



February 13, 2019

Dear Member:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, February 18, 2019, at 5:00 p.m.** in the Board room, Thomas Hall, of Colby Community College, Colby, Kansas. Items of business on the agenda include the following:

- I. Open Meeting
- II. Introductions
- III. Approval of the Consent Agenda
 - A. Minutes of January 21, 2019
 - B. Agreements and Contracts
 - C. Resolution #07 (as presented in the finance packet)
- IV. Business
 - A. Old Business
 - B. 15 Passenger Van/Bus Bid
 - C. Adult Education Van
 - D. Cobra Contract
 - E. Disposition of Surplus
 - F. Land Donation
 - G. Living Center East-South
 - H. Regis University Articulation Agreement
 - I. Resignation
 - J. Executive Session-Non-Elected Personnel
 - a. Action if Necessary
- V. Foundation Update
- VI. Reports
 - A. Reports from administrators
 - 1. Dr. George McNulty, Student Affairs
 - 2. Brad Bennett, Academic Affairs
 - 3. Carolyn Kasdorf, Business Affairs
 - 4. Doug Johnson, Public Information
 - 5. Mike Saddler, Athletics
 - 6. President's Report
- VII. Reports and Comments
 - A. Comments from Trustees
 - B. Other Items
- VIII. Adjournment

Sincerely,

Seth Macon Carter
President

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

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I. CALL TO ORDER

The regular board meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in the Board room in Thomas Hall on February 18, 2019, at 5:00 p.m.

MEMBERS PRESENT

Kenton Krehbiel, Carolyn Armstrong, Audrey Hines, Arlen Leiker, Dr. Seth Carter.

MEMBERS ABSENT

Quintin Flanagan and Linda Vaughn

OTHERS PRESENT

Brad Bennett, Vice President of Academic Affairs; Dr. George McNulty, Vice President of Student Affairs; Carolyn Kasdorf, Vice President of Business Affairs; Jennifer Schoenfeld, Endowment Director; and Sloan Southerland, *Colby Free Press*, joined the meeting at 5:10 p.m. Penny Cline recorded the minutes of the meeting.

CALL MEETING TO ORDER

Board Chairman Kenton Krehbiel called the meeting of the Colby Community College Board of Trustees to order at 5:00 p.m.

II. INTRODUCTIONS

None

III. APPROVAL OF THE CONSENT AGENDA

Audrey Hines made a motion to approve the consent agenda. Arlen Leiker seconded the motion; the motion passed unanimously.

IV. BUSINESS

A. OLD BUSINESS

None

B. 15-PASSENGER VAN/BUS BID

President Carter requested approval to purchase a 15-passenger van/bus from Tubbs and Sons for \$55,045. The unit meets all specifications as outlined in the request for proposals. Carolyn Armstrong made a motion to approve purchasing the 15-passenger van/bus from Tubbs and Sons for \$55,045 with the addition of a seven-year \$3,790 extended warranty package. Arlen Leiker seconded the motion; the motion passed unanimously.

C. ADULT EDUCATION VAN

President Carter requested approval to purchase a 2017 Dodge Grand Caravan SXT from Colby Dodge for \$19,982. The College is trading a 2015 Honda CRV for \$18,000 with a net difference of \$1,982. The 2017 Dodge Grand Caravan will be purchased with Adult Education funds. Carolyn Armstrong made a motion to approve the purchase of a 2017 Dodge Grand Caravan SXT from Colby Dodge \$19,982 and trade a 2015 Honda CRV for \$18,000 with a net difference of \$1,982. Arlen Leiker seconded the motion; the motion passed unanimously.

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D. COBRA CONTRACT

President Carter presented the contract with NueSynergy with the terms remaining the same. The anticipated cost is calculated on the number of current employees at \$963 annually. The contract is up for renewal in three years. Arlen made a motion to approve the Cobra contract with NueSYnergy at a cost \$963 annually for a three-year contract. Audrey Hines seconded the motion; the motion passed unanimously.

