



RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY
May 15, 2023

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, May 15, 2023, at 5:00 p.m.

MEMBERS PRESENT

Arlen Leiker, Donna Henry, Quintin Flanagin, Audrey Hines, Patrick Toth, Jessica Vaughn (via telephone), and Dr. Seth Carter.

OTHERS PRESENT

Dr. Tiffany Evans, Vice President of Academic Affairs; Nikol Nolan, Vice President of Student Affairs; Sheri Knight, Vice President of Business Affairs; Kenny Hernandez, Athletic Director; and Sloane Enninga from the Colby Free Press. Doug Johnson recorded the minutes.

II. INTRODUCTIONS

No introductions.

III. APPROVAL OF THE CONSENT AGENDA

Resolution #10 moved Audrey to accept the consent agenda and was seconded by Arlen Leiker. The motion passed 6-0.

IV. BUSINESS

A. OLD BUSINESS

Tuition and Fees for 2023-2024

Physical Tuition: The Administration recommended a \$2.50 per credit hour increase (1.93% based on the current in-state rate). This was calculated by adding \$1 per credit hour to tuition, \$1 to student fees, and \$0.50 to technology fees. All other categories were increased by the same dollar amount.

Online Tuition: The Administration recommended a \$3 per credit hour increase (2.07% based on the current in-state rate). This would change the 2022-23 in-state online tuition rate from \$144.75 per credit hour to \$147.75 per credit hour. All other categories were increased by the same dollar amount.

A motion was made by Audrey Hines, which was seconded by Donna Henry. The motion passed 6-0.

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B. BBA Bookstore RFP

The College did not receive any proposals that did not charge for Open Educational Resources (OER) materials. Therefore, the recommendation was to stay with BBA. The contract is for one year, and the incentive changes from an 8% commission to a 4% commission (the change occurred because BBA is receiving less revenue, as the College now has 117 OER classes), and BBA will provide \$2,500 in book scholarships to students. Audrey Hines made a motion to enter into the agreement with BBA for the 2023-24 year. Arlen Leiker seconded the motion, and it passed 6-0.

C. Cafeteria Point of Sale (POS) System RFP

The current POS system can no longer be supported. Three vendors provided quotes on the project: Bepoz (one-time fee of \$11,316.41 and a continuous annual cost of \$2,038.44); Squirrel (one-time fee of \$9,954 and an annual operational cost of \$3,120); and Transact (one-time fee of \$30,253.40, and a \$20,320 annual cost). Bepoz provided the most cost-effective bid and a proposal that accurately encompassed what the College hoped to accomplish by purchasing the system. The administrative team recommended Bepoz. Patrick Toth seconded a motion from Donna Henry. The motion passed 6-0.

D. Disposition of Surplus

Trustees reviewed a list of items from the veterinary nursing program because they no longer worked or were obsolete. The physical therapist assistant program disposed of equipment that was no longer used and would be donated. The beef program requested to sell Cow #4 to the Colby Sale Barn. Patrick Toth made a motion to dispose of the presented items, and was seconded by Jessica Vaughn. It passed 6-0.

E. Dog Run RFP

Tabled until June.

F. Negotiations

Negotiations concluded on April 12, and the faculty passed the negotiated agreement unanimously. The negotiation team and administration agreed on the following items:

Overload and Alternative Teaching Methods Pay Schedule (Exhibit 8 of the Master Agreement): an increase of \$25 to the pay rate for the regular semester and summer courses taught. This raises the pay rate to \$625/credit hour.

Exhibit 8: Late Fall courses raised \$25 to the rate of \$675/credit hour.

Exhibit 9, Salary Schedule: a \$1250 increase to the base across the schedule plus a step increase. An increase to each step amount resulting in a step increase of \$350 for a baccalaureate degree, \$550 for a master's, and \$750 for a doctorate.

Grammar, punctuation, and spelling corrections were made throughout the document, which did not alter the language.

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Faculty will fall on the salary schedule and receive the appropriate raise for this portion (approximate average of \$1,970 per individual, cumulative cost for 48 individuals with fringe \$135,843.11).

Each staff member will receive a \$1,970 raise (the average faculty raise) for a total cost with fringe of \$182,028 (66 individuals). The total cost of these raises is \$317,871.11.

The overload rate increase (\$25), based on current utilization, is approximately \$47,500. Total increase on raises is \$365,371.11 (reflects fringe)

A motion was made by Donna Henry and seconded by Audrey Hines to approve the proposed negotiated salary agreements. The motion passed 6-0.

G. Pasture Lease Agreement

The annual pasture lease with Mr. Matt Dreher was reviewed. The agreement is for 105 days at \$6,615. A motion by Patrick Toth to approve the pasture lease was seconded by Jessica Vaughn. The motion passed 6-0.

