

February 17, 2025

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, February 17, 2025, at 5:00 p.m.** in the Board Room of 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 January 20, 2025
- B. Resolution #7 (as presented in the finance packet)

IV. Reports

- A. Student Report
- B. Program Overview-Faculty
- C. Reports from Administrators
 - 1. Nikol Nolan, Student Affairs
 - 2. Angel Morrison, Academic Affairs
 - 3. Justin Vilmmmer, Business Affairs
 - 4. Doug Johnson, Public Information
 - 5. Kenny Hernandez, Athletics
 - 6. Seth Carter, President

V. Foundation Update

VI. Business

- A. Old Business
- B. Board Self-Evaluation (Discussion)
- C. CCC OCVNP Preceptorship Agreement (Action)
- D. Cheyenne County PTA Clinical Agreement (Action)
- E. Disposition of Surplus (Action)
- F. Policies Reviewed (Allowable Cost, Equipment Purchase, Equipment Usage, Micro-Purchase Policy) (Action)
- G. Sitio Contract (Action)
- H. Resignations (Action)
- I. Executive Session
 - a. Action if Necessary

VII. Reports and Comments

- A. Comments from Trustees
- B. Public Comments/Other Items

VIII. Adjournment

Respectfully,



Seth Macon Carter
President



RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY
February 17, 2025

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 meeting of the Board of Trustees of Colby Community College, Thomas County, Kansas, was held in the Thomas Hall Board Room on Monday, February 17, 2025, at 5:00 p.m.

MEMBERS PRESENT

Patrick Toth, Arlen Leiker, Donna Henry, Audrey Hines, and President Dr. Seth Carter.

MEMBERS ABSENT

Jessica Vaughn, Zack Odell.

OTHERS PRESENT

Angel Morrison, Vice President of Academic Affairs; Kenny Hernandez, Athletic Director; Justin Villmer, Vice President of Business Affairs; Melissa Rickford, Institutional Advancement Director; Cynthia Levario, student; Daniel Blake, Alternative Energy and Sociology Instructor; and Derek White, NWKS Radio. Nikol Nolan, Executive Vice President, joined via Zoom. Doug Johnson recorded the minutes.

II. INTRODUCTIONS

No introductions.

III. APPROVAL OF THE CONSENT AGENDA

Donna Henry moved to approve the consent agenda that included the January 20, 2025, meeting minutes, employee contracts, and Resolution No. 7, as presented in the finance packet. The motion was seconded by Audrey Hines and passed via roll call, 4-0.

IV. REPORTS

A. Student Report

EVP Nolan introduced Cynthia Levario, a second-year dental hygiene student from Burlington, CO, who is also in student government and a resident assistant. She discussed what students learn in the dental hygiene program and the services the program offers at no cost to residents in Northwest Kansas.

B. Program Overview

VP Morrison introduced Daniel Blake. He spoke about CCC's achievements in the Norton Correctional Facility through the forklift certification, welding, alternative energy, telecommunications, and GED programs. He emphasized the importance of education and the connection to reduced recidivism.

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C. Reports from Administrators

1. Nikol Nolan, Student Affairs
Executive Vice President Nolan talked about the new Tommy Trojan mascot costume and said it would be used at various public events and recruiting days.
2. Academic Affairs, Angel Morrison
Vice President Morrison said her division is reviewing the next steps for textbook services. Academic Affairs is also preparing for the fall semester.
3. Justin Villmer, Business Affairs
Vice President Villmer said he had been getting settled since beginning in early February. He reported that his department is considering ways to move forward with the Trojan Trading Post and seeking solutions for textbook services.
4. Doug Johnson, Public Relations
There was nothing additional to the written report.
5. Kenny Hernandez, Athletics
AD Hernandez said wrestling had seven qualifiers for the national tournament in Council Bluffs, IA, on March 7-8. Track and Field qualified two additional runners to the national finals in Texas. Basketball ends the regular season on March 1. Baseball and softball are rescheduling games due to weather. Softball is off to the best start (5-0) since 2001. Anita Afrifa set a Ghana national record for the 200m.
6. Seth Carter, President
Dr. Carter reported that CCC has had the highest graduation rate in Kansas in seven of the last 10 years and the highest fall-to-fall retention rate in five of the last six years.

V. FOUNDATION UPDATE

Melissa Rickford said the Foundation will award scholarships in March or early April. Applications are up about 21% year-to-date. The Norton Correctional Facility students are creating wood and iron artwork for the auction decorations.

VI. BUSINESS

A. Old Business

No old business was brought before the Board.

B. Board Self-Evaluation

Trustees reviewed the annual Board Self Evaluation.

This was a discussion item, and no action was taken.

C. CCC OCVNP Preceptorship Agreement

The College added "Exhibit B" in response to a statutory change in Colorado. The state requires colleges and universities placing students in unpaid cooperative

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education or student internships to have workman's compensation insurance. CCC cannot provide coverage because the students are not employees. For that reason, the College will not approve clinical studies in Colorado.

Donna Henry moved to approve the agreement as presented, which Audrey Hines seconded. The motion passed 4-0.

D. Cheyenne County Hospital PTA Clinical Agreement

Trustees reviewed an agreement between the College's PTA program and Cheyenne County (Colorado) Hospital. The agreement was brought before the Board because it appeared to have not been reviewed since 2003.

Audrey Hines made a motion to approve the agreement as presented, which Arlen Leiker seconded. The motion carried 4-0.

E. Disposition of Surplus

Trustees reviewed a list of books to be removed from the H.F. Davis Library. The titles were not either read, damaged, or obsolete. They will be donated to Better World Books or other libraries.

Audrey Hines moved to approve the disposition of books as presented and was seconded by Arlen Leiker. The motion passed 4-0.

F. Policy Review: Allowable Cost, Equipment Purchase, Equipment Usage, Micro-Purchase

No updates were made to the Allowable Cost, Equipment Purchase, Equipment Usage, and Micro-Purchase policies.

Donna Henry noted that a paragraph in the Equipment Usage policy appeared to be missing. Mrs. Henry made a motion to accept all of the policy reviews as presented upon completion of the Equipment Usage Policy. Arlen Leiker seconded the motion, which passed 4-0.

G. Sitio Contract

Trustees reviewed a 12-month contract from Sitio that provides a weekly audit of the College website. Sitio provides similar services and is more cost-effective than the current vendor. The annual cost of the software is \$5,250.

Audrey Hines moved to accept the contract as presented. Donna Henry seconded the motion, and it carried 4-0.

H. Resignations

Trustees reviewed a retirement letter from Ms. Doris Donovan, Business and Accounting Instructor. Resignation letters were received from Ms. Dru Kuck, who resigned to assume the assistant coaching position at Hutchinson Community College, and Assistant Women's Basketball Coach Megan Woodward, who is pursuing other career opportunities.

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Audrey Hines made a motion to accept the retirement and resignation letters, which Arlen Leiker seconded. The motion passed 4-0.

I. Executive Session

At 6:26 p.m., Arlen Leiker made a motion to enter into a 25-minute executive session with Trustees and President Carter to discuss non-elected personnel. Audrey Hines seconded him, and it passed 4-0.

At 6:51 p.m., Trustees returned to open session with no action.

VII. REPORTS AND COMMENTS

Comments from Trustees:
None.

VIII. ADJOURNMENT

At 6:52 p.m., the meeting was adjourned.

Signed: _____
Chairperson

Signed: _____
Secretary