



Challenge. Create. Connect.

October 21, 2019

Dear Member:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, October 21, 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 September 16, 2019
- B. Agreements and Contracts
- C. Resolution #4 (as presented in the finance packet)

IV.Business

- A. Old Business
 - a. Social Media Policy
- B. Academic Calendar
- C. Disposition of Surplus
- D. Financial Aid-Integration Software
- E. Hearing Amusements MOA
- D. Late Fall Tuition Rate
- E. Netting (Big Blue Barn)
- F. Scooter Policy
- G. Resignation

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 Administration Board Room on October 21, 2019, at 5:00 p.m.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None.

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 Relations Director; Jennifer Schoenfeld, Endowment Foundation Director; and Marion Ballard, *Colby Free Press*.

III. APPROVAL OF THE CONSENT AGENDA:

Discussion was held that the Resolution number was incorrect. The number was revised from number 4 to number 3. Audrey Hines moved to approve the consent agenda. Arlen Leiker seconded the motion. The motion passed unanimously.

IV. BUSINESS

A. OLD BUSINESS:

a. Social media policy:

The social media policy was approved. Carolyn Armstrong moved to approve the policy as presented. Quintin Flanagin seconded the motion. The motion passed unanimously.

B. ACADEMIC CALENDAR:

The academic calendar was updated to align with current dates. Audrey Hines moved to approve the academic calendar as presented. Linda Vaughn seconded the motion. The motion passed unanimously.

C. DISPOSITION OF SURPLUS:

Cattle will be sold at the Oakley sale barn and the horses will be sold after they complete colt training. The radio equipment will be donated to KLMX radio station in Clayton, New Mexico as an in-kind donation in exchange for one year of free advertising. This radio station broadcasts in New Mexico, Oklahoma and Texas. Quintin Flanagin moved to approve the disposition of surplus including radio equipment as presented. Linda Vaughn seconded the motion. The motion passed unanimously.

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D. FINANCIAL AID – INTEGRATION SOFTWARE:

This item will be tabled until the November board meeting. Arlen Leiker made a motion to the move this item to the November board meeting. Carolyn Armstrong seconded the motion. The motion passed unanimously.

E. HEARTING AMUSEMENTS MOA:

Hearting Amusements will put pool tables in the East residential living center lobby and the lobby of the North living center. The pool tables will be installed at no cost to the college. The tables are coin operated with new cues, chalk and balls. Games are \$.50 to play. Arlen Leiker moved to approve the Hearting Amusements Memorandum of Agreement (MOA) as presented. Audrey Hines seconded the motion. The motion passed unanimously.

F. LATE FALL TUITION RATE:

The late fall term tuition rate of \$137.50 was presented for approval. Carlyon Armstrong moved to approve the late fall tuition rate as presented. Quintin Flanagin seconded the motion. The motion passed unanimously.

G. NETTING (BIG BLUE BARN):

The netting bids were presented for approval. On Deck Sports was selected with the lowest bid to provide the netting which will be paid from donations, not institutional funds. Quintin Flanagin made a motion to approve the bid from On Deck Sports as presented. Linda Vaughn seconded the motion. The motion passed unanimously.

H. SCOOTER POLICY:

The college administration presented a policy prohibiting scooters on campus because of safety concerns. Linda Vaughn made a motion to approve the scooter policy as presented. Quintin Flanagin seconded the motion. The motion passed unanimously.

I. RESIGNATIONS:

Resignations were presented from Zac Cardwell, maintenance, and Nils Lindskoog, accounting faculty, as well as a retirement notice from Campus Security Director John Cersovsky. Carolyn Armstrong made a motion to accept the letters of resignation as presented. Arlen Leiker seconded the motion. The motion passed unanimously.

V. FOUNDATION UPDATE:

The Annual Giving campaign will run from October 15 to December 3, 2019. The Endowment Foundation estimated that 12,700 letters will be mailed to potential donors. Monday, October 28 is the Fall Banquet and Annual meeting. The Scholarship Benefit Auction will be March 28. The audit was very successful.

VI. REPORTS:

A. REPORTS FROM ADMINISTRATORS:

1. Nikol Nolan shared the registrar participated in training with the Kansas Board of Regents (KBOR) data group in Topeka. November 8 will be the First Generation Day for staff and faculty who were first generation college students in their families. The college planning conference will be October 24 with 30 institutions planning to attend and approximately 300 students will be on campus.
2. Brad Bennett shared that the Adult Education department received an award from KBOR for an outstanding job with the Norton Correctional Facility. The fiber optic program at the Norton Correctional Facility was going well and the students were eager to learn

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about this technology. The review of closed-captioning software for classes is still ongoing.

3. Carolyn Kasdorf reported that Anthony Lyons, financial aid consultant, was working with the Financial Aid department and the business office on proper reconciling techniques for federal funds. Carolyn was working on the Management Discussion and Analysis (M.D. & A.) for the audit report. The student union bank account was closed and a bank account was opened for self-insurance.
4. Doug Johnson shared that Shanda Mattix was working on the Halloween 'N Horses at the college farm. This event is becoming more popular every year.
5. Mike Saddler shared the athletes have worked approximately 1,000 hours of community service including the After School Program for the Colby grade school, the Sunflower Festival, and Trick or Treat So Others Can Eat. November 1 is signing day for each of the National Junior College Athletic Association sports. Volleyball and cross country teams are heading towards the post-season both having a great year.
6. President Carter shared the that he and board member Arlen Leiker will be attending the Association of Community College Trustees (ACCT) meeting. Arlen Leiker received two recognitions at the meeting. Colby Community College students have participated in 2,000 to 3,000 community service hours.

VII. REPORTS AND COMMENTS:

Quintin Flanagan told that Rich Epp had a radio sports show at City Limits from 5:00-6:00 p.m. on Mondays. Colby Community College coaches have been interviewed and they were eloquent and enthusiastic about the sports programs at the college. The board members thanked Arlen for his recognitions and thanked everyone for their hard work.

ADJOURNMENT:

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

Signed: _____ Chairperson

Signed: _____ Secretary