H. Phone System RFP

The current system of Shoretel is no longer supported.

The College received three competitive bids from Zoom (Kanren), RingCentral (Direct), and Goto (Direct). Some additional fees, such as cloud storage costs and international dialing rates, cannot be accounted for yet. Goto Connect has free international calling for 50 countries but will still have cloud fees from Amazon for additional storage. Bids from RingCentral and Zoom (Kanren) also include international calling rates in addition to cloud storage fees. RingCentral provides American-based Poly phones, while Goto recommends a Yealink-branded solution from China. The US Government has several bans on Chinese imports of devices that are frequently appended, possibly resulting in supply chain issues with the current international situation.

The College recommended the Zoom (Kanren) solution as the most cost-effective and will seamlessly integrate with the existing Zoom deployment. End users are already familiar with many features, and the solution is already available once deployed to the user. The total cost provided by Zoom (Kanren/SHI) is \$278,162.28 (67,146.48 one-time expense and an annual cost of \$23,446.20-ten years).

A motion by Audrey Hines was seconded by Donna Henry to approve the Zoom (KanRan) proposal. The motion passed 6-0.

I. Policy on Civility

The policy was created because of gaps in current policies, which are deeply rooted in Title IX compliance. Not all disciplinary issues are rooted in the vein of Title IX. A motion by Arlen Leiker to add the Policy on Civility was seconded by Audrey Hines. It passed 6-0.

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J. Policy Review (Academic Council and Faculty Credentials File)

The College recommended slight revisions to the policies. The Academic Council Policy added the Dean of Online Learning. The Faculty Credentials File policy needed some minor language changes. A motion was made by Donna Henry to approve the changes and was seconded by Arlen Leiker. The motion passed 6-0.

K. Resignations

Assistant Director of Residence Life Zackary Box resigned to pursue additional education. Audrey Hines made a motion to accept the resignation, and was seconded by Arlen Leiker. The motion passed 6-0.

L. Executive Session

At 5:40 p.m., Arlen Leiker made a motion to enter into a 20-minute executive session with President Carter to discuss non-elected personnel, which was seconded by Donna Henry. The motion passed 6-0.

Trustees resumed in open session, and at 6:02 p.m. Arlen Leiker made a motion to enter into an executive session for 15 minutes to include Trustees. He was seconded by Donna Henry, and the motion passed 6-0.

At 6:17 p.m., Trustees resumed in open session, and at 6:18, Arlen Leiker moved for Trustees to enter an executive session for 15 minutes. Donna Henry seconded the motion, which passed 6-0.

At 6:33, the Trustees resumed in open session with no action.

V. Foundation Update

President Carter said donations are going well, and several new scholarships will be implemented in the coming months.

VI. Reports

1. Nikol Nolan, Student Affairs

Vice President Nolan thanked all who helped with the commencement ceremony. Students were pleased. Kenny Hernandez rode the bus on May 13 to drop off students at Denver International Airport. Approximately 22 track students live on campus until the national finals conclude on May 22. Renovations started in Embree Hall on May 15.

2. Tiffany Evans, Academic Affairs

Dr. Evans is pleased with the reception of the College's involvement in the community, and people want to come to campus and explore what CCC has to offer.

3. Sheri Knight, Business Affairs

Vice President Knight said she attended a business conference with Alicia Moore in Louisville, KY, and then attended a municipal budget meeting at the Colby Event Center

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on May 11.

4. Doug Johnson, Public Relations

Analytics for the commencement ceremony and nurses pinning on May 12: 196 viewed the nurses' pinning, and 316 watched the commencement ceremony.

5. Kenny Hernandez, Athletics

Softball finished third in the region, with 10 individuals earning all-conference/all-region. Baseball season is over; conference awards would be announced later in the week. Darin Spence, new women's basketball coach, has been recruiting and brought prospective student-athletes to campus. The new athletics website will be unveiled in September.

6. Seth Carter, President

Dr. Carter said several projects are underway. Hines Hall and the Carr Ag Center renovations already started. The pool project got a \$10,000 donation for renovations. He complimented Kenny for his first weeks, and the positive direction athletics is going. Melissa Rickford was hired as the Endowment Foundation director and was scheduled to begin on May 30.

VII. Reports and Comments

Audrey Hines complimented the volunteer time in Dr. Evans's report. Arlen Leiker said commencement was very nice. Quintin Flanagan praised Trustees for their willingness to work together for the betterment of the College.

VIII. Adjournment

Jessica Vaughn moved to adjourn, and Donna Henry seconded the motion. It passed 6-0, and the meeting adjourned at 6:56 p.m.

Signed: _____
Chairperson

Signed: _____
Secretary