E. DISPOSTIION OF SURPLUS

President Carter reported the IT department requested approval to donate 17 computers to Colby High School. The computers will be used for concurrent classes. Dr. Carter also requested approval to sell a 1983 Chevy pickup that has no transmission and does not run. The request is to sell it via sealed bids or post on NexTech. He reported they have one individual who made a reasonable offer for the condition of the truck. Carolyn Armstrong made a motion to approve the Disposition of Surplus as presented. Audrey Hines seconded the motion; the motion passed unanimously.

F. LAND DONATION

President Carter requested approval for Colby Community College to sell 21.53 acres to the City of Colby for a purchase price of \$1.00. If the Event Center is not constructed, the College has the right to purchase the land back for \$1.00. Carolyn Armstrong made a motion to approve the contract with the City of Colby to sell 21.53 acres for \$1.00. Arlen Leiker seconded the motion; the motion passed unanimously.

G. LIVING CENTER EAST-SOUTH

President Carter requested approval to select Stephens Construction for renovation of Living Center East-South in the amount of \$384,070. The price does not include facet or soffit replacement, which will be done by the CCC maintenance department. The project will complete the final phase of dorm renovations. Audrey Hines made a motion to approve Stephens Construction to renovate Living Center East-South for \$384,070. Arlen Leiker seconded the motion; the motion passed unanimously.

H. REGIS UNITVERSITY ARTICULATION AGREEMENT

President Cater requested approval for the Regis University articulation agreement. The 3-plus-1 agreement allows seamless transfer to Regis University for Colby Community College (CCC) students. This is part of CCC's marketing initiative in the Denver area. Arlen Leiker made a motion to approve the Regis University articulation agreement. Audrey Hines seconded the motion; the motion passed unanimously.

I. RESIGNATION

President Carter requested approval to accept resignations from Lance Wessel, IT department, and night custodian Conrad Drolshagen. Arlen Leiker made a motion to accept the resignations. Carolyn Armstrong seconded the motion; the motion passed unanimously.

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J. EXECUTIVE SESSION-NON-ELECTED PERSONNEL

Carolyn Armstrong made a motion that the Board of Trustees enter into executive session for non-elected personnel for 15 minutes. Arlen Leiker seconded the motion; motion passed unanimously at 5:14 p.m.

President Carter was called into the meeting at 5:22 p.m.

OPEN SESSION

The Board of Trustees reconvened in open session at 5:29 p.m.

EXECUTIVE SESSION-NON-ELECTED PERSONNEL

Carolyn Armstrong made a motion that the Board of Trustees and President Carter enter into executive session for non-elected personnel for 5 minutes. Arlen Leiker seconded the motion; motion passed unanimously at 5:29 p.m.

OPEN SESSION

The Board of Trustees reconvened in open session at 5:34 p.m.

EXECUTIVE SESSION-NON-ELECTED PERSONNEL

Carolyn Armstrong made a motion that the Board of Trustees and President Carter enter into executive session for non-elected personnel for 5 minutes. Arlen Leiker seconded the motion; motion passed unanimously at 5:39 p.m.

OPEN SESSION

The Board of Trustees reconvened in open session at 5:44 p.m.

V. FOUNDATION UPDATE

Jennifer Schoenfeld, Endowment Director, reported the scholarship benefit auction is April 13, 2019. Foundation board members and Ms. Schoenfeld are actively seeking donations for the auction. The winter 2019 quarterly newsletter will be mailed when the College learns if it was awarded the Dane G. Hansen grant request for the Big Blue Barn. The spring 2019 scholarships will be received by the college by March 8. The Foundation office relocated to what was the Bedker conference room.

