May 11, 2026

Dear Members:
The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, May 11, 2026, 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 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 April 20, 2026
- B. Resolution #10 (as presented in the finance packet)

IV. Reports
- A. 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. ARC Physical Therapy Site Agreement PTA MOU (Action)
- C. Disposition of Surplus (Action)
- D. Dundy County Hospital PTA MOU (Action)
- E. Negotiations-Ratification (Action)
- F. Policies Reviewed (Financial Compliance, Financial Responsibility, Investment of Funds, Petty Cash and Change Fund, Proctoring Policy) (Action)
- G. Rehab Visions PTA MOU (Action)
- H. Sidney Regional Medical Center PTA MOU (Action)
- I. Telecommunications Equipment (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
May 11, 2026

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 was called to order by Chair Patrick Toth in the Thomas Hall Board Room on Monday, May 11, 2026, at 5:00 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

Audrey Hines.

OTHERS PRESENT

Nikol Nolan, Justin Villmer, Angel Morrison, Melissa Rickford, Kenny Hernandez, and Derek White. Melissa Jones, Daniel Blake, and Michaelle Bliss joined via Zoom. Doug Johnson recorded the minutes.

II. INTRODUCTIONS

No Introductions were made.

III. APPROVAL OF THE CONSENT AGENDA

Zack Odell moved to approve the consent agenda that included the April 20, 2026, meeting minutes, employee contracts, and Resolution No. 10, as presented in the finance packet. The motion was seconded and carried.

IV. REPORTS

A. Reports from Administrators

1. Nikol Nolan, Student Affairs
   The College was finalizing commencement plans and year-end activities while simultaneously preparing for the fall semester, including enrollment and scholarship awards. Approximately 180 students were expected to participate in the commencement ceremony on May 15. Student move-out was scheduled to begin on May 16, with bus transportation to Denver International Airport.

2. Angel Morrison, Academic Affairs
   Academic Affairs was planning for final examinations and faculty departure for the summer.

3. Justin Villmer, Finance and Operations
   Vice President Villmer updated the Board on the implementation of the CoreCampus Enterprise Resource Planning (ERP) system, including initial discovery meetings, data

collection, and development of the testing environment. He also reported on campus construction projects, including demolition and site preparation for the new residence hall and maintenance building, as well as upcoming renovations to the food services kitchen.

4. Doug Johnson, Public Relations
   Nothing further than the written report.

5. Kenny Hernandez, Athletics
   Softball and baseball teams recently finished their seasons. Planning is underway for 2026-27. Recruiting and roster management for the 2026-27 academic year were ongoing. New coaches for track and field and men’s basketball have been hired.

6. Seth Carter, President
   Nothing beyond the written report.

V. FOUNDATION UPDATE

Director Melissa Rickford updated Trustees on continued growth in scholarship awards and discussed utilization of the Pat Keiser Food Bank for students and support services.

VI. BUSINESS

A. Old Business

No old business was brought before the Board.

B. ARC Physical Therapy Site Agreement PTA MOU

The Board reviewed a Memorandum of Understanding (MOU) between Colby Community College and ARC Physical Therapy. This agreement establishes clinical placement sites for students enrolled in the Physical Therapist Assistant program, allowing them to complete their required clinical education hours at designated ARC Physical Therapy facilities.

Zack Odell moved and was seconded to accept the MOU as presented. The motion carried.

C. Disposition of Surplus

Trustees reviewed a list that included eight goats and one gelding to be sold at auction, the sale or recycling of 118 unutilized library books, and the landfill disposal of a broken surgery table in the Veterinary Nursing department and a broken desk in Allied Health.

Jessica Vaughn moved and was seconded to dispose of the items as presented. The motion carried.

D. Dundy County Hospital PTA MOU

The Board reviewed an agreement between Colby Community College and Dundy County Hospital in Benkelman, NE, that allows students in the Physical Therapist

Assistant program to complete their required clinical rotations.

Donna Henry moved and was seconded to accept the MOU as presented. The motion carried.

E. Negotiations-Ratification

The Board reviewed recommended updates from faculty negotiations, which include a $2,450 salary increase applied directly to the Faculty Salary Schedule base for 123 eligible employees, resulting in a total annual incurred cost of $427,917 (comprising $301,350 in base salary adjustments and $126,567 in associated fringe benefits at a 42% rate). Additionally, the overload teaching rate will increase from $650 to $685 per credit hour, placing the institution's rate fifth-highest among 19 Kansas community colleges. Also included in the negotiations were updates to remote-work language, revisions to early-retirement compliance, and faculty longevity incentives.

