livestock Judging Team of the Year
- **Jennifer Erksin** – Going beyond and saving a life
- **Teressa Eastman** – Breakout session at South Central Kansas Employment First Summit
- **Esam Mohammad** – Chair of Kansas Two-Year IR Data Group
- **Chief Jake Kenney** – Patriot Award
- **JoAnn Craven** – Years of Service to the Board of Trustees
- **Lance Lechtenberg** – Trustee Birthday

PUBLIC COMMENT

Tonya Kerschner thanked the Board for their support and work behind the scenes allowing faculty and staff to focus on doing their jobs.

Lee White addressed the board with concerns about the college's involvement with the Governor's One Shot Turkey Hunt.

STANDING REPORTS

Student Government Association – None

Operational Staff – None

Professional Employees – Terry Sader reported the faculty are busy finishing up the semester. He also reported that they are excited and maybe a little anxious about Friday night's outdoor commencement.

Board Finance Committee – None

Foundation Board Report – Trustee Dreiling reported that the next meeting is May 21st so she will have an update after that. She also said that she is working with Stacy Cofer to initiate a form to make sharing information easier.

Dr. Krull reported that they are in the final stages of the search for a new Executive Director for the Foundation.

President's Report – Dr. Krull reported that this last Sunday, 70 students from 16 area high schools and home schools celebrated their graduation from an Early College Academy. She also reported the Butler Community College will have 1,042 spring and fall graduates and 615 of them are walking Friday night.

Dr. Kull also gave a brief report on the higher education funding. She said that community colleges will receive \$4.5 million back for their Excel/CTE budgets for the current budget year. She also said that the Board of Regents has asked for an additional \$1.2 million next year, but that hasn't been funded yet. The two-year sector is also expecting to receive \$3.5 million out of \$50.8 million funding stream for higher education for tiered technical and non-tiered funding.

Last night the residence hall students were served breakfast at 10:00 p.m. They served 170 students pancakes and bacon to help them prepare for finals. Bill Rinkenbaugh reported that they served over 700 pancakes.

Education Facilities Authority Report – Chair Joyce reported that they met on May 2nd to adopt the budget and look at future capital they will need for expenditures that are going to happen as well as funding streams through the skyboxes and rentals on signs.

Trustee Howell said that they need money for the long term.

MONITORING REPORTS

Dean Phil Speary presented the annual report for the Academic Support and Effectiveness Division.

BOARD STRATEGIC DISCUSSION – ISSUES AND OPPORTUNITIES

Insurance Renewal Update – Kent Williams introduced Ryan Murry, ICI representative, who shared some of the challenges that the college is facing with the renewal this year. ICI is working hard to find us the best deals and coordinating efforts with other brokers for regional schools as well.

BOARD ACTION ITEMS

Approval of Direct Deposit Policy – Shelley Stultz presented the board with the revised policy in the Employee Handbook for Direct Deposit or Pay Card. The direct deposit policy is below with bold text indicating new wording or language and strikethroughs indicate language to be deleted.

Section 5 – Employment and Payroll Information

E. Payroll Information

Direct Deposit or Pay Card

Butler employees have the opportunity to participate in direct deposit **or receive their pay on a reloadable visa pay card. Paper checks will not be issued.** ~~Those interested~~ **Employees will** need to complete an authorization form for either pay method. ~~If you choose direct deposit into your own bank account you will need to provide a check stub or voided check to Human Resources.~~ **For bank deposits**, employees have the choice on the depository and may also split the dollar amounts between two (2) banking institutions or accounts. Most direct deposit **elections, including pay cards** will receive their pay one (1) day in

advance of ~~those not on direct deposit~~ **payday**. Employees may view pay information on line in pipeline. ~~(Rev. 07/09)~~ **(Rev. 05/19)**

Trustee Dreiling moved to approve the policy change. Trustee Craven seconded. The motion passed on a 5-1 vote with Trustee Howell voting nay.

