

October 20, 2025

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, October 20, 2025, 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 September 15, 2025
- B. Resolution #3 (as presented in the finance packet)

IV. Reports

- A. Student Report
- B. Program Overview-Faculty - Michaela Kaus
- C. 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. 44-Passenger Bus RFP (Action)
- C. Ceramics RFP (Action)
- D. Hays Medical Center, Inc.-Clinical Engineering Services Agreement (Action)
- E. Late-Fall Tuition Rates (Action)
- F. Master Facilities Plan (Discussion)
- G. Policy Review (Indirect Rates) (Action)
- H. Van RFP (Action)
- I. Washburn University-Nursing Articulation Agreement (Action)
- J. Resignations (Action)
- K. 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
October 20, 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, October 20, 2025, at 5:00 p.m.

MEMBERS PRESENT

Patrick Toth, Zack Odell, Donna Henry, Audrey Hines, and President Dr. Seth Carter. Arlen Leiker joined via Zoom.

MEMBERS ABSENT

Jessica Vaughn.

OTHERS PRESENT

Nikol Nolan, Executive Vice President; Justin Villmer, Vice President of Finance and Operations; Angel Morrison, Vice President of Academic Affairs; Kenny Hernandez, Athletic Director; Melissa Rickford, Institutional Advancement Director; Dr. Christopher Flieg, PTA Program Director; Dr. Meghann Corder, PTA Instructor and Allied Health Division Chair; Michaelle Bliss, Director of Nursing and Allied Health; Bobette Maier, Dental Hygiene Site Director; and Derek White, The Sunflower Standard. Doug Johnson recorded the minutes.

II. INTRODUCTIONS

Allied Health faculty members introduced themselves to the Trustees.

III. APPROVAL OF THE CONSENT AGENDA

Zack Odell moved to approve the consent agenda that included the September 15, 2025, meeting minutes, employee contracts, and Resolution No. 3, as presented in the finance packet. Donna Henry seconded the motion, and the roll-call vote passed 4-0.

Audrey Hines entered the meeting at 5:02 p.m.

IV. REPORTS

A. Student Report

There was no student report this month.

B. Program Overview

VP Morrison introduced the Allied Health Division. Bobette Maier shared that the Dental Hygiene program does all of its clinical education on campus and encouraged the Board to visit the updated facility. The program offers dental cleanings, x-rays, screenings, and other services under the supervision of a dentist at no cost to the community.

Dr. Flieg and Dr. Corder explained that the PTA program offers community events that

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provide education on neurological and cardiopulmonary health at the Senior Progress Center and on campus, as well as offering PT services to employees. PTA had a 100% pass rate in the 2024 cohort.

Michaelle Bliss shared that Nursing has 24 students in the ADN program, 23 in the Colby LPN program, and 11 in the Norton LPN program.

C. Reports from Administrators

1. Nikol Nolan, Student Affairs

Executive Vice President Nolan said several groups have been visiting campus during the fall semester, from preschool to high school students. Senior Day was scheduled for Oct. 22. Earlier in the semester, the College invited a speaker from High Plains Mental to give a presentation, and it was well attended. Forklift certification classes have started at the NCF East unit in Stockton, with the possibility of adding more classes if demand is high enough.

2. Academic Affairs, Angel Morrison

Vice President Morrison reported that enrollment is looking positive. Spring 2026 enrollment opened on Oct. 20.

3. Justin Villmer, Business Affairs

Vice President Villmer told Trustees that the auditors would be on campus the week of Oct. 27 and would stay for three to four days. He said the business office staff and financial aid staff have prepared for it, and he believes the financials are in a solid position.

4. Doug Johnson, Public Relations

Myers Media was on campus on Oct. 17 to capture drone footage and other video for new ads. The new catalog module is live on the website and will be linked throughout the site.

5. Kenny Hernandez, Athletics

AD Hernandez told Trustees that the last home volleyball game is scheduled for Oct. 22. Colby is hosting the Region VI Men's and Women's Cross Country meeting on Oct. 24, featuring 14 Jayhawk Conference teams. Intrasquad wrestling for the men was scheduled for Oct. 24. Colby will host an opening round volleyball match on Nov. 5.

6. Seth Carter, President

Dr. Carter passed around the document containing Sen. Roger Marshall's recent speech from the Senate floor, discussing CCC ranking 15th in a WalletHub study. President Carter noted that, as a result of his speech, Colby Community College was officially entered into the Congressional Record.

V. FOUNDATION UPDATE

Melissa Rickford said the Foundation has received slightly over \$9,000 in crowdfunding for the 60 for 60 scholarship campaign and has also received a separate \$2,000 donation.

