COLBY
COMMUNITY COLLEGE
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April 18, 2022

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, April 18, 2022, 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 March 21, 2022
- B. Resolution #9 (as presented in the finance packet)

IV. Business
- A. Old Business
- B. Bedker Parking Lot RFP (Action)
- C. Beef Pasture Lease (Action)
- D. Bull Lease (Action)
- E. Disposition of Surplus (Action)
- F. Division Chair Restructure (Discussion)
- G. Multiple Concrete Projects RFP (Action)
- H. Online Tuition Rates (Action)
- I. Physical Tuition Rates (Action)
- J. Room and Board Rates (Action)
- K. VCA Clinical Agreement (Action)
- L. VERSO Express Contract (Action)
- M. Wesley Medical Center Memorandum of Agreement (Action)
- N. Resignation (Action)
- O. Executive Session
  - 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

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. April 18, 2022

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, April 18, 2022, at 5:00 p.m. The Board of Trustees, Dr. Seth Carter, Vice President Dr. Tiffany Evans, Vice President Nikol Nolan, and Sloane Enninga from the Colby Free Press were present in the board room.

MEMBERS PRESENT:

Audrey Hines, Jessica Vaughn, Donna Henry, Arlen Leiker and Dr. Seth Carter were present.

MEMBERS ABSENT:

Quintin Flanagin

OTHERS PRESENT:

Mike Saddler and Doug Johnson participated via zoom. Chriss Ellison recorded the minutes.

II. INTRODUCTIONS:

Introductions included Chriss Ellison, Controller and Board of Trustee Clerk; Doug Johnson, Director of Public Relations; Mike Saddler, Athletic Director; and Doris Donovan, Business faculty member. These attendees participated electronically via zoom.

APPROVAL OF THE CONSENT AGENDA:

A motion was made by Donna Henry to approve the consent agenda and was seconded by Arlen Leiker. It passed 5-0.

BUSINESS

A. OLD BUSINESS:

None

B. BEDKER PARKING LOT (ACTION):

A Request for Proposals (RFP) was released for replacing the Bedker parking lot, Bedker Hall entrance, cafeteria driveway, the raised divider between Bedker Hall and the Student Union, and the Bedker Hall walkway entrance. Three vendors submitted bids. Sporer Land Development submitted a bid for $433,000, Stephens Construction submitted a bid for $394,678, and Weigel Construction for $413,568. The administrative team recommended the bid from Stephens Construction as this was the lowest bid and could be completed within the College's specified time frame. Audrey Hines made a motion to accept the bid from Stephens Construction in the amount of $394,678, and this was seconded by Donna Henry. The motion passed 5-0.

C. BEEF PASTURE LEASE (ACTION):

This is the standard beef pasture lease that the College engages in every year. The lease is between Matt Dreher and the College. Arlen Leiker made a motion to approve the lease as presented, and Patrick Toth seconded the motion. It passed 5-0.

D. BULL LEASE (ACTION):

The College does not have enough heifers each year to justify a separate bull to breed the heifers and the cows. The College rotates a bull every two years, so the bull is not breeding his own daughters. This lease is with Marty Fear, who is a college employee. Audrey Hines made a motion to approve the bull lease as presented. This was seconded by Patrick Toth and passed 5-0.

E. DISPOSITION OF SURPLUS (ACTION):

The administrative team presented the list of items for disposal. Donna Henry made a motion to approve the list for disposition as presented. It was seconded by Arlen Leiker and passed 5-0.

F. MULTIPLE CONCRETE PROJECTS RFP (ACTION):

The College released a Request for Proposal to replace sidewalks in ten different areas, add a patio to the east side of the student union, and replace the north gym concrete parking lot area. Three vendors presented bids, and the administrative team recommended Weigel Construction for $82,637.50, with the projects to be completed on or before July 1, 2022. Patrick Toth made a motion to approve the bid from Weigel Construction for $82,637.50. Audrey Hines seconded the motion and it passed 5-0.

G. ONLINE TUITION RATES (ACTION):

The Board of Trustees received a breakdown of various scenarios for an online tuition increase. The proposed tuition increase of 2.47% will be applied to all online tuition rates. Arlen Leiker made a motion to approve the 2.47% increase as presented. Audrey Hines seconded the motion and it passed 5-0.

H. PHYSICAL TUITION RATES (ACTION):

The Board of Trustees was provided a breakdown of multiple scenarios for a tuition/fees increase. The administrative team recommended an increase of 2.57%. This increase will occur across all physical tuition rates. Audrey Hines made a motion to approve the recommended increase of 2.57%. This was seconded by Donna Henry, and it passed 5-0.

