



June 16, 2025

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, June 16, 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 May 19, 2025
- B. Resolution #11 (as presented in the finance packet)

IV. Reports

Reports from Administrators

- 1. Nikol Nolan, Student Affairs
- 2. Angel Morrison, Academic Affairs
- 3. Justin Villmer, Business Affairs
- 4. Doug Johnson, Public Information
- 5. Kenny Hernandez, Athletics
- 6. Seth Carter, President

V. Foundation Update

VI. Business

- A. Old Business
- B. Blackstone Career Institute-Articulation Agreement-Vet Nursing (Action)
- C. CCC Broadband Services Agreement (Action)
- D. Collections Report (Action)
- E. Disposition of Surplus (Action)
- F. Forklift RFP (Action)
- G. Goodland Regional PTA MOA (Action)
- H. Hutchinson Correctional Facility-Formal Approval (Action)
- I. Kearny County Hospital PTA MOA (Action)
- J. Security Camera NVR RFP (Action)
- K. St. Catherine Hospital and St. Rose Ambulatory & Surgery Center PTA MOA (Action)
- L. Resignations (Action)

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
June 16, 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 Thomas Hall on Monday, June 16, 2025, at 5:00 p.m.

MEMBERS PRESENT

Patrick Toth, Jessica Vaughn, Arlen Leiker, Donna Henry, Audrey Hines, Zack Odell, and President Dr. Seth Carter.

OTHERS PRESENT

Nikol Nolan, Executive Vice President; Justin Villmer, Vice President of Finance and Operations; Angel Morrison, Vice President of Academic Affairs; Jacob Lawson, Assistant AD/Sports Information Director; Melissa Rickford, Institutional Advancement Director; and Derek White, Colby Free Press. Todd Ohlrogge, IT Director, joined via Zoom. Doug Johnson recorded the minutes.

II. INTRODUCTIONS

Jacob Lawson, Assistant AD/Sports Information Director.

III. APPROVAL OF THE CONSENT AGENDA

Zack Odell moved to approve the consent agenda that included the May 19, 2025, meeting minutes, contracts, and Resolution No. 11, as presented in the finance packet. The motion was seconded by Audrey Hines and passed unanimously.

IV. REPORTS FROM ADMINISTRATORS

1. Nikol Nolan, Student Affairs

Vice President Nolan informed Trustees that Student Affairs is preparing for the arrival of students in August.

2. Academic Affairs, Angel Morrison

Vice President Morrison said her division is filing reports. The Registrar's office is implementing a new digital catalog software that will increase efficiency and better serve students.

3. Justin Villmer, Business Affairs

Vice President Villmer said the recently implemented point-of-sale system at the Trojan Trading Post is proving to have a greater ability to serve students through support and sales. Several projects are being completed across campus by the maintenance department, and VP Villmer has had several positive comments about the student workers.

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4. Doug Johnson, Public Relations

Open Spaces Sports reported that analytics from the streamed nurses' pinning and commencement ceremony in May were up compared to 2024. This year, 195 unique viewers watched the nurses pinning compared to 98 in 2024. For the 6 p.m. commencement, 321 watched, compared to 166 in 2024.

5. Athletics

Assistant AD Jacob Lawson said Athletics has been searching for a company that can provide a permanent instant replay system for the Colby Event Center. President Carter reported that the College is in the process of interviewing for the open position of Head Track and Field Coach.

6. Seth Carter, President

Dr. Carter informed Trustees that his trip to the Hutchinson Correctional Facility for the equipment installation has been rescheduled to the week of June 23, 2025.

V. FOUNDATION UPDATE

Melissa Rickford reported that the Foundation is working on adding more information about the scholarships to the website. Recently, pages have been added for the Emma Brungardt Memorial Scholarship and the Dr. Michael Thompson Memorial Scholarship. The Foundation is also working on updating the donor board in Thomas Hall.

AGENDA AMENDMENT

At 5:12 p.m., Jessica Vaughn made a motion to add item "M. Executive Session" to the agenda. Arlen Leiker seconded the motion, which passed unanimously.

VI. BUSINESS

A. Old Business

No old business was brought forward.

B. Blackstone Career Institute Vet Nursing Articulation Agreement

Trustees reviewed an articulation agreement between Colby Community College and Blackstone Career Institute (Allentown, PA). The agreement allows BCI students to transfer to Colby Community College for the Veterinary Nursing program.

Jessica Vaughn made a motion to approve the Blackstone agreement as presented, which Audrey Hines seconded. The motion carried unanimously.

C. CCC Broadband Services Agreement

Board Member Odell left the room during consideration of the broadband services agreement and did not participate in the discussion or vote.

The broadband services agreement between Colby Community College and S&T Communications costs \$2,000 per month and is rated at 10 GBPS symmetrical. This is approximately the same cost the College currently pays, but the speeds are exponentially faster.

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Audrey Hines moved to approve the Broadband Services Agreement as presented, and was seconded by Donna Henry. The motion passed 5-0.

