



Challenge. Create. Connect.

MARCH 13, 2019

Dear Member:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, March 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 February 18, 2019
- B. Agreements and Contracts
- C. Resolution #08 (as presented in the finance packet)

IV. Business

- A. Old Business
- B. April Board Meeting Time Change
- C. Big Blue Barn Contract
- D. Bookstore Vendor Selection
- E. Publishing LOGO Use Policy
- F. President's Role and Responsibilities
- G. Resignations
- H. 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

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

I. CALL TO ORDER

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 March 18, 2019, at 5:00p.m.

MEMBERS PRESENT

Kenton Krehbiel, Carolyn Armstrong, Audrey Hines, Arlen Leiker, Quintin Flanagin and Linda Vaughn.

MEMBERS ABSENT

Dr. Seth Carter

OTHERS PRESENT

Brad Bennett, Vice President of Academic Affairs; Dr. George McNulty, Vice President of Student Affairs; Carolyn Kasdorf, Vice President of Business Affairs; and Sloan Southerland, *Colby Free Press*. Chriss Ellison recorded the minutes of the meeting.

CALL MEETING TO ORDER

II. INTRODUCTIONS

None

III. APPROVAL OF THE CONSENT AGENDA:

Carolyn Armstrong made a motion to approve the consent agenda. Quintin Flanagin seconded the motion; the motion passed unanimously.

IV. BUSINESS

A. OLD BUSINESS

Audrey Hines asked about the Inclement Weather Policy schedule for classes. Brad Bennett shared that the policy would include a weather-appropriate starting time of two hours later than usual.

B. APRIL BOARD MEETING TIME CHANGE

The April 15 meeting start time will be at 4:00pm to accommodate the student meeting. Arlen Leiker made a motion to make the time change and Audrey Hines seconded; the motion passed unanimously.

C. BIG BLUE BARN CONTRACT

Recommend that Stephens Construction be awarded the contract. The college has \$1.3 million on hand; \$1,445,000 in pledges. Arlen Leiker made a motion to approve Stephens Construction as the contractor; Audrey Hines seconded; the motion passed unanimously.

D. PUBLISHING LOGO USE POLICY

The revision streamlined the process of updated language for using college logos. All documents, including internal and external publications, must be approved by a supervisor and then forwarded to the Public Information Office for review. Quinton Flanagin made a motion to accept the revised policy; Carolyn Armstrong seconded the motion; the motion passed unanimously.

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

March 18, 2019

E. PRESIDENT'S ROLES AND RESPONSIBILITIES

Revisions will authorize the College president to execute contracts, financial documents, and other critical documents necessary for the College's business in accordance with the defined parameters stipulated in the Policy Manual. Carolyn Armstrong made a motion to accept the revised policy; Quintin Flanagan seconded; the motion passed unanimously.

F. RESIGNATIONS

Requested approval to accept resignations from Penny Cline, Academic Affairs, Dr. George McNulty, Student Affairs, Jayme Pfeifer, Student Support Services, and Cameron Rieth, Cross Country/Track Coach. A motion was made by Carolyn Armstrong to accept the resignations; seconded by Arlen Leiker; the motion passed unanimously.

G. EXECUTIVE SESSION FOR NON-ELECTED PERSONNEL

The Board of Trustees went into Executive Session at 5:19 and reconvened at 5:29. Action taken was to buy 15 quarters of KPERS for Dr. Seth Carter. A motion to buy the forfeited quarters was made by Carolyn Armstrong; seconded by Quintin Flanagan; the motion passed unanimously.

V. FOUNDATION UPDATE

Brad Bennett provided an update in Jennifer Schoenfeld's absence. The scholarship benefit auction will be April 13, 2019. Board members are actively seeking donations; the alumni 2019 quarterly newsletter is currently being processed, and the Sunderland Foundation grant proposal was submitted requesting \$130,000.

VI. REPORTS

A. REPORTS FROM ADMINISTRATORS

1. Dr. George McNulty reported that 64 students attended a financial aid workshop for students in collaboration with the library and financial aid staff. Daniel Blake, Dr. McNulty, Arlen Leiker, with students Brittany Alexander, Emma Klein, Jessica Gamez-Ramos (AAS-Dental Hygiene), Isabel Rosales and their parents attended the PTK luncheon in Topeka.
2. Brad Bennet reported he was working on the HLC institutional update due the end of March, working on KSBN corrective action which required notification to the press and HLC. He is working with the Colby High School principal with their faculty needs.
3. Carolyn Kasdorf reported the Business Affairs department is continuing to monitor increasing the college's reserve fund; the College is still spending approximately \$1.25 million per month.
4. Doug Johnson reported on the retirement reception scheduled for May 3. He is currently working with food services to finalize plans.
5. Mike Saddler reported the U.S. Track & Field and Cross Country Coaches Association (USTFCCCA) named Colby Community College sophomore Nehemiah Too as the men's indoor track athlete of the year. The Equestrian team made it to Ohio despite the treacherous weather. Four athletes made it to the finals but none made it to the Nationals. Mike reported the Student-Athletic Advisory Committee was working on a talent show for April 14. This is a fundraiser for the After School Program. The show will be at approximately 3:00 in the CAC.

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

March 18, 2019

6. President Dr. Seth Carter reported there had been four excellent interviews for next Executive Director of the Kansas Association of Community College Trustees (KACCT). He is working on HLC updates as well as other grant opportunities.

VII. **REPORTS AND COMMENT**

The board offered unanimous congratulations to Dr. McNulty on his new position and thanked Chriss Ellison for being the new Board Clerk.

VIII. **ADJOURNMENT**

Arlen Leiker made a motion to adjourn; Carolyn Armstrong seconded the motion; the motion passed unanimously. The meeting ended at 5:35p.m.

Signed_____Chairperson

Signed_____Secretary