Revised Notice Up Letter for MGB - In March the Board of Trustees approved the Notice Up Letter for negotiations for the 2019-2020 school year. The Mutual Gains Bargaining team met on Monday, May 13th and agreed to a change in the letter regarding compensation items. The faculty requested an additional item for consideration related to payment for updating online content to meet accessibility requirements. The team wanted to provide the board with an updated letter.

Trustee Engelbrecht moved to approve the revised Notice Up Letter. Trustee Bohon seconded. The motion passed unanimously.

Below is the revised Notice Up Letter reflecting the change as approved by the Board.

REVISED

5/14/19

Butler Community College
Education Association

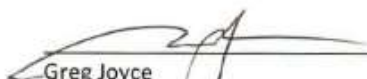
Butler Community College
Board of Trustees
901 S. Haverhill Road
El Dorado, KS 67042

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.
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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.
9. Article VIII Compensation, Section A Salary, - ADD: 14. Pay for updating
online content for accessibility requirements

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 2019-2020 EduCare Rates – Dean Christy Streeter and other administration met and prepared their recommendation for the EduCare rates. This recommendation is based upon the discussion that the EduCare Center provides the clinical learning lab for Early Childhood Education academic program along with providing excellent daycare for Butler students. The EduCare Center also contributes to the community that Butler serves in providing excellent childcare that is centered on sound curriculum education and not custodial care. The business plan that has been implemented continues to work toward reducing the overall general fund subsidy for the EduCare Center. Targeted clients include students, employees of the college and citizen taxpayers who choose to access quality care through EduCare.

The last rate increase, in the amount of \$0.50 per day, was effective July 1, 2015. Due to increased part time hourly payroll rates from the Human Resources Compensation Study along with other factors, the recommendation is to increase rates by \$0.50 per day across the board.

Trustee Engelbrecht moved to approve the rate increase of \$0.50 per day effective July 1, 2019. Trustee Craven seconded. The motion passed unanimously.

Personnel

Accept Retirement of D'aun Best, Secretary of Fine Art and Communication – D'aun submitted her notice of retirement/resignation effective May 31, 2019. She has been a part-time employee of Butler Community College for 16 years.

Trustee Lechtenberg moved to accept D'aun's retirement. Trustee Bohon seconded. The motion passed unanimously.

Accept Retirement of Steve Cless, BCC TV Station Manager – Steve Cless submitted his notice of retirement/resignation effective May 31, 2019. Steve has been an employee of Butler Community College for 15 years.

Trustee Engelbrecht moved to accept Steve's retirement. Trustee Lechtenberg seconded. The motion passed unanimously.

Accept Retirement of Jody Lawson, Student Records Assistant – Jody Lawson has submitted her notice of retirement/resignation effective May 31, 2019. Jody has been an employee of Butler Community College for 16 years.

Trustee Dreiling moved to accept Jody's retirement. Trustee Craven seconded. The motion passed unanimously.

Accept Retirement of Roberta Sheahan, Instructional Media Designer – Roberta has submitted her notice of retirement/resignation effective May 31, 2019. Roberta has been an employee of Butler Community College for 27 years.

Trustee Craven moved to accept Roberta’s retirement. 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 April 9, 2019
- Approval of Bills and Warrants for April 2019 – \$4,238,741.40 (includes Expenditure Approval List - \$1,582,737.19 and Payroll - \$2,656,004.21)
- Approval of Surface Protection Services Bid for El Dorado Parking Lot in the amount of \$154,735.24
- Approval of Purchase of AED’s in the amount of \$16,800.00
- Approval of PeopleAdmin Software Purchase in the amount of \$44,250.00
- Ratification of Summer of Discovery Program Letter of Agreement
- Ratification of Contract with Wichita Festivals, Inc in the amount of \$5,000.00
- Approval of Heartland Black Chamber Event Sponsorship in the amount of \$1,500.00
- Ratification of Daymark Agreement
- Ratification of 2019-2020 South Central Kansas Library System Grants-in-aid Service Contract
- Ratification of HeinOnline Contract in the amount of \$995.00
- Ratification of Lewis & Ellis Actuaries & Consultants for GASB 74 Valuation in the amount of \$7,250.00
- Ratification of MOU for Project SEARCH
- Ratification of MOU with Workforce Alliance of South Central Kansas

