June 20, 2022

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, June 20, 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 May 16, 2022
- B. Resolution #11 (as presented in the finance packet)

IV. Business
- A. Old Business
- B. Collections Report (Action)
- C. Confluent Health, LLC-Affiliation Agreement (Action)
- D. Disposition of Surplus (Action)
- E. Externship - Veterinary Nursing (Action)
- F. Kansas Workforce MOU (Action)
- G. Niche Contract Renewal (Action)
- H. Norton County Hospital-Sublease Agreement (Action)
- I. Parking Policy (Action)
- J. Physical Therapist Assistant-Temporary Suspensions Request (Action)
- K. Potential Dorm Renaming-Mosier Hall (Action)
- L. Potential Dorm Renaming-Tangeman Hall (Action)
- M. Weapons Policy Revision (Action)
- N. Resignations (Action)

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 Mason Carter

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. June 20, 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, June 20, 2022, at 5:00 p.m. The Board of Trustees, Dr. Seth Carter, Vice President Dr. Tiffany Evans, Vice President Justin Villmer, and Sloane Enninga from the Colby Free Press were present in the room. All others attended via zoom.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None

OTHERS PRESENT:

Doug Johnson, Director of Public Affairs. Chriss Ellison recorded the minutes.

II. INTRODUCTIONS:

None

APPROVAL OF THE CONSENT AGENDA:

A motion was made by Audrey Hines to approve the consent agenda and was seconded by Arlen Leiker. It passed 6-0.

BUSINESS

A. OLD BUSINESS:

None

B. COLLECTIONS REPORT (ACTION):

The College administrative team requested to send 56 new accounts to collections in the amount of $71,026.13. In addition, a request was made to write off three accounts for $7,102.33. The three accounts were either too small to collect, the student was under 18 years of age, or they were international students from which the College cannot collect payment. A motion was made by Audrey Hines to send accounts to collections and write off the three other accounts. Donna Henry seconded the motion, and it passed 5-1, with Jessica Vaughn casting a dissenting vote.

C. CONFLUENT HEALTH, LLC AFFILIATION AGREEMENT (ACTION):

The agreement is the College's standard contract for the Physical Therapist Assistant program. A motion was made by Arlen Leiker to accept the agreement and was seconded by Audrey Hines. The motion passed 6-0.

D. DISPOSITION OF SURPLUS (ACTION):

The administrative team requested to dispose of many old books and pull-out bleachers. The books will either be donated or recycled, and the bleachers will be donated or taken to the landfill. Jessica Vaughn made a motion to accept the disposition of surplus as stated and Patrick Toth seconded the motion. It passed 6-0.

E. EXTERNSHIP – VET NURSING (ACTION):

The College requested approval of an unpaid externship for students in the Distance Learning Veterinary Nursing program to complete their hands-on training. Donna Henry made a motion to accept the agreement, and the motion was seconded by Jessica Vaughn. The motion passed 6-0.

F. KANSAS WORKFORCE MOU (ACTION):

The College requested approval for the MOU that defines the parameters in which education, workforce, economic development and other partner programs create a seamless, customer-focused network that aligns service delivery and enhances access to program services. Arlen Leiker made a motion to accept the MOU as presented, and the motion was seconded by Donna Henry. The motion passed 6-0.

G. NICHE CONTRACT RENEWAL (ACTION):

This was a contract renewal for the Niche advertising/marketing platform software. The total cost of the renewal was $10,489. A motion was made by Jessica Vaughn to approve the contract as presented, and the motion was seconded by Arlen Leiker. It passed 6-0.

H. NORTON COUNTY HOSPITAL-SUBLEASE AGREEMENT (ACTION):

The agreement is a sublease contract between the College and the Norton County Hospital. The College leases the building for $1,500 per month but only utilizes half of the facility. The Norton Commissioners already approved the sublease agreement and would require Norton County Hospital to pay the College $750 a month plus provide the cleaning of the facility. The College would be responsible for snow removal and lawn mowing. The anticipated savings to the College is over $10,000 per year. The sublease agreement was written by the attorney for the Norton County Hospital. Jessica Vaughn made a motion to accept the sublease as presented. Donna Henry seconded the motion and it passed 6-0.

