

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

Page 2
March 23, 2015

- Business Affairs* Seth Carter reported Brad Bennett will assume operational duties as interim CFO of the Business Affairs department on Monday, March 23, 2015. Seth Carter reported the Business Affairs staff will be attending training sessions with Great Plains, and Lacy Ralston, Jane McDougal and Christine Ellison will attend training sessions in Topeka, KS with the Kansas Board of Regents (KBOR). He also indicated financial reports will be provided at next month's Board meeting. [See attached report regarding Business Affairs.]
- Doug Johnson* Seth Carter reported for Doug Johnson. CCC will be recording radio ads that include student testimonials. Seth Carter stated he had recorded radio ads for the upcoming Endowment Foundation Auction. [See Public Information Report attached.]
- Ryan Sturdy* Ryan Sturdy reported at the IHSA Semi-Finals Horse Show, March 21-22, in El Reno, Okla. Megan Kantor won the individual Novice Horsemanship class. He updated the Board on the baseball and softball schedule, and that men's golf was at the first KCK conference meet; women's golf would start the following week. He also indicated coach Taylor was recruiting for the 2015-16 school year. [See Athletic report attached.]
- Foundation Report* Seth Carter reported the GAAP conversion letter would be mailed to Ronda Puffer at the Department of Education after the Foundation voted unanimously to convert to GAAP. Linda Vaughn reported the Foundation requested approval to auction the following items at the Endowment Foundation Auction on April 11: Canvas and Cocktails held on campus, a reserved parking place, and a room to be named by the winner. The items will be approved at the April Board meeting once more details are available. Lynette Ball reported that the GAAP conversion will be effective for the 2015-16 audit. There was discussion on hiring the position of Foundation Director. The position will also be on April's Board meeting agenda.
- Old Business* No old business to discuss.
- Board Self-Evaluation* Chairman Leiker shared that Board members were far apart in agreement on understanding its policy role and how the Board's role differentiates from the president and college staff.
- MOA Concurrent Credit Agreement* Seth Carter discussed the memorandum of agreement between CCC and area high schools. The MOA states that high school instructors will teach CCC's Concurrent Enrollment Partnership (CEP) courses. Carolyn Armstrong made a motion to approve the Concurrent Credit MOA; Audrey Hines seconded. Motion passed unanimously.
- MOA Gove County Medical Center* Greg Nichols shared the agreement with Gove County Medical Center (GCMC) regarding classroom and lab use for the 2015-16 school year. Nichols stated there is a \$250/monthly fee associated with the GCMC Agreement and that enrollment capacity is between 20 and 40 students.

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

Page 3
March 23, 2015

Seth Carter said that John Gatz recommended a provision attachment be added to the actual agreement and initialed by both parties. Carolyn Armstrong made a motion to approve the Gove County Medical Center MOA with the contractual provision attachment, Audrey Hines seconded. Motion passed unanimously.

- Equipment Disposal Seth Carter reported the Vet Tech department would like to dispose of a tattoo marker which is not repairable. He stated Jennifer Martin indicated a new machine would cost approximately \$200. Audrey Hines made a motion to dispose of the tattoo marker, Linda Vaughn seconded. Motion passed unanimously.
- Approval of Resignations Seth Carter reported Dance and Cheer coach Lanette Thummel will resign effective May 31, 2015. Audrey Hines made a motion to accept the resignation. Dale Herschberger seconded the motion; motion passed unanimously.
- Bus Discussion Greg Nichols reported that currently CCC spends approximately \$1 to \$1.50 per mile to rent from an agency in Denver, CO. The highest need for busses is November-December and March-May. Nichols indicated the College needs a minimum of two busses, and a minimum of six automobiles. Carolyn Armstrong stressed the need for a capital outlay budget. After discussion there was consensus to obtain competitive bids.
- Election of Board Secretary Carolyn Armstrong made a motion to elect Seth Carter as the Board Secretary. Audrey Hines seconded; motion passed unanimously.
- Audit Findings Progress Report Seth Carter stated he has been speaking with Michelle Ryan regarding the audit report. He noted there were several staff training sessions, and the need to update and implement policies and procedures to assure accurate and efficient audits in the future.
- Dining Services Agreement Dr. McNulty asked the Trustees to approve the agreement as presented with Consolidated Management to be the dining services provider for the 2015-2020 school years. Seth Carter stated John Gatz reviewed the agreement. Audrey Hines made a motion to approve the dining service agreement with Consolidated Management. Carolyn Armstrong seconded; motion passed unanimously.
- President's Report Seth Carter reported that CCC implemented Trojan Pride Days on the first and third Friday of each month, when employees are allowed to wear jeans and CCC apparel by paying one dollar to the Endowment Foundation. He reminded the Board of the welcome reception for him on April 9 from 4 to 6:00 p.m. in the Student Union. Seth also indicated he would like to hold a Town Hall meeting quarterly to allow community members, faculty and staff to ask questions. He announced that Blake Flanders, CCC graduate and Vice President of the Kansas Board of Regents, will be the Commencement speaker this year.

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

Page 4
March 23, 2015

Trustees' Comments

Linda Vaughn thanked Seth Carter and expressed how welcoming he was at the Foundation meeting. She appreciates Seth's hard work. Seth commented CCC has wonderful people working for the College and will move forward because of them. Carolyn Armstrong also thanked Seth and stated she has heard positive comments from the community. Armstrong complimented CCC's sports teams and students for their successes. Audrey Hines encouraged everyone to attend the Endowment Auction on April 11. Kenton Krehbiel thanked everyone for their hard work during the presidential transition and the College will keep progressing forward. Dale Herschberger agreed with the Trustees comments. Arlen Leiker thanked Seth Carter and the other Trustees for being more involved. Arlen reported he will be going to a policy governance meeting in Atlanta this week.

Seth Carter thanked the accounting team for their hard work and dedication. He also thanked Brad Bennett for stepping in to help. Seth appreciates everyone's help. Kenton Krehbiel verified the next Board meeting is April 27.

Adjournment

Audrey Hines made a motion to adjourn; Dale Herschberger seconded; motion passed unanimously. The meeting was adjourned at 7:18 p.m.

Signed _____
Chairman

Signed _____
Secretary