



May 17, 2021

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, May 17, 2021, at 5:00 p.m.** in the Board Room, Thomas Hall, of Colby Community College, Colby, Kansas, to access the meeting via Zoom, please utilize this link: <https://colbycc.zoom.us/j/7507007180> Password: 101520CSC or call in utilizing this number: + 1 312 626 6799 US (Chicago), Meeting ID: 750 700 7180

Items of business on the agenda include the following:

I. Open Meeting

II. Introductions

III. Approval of the Consent Agenda

- A. Minutes of April 19, 2021
- B. Minutes of Special Meeting May 5, 2021
- C. Resolution #10 (as presented in the finance packet)

IV. Business

- A. Old Business
- B. Cultural Arts Concrete Replacement (Action)
- C. Hazard Pay (Action)
- D. Late Fall Tuition Rate (Action)
- E. Move2Play Physical Therapy-PTA Clinical Agreement (Action)
- F. Negotiations Approval (Action)
- G. No Stone Unturned-PTA Clinical Agreement (Action)
- H. Pasture Lease (Action)
- I. Proposed Dorm Renaming-Krehbiel Hall (Action)
- J. Proposed Dorm Renaming-Schnellbacher Hall (Action)
- K. Policy Review (Administrative Organization, Board of Trustees, Budget, Satisfactory Academic Progress Policy) (Action)
- L. Skid Steer Lease (Action)
- M. Welding Approval Request (Action)
- N. Resignations (Action)
- O. Executive Session (Non-Elected Personnel)
  - a. Action if Necessary

V. Foundation Update

VI. Reports

- A. Reports from administrators
  1. Nikol Nolan, Student Affairs
  2. Tiffany Evans, Academic Affairs
  3. Justin Villmer, Business Affairs
  4. Doug Johnson, Public Information
  5. Mike Saddler, Athletics
  6. Seth Carter, President

VII. Reports and Comments

- A. Comments from Trustees
- B. Other Items

VIII. Adjournment

Respectfully,

Seth Macon Carter  
President

# RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY May 17, 2021

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, May 17, 2021, at 5:00 p.m. Guests could access the meeting via a zoom web address listed in the meeting agenda.

### MEMBERS PRESENT:

Quintin Flanagan, Arlen Leiker, Patrick Toth, Donna Henry, Audrey Hines and Dr. Seth Carter were present.

### MEMBERS ABSENT:

Jessica Vaughn.

### OTHERS PRESENT:

Doug Johnson, Public Relations Director, Marion Ballard, Colby Free Press. Chriss Ellison recorded the minutes.

## II. INTRODUCTIONS:

No introductions.

## III. APPROVAL OF THE CONSENT AGENDA:

There was a contract added for the Adult Education department. Arlen Leiker moved to accept the amended agenda, and Donna Henry seconded the motion. The motion passed 5-0.

## IV. BUSINESS

### A. OLD BUSINESS:

None.

### B. CULTURAL ARTS CONCRETE REPLACEMENT (ACTION):

The administrative team at the College recommended Weigel Concrete, LLC, to replace the concrete in front of the Cultural Arts Center (CAC) in the amount of \$34,779.50. The project should be completed by June 30, 2021, but is not guaranteed to be completed within that time frame. A motion was made by Audrey Hines to accept the bid for \$34,779.50. Arlen Leiker seconded the motion and it passed 5-0.

### C. HAZARD PAY (ACTION):

The administrative team at the College recommended utilizing CRRSAA: Higher Education Emergency Relief Fund (HEER II) monies to provide hazard pay for employees who had substantive face-to-face interaction with students and who have been employed at the College since the first day of the fall semester (August 17, 2020) and/or the first day of the spring semester (January 19, 2021). The hazard pay funds are for individuals who interacted with the larger campus daily and ran the risk of contracting COVID-19. A motion was made by Arlen Leiker to approve the hazard pay and was seconded by Patrick Toth. The motion was approved 5-0.

### D. LATE FALL TUITION RATE (ACTION):

The College administrative team requested tuition of \$141.25 per credit hour during the Late Fall enrollment period, which would align with the College's new in-state online rate. Last year's rate was \$138.50 per credit hour. A motion was made by Audrey Hines to approve the rate increase and was seconded by Patrick Toth. This was approved 5-0.

### E. MOVE2PLAY PHYSICAL THERAPY-PTA CLINICAL AGREEMENT (ACTION):

The PTA department requested a clinical agreement with MOVE2PLAY Physical Therapy from Wichita, KS. This is a standard clinical agreement but new to the

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College. A motion was made by Arlen Leiker to accept the agreement as presented. Donna Henry seconded the motion, and it was approved 5-0.

**F. NEGOTIATIONS APPROVAL (ACTION):**

The Board of Trustees needs to formally approve changes in the Master agreement as negotiated by the faculty. Donna Henry moved to accept the negotiated changes as presented and was seconded by Arlen Leiker. The motion passed 5-0.

**G. NO STONE UNTURNED-PTA CLINICAL AGREEMENT (ACTION):**

The College recommended approval of a standard clinical agreement between a new facility in Manhattan, KS, and the PTA department. Audrey Hines moved to approve the lease as presented. This was seconded by Donna Henry and was approved 5-0.

**H. PASTURE LEASE (ACTION):**

The College recommended the approval of the annual summer lease for the College's cattle. The cost for the lease is \$6,250. Audrey Hines moved to accept the lease as written, and Arlen Leiker seconded the motion. It passed 5-0.

