

October 16, 2023

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, October 16, 2023, 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 September 18, 2023
- B. Resolution #3 (as presented in the finance packet)

IV. Business

- A. Old Business
 - a. Colby Commitment Scholarship (Discussion/Action if Necessary)
- B. Corn Stalk Lease
- C. Disposition of Surplus (Action)
- D. Mountain States Media, LLC.-Billboard Contract (Action)
- E. Policy Review (*Drug Free Work Place, HIPPA, Gramm Leach Bliley Act, and Mission Statement*)-(Action)
- F. Scott County Hospital MOA (Action)
- G. Wichita County Health Center MOA (Action)
- H. Executive Session (Action if Necessary)

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. Kenny Hernandez, Athletics
 - 6. Seth Carter, President

VII. Reports and Comments

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

Respectfully,
Sincerely,
Very truly,
Yours,



Seth Macon Carter
President



RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY
October 16, 2023

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

I. CALL TO ORDER

The regular meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in Thomas Hall on Monday, October 16, 2023, at 5:00 p.m.

MEMBERS PRESENT

Quintin Flanagin, Arlen Leiker, Donna Henry, Patrick Toth, Jessica Vaughn, and Dr. Seth Carter.

ABSENT

Audrey Hines

OTHERS PRESENT

Dr. Tiffany Evans, Vice President of Academic Affairs; Melissa Rickford, Institutional Advance Director; Kenny Hernandez, Athletic Director; Faculty member Deb Bickner joined via Zoom. Doug Johnson recorded the minutes.

II. INTRODUCTIONS

No introductions.

Amendment to the Agenda

Items "B. Corn Stock Lease" and "E. Executive Session" were added to the agenda.

III. APPROVAL OF THE CONSENT AGENDA

Donna Henry moved to accept the consent agenda that included the September 18, 2023, meeting minutes, employee contracts, and Resolution No. 3, as presented in the finance packet. The motion was seconded by Patrick Toth and passed 5-0.

IV. BUSINESS

A. Old Business (Discussion/Action if Necessary)

Colby Commitment Scholarship

President Carter presented information on the proposed scholarship for students in the 14-county service area who qualify for free and reduced lunches. High school students in Thomas County, Kansas, are also eligible. This Scholarship covers the cost of tuition, fees, and textbooks. The scholarship aims to remove educational barriers and provide all students equal access to a high-quality college education. No combination of scholarships or potential tuition waivers may exceed the cost of tuition, fees, or books.

Arlen Leiker made a motion to approve the Colby Commitment Scholarship to begin in the spring 2024 semester, with the recommended update to the language stating

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that books would only be free to students if the College provides them. Reimbursements will not be issued if a student purchases the books independently. Donna Henry seconded the motion, and it passed 5-0.

B. Corn Stalk Lease

Board members Vaughn and Leiker excused themselves because of a potential conflict of interest related to the corn stalk lease with Barbwire S Farms. The lease is for \$3,210.

Donna Henry moved to approve the lease, and Patrick Toth seconded. The motion passed 3-0, with two abstentions.

C. Disposition of Surplus

The Horse Production program requested to sell a mare, and the library was disposing of a broken couch.

Patrick Toth made a motion to dispose of the presented items, which Jessica Vaughn seconded. It passed 5-0.

D. Mountain States Media, LLC Billboard Contract

The 12-month agreement includes two billboards at Burlington, CO (the eastbound I-70 exit at Rose Ave.) for a total of \$5,200. The terms of the contract are the same as they were in 2022.

Jessica Vaughn moved to approve the contract with Mountain States Media, LLC, and Arlen Leiker seconded. The motion passed 5-0.

E. Policy Review: Drug-Free Work Place, HIPPA, Gramm Leach Bliley Act, and Mission Statement

The following policies were reviewed: Drug-Free Work Place, HIPPA, Gramm Leach Bliley Act, and Mission Statement. Modifications were made to the Drug-Free Work Place and Gramm Leach Bliley Act Policies. President Carter said he vetted the semantic changes to the Drug-Free Workplace policy through Faculty Alliance President Deb Bickner, as it could be deemed to affect work conditions.

Patrick Toth moved to update or review the policies and was seconded by Jessica Vaughn. The motion passed 5-0.

F. Scott County Hospital MOA

The standard agreement for the Physical Therapist Assistant program between Colby Community College and Scott County Hospital allows students to do clinical rotations.

A motion was made by Donna Henry to accept the memorandum of agreement, and Arlen Leiker seconded the motion. It passed 5-0.

G. Wichita County Health Center MOA

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The standard agreement for the Nursing program between Colby Community College and Wichita County Health Center allows students to do clinical rotations.

Jessica Vaughn moved to accept the memorandum of agreement, which Arlen seconded. It passed 5-0.

H. Executive Session

At 5:23 p.m., Jessica Vaughn made a motion to enter into a 20-minute executive session with President Carter and the Trustees. Quintin Flanagin seconded the motion, and it passed 5-0.

At 5:43 p.m., the Trustees returned to an open session. No action was taken.

V. Foundation Update

Melissa Rickford said the Foundation audit went smoothly. She is reconciling the recent disbursement of scholarships on Oct. 5. Coaches are working on athletic campaigns for fundraising. The Foundation recently hired two student workstudies that have increased efficiency in the office.

VI. Reports

1. Student Affairs

President Carter reported in the absence of Vice President Nikol Nolan. Enrollment is up .03% year-to-date. Colby was the only community college in Kansas with positive enrollment over the last 10 years.

2. Tiffany Evans, Academic Affairs

Vice President Evans said summer enrollment had modest growth; adjustments will be made for summer 2024 to maintain momentum. She highlighted community activities in which the Division of Agriculture is involved. She also praised the College's business and industry partners for being welcoming to students.

3. Business Affairs

President Carter reported in the absence of Vice President Sheri Knight. The audit has concluded, and no substantial findings are expected.

4. Doug Johnson, Public Relations

The revised website at colbycc.edu was being launched within the week. Promotional videos shot in August were out of production and ready to use.

5. Kenny Hernandez, Athletics

Director Hernandez said winter sports seasons are beginning. Wrestling had their intrasquad dual on Oct. 5. Cross country teams had a good showing at the Platte River Rumble in Omaha. The men were first in the NJCAA division and third overall. Kgadi Monyebodi won the men's contest by 48 seconds and has won every meet to date.

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6. Seth Carter, President

Dr. Carter said several athletics teams and Presidential Scholars will participate in the Trick-or-Treat So Others Can Eat event on Oct. 22.

VII. Comments from Trustees

Patrick Toth thanked everyone for another good month. Jessica Vaughn appreciates the community involvement of the College and said it is what makes the College special. Arlen Leiker attended the Association of Community College Trustees (ACCT) conference in Las Vegas and discussed some of the sessions he enjoyed. Donna Henry noted how clean the area by the softball field looks along the walking trail; she had lunch with an administrator from another institution who was impressed with CCC's community involvement. Quintin Flanagin visited with the auditors, and they praised the college and the Foundation.

VIII. Adjournment

Arlen Leiker moved to adjourn, and Donna Henry seconded the motion. It passed 5-0, and the meeting adjourned at 6:02 p.m.

Signed: _____
Chairperson

Signed: _____
Secretary