



Challenge. Create. Connect.

February 24, 2020

Dear Member:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, February 24, 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 20, 2020
- B. Agreements and Contracts
- C. Resolution #7 (as presented in the finance packet)

IV. Business

- A. Old Business
 - a. CD Investments
- B. Cultural Arts Center-Upper Roof Replacement-RFP
- C. Disposal of College Assets (Review)
- D. Disposition of Surplus
- E. Financial Compliance and Fixed Asset Policy (Review)
- F. Higher Learning Commission (HLC) Update
- G. Mission, Vision, Philosophy (Review)
- H. 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 Thomas Hall on Monday, February 24, at 5:01 p.m.

MEMBERS PRESENT:

Kenton Krehbiel, Arlen Leiker, Quintin Flanagin, Jessica Vaughn, Audrey Hines, and Dr. Seth Carter.

MEMBERS ABSENT:

Patrick Toth.

OTHERS PRESENT:

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

CALL MEETING TO ORDER

II. INTRODUCTIONS:

Doug Johnson, Public Relations Director; Jennifer Schoenfeld, Endowment Director; Dr. Beth Fenton, Vet Nursing faculty, and Marian Ballard, Colby Free Press.

III. APPROVAL OF THE CONSENT AGENDA:

A motion was made to amend the agenda by adding an additional resignation to item "H." Audrey Hines moved to approve the consent agenda as amended. Jessica Vaughn seconded the motion. The motion passed unanimously.

IV. BUSINESS

A. OLD BUSINESS:

- a. CD Investments: President Carter has contacted eight local banks in Colby, KS, and all are interested in bidding on future certificates of deposit. An investment policy will be presented at the April board of trustee meeting.

B. CULTURAL ARTS CENTER-UPPER ROOF REPLACEMENT-RFP:

President Carter presented a bid of \$81,786 from Roof Masters for the Cultural Arts Center roof. The project is to be completed by May 8, 2020. Kenton Krehbiel made a motion to accept the bid as presented. Jessica Vaughn seconded the motion and the motion passed unanimously.

C. DISPOSAL OF COLLEGE ASSETS (REVIEW):

Dr. Carter presented a policy for the disposal of college assets. There are statutory guidelines that the college must adhere to for disposal. After some discussion, it was decided to vote on the policy. Arlen Leiker made a motion to approve the policy as presented. Audrey Hines seconded the motion and the motion passed 4-1 with Quintin Flanagin voting "no."

D. DISPOSAL OF SURPLUS:

The board approved the list of items for disposal. President Carter will investigate the best way to sell the 1997 feed truck and the Cub Cadet mower either on the Purple Wave auction site or locally. Kenton Krehbiel made a motion to accept the list of

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items for disposal with Dr. Carter pursuing options with Purple Wave or locally. Audrey Hines seconded the motion and it passed unanimously.

E. FINANCIAL COMPLIANCE AND FIXED ASSET POLICY (REVIEW):

Dr. Carter presented a policy from a previous meeting when one of the board members inquired as to the College's policy. Arlen Leiker presented a motion to approval the policy as written. Jessica Vaughn seconded the motion and the motion passed unanimously.

F. HIGHER LEARNING COMMISSION (HLC) REVIEW:

The information was presented to keep the board of trustees abreast of progress on preparation for the Higher Learning Commission visit in October. Peer reviewers will be on campus October 5 and 6, 2020.

G. MISSION, VISION, & PHILOSOPHY (REVIEW):

The College's board of trustees reviewed and discussed the college's mission statement, vision statement, and the college's philosophy. The board was unanimous in retaining the current statements without any changes.

H. RESIGNATIONS:

The College administration made a recommendation to accept resignations from Emily Bennigsdorf, Admission Counselor, and Enrique Acereto, Grounds and Maintenance. Audrey Hines made a motion to accept the resignations as presented and Jessica Vaughn seconded the motion. The motion passed unanimously.

V. FOUNDATION UPDATE:

The Scholarship Benefit Auction will be March 28. A Foundation board meeting was scheduled for 6:00 on Feb. 24.

VI. REPORTS:

A. REPORTS FROM ADMINISTRATORS:

1. Nikol Nolan shared that February 10-14 was Diversity Week on campus. February 25 was Fat Tuesday (carnival) and will be celebrated with different foods in the café. Scott Williams, who is a different person than the current employee by the same name, is the new director of security and begins March 16. It is anticipated he will make a significant number of positive changes.
2. Brad Bennett discussed test proctoring to be offered in the College library by a third party. The students will pay to use this service. Students can also access online tutoring that is paid for by the College. The library is also investigating extending their hours. On the CCC campus, the College has two decision-making bodies; the administrative council and the academic council. If there is an academic issue, then it goes to academic council. If there is an administrative issue, it will go to the administration council.
3. Dr. Carter reported on the financial affairs in Carolyn Kasdorf's absence. No Finance Committee meeting was held in February. The College will no longer use Visa cards issued by Sunflower Bank after March 1, 2020.
4. Doug Johnson gave an update on the status of the accreditation process. Doug also shared that LeRoy's printing was the lowest bid for printing needs for the College.
5. Mike Saddler provided information on the equestrian team hosting regionals at the College farm on February 29 and March 1. The equestrian team is ranked number 2 in the region. There will be home games for baseball, softball, and basketball in February and March.

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- VII. President Carter stated that the Kansas Board of Regents K-Tip report shows the College with the highest salaries for graduates in the state. The College is also ranked number one for retention.

VIII. **REPORTS AND COMMENTS:**

The board of trustees wished best of luck to all of the athletes in their respect sports. There will be a student-trustee dinner in April. All board members are hearing positive comments about the college.

ADJOURNMENT:

Kenton Krehbel made a motion to adjourn; Arlen Leiker seconded the motion. The motion passed unanimously. The meeting ended at 5:59 p.m.

Signed: _____ Chairperson

Signed: _____ Secretary