

November 14, 2022

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, November 14, at 5:00 p.m.** in the Board Room, Thomas Hall, of Colby Community College, Colby, Kansas, to access the meeting via Zoom, please utilize this link: <https://colbycc.zoom.us/j/7507007180>
Password: 101520CSC or call in utilizing this number: + 1 312 626 6799 US (Chicago), *Meeting ID:* 750 700 7180

Items of business on the agenda include the following:

I. Open Meeting

II. Introductions

III. Approval of the Consent Agenda

- A. Minutes of October 17, 2022
- B. Resolution #4 (as presented in the finance packet)

IV. Business

- A. Old Business
- B. Disposition of Surplus (Action)
- C. Dorm Furniture Replacement RFP (Action)
- D. Fairgrounds Lease RFP (Action)
- E. Laptop Replacement RFP-Phase I (Action)
- F. Physical Therapist Assistant Program (Action)
- G. Policy Review (*Academic Freedom and Appointment of Professional Employees*)- (Action)
- H. Predictive Analytics RFP (Action)
- I. Request to Move Board of Trustees Meeting (Action)
- J. Trauma-Informed Resilient Communities (Action)

V. Foundation Update

VI. Reports

- A. Reports from administrators
 - 1. Nikol Nolan, Student Affairs
 - 2. Tiffany Evans, Academic Affairs
 - 3. Sheri Knight, Business Affairs
 - 4. Doug Johnson, Public Information
 - 5. Mike Saddler, Athletics
 - 6. Seth Carter, President

VII. Reports and Comments

- A. Comments from Trustees
- B. Public Comments/Other Items

VIII. Adjournment

Respectfully,



Seth Macon Carter
President

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

CCC Mission: **Challenge** students to adapt to a diverse society. **Create** opportunities for student growth. **Connect** student learning with professional experiences. November 14, 2022

I. CALL TO ORDER:

The Regular board meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in Thomas Hall on Monday, November 14, 2022, at 5:00 p.m.

MEMBERS PRESENT:

Quintin Flanagin, Jessica Vaughn, Arlen Leiker, Donna Henry, and Dr. Seth Carter were present.

MEMBERS ABSENT:

Patrick Toth and Audrey Hines

OTHERS PRESENT:

Sheri Knight, Vice President of Business Affairs, Doug Johnson, Director of Public Affairs; Dr. Tiffany Evans, Vice President of Academic Affairs; Nikol Nolan, Vice President of Student Affairs; Mike Saddler, Athletic Director. Chriss Ellison recorded the minutes.

II. INTRODUCTIONS:

The cross-country team was introduced by Coach Brady Johnson to honor them for winning the NJCAA National Championship. Four runners finished in the top ten, with Sanele Masondo finishing first and completing his undefeated season. Colby won the race with 38 points, and the second-place team finished with 115 points. The Board of Trustees were very pleased to meet the athletes and offered their congratulations.

III. APPROVAL OF THE CONSENT AGENDA:

Donna Henry moved to accept the consent agenda, and Arlen Leiker seconded the motion. The motion passed 4-0.

IV. BUSINESS

A. OLD BUSINESS:

None.

B. DISPOSITION OF SURPLUS (ACTION):

Library Director Tara Schroer requested to dispose of approximately 282 books that are no longer utilized. The books will be recycled or given to Better World Books. Jessica Vaughn made a motion to approve the disposition, and Donna Henry seconded the motion. It passed 4-0.

C. DORM FURNITURE REPLACEMENT RFP (ACTION):

The bid was to replace the remaining furniture in Embree Hall. Modern Business Interiors was the only vendor to submit a bid. The proposal was \$124,330.40. Funds for this furniture will be from the HEERF Round III money. Arlen Leiker made a motion to accept the Modern Business Interior bid as presented. Donna Henry seconded the motion and it passed 4-0.

D. FAIRGROUNDS LEASE (ACTION):

The annual lease agreement between Colby Community College and the Thomas County fair board will be \$3,500. Jessica Vaughn made a motion to accept the lease as presented. Arlen Leiker seconded the motion and it passed 4-0.