I. ROOM & BOARD RATES (ACTION):

The administrative team provided the Board of Trustees with several scenarios for their review. The administrative team recommended an increase of 2% for all dorm rooms and a 4.7% increase on the meal plan. Arlen Leiker made a motion to accept the recommended percentage increases as presented. Patrick Toth seconded the motion and it passed 5-0.

J. VCA CLINICAL AGREEMENT (ACTION):

This was a clinical agreement between Colby Community College and VCA Animal Hospitals. VCA agrees to have its designated facility(s) participate in the clinical internship phase of the veterinary nursing program of the College. Audrey Hines made a motion to approve the agreement as presented and Donna Henry seconded the motion. It passed 5-0.

K. VERSO EXPRESS CONTRACT (ACTION):

The proposed online card catalog program that the College library will migrate to in July 2022 provides the College with substantial savings over the current contract. Donna Henry made a motion to approve the contract as presented. Arlen Leiker seconded the motion and it passed 5-0.

L. WESLEY MEDICAL CENTER MOA (ACTION):

This is a current Memorandum of Agreement (MOA) with Wesley Medical Center for the physical therapist assistant program. Patrick Toth made a motion to approve the MOA as presented. Arlen Leiker seconded the motion and it passed 5-0.

M. WICHITA STATE UNIVERSITY ARTICULATION AGREEMENT (ACTION):

This is an articulation agreement between the College and Wichita State University for the nursing program. It is a two-plus-two agreement, meaning two years to earn an associate degree in nursing with Colby Community College and then two years to earn a bachelor of science degree in nursing with Wichita State University. Arlen Leiker

made a motion to approve the agreement, and Donna Henry seconded the motion. It passed 5-0.

N. RESIGNATIONS (ACTION):

Resignations were presented from Sarah Harrison, practical nursing instructor; Sarah Jorgensen, practical nursing instructor; John Stephens, nighttime custodian; and Tyler Appleby, veterinary nursing instructor. Audrey Hines made a motion to accept the resignations as presented. Arlen Leiker seconded the motion and it passed 5-0.

O. EXECUTIVE SESSION:

At 5:34 p.m., a 15-minute executive session was requested by the Board of Trustees with Dr. Carter in attendance. Audrey Hines made a motion to enter into executive session and Arlen Leiker seconded the motion. It passed 5-0. At 5:34 p.m., Audrey Hines made a motion to enter into a second executive session for an additional 15 minutes. This was seconded by Patrick Toth and passed 5-0. The Board of Trustees resumed in open session at 6:05 p.m. with no action taken.

III. FOUNDATION UPDATE:

Jennifer Schoenfeld, Foundation director, shared that the annual scholarship auction will be Friday, August 19, 2022, and the livestock judging alumni event will be Saturday, August 20. The scholarship auction will be at the Event Center this year with a buffet dinner at 6:00 p.m.

IV. REPORTS:

REPORTS FROM ADMINISTRATORS:

1. Nikol Nolan, Vice President of Student Affairs, shared that her staff was winding down with the spring semester but ramping up with the fall semester. Her team is working on many new ideas that will hopefully have a great impact on the students.
2. Dr. Tiffany Evans, Vice President of Academic Affairs, shared that Grace Jenkins, CCC sophomore, is one of eight regional scholars selected for the National Science Foundation's Robert Noyce Teacher Scholarship at Fort Hays State University. Dr. Evans is working on finalizing a new division structure for academics and that it will be ready very soon.
3. Dr. Carter presented information for the business affairs office in Justin Villmer's absence. The business office is working on the annual budget review for the president's cabinet.
4. Doug Johnson, Director of Public Information, shared that the Ag Olympics would be held on Wednesday, April 20, 2022. The event will end with a dance in the campus gym from 9-11:00 p.m. May 4th will be the retirees' event.
5. Dr. Carter presented for Mike Saddler, athletic director, who had to leave early. Mike planned to meet with the athletes to complete a student-athlete experience survey. It would be the first time collecting this information, and it should be very insightful.
6. President Carter brought the plaque awarded to the College as recipients of the Northwest Region Business Appreciation award for 2021. The award is presented by the Kansas Department of Commerce and recognizes the College's contributions to the community, the state economy, and the people of Kansas.

REPORTS AND COMMENTS:

Board of Trustee members expressed many thanks to everyone for their hard work and for the award and recognition to the college.

ADJOURNMENT:

A motion was made by Arlen Leiker to adjourn the meeting, and Audrey Hines seconded the motion. It passed 5-0, and the meeting adjourned at 6:30 p.m.

Signed: _____Chairperson

Signed: _____Secretary