Call to Order
The regular meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas was held in the Board room on March 18, 2013 at 5:30 p.m.

Members Present
Cindy Black, Kenton Krehbiel, Arlen Leiker, Bill Shields, Nick Wells, and Dr. Stephen Vacik.

Others Present
Alan Waites, Vice President of Business Affairs; Joyce Washburn, Dean of Academic Affairs; Dr. Xuemei Yang, Dean of Institutional Effectiveness; Brooks Wederski, Information Technology; Debbie Schwanke, Public Relations; John Gatz, board attorney; Dr. Marcy Ward; Sarah Borneman; Britney Squire; Brian Staats, Adams, Brown, Beran and Ball; Michelle Spence, Adams, Brown, Beran and Ball; Kayla Cornett of the Colby Free Press. Lisa Failla recorded the minutes of the meeting.

Call Meeting to Order
Board Chair Arlen Leiker called the meeting of the Colby Community College Board of Trustees to order at 5:30 p.m.

Amendment of Agenda
Arlen Leiker amended agenda to include the following: FF. Approval of auction items from the College farm and GG. Reverse transfer agreement with Fort Hays. Kenton Krehbiel made a motion to amend the agenda accordingly; Cindy Black seconded the motion; motion passed unanimously.

Introductions
Dr. Vacik introduced Pat Erickson, Sarah Borneman, Dr. Marcy Ward, Britney Squire, Brian Staats, Michelle Spence and Kayla Cornett.

2012 FY Audit
Brian Staats and Michelle Spence of Adams, Brown, Beran and Ball were present to explain the 2012 audit report. A qualified opinion was given relating to post-employment benefits other than pensions which need to be included in the financial reports. Brian reviewed the Balance Sheet, noting the cash position is up from last year. Total net assets have increased $231,000. The Statement of Revenues indicates CCC’s net assets increase of positive revenue was approximately $1 million since CCC was in the red last year by $773,000. CCC’s total cash position is approximately $1.8 million and an entity of CCC’s size should have nine months of reserve cash. Reserves from the general fund should have $6.0 to $6.9 million of reserve cash. The minimum should be three months of reserves. CCC’s cash flow ended with a positive $401,825, which was an increase of $1.1 million from last year. There were two cash violations, a statute requirement and a mandatory non-discrimination provision requirement violation. In the Governance letter ABBC made recommendations to improve operational or administrative efficiencies for improving internal control. [Audit, Management Letter and Governance Letter are attached.]

Program Report
Ryan Carter reported on the baseball team. They currently have 34 players on the roster. The team is in the middle of their season at 17-6 and sitting in first place in the Jayhawk West Conference at 9-3. For the second time in Ryan’s history, the team is receiving national votes. The baseball team has a long season. They play 56 games in the spring not
including playoffs. Their goal is to get to the World Series. The following players were present at the meeting and introduced themselves to the Trustees and administrators. Jack Nath, Nolan Carter, Duncan Izaaks, Ryan Kosolofski, Zach Friedland, Grant Buchnan, Andres Gimeno, David Johnson, Joshua Jones, Cody Denny, Joshua Dyer, Matt Benn, Brandon Koehler, Cory Dyer, Kodie Fewin, Drake Biggins, Daniel Quintana, Trent Ham, Stephen Curry, Ryan Ihle, Daniel Mackay, Hunter Brown, Filey Perez, Bert Guzman, David Nelson, Gregg Gausden, Daniel Bolte, Luke Whitfield, Brandon Heusser, Westin Hager, Garth Helton, and Ryan’s two assistants Jerry Hildreth and Sean Lydon.

Administrative Reports

Dr. Keegan Nichols

Dr. Vacik reported Dr. Nichols is at NASPA. Bill Shields asked how high school visits were going. Dr. Vacik stated well. The recruiters have been on the road a lot. Arlen Leiker stated the Career Fair at the High School was very well done. Dr. Marcy Ward stated the FFA Group from Ellis, County are going to be at CCC to see the Ag Program. This was scheduled through Brandon McLemore. [See Student Services report attached.]