**I. PROPOSED DORM RENAMING-KREHBIEL HALL(ACTION):**

The College administrative team recommended renaming the east section of Living Center East to Krehbiel Hall. Patrick Toth moved to approve the name change, and Donna Henry seconded the motion. It passed 5-0.

**J. PROPOSED DORM RENAMING-SCHNELLBACHER HALL(ACTION):**

The College administrative team recommended renaming the north section of Living Center East to Schnellbacher Hall. Arlen Leiker moved to approve the name change as presented. Audrey Hines seconded the motion, and it passed 5-0.

**K. POLICY REVIEW (ADMINISTRATIVE ORGANIZATION, BOARD OF TRUSTEES, BUDGET, SATISFACTORY ACADEMIC PROGRESS POLICY) (ACTION):**

There were no revisions to the Administrative Organization and Budget policies. A motion was made by Audrey Hines to accept the Board of Trustee policy with the revision as presented and was seconded by Donna Henry. It passed 5-0. A motion was made by Patrick Toth to accept the Satisfactory Academic Progress for Students policy, with revisions. This was seconded by Arlen Leiker and passed 5-0.

**L. SKID STEER LEASE (ACTION):**

The College administrative team recommended leasing a 2021 236D3 skid steer from Foley Equipment in the amount of \$6,000 for 500 hours. This is the same annual agreement the College has done for the past several years. A motion was made by Audrey Hines to accept the lease, and it was seconded by Arlen Leiker. The motion passed 5-0.

**M. WELDING APPROVAL REQUEST (ACTION):**

The Kansas Board of Regents (KBOR) paperwork was finalized on May 11, 2021, for the welding program at the Norton Correctional Facility. The College is required to have the Board of Trustees formally approve the program offering for it to be Title IV eligible. The paperwork will be sent to the Technical Education Authority for initial approval and forwarded to the KBOR. Arlen Leiker made a motion to approve the Norton Correction Facility welding program, and this was seconded by Patrick Toth. The motion passed 5-0.

**N. RESIGNATIONS (ACTION):**

Resignations were presented from Ms. Cathy McVey, Practical Nursing program faculty member, Dr. Shad Clymer, Veterinary Nursing program faculty member, and

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Mr. Mitch Houghton, head wrestling coach. A motion was made by Audrey Hines to accept the resignations as presented. A second was made by Donna Henry, and the motion passed 5-0.

## **O. EXECUTIVE SESSION (NON-ELECTED PERSONNEL):**

At 5:34 p.m., a motion was made by Donna Henry for the board to move into a 10-minute executive session. Arlen Leiker seconded the motion and it passed 5-0. At 5:44, the board entered into open session.

a) Action Taken: A motion was made by Audrey Hines to approve the agreement discussed in the executive session. Arlen Leiker seconded the motion, and it passed 5-0.

## **V. FOUNDATION UPDATE:**

The Endowment Foundation is providing a Digital Story training for College faculty and staff from May 25 thru May 28, 2021, at no cost. The maximum class size is 10 people, and it was already full. The Foundation board will provide another class to the community for \$150 per person on a date to be determined. Save-the-Date postcards were mailed in May for the benefit auction on Friday, August 13, 2021, at the City Limits Convention Center. Ron Freeman, a former N.F.L. football player, will be the Pickerill Lecture series speaker in September. Mr. Freeman will also be speaking at the Rotary meeting, a Thomas County Museum event, and student-athletes on August 8, 2021. The monthly board meeting will be Monday, May 24, 2021, at 6:30 p.m. via Zoom.

## **REPORTS FROM ADMINISTRATORS:**

1. Nikol Nolan, Vice President of Student Affairs, thanked everyone for their help with graduation and the nursing pinning. There were many positive comments and compliments to the College.
2. Dr. Tiffany Evans, Vice President of Academic Affairs, presented an update on the Smarter Summer Program. Current enrollment was up to 533 credit hours for tuition totaling \$71,283. The Commission on Dental Accreditation board held a virtual site visit and it went very well. The Higher Learning Commission conducted a physical site visit at the Norton Correctional Facility and it also went well.
3. Justin Villmer, Vice President of Business Affairs and C.F.O., shared that the Adult Education budget allocation for FY22 would be decreased by \$8,000, but the Carl Perkins grant allocation had increased in funding for FY22. He and the Controller will be attending the state municipality budget training in Hays, KS in June. He is meeting weekly with the vendors working at the farm to monitor progress which has been slowed by the continuing rain.
4. Doug Johnson, Director of Public Information, shared that the College has contracted with an engineer to do some deferred maintenance on the College radio station transmitter and antenna. The engineer will also advise the College about a more energy-efficient transmitter as the current one is 31 years old.
5. Mike Saddler, Athletic Director, thanked everyone for their support of athletes during the past year. Mike expressed a special thank you to Kipp Nelson, athletic trainer. It is not yet known if athletes will need to be vaccinated for COVID for next season.
6. President Carter shared that the Kansas Lt. Governor had visited the campus earlier in the day, and the visit went very well.

## **VI. REPORTS AND COMMENTS:**

# RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

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The board of trustee finance committee members were very appreciative of an excellent meeting. The members also thanked everyone for their written and verbal board reports as being some of the best reports ever provided to the board of trustees.

**ADJOURNMENT:**

Donna Henry moved to adjourn and was seconded by Patrick Toth. The motion passed unanimously. The meeting ended at 6:11 p.m.

Signed: \_\_\_\_\_ Chairperson

Signed: \_\_\_\_\_ Secretary