SUPPLEMENTAL INFORMATION

Key Performance Indicators Update – Submitted by Esam Mohammad

Statement of Revenue & Expenditures – Submitted by Kim Sherwood

Thank You Notes – Marty Kennan

Board Calendars

**BOARD OF TRUSTEES CALENDAR OF ACTIVITIES
MAY - JUNE**

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.	Trustee Welcome

	Gym	Jim Howell
Order of the Purple	Friday, May 17, 2:30 p.m. Gym	Trustee Welcome Lance Lechtenberg
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

2018-2019 Board Meeting Dates

Tuesday, April 9, 2019

Tuesday, May 14, 2019

Tuesday, June 11, 2019

Tuesday, July 9, 2019

Tuesday, August 13, 2019

<u>LOOKING AHEAD</u>		
July 4th – Independence Day	OFFICES CLOSED	
July Board Finance Committee	Tuesday, July 9, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
July Board Meeting	Tuesday, July 9, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
Special Board Meeting – Approval of Notice of Public Hearing	Tuesday, July 23, 4:30 p.m. Dankert Board Room	ALL TRUSTEES
August Board Finance Committee	Tuesday, August 13, 3:30 p.m. President's Conference Room	Ron Engelbrecht Lance Lechtenberg
August Board Meeting	Tuesday, August 13, 4:30 p.m. Dankert Board Room	ALL TRUSTEES

Friday, May 17, 2019

6:00 p.m. Gathering of dignitaries on second level of Stadium (More details closer to date)

6:45 p.m. Procession to Field

7:00 p.m. Commencement:

- Welcome – Greg Joyce
- Intro of David Carter, Speaker – Ron Engelbrecht
- Introduction of Noreen Templin, 2019 Master Teacher – Terry Sader

- Announcement of Order of the Gold Recipients – Noreen Templin
- Presenter of Order of the Gold Medallions – Eileen Dreiling
- Presentation of the Hubbard Award of Excellence – Greg Joyce

SPRING 2019 ACTIVITY CALENDAR

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 @ 7:00 p.m.
Order of the Purple	Fri, May 17 @ 2:30 p.m.
Commencement	Fri, May 17 @ 7:00 p.m. <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

EXECUTIVE SESSION – Trustee Engelbrecht moved that the Board recess into Executive Session for consultation with legal counsel, discussion of non-elected personnel, and Employer-Employee negotiations with possible action to follow to include the Board, Dr. Kim Krull, Kent Williams, Shelley Stultz, Lori Winningham, Bill Rinkenbaugh, Phil Speary, Vince Haines (Gravity::Works) and Ray Connell (legal counsel) who will join by phone not to exceed 30 minutes. Trustee Lechtenberg seconded. The motion passed unanimously.

The Board entered executive Session at 6:00 p.m.

The Board returned to open session at 6:30 p.m.

Trustee Lechtenberg moved to re-enter executive session for no more than 15 minutes. Trustee Engelbrecht seconded. The motion passed unanimously.

The Board re-entered executive session at 6:32 p.m.

The Board returned to open session at 6:43 p.m.

Trustee Bohon moved to accept legal counsel's recommendation. Trustee Engelbrecht seconded. The motion passed unanimously.

ADJOURNMENT

Trustee Lechtenberg moved that the board meeting be adjourned. Trustee Craven seconded. The regular meeting of May 14, 2019 was adjourned at 6:43 p.m.

Jim Howell – Secretary