Joyce Washburn

Joyce stated they have been working on Program Review. The fall schedule was issued today. The catalog should be sent to print next week. Faculty from Barton Community College will be on campus this week to discuss the four-day week. On Friday, Dr. George Griffith, superintendent of schools at WaKeeney, will be at CCC discussing programs their students would be interested in attending. Programs identified were Criminal Justice, Vet Tech On-line, CNA, Beef Management, Practical Nurse and Alternative Energy. Joni Clark-Leiker and Diana Wieland will also attend. This is all part of Senate Bill 155. [See attached report regarding Academic Affairs.]

Barry Kaaz

Dr. Vacik reported for Barry Kaaz. [See External Affairs report attached.]

Dr. Xuemei Yang

Dr. Yang reported accomplishments in Institutional Effectiveness is an accomplishment from the entire campus not just by one individual or department. When the web site launches CCC will be able to show the public the accountability of the College. [See Institutional Effectiveness report attached.]

Debbie Schwanke

Debbie reported next Monday evening CCC will show the documentary on Bob Hurley. Next Saturday, Carey Jones arranged an event at the Community Building where Colorado State, Kansas University and Wichita State University volleyball players will play three matches starting at 1:15 p.m. Carey will hold a silent auction and concessions as a fund raiser for the CCC volleyball team. [See Public Relations Report.]

Ryan Sturdy

Dr. Vacik reported that Ryan Sturdy was at a softball game. [Athletic report is attached.]

Brooks Wederski

Brandon McLemore and Brooks are attending online training sessions to learn more about the website and the transition to our new web page. [See
IT report attached.]

Endowment Foundation  Nick Wells stated the Foundation Board met last Thursday and voted to open a new reserve recovery fund. This allows the Foundation to deposit money into this account and use the funds for the College. It is called the Reserve Recovery Fund. This account will allow individuals to donate through the Foundation. Lou Hines, Mike Woofter and the standing president of the Foundation will manage this fund. The auction is approaching soon. Invitations have been mailed to approximately 1,200 people. Arlen Leiker asked Nick Wells for copies of the Endowments 990’s and 1023’s for the past five years. Nick Wells stated he did not have copies and did not have time to look for them. Nick asked Arlen to contact Adams, Brown, Beran and Ball for the information.

Approval of Minutes  Kenton Krehbiel made a motion to approve the minutes from the February 4, 2013 Board meeting. Bill Shields seconded the motion; motion carried unanimously.

Approval of Minutes  Kenton Krehbiel made a motion to approve the minutes from the February 25, 2013 Board meeting. Cindy Black seconded the motion; motion carried unanimously.

Approval of Agreements  Kenton Krehbiel asked if John Gatz had reviewed the new agreement from Proctor U. John stated he had reviewed it. Bill Shields made a motion to approve the agreement; Cindy Black seconded the motion; motion carried unanimously.

Approval of Contracts  Kenton Krehbiel made a motion to approve the contracts, Cindy Black seconded the motion; motion carried unanimously.

Approval of Resolution  Bill Shields asked Alan Waites if there was anything significant about the Resolution #9 Payment of Claims that should be highlighted. Alan stated CCC is fairly current on the 61-90 day accounts payable and the over 90 days payables have, for the most part, been recently received. Bill Shields made a motion to approve Resolution #9 Payment of Claims, Cindy Black seconded the motion; motion carried unanimously.

2012 Audit  Arlen Leiker asked Alan Waites if cash reserve should be 2-3 months or 9 months to pass the audit. Alan stated the 2-3 months reserve should be sufficient. Kenton Krehbiel made a motion to approve the 2012 Audit; Bill Shields seconded the motion; motion carried unanimously.

Farm Equipment  Cindy Black made a motion to sell the grain mixer and auger at the upcoming Farm & Ranch Auction; Bill Shields seconded the motion; motion carried unanimously.

eduKan Update  Dr. Vacik updated the Board on the eduKan Strategic Plan. Dr. Vacik shared some of the highlights of the business items from the March 6, 2013 meeting. During the business portion of the meeting the faculty pay schedule was approved along with tuition increase from $130 to $135 per credit hour effective for fall. Staff salary increases were proposed for
eduKan employees. This discussion was tabled until the next eduKan meeting. Arlen Leiker asked Dr. Vacik to share how much of his time is devoted on eduKan matters. Dr. Vacik stated it is about 20 percent.

