



January 19, 2026

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, January 19, 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 December 15, 2025
- B. Resolution #6 (as presented in the finance packet)

IV. Reports

- A. Program Overview- Mrs. Michaela Kaus
- B. 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
 - a. Finance Committee Selection (Action)
- B. Board of Trustees Travel and Professional Development Policy (Action)
- C. Election of Officers (Action)
- D. Gate Stop Policy (Action)
- E. International Online Students Policy (Action)
- F. International Outreach Students Policy (Action)
- G. Undocumented Individuals Policy (Action)
- H. 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
January 19, 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, Thomas County, Kansas, was held in the Thomas Hall Board Room on Monday, January 19, 2026, at 5:00 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

Patrick Toth.

OTHERS PRESENT

Nikol Nolan, Executive Vice President; Justin Villmer, Vice President of Finance and Operations; Angel Morrison, Vice President of Academic Affairs; Melissa Rickford, Institutional Advancement Director; Kenny Hernandez, Athletic Director; Sami Talsma, Business Instructor; and Derek White, The Sunflower Standard. Doug Johnson recorded the minutes.

II. INTRODUCTIONS