D. Collections Report

The administrative team at Colby Community College recommended that the College write off 106 accounts for \$19,582.19.

Zack Odell made a motion to approve the collections report as presented, which Donna Henry seconded. The motion carried unanimously.

E. Disposition of Surplus

Trustees reviewed a list of items that are no longer needed by the College, including a variety of IT equipment to be sold, donated, or disposed of as e-waste. The Horse Production program requested to sell three horses via private treaty.

Donna Henry moved to approve the disposition of surplus as presented, and was seconded by Jessica Vaughn. The motion passed unanimously.

F. Forklift RFP

The College sought bids for a forklift to be used for classes at the Norton Correctional Facility. Submitting bids were: Wiese (Mitsubishi FGC25N: \$30,623); Octane (2025 LG Forklift: \$36,478 and 2025 Lift Hero Lonking CYPDX25: \$39,451), USEE (did not submit a bid), and VLP (2022 Hyster Forklift H50UT: \$28,585).

The administrative team at Colby Community College recommended the Wiese Mitsubishi FGC25N for \$30,623. This had similar specifications to the bids provided by Octane, but was less expensive and materially met the objectives for the RFP. This unit is brand new. The funds utilized to purchase this unit(s) came from the Kansas Department of Corrections. The College received approval to purchase two units at \$30,000 each, totaling \$60,000.

Zack Odell moved to approve the bid from Wiese, and Arlen Leiker seconded. The motion carried unanimously.

G. Goodland Regional PTA MOA

Trustees reviewed a standard agreement between the College's PTA program and Goodland Regional Medical Center. The agreement allows students in the Physical Therapist Assistant program to do clinical rotations at their facilities.

Jessica Vaughn made a motion to accept the agreement as presented. Audrey Hines seconded the motion, which passed unanimously.

H. Hutchinson Correctional Facility Formal Approval

The Higher Learning Commission requires that the College have a formal document illustrating that the Board of Trustees approved the College to offer courses at Hutchinson Correctional Facility.

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Donna Henry moved to approve offering classes at the HCF. Arlen Leiker seconded the motion, and it passed unanimously.

I. Kearny County Hospital PTA MOA

Trustees reviewed a standard agreement between the College's PTA program and Kearny County Hospital (Lakin, KS). The agreement allows students in the Physical Therapist Assistant program to do clinical rotations at their facilities.

Jessica Vaughn moved to accept the agreement as presented, and Arlen Leiker seconded the motion. It passed unanimously.

J. Security Camera NVR RFP

CCC sought competitive, sealed bids for an on-premise security camera NVR system. The College has approximately 250 cameras on campus. The following vendors were contacted, in addition to posting the RFP per the Board of Trustees guidelines: Pinnacle Fire & Automation (elected to not bid); Secure Supply (not compatible with the current software); USEE (did not submit a bid); and INA Alert, which submitted two bids. Option 1 is \$83,538.46 for 120TB, and Option 2 is \$106,915 for 200 TB.

The CCC IT Department and CCC Security Department recommend INA's Option 2 for the 200TB server. This option provides not only more storage but also a significant performance increase. While both servers can essentially perform the same tasks, Option 2 allows for more cameras to be supported on the server. In addition to storage, Option 2 has roughly twice the computing power of Option 1. These are the primary reasons to choose Option 2 over Option 1. The project will be funded with Student Success monies.

Arlen Leiker moved to approve the bid from INA Alert, which Jessica Vaughn seconded. It passed unanimously.

K. St. Catherine Hospital and St. Rose Ambulatory & Surgery Center PTA MOA

Trustees reviewed a standard agreement between the College's PTA program and St. Catherine Hospital and St. Rose Ambulatory & Surgery Center (also referred to as a Cooperative Education Agreement). The agreement allows students in the Physical Therapist Assistant program to do clinical rotations at their facilities.

Donna Henry moved to approve the agreement as presented, which Zack Odell seconded. It passed unanimously.

L. Resignation

Trustees reviewed the following resignations:

Mr. Christopher Appleby, Agriculture Economics Instructor, resigned to pursue other career opportunities. Mr. Logan Despain, Livestock Judging Coach, resigned to pursue other career opportunities. Ms. Kayla Williams, Director of Human Resources, resigned to pursue other career opportunities.

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Arlen Leiker made a motion to accept the resignations as presented, and Zack Odell seconded. The motion carried unanimously.

M. Executive Session

At 5:39, Jessica Vaughn made a motion to enter into a 20-minute executive session with Trustees and President Carter to discuss non-elected personnel.

Zack Odell seconded her, and it passed unanimously.

At 5:59, Trustees returned to an open session with no action.

VII. REPORTS AND COMMENTS

Comments from Trustees:

Multiple board members thanked the staff for their effort during the summer and the detail in the administrative reports. Board Member Toth thanked President Carter for visiting 28 area superintendents and sharing information about Colby Community College. Board Member Vaughn thanked the staff for being active in the community.

VIII. ADJOURNMENT

At 6:04 p.m., the meeting was adjourned.

Signed: _____

Chairperson

Signed: _____

Secretary