Donna Henry moved and was seconded to accept the negotiations ratification as presented. The motion carried.

F. Policy Review: Financial Compliance, Financial Responsibility, Investment of Funds, Petty Cash and Change Fund, Proctoring

Recommended changes to the Financial Compliance Policy incorporated the College’s new ERP system, clarified fixed-asset procedures, and updated the Controller's responsibilities. The Financial Responsibility Agreement was revised to align transcript withholding procedures with federal regulations. The Investment of Funds Policy added the Kansas Collateral Pool as an approved security option and updated reporting responsibilities. Revisions to the Petty Cash and Change Fund Policy standardized forms and transferred oversight duties to the Controller. The Proctoring Policy added approved online proctoring platforms, clarified accommodations, and strengthened testing site requirements.

Jessica Vaughn made a motion to approve the policy updates as presented, and it was seconded. The motion carried.

G. Rehab Visions PTA MOU

The Board reviewed a new agreement with Rehab Visions that enables students in the Physical Therapist Assistant program to complete their required clinical rotations across multiple states and approximately 55 locations.

Zack Odell moved and was seconded to accept the Rehab Visions MOU as presented. The motion carried.

H. Sidney Regional Medical Center PTA MOU

Trustees reviewed an existing MOU between Colby Community College and Sidney Regional Medical Center in Sidney, NE, that enables students in the Physical

Therapist Assistant program to complete their required clinical rotations.

Donna Henry moved and was seconded to accept the Sidney Regional Medical Center PTA MOU as presented. The motion carried.

I. Telecommunications Equipment

The College requested the purchase of telecommunications training equipment from C-Tech Associates in the amount of $55,793.66 using Kansas Department of Corrections funding.

Zack Odell made a motion, and it was seconded, to accept the purchase of telecommunications training equipment from C-Tech Associates as presented. The motion carried.

J. Resignations

Trustees reviewed the resignations of Lauren Carmack (Assistant Women's Basketball Coach), Sandra Glover (Head Track and Field Coach), Sara Jamison (Assistant Equestrian Coach), and Shanda Mattix (Equine Science Instructor), who are all leaving to pursue other career opportunities. Rikki Wait (Norton Practical Nursing Instructor) is accepting a position at Norton County Hospital. Jane McDougal (Accounts Payable Manager) is retiring, effective October 2026.

Zack Odell moved and was seconded to accept the resignations and retirement as presented. The motion carried.

K. Executive Session

At 5:38 p.m., Donna Henry made a motion to enter an executive session pursuant to the non-elected personnel exception under the Kansas Open Meetings Act, K.S.A. 75-4319(b)(1) for 15 minutes, to discuss matters relating to non-elected personnel in order to protect the privacy interests of the individual(s) to be discussed. The open meeting was to resume in the Board Room at 5:53 p.m. Those invited to remain in the executive session included the Board of Trustees and the President. The motion was seconded and carried.

The Board concluded the executive session at 5:53 p.m. and returned to an open session with no action taken.

At 5:55 p.m., Jessica Vaughn moved to enter into executive session pursuant to the non-elected personnel exception under the Kansas Open Meetings Act, K.S.A. 75-4319(b)(1) for 20 minutes, to discuss matters relating to non-elected personnel in order to protect the privacy interests of the individual(s) to be discussed. The open meeting was to resume in the Board Room at 6:15 p.m. Those invited to remain in the executive session included the Board of Trustees and the President. The motion was seconded and carried.

The Board concluded the executive session at 6:15 p.m. and returned to an open session with no action taken.

At 6:16 p.m., Jessica Vaughn moved to enter into executive session pursuant to the non-elected personnel exception under the Kansas Open Meetings Act, K.S.A. 75-4319(b)(1) for 5 minutes, to discuss matters relating to non-elected personnel in order to protect the privacy interests of the individual(s) to be discussed. The open meeting was to resume in the Board Room at 6:21 p.m. Those invited to remain in the executive session included the Board of Trustees. The motion was seconded and carried.

The Board concluded the executive session at 6:21 p.m. and returned to an open session with no action taken.

VII. REPORTS AND COMMENTS

Comments from Trustees:

No comments from the Trustees.

VIII. ADJOURNMENT

At 6:22 p.m., the meeting was adjourned.

Signed: ____

Chairperson

Signed: ____

Secretary