



Challenge. Create. Connect.

APRIL 15, 2019

Dear Member:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, April 15, 2019, at 4:00 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 March 18, 2019
- B. Agreements and Contracts
- C. Resolution #09 (as presented in the finance packet)

IV.Business

- A. Old Business
- B. Asbestos Vendor Selection (Ferguson Hall)
- C. Bookstore Vendor Selection
- D. Disposition of Surplus
- E. KASB LAF Contract
- F. Late Start (Review Item)
- G. New Program Approval
- H. PTA Policy Manual
- I. Wesley Medical Center MOA
- J. Resignation
- K. Executive Session
 - 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

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 board meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in the Board Room in Thomas Hall on April 15, 2019 at 4:00p.m.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

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; Chriss Ellison recorded the minutes of the meeting.

CALL MEETING TO ORDER

II. INTRODUCTIONS:

Jane McDougal, Accounts Payable Manager, Doug Johnson, Director of Public Affairs, Mike Saddler, Athletic Director and Sloan Southland, *Colby Free Press*.

III. APPROVAL OF THE CONSENT AGENDA:

Audrey Hines made a motion to approve the consent agenda. Carolyn Armstrong seconded the motion; the motion passed unanimously.

IV. BUSINESS

A. OLD BUSINESS:

No old business was presented.

B. ASBESTOS VENDOR SELECTION:

President Carter discussed the vendors who submitted bids for this project. It was recommended that the College accept the bid with iSi Environmental Services as they were the only Kansas vendor and also the least expensive. The time frame for completing the project will be June 17 through July 12. A motion to approve iSi Environmental Services for completing the project in the amount of \$133,266 was made by Carolyn Armstrong and seconded by Audrey Hines; the motion passed unanimously.

C. BOOKSTORE VENDOR SELECTION:

BBA is the preferred vendor as they will provide the greatest opportunity for the college with students being able to rent books and providing digitally embedded textbooks. The contract will run on a year-to-year basis and will require the College to hire a bookstore manager. Bookstore hours will remain at 8:00am to 5:00pm. A motion to approve BBA as the bookstore vendor was made by Audrey Hines and seconded by Arlen Leiker; the motion passed unanimously.

D. DISPOSITION OF SURPLUS:

The Beef Production department requested the sale of two heifers to be sold at the Oakley sale barn. The I.T. department's list of surplus will be listed on the Purple

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Wave auction website. A motion to accept both lists of surplus disposition was made by Quintin Flanagin and seconded by Carolyn Armstrong; motion passed unanimously.

E. KASB LAF CONTRACT:

This is the college's legal assistance contract for \$2,100. It will take effect on July 1, 2019. A motion was made by Carolyn Armstrong to accept this contract and seconded by Quintin Flanagin; motion passed unanimously.

F. LATE START (REVIEW):

Vice President Bennett discussed that this policy would provide for the 2-hour delay of classes due to inclement weather. This was a review item so no motion was necessary.

G. NEW PROGRAM APPROVAL:

President Carter explained that this was a Stand Alone Parent Program (SAPP) that would not be funded with Carl Perkins funds until 2020. This program will be currently funded with A-OK funds which are through the Adult Education sector. This will be a trial partnership with the Norton Correctional Facility in Norton, Kansas. At this time, the program is still securing funding and will not start without sufficient funding. This program provides training in the fiber optic industry and has proven success in other states with reducing recidivism. A motion was made by Carolyn Armstrong to approve this program and seconded by Audrey Hines; the motion passed unanimously.

H. PTA POLICY MANUAL:

Changes highlighted in red in the PTA Handbook are for review by the Board of Trustees. This policy will allow the PTA Program Director to dismiss students as needed. A motion to accept the policy manual was made by Carolyn Armstrong and seconded by Audrey Hines; the motion passed unanimously.

I. WESLEY MEDICAL CENTER MOA:

This a new agreement for the PTA program but the same type of memorandum of agreement (MOA) as with other facilities. A motion to accept this MOA was made by Audrey Hines and seconded by Carolyn Armstrong; the motion passed unanimously.

J. RESIGNATION:

A motion was made by Quintin Flanagin to accept Leisa Hansen's letter of resignation/early retirement. Carolyn Armstrong seconded the motion; the motion passed unanimously.

K. EXECUTIVE SESSION FOR NON-ELECTED PERSONNEL:

The board of trustees went into Executive session at 4:14 for 20 minutes; at 4:34 the board requested 20 more minutes; at 4:54 the board requested 10 more minutes; at 5:05 the board requested 5 additional minutes. The meeting reconvened at 5:10. No action was taken by the board.

V. FOUNDATION UPDATE:

VI. REPORTS:

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A. REPORTS FROM ADMINISTRATORS:

1. Dr. George McNulty reported the College had received the Annual Performance Report (APR) for the Student Support Services. The Diversity Plan is now on the College's website. Student Life is gearing up for the annual carnival to be held on May 6. Dr. McNulty reported the Sacred Heart 4th grade class had been working with the Equestrian team at the college farm and everyone had a very positive experience.
2. Brad Bennett shared the thank you note he received from the Puddle Duck pre-school thanking the college for their fun day on campus April 1. Brad thought the HLC conference presentations went well, the Nursing Initiative Grant had been submitted to Kansas Board of Regents (KBOR), and the College library was working with the Metropolitan College, Colorado library.
3. Carolyn Kasdorf reported that she and Arlen presented at the HLC and it was received very well with many positive comments from the audience. A team from CashNet was on campus last week to conduct the installation/integration of the software. Concur is scheduled to go live on August 1 and Concur College team members have credit cards from Adam's bank for the testing of Concur. Angel Morrison is the new Senior I.T. Director and Project Lead on CashNet and Concur. Quintin Flanagan and Linda Vaughn will be the next Finance Committee members.
4. Doug Johnson reported on the excellent presentations from the College's faculty and staff at the HLC Conference. The presentations were well done and had received very positive feedback from the audience.
5. Mike Saddler talked about the Student-Athletic Advisory Committee Talent Show held on Sunday afternoon. \$225 was raised for the After School program.
6. President Carter shared that ten new Presidential Scholars have been selected for next year, May 2 is the CCC Blood Drive, the Endowment Auction raised \$132,514 with another \$42,050 raised for the Big Blue Barn

VII. REPORTS AND COMMENT

Arlen shared he had registered for the A.C.C. Conference in San Francisco. Kenton congratulated the Student Athlete Advisory Committee for an excellent job with the talent show, the R.S.V.P. received the Chamber of Commerce Committee Service Award. Everyone agreed the CCC Endowment Auction was a success.

VIII. ADJOURNMENT:

Arlen Leiker made a motion to adjourn; Carolyn Armstrong seconded the motion; the motion passed unanimously. The meeting ended at 5:25p.m.

Signed: _____ Chairperson

Signed: _____ Secretary