E. E-KEEF MEMORIAL HOSPITAL CONTRACT (ACTION):

Trustees reviewed a memorandum of agreement between the College's nursing programs and E-Keef Memorial Hospital. This is the standard agreement for clinical rotations. Arlen Leiker made a motion to approve the memorandum of agreement as presented, and Donna Henry seconded the motion. It passed 4-0

F. LAPTOP REPLACEMENT RFP-PHASE 1 (ACTION):

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This line item was tabled until the December 2022 meeting.

G. PHYSICAL THERAPIST ASSISTANT PROGRAM (ACTION):

The administrative team is working towards reinstating the PTA program. Arlen Leiker made a motion to approve the reinstatement of the PTA program at the College. Jessica Vaughn seconded the motion and it passed 4-0.

H. POLICY REVIEW (ACADEMIC FREEDOM AND APPOINTMENT OF PROFESSIONAL EMPLOYEES (ACTION):

These two policies were presented to the Board of Trustees for their review. No recommendations for revisions were made. Arlen Leiker moved to approve the policies as presented and Donna Henry seconded the motion. It passed 4-0.

I. PREDICTIVE ANALYTICS RFP (ACTION):

The College received three responses to the RFP; Civitas for \$106,000, EAB for \$52,370, and Watermark for \$52,500. After reviewing the proposals, the administrative team at the College recommended Civitas as the vendor of choice. The funding for this software will be from the Rural Postsecondary Economic Development Grant (US Department of Education). Jessica Vaughn made a motion to approve the bid for Civitas. Donna Henry seconded the motion and it passed 4-0.

J. REQUEST TO MOVE BOARD OF TRUSTEE MEETING (ACTION):

The administrative team at the College requested to move the December 19, 2022, Board of Trustees meeting to December 12 at 5:00 p.m. because the College is closed for Christmas break on the 19th. Donna Henry made a motion to approve the change in date, and Arlen Leiker seconded the motion. The motion passed 3-1, with Jessica Vaughn serving as the dissenting vote.

K. TRAUMA-INFORMED RESILIENT COMMUNITIES (ACTION):

The administrative team at Colby Community College requested tuition/fee waivers for all students in the TIRC community (if the individual qualifies for the Foster Care Tuition Waiver, the College will work with the state as it currently does). If a student is Pell-eligible, the College can offer a student debt-free education at the College. The College's goal for this initiative is to support potentially at-risk students. The first cohort will consist of five individuals and will begin in January 2023. Arlen Leiker made a motion to approve this initiative with a cohort group of five students. Donna Henry seconded the motion and it passed 4-0.

V. FOUNDATION UPDATE:

The Foundation director shared that the Endowment funds have been set up to weather the current financial environment. The Endowment has sold \$214,500 in tax credits, and more are available for purchase.

VI. REPORTS:

1. Nikol Nolan, Vice President of Student Affairs, reported that the Admissions department had 561 new names for prospective students. These students will be tracked for the 2023-2024 academic year. TRIO celebrated First Generation College Student Day.
2. Dr. Evans, Vice President of Academic Affairs, said that the Multiple Measures student placement process was in place. The College will be interviewing new bookstore vendors very soon.
3. Sheri Knight, C.F.O and Vice President of Business Affairs, shared that the business department had a very positive experience with the new auditors while they were on

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campus for their fieldwork. The business department will be researching best practices for student club accounts.

4. Doug Johnson, Director of Public Information, said that Percussion would no longer host the College's website at the end of the calendar year, but other measures are in place.
5. Mike Saddler, Athletic Director, discussed the successes of the men's cross-country team.
6. President Carter shared that the Endowment had sold 25% of all the tax credits available in Kansas.

VII: REPORTS AND COMMENTS:

Board of Trustee members thanked everyone for their hard work and dedication to the College. Board members were invited to visit the Student Union to see the new café furniture, described as phenomenal and exciting.

VIII: ADJOURNMENT:

Arlen Leiker moved to adjourn and Donna Henry seconded the motion. It passed 4-0, and the meeting adjourned at 6:19 p.m.

Signed: _____ Chairperson

Signed: _____ Secretary