



Challenge. Create. Connect.

September 12, 2019

Dear Member:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, September 16, 2019, at 5:00 p.m.** in the Fireside Lounge, Student Union, 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 August 19, 2019
 - B. Agreements and Contracts
 - C. Resolution #2 (as presented in the finance packet)
- IV. Business**
 - A. Old Business
 - B. Health Insurance-IMA Presentation (Action Item)
 - C. Corn Stalk Lease (Action Item)
 - D. Disposition of Surplus (Action Item)
 - E. Heat Policy (Action Item)
 - F. Northcentral Technical College (Action Item)
 - G. Norton County Hospital MOA (Action Item)
 - H. Social Media Policy (Review Item)
 - I. Wrestling Mat RFP (Action Item)
 - J. Resignations
- V. Foundation Update**
- VI. Reports**
 - A. Reports from administrators
 - 1. Nikol Nolan, 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 Fireside Lounge, Student Union on September 16, 2019, at 5:00 p.m.

MEMBERS PRESENT:

Kenton Krehbiel, Arlen Leiker, Quintin Flanagin, and Dr. Seth Carter. Audrey Hines called in by telephone.

MEMBERS ABSENT:

Members absent were Carolyn Armstrong and Linda Vaughn.

OTHERS PRESENT:

Brad Bennett, Executive Vice President; Carolyn Kasdorf, Vice President of Business Affairs and Nikol Nolan, Dean of Student Affairs. Chriss Ellison recorded the minutes of the meeting.

CALL MEETING TO ORDER

II. INTRODUCTIONS:

Mike Saddler, Athletic Director; Doug Johnson, Public Information Director; Jennifer Schoenfeld, Endowment Foundation Director; and Marian Ballard, *Colby Free Press*.

III. APPROVAL OF THE CONSENT AGENDA:

Quintin Flanagin moved to approve the consent agenda as presented; Arlen Leiker seconded the motion. The motion passed 4 to 0.

IV. BUSINESS

A. OLD BUSINESS:

No old business was presented.

B. HEALTH INSURANCE – IMA PRESENTATION:

Vanessa Keith, from IMA, provided a presentation on self-insurance for the College. Ms. Keith discussed the potential cost savings for the college as well as renewal options. Discussion included the pros and cons of insurance plans for fully funded versus self-funded insurance. Self-insurance would mean that claims would be processed by the College's human resource manager. Potential compliance and personal medical security risks were shared regarding the Health Insurance Portability and Accountability Act (HIPPA). The new insurance plan would take effect January 1, 2020. Audrey Hines moved to accept the self-insurance plan as presented. Arlen Leiker seconded the motion and it passed 4 to 0.

C. CORN STALK LEASE: A contract was presented for the College to lease corn stalk ground for the cattle. It was the same agreement that was presented and approved in 2018 except the new lease has Mandy Quenzer's name added. The lease is for \$1,764. Quintin Flanagin made a motion to accept the lease and Arlen Leiker seconded the motion. Audrey Hines voted "no" with the motion passing 3 to 1.

D. DISPOSITION OF SURPLUS:

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President Carter shared that the country club requested the donation of the College's driving range markers to the country club. All of the other items would be disposed of at the county landfill. A motion to approve the disposition of surplus was made by Quintin Flanagin. Arlen Leiker seconded the motion. The motion passed 4 to 0.

E. HEAT POLICY:

A recommendation was made to accept the policy but to expand the WBGT, which stands for wet bulb globe temperature, a measure of the heat stress in direct sunlight. A suggestion was made to change the name of the policy to a "temperature policy" and expand the definition of the WBGT. A motion to accept the policy was made by Arlen Leiker and seconded by Quintin Flanagin. The motion passed 4 to 0.

F. NORTHCENTRAL TECHNICAL COLLEGE:

Dr. Carter shared that there were no major changes to the annual dental hygiene program agreement between the College and Northcentral Technical College in Wausau, WI. Quintin Flanagin made a motion to accept the agreement with Northcentral Technical College. Arlen Leiker seconded the motion. The vote passed 4 to 0.

G. NORTON COUNTY HOSPITAL MOA:

The Norton County Hospital Memorandum of Agreement (MOA) had no changes from the previous agreement. A motion to accept the agreement was made by Quintin Flanagin. Arlen Leiker seconded the motion. The motion passed 4 to 0.

H. SOCIAL MEDIA POLICY (REVIEW ITEM):

The College's new policy now requires all social media accounts to be registered with the public relations office. Doug Johnson shared that he had excellent responses from the current account administrators. No action required.

I. WRESTLING MAT RFP: Mike Saddler, Athletic Director, discussed the request for proposal (RFP) for the wrestling mats. His recommendation is to purchase mats from EZ Flex Sports for \$17,490. A motion to accept the purchase of wrestling mats from EZ Flex Sports was made by Quintin Flanagin and seconded by Arlen Leiker. The motion passed 4 to 0.

J. RESIGNATIONS:

Resignations were presented from Maggie Schmeiser, admissions counselor, and Kristine Kirby, custodian. A motion to accept the resignations was made by Arlen Leiker and seconded by Quintin Flanagin. The motion passed 4 to 0.

V. FOUNDATION UPDATE:

The Annual Giving campaign will run from October 15 to December 3, 2019. Auditors will be in the endowment office the week of September 16. Monday, October 28 is the Fall Banquet and Annual meeting and the Scholarship Benefit Auction will be March 28.

VI. REPORTS:

A. REPORTS FROM ADMINISTRATORS:

1. Nikol Nolan shared that there has been excellent student participation in the student activities so far this fall. Everyone was very pleased with the block party being moved indoors. This may become a permanent arrangement.
2. In Brad Bennett's absence, Dr. Carter shared that the College is researching a solution for capturing software for online classes. The first Fiber/Telecom class will start October 7 at the Norton Correctional Facility.
3. Carolyn Kasdorf reported that the auditors from Adams, Brown, Beran, and Ball were on campus but wrapping up and planning to leave campus by the afternoon of Sept. 19.

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ABB&B could still request additional information and have additional questions but their work on campus was complete. The Concur credit card software is still on schedule for 100% deployment by January 1, 2020. The financial aid consultant, Anthony Lyons, has been an excellent resource for the financial aid department. A Concur demonstration will be given at the next Finance Committee meeting and repeated in the future so all board members can learn more about the product.

4. Doug Johnson shared that Adam Smith, Kansas state representative, was on campus earlier in the day. Approximately 110 students attended his presentation.
5. Mike Saddler shared that the volleyball team is doing very well. The rodeo is September 20-22 and is expecting a record number of participants.
6. President Carter shared the College will be hosting the Colby/Thomas County Chamber Business After Five reception in Ferguson Hall with a ribbon cutting on September 26.

Security cameras have been installed around campus and are set up to allow “live” shots.

VII. REPORTS AND COMMENTS:

The trustees thanked everyone for their expeditious responses to their questions and concerns and asked that future reports have explanations included when abbreviations or acronyms are used.

ADJOURNMENT:

Quintin Flanagan made a motion to adjourn; Arlen Leiker seconded the motion; the motion passed unanimously. The meeting ended at 6:23 p.m.

Signed: _____ Chairperson

Signed: _____ Secretary