I. PARKING POLICY (ACTION):

The College requires parking decals for all vehicles parked on campus that are not in designated campus visitors' spots. Parking permits for students are available in the Student Accounts office, and parking permits for employees are available in the College bookstore. Students, faculty, and staff working or employed at the College farm must also park in designated areas at the farm. Audrey Hines made a motion to accept the policy as presented. Arlen Leiker seconded the motion and it passed 6-0.

J. PHYSICAL THERAPIST ASSISTANT-TEMPORARY SUSPENSION REQUEST (ACTION):

The College formally requested to suspend the PTA 2022-2023 cohort. This will allow the College to notify CAPTE, the PTA accrediting body, of a substantive change to the PTA program. A 2022-2023 cohort will not be admitted. CAPTE is aware that the program is noncompliant with Standard 1C (2) regarding licensure pass rates by the students. The College and the Board of Trustees will revisit the admission of the 2023-2024 cohorts at the December 2022 Board of Trustee meeting. A motion was made by Arlen Leiker to temporarily suspend the PTA program and that the Board of Trustees will revisit this action item on or before the December 2022 meeting. This was seconded by Patrick Toth. The motion passed 6-0.

K. POTENTIAL DORM RENAMING-MOSIER HALL (ACTION):

The administrative team recommended that the Board of Trustees approve to rename Living Center North-North to Mosier Hall in recognition of Dr. Richard Mosier, the College's first president. Donna Henry made a motion to accept the recommendation, and this was seconded by Audrey Hines. The motion passed 6-0.

L. POTENTIAL DORM RENAMING-TANGEMAN HALL (ACTION):

The administrative team recommended that the Board of Trustees approve the renaming of Living Center North-South to Tangeman Hall in recognition of Dr. James Tangeman. Dr. Tangeman served as the College's second president. A motion was

made by Arlen Leiker to accept the recommendation and was seconded by Jessica Vaughn. The motion passed 6-0.

M. WEAPONS POLICY REVISION (ACTION):

The College presented a revised policy in accordance with Kansas state and federal laws. Audrey Hines made a motion to accept the policy revisions as presented. Jessica Vaughn seconded the motion and it passed 6-0.

N. RESIGNATIONS (ACTION):

Resignations were presented for Justin Villmer, vice president of business affairs, Adam Gulick, assistant men's basketball coach, and Timothy Hills, economic instructor. Arlen Leiker made a motion to accept the resignations as presented and Audrey Hines seconded the motion. It passed 6-0.

III. FOUNDATION UPDATE:

Dr. Carter shared in the Endowment Foundation director's absence. The Foundation is sponsoring a community and technical college endowment officers meeting on campus in the Bedker Memorial Complex on June 22 and 23. Brien Stockman, a board member with the Dane G. Hansen Foundation, was the guest speaker.

IV. REPORTS:

REPORTS FROM ADMINISTRATORS:

1. Nikol Nolan, Vice President of Student Affairs, shared that her departments were busy preparing for the fall semester. Nikol expressed great enthusiasm for the skills and abilities of her staff in introducing some new marketing ideas.
2. Dr. Tiffany Evans, Vice President of Academic Affairs, was very positive about the partnership between academic affairs and student affairs. Dr. Evans attributed this to the continued success in new student enrollment. The rodeo team now has seven women and three men on the team.
3. Justin Villmer, Vice President of Business Affairs, thanked everyone for their support and engagement with the business office during his short tenure. Justin expressed his gratitude to everyone and thanked the Board of Trustees for their service to the College.
4. Doug Johnson, Director of Public Information, discussed the podcasts to be released around August 2022. He is working on finishing the podcasts this summer.
5. Dr. Carter presented for Mike Saddler, Athletic Director. Mike shared how proud he was of the student-athletes with their excellent academic records. It is a testament to the quality of our students.
6. President Carter thanked Justin Villmer for his service to the College.

REPORTS AND COMMENTS:

The trustee members thanked Justin for his work and appreciated his being with the College, even for a short time. Positive comments were made on all of the cement improvements around campus – especially the Bedker parking area.

ADJOURNMENT:

A motion was made by Audrey Hines to adjourn the meeting, and Arlen Leiker seconded the motion. It passed 6-0, and the meeting adjourned at 6:15 p.m.

Signed: _____Chairperson

Signed: _____Secretary