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VI. BUSINESS

A. Old Business

No old business was brought before the Board.

B. 44-Passenger Bus RFP

National Bus Sales submitted four separate bids in response to the College's search for a bus capable of transporting at least 44 passengers. No other bids were received. The administration recommended purchasing a 2026 Super Coach DXL 102-Freightliner M2 106 Plus for \$423,309. The bus is expected to last the College approximately 10 years, with options to rebuild the motor and transmission if needed. The model is similar to the College's 2023 bus, though costs have since increased by nearly \$50,000. The purchase will ensure capacity for larger athletic teams and future needs.

Audrey Hines made a motion to accept the \$423,309 bid from National Bus Service for a 2026 Super Coach DXL 102-Freightliner M2 106 Plus as presented, and Zack Odell seconded it. The roll call vote passed 5-0.

C. Ceramics Building RFP

The Board reviewed bids for air quality and air conditioning improvements in the Ceramics Building to ensure proper exhaust of kiln fumes and compliance with safety standards. Two bids were received: CB Heating & Air Conditioning for \$27,780 and an undetailed estimate from Glassman Corporation for \$60,000. Because the bid from CB Heating lacked details, the College contacted them and received clarification on several items. The administrative team recommended selecting CB Heating & Air Conditioning for \$27,780, as they materially meet all the desired outcomes of the RFP.

Donna Henry made a motion to accept the \$27,780 bid from CB Heating as presented. Zack Odell seconded the motion, and the roll call passed unanimously.

D. Hays Medical Center, Inc.-Clinical Engineering Services Agreement

Trustees reviewed an updated service agreement between the College and Hays Medical Center, Inc., to ensure that the Physical Therapist Assistant program's equipment meets operational guidelines. The salient changes in the contract include increased prices on services and mileage charges.

Audrey Hines moved to approve the agreement as presented, and was seconded by Zack Odell. The motion carried unanimously by a roll call vote.

E. Late-Fall Tuition Rates

The CCC administrative team requested to set the Late-Fall session tuition and fees rate at \$133 per credit hour to remain competitive with the College's peer institutions.

Zack Odell made a motion to accept the recommended tuition rate of \$133 per credit hour for the Late Fall session. Donna Henry seconded the motion, which passed

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unanimously by a roll call vote.

F. Master Facilities Plan

Trustees reviewed the institutional Master Facilities Plan, which reflects the next decade of management and expenses for CCC's physical assets.

This was a discussion item.

G. Policy Review: Indirect Rates

The proposed change to the Indirect Rates policy was to increase the rate for the administration of a federal grant to 15%, unless a different rate is specified for eligibility by the federal grantor.

Zack Odell moved to accept the policy update as presented, and Audrey Hines seconded the motion. The roll-call vote carried unanimously.

H. Van RFP

The College sought to purchase two 15-passenger vans. However, no vendor submitted a bid that met the College's required specifications for purchase. Due to the circumstances, the administrative team recommended that the process be "failed" so the College can reissue the RFP.

Donna Henry made a motion to fail the bid. Audrey Hines seconded the motion, and the roll call vote carried unanimously.

I. Washburn University-Nursing Articulation Agreement

Trustees reviewed an articulation agreement between Colby Community College and Washburn University for the Practical and Associate Degree nursing program. This is an updated "2+2" program for the Associate Degree Nursing program to a Bachelor of Science Nursing program.

Zack Odell moved to accept the agreement as presented, and Donna Henry seconded. The roll call vote carried unanimously.

J. Resignations

Lead Financial Aid Counselor and Scholarships Coordinator Carson McLaughlin resigned to become the Tourism Director for the Colby Convention and Visitors Bureau. Assistant Athletic Trainer Mrs. Jenna Stoecker resigned to pursue other Career opportunities. Ms. Robyn Lamb, English Instructor, resigned at the end of the semester due to unforeseen circumstances. Ms. Lamb communicated her situation in advance before the semester began. A penalty was not recommended per the terms of the Master Agreement, nor did the Board of Trustees enforce it.

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Audrey Hines moved to accept the resignations. The motion was seconded by Donna Henry and passed unanimously by a roll call vote.

K. Executive Session

At 5:53 p.m., Donna Henry 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 6:13 p.m., Trustees returned to an open session. No action was taken.

VII. REPORTS AND COMMENTS

Comments from Trustees:
None.

VIII. ADJOURNMENT

At 6:13 p.m., the meeting was adjourned.

Signed: _____
Chairperson

Signed: _____
Secretary