VI. REPORTS

A. REPORTS FROM ADMINISTRATORS

1. Dr. George McNulty reported Jade Inlow, Student Support Services, and Jennifer Schoenfeld wrote a proposal and received a grant from Kroeger for the Colby Community College food pantry in the amount of \$1,500. Jennifer Schoenfeld reported the grant application was for \$500 and Kroeger awarded \$1,500. Dr. McNulty reported he, Jenny Tompkins, Director of Outreach, Nikol Nolan, Executive Director of Student Affairs, are working on Outreach expansion through professional development, Continuing Education and Workforce Development for the community and businesses. Junior Day was February 6 with 87 attending of the 150 RSVP's. The weather played a role in the number of attendees. The Diversity Committee has been working on a Diversity and Inclusion plan that is tied to the institutional Strategic Plan.

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2. Brad Bennett reported he was in San Antonio Feb. 11-13 and visited with Windham Schools, which holds the contract for the Texas Department of Corrections. He looked at the fiber optic/telecom program. There is some logistics that will need to discuss with Norton Correctional facility. C-Tech is the company that develops the kits for the program. President Carter and Mr. Bennett are working on a plan for the Associate Degree Nursing program to submit to the Kansas State Board of Nursing. President Carter and Mr. Bennett will attend the KSBN meeting on March 11-12 in Topeka. He reported Academic Council will create a late-start class schedule for inclement weather. The schedule will be presented to the Board for approval.
3. Carolyn Kasdorf reported the finance committee met February 14. The college continues to spend \$1.2 million monthly. All cash accounts are reconciled with the exception of General. Accounts Receivable would process financial aid during the month of February. Once processed, the balance was projected to decrease by \$1.5M. Federal Direct Loans - Pell, DL, and SEOG would be reconciled and drawn down by Feb. 28. To date, the Bank – Federal Student Loan account had a balance of \$727,236. The account exists to draw down any student loan/parent plus loan from the U.S. government to pay for a student's tuition/fees/living expenses. The Bank-Activity Account and Student Union Account were being evaluated for closing. The College transferred \$4,000 into the Activity Fund to avoid a fee going forward. AP Resolution investment discussion resulted in keeping the monies locally, while encouraging local to offer at least the 90-day T-Bill rate upon renewal. The College projects \$8.5 million in reserves by the end of FY20.
4. President Carter reported in Doug Johnson's absence. Mr. Johnson was working on developing Spotify ads to promote women in renewable energy. The funding for the ads is through the non-traditional grant received by the College. CCC was one of the sponsors for the kids state wrestling updates on KYVZ radio.
5. President Carter reported in Mike Saddler's absence. Indoor track and field regionals was Feb. 15-16 in Pittsburg. Heading into regionals they had six athletes that qualified in a total of 15 events. On the women's side, Aileen Gurrola qualified in the 600m (11th), 800m (10th), and 1000m (3rd). The men are led by Nehemiah Too who nationally ranked first in the 3000, second in the 5000, and fourth in the Mile. Wesley Banguria also qualified in the mile (7th), 3000 (10th), and 5000 (3rd).
6. President Seth Carter said to date funds raised for the Big Blue Barn totaled \$918,000. The College was waiting to hear on the Hansen Foundation grant proposal. For academic year 2018-19, the KBOR Community College Data Book reported Colby Community College had the highest graduation rate, highest retention rate, highest median wage among community colleges, highest percentage head count increase from 2013 through 2018 and highest attainment rate.

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VI. REPORTS AND COMMENTS

A. COMMENTS FROM TRUSTEES

Carolyn Armstrong inquired if any consensus was reached on the beautification of the campus. President Carter reported the committee is working on finalizing a plan. Arlen Leiker reported he was in Washington, D.C., the previous week and officials are working on re-authorizing the Higher Education Act, which includes a change to Pell. The change should help the college with the fiber optic program. Kenton Krehbiel thanked everyone for their continued hard work.

B. OTHER ITEMS

VII. ADJOURNMENT

Arlen Leiker made a motion to adjourn; Audrey Hines seconded the motion; the motion carried unanimously. The meeting was adjourned at 6:06 p.m.

Signed _____
Chairman

Signed _____
Secretary