**Reverse Transfer Agreement**

Dr. Vacik stated the reverse transfer agreement was discussed at the recent Council of Presidents meeting last week. Dr. Hammond from Ft. Hays proposed a reverse transfer agreement with all community colleges in Kansas with Ft. Hays State. This will be an automated process for the students with no cost to CCC or the student. The other Regent schools may also offer reverse transfer agreements. CCC had the highest graduation rate last year among the two-year colleges. The minimum hours to transfer is 45. Dr. Vacik asked the Board for authorization to sign the reverse transfer agreement on behalf of the Board. Cindy Black made a motion to allow Dr. Vacik to sign the reverse transfer agreement; Kenton Krehbiel seconded the motion; motion carried unanimously.

**Board of Trustees Dinner**

Dr. Vacik explained this is a meeting the Trustees and students have scheduled in the past years to hear their concerns and opinions. A motion was made by Kenton Krehbiel to have the dinner prior to the April 15 Board Meeting at 5:30 p.m. and hold the Board Meeting at 7:00 p.m.; Bill Shields seconded the motion; motion carried unanimously.

**Board Self-Evaluation**

Arlen Leiker reviewed the Board self-evaluations and asked for input. Discussion took place on several items. As an action item Arlen Leiker asked the Trustees to review the compiled evaluations and chose one item for the board to concentrate on and set that for a goal for next year. Arlen distributed to the Trustees the two evaluations the Endowment Board completed.

**Financial Report**

Alan Waites explained that expenditures are on track. At the end of November, CCC had $167,000 in open purchase orders. Annual forecast is $13,880,000 YTD; $5,300,000 remaining. Cash balance on February 28 was $2,430,000. This cash supply needs to last through May until property taxes are received. Academic Program Review work has been completed. This is currently under review by the academics group.

**Recess**

Cindy Black made a motion to take a five-minute recess; Bill Shields seconded the motion; motion carried unanimously.

**Open Meeting**

At 7:05 the Trustees reconvened in open session.

**Executive Session**

Trustees requested the presence of John Gatz and Dr. Vacik to meet in executive session for fifteen minutes to discuss non-elected personnel. Cindy Black made a motion; Kenton Krehbiel seconded; motion carried unanimously at 7:06 p.m.

**Open Meeting**

The Trustees reconvened in open session at 7:21 p.m. Nick Wells made a motion to adopt the following Resolution:
RESOLUTION

WHEREAS, Brady Jasper is employed by the Board of Trustees, Colby Community College, employed as the Women’s Basketball Coach; and,

WHEREAS, Brady Jasper is an at-will employee, and the terms and conditions of his contract authorize the contract to be terminated by either party, with or without cause after giving ten (10) days written notice of termination; and,

WHEREAS, it is the intent of the Board of Trustees to terminate (non-renew) the employment.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES, COLBY COMMUNITY COLLEGE:

The current contract of Brady Jasper shall not be renewed and shall terminate at the end of the current contract year, on June 30, 2013.

That the clerk of the board provide a copy of this resolution to Brady Jasper in person or by United States mail.

ADOPTED by the Board of Trustees, Colby Community College, this 18th day of March, 2013.

Bill Shields seconded the motion; motion carried unanimously.

Ryan Sturdy entered the meeting at 7:23p.m.

Report from the President

Dr. Vacik had no further comments.

Comments from Trustees

Bill Shields said he had been approached by the community to look at having an advisory board comprised of community members to evaluate some of the decisions and assist in fund raising issues. It would serve as bench strength or have strength when we need new Trustees in the future. Nick Wells encouraged the Trustees to attend the CCC performance tested bull sale. Nick commended Dr. Marcy Ward for her hard work in preparing for the bull sale. The bull sale is Friday, March 29, 2013 at 1:00 p.m. Kenton Krehbiel stated he thinks CCC is improving and is on the right track. Cindy Black agreed CCC is making great strides and needs to continue. She appreciates all work the faculty and Dr. Vacik have given to help get CCC through these hard times and that CCC is becoming a strong team. Arlen Leiker reminded the members to review the Board self-evaluations and to set goals. Arlen had an idea of starting a student/trustee program, where each trustee would mentor a student. Arlen also thanked everyone for their hard work including Lisa Failla and Dr. Vacik.

Adjournment

Nick Wells made a motion to adjourn; Cindy Black seconded the motion; motion carried unanimously. The meeting was adjourned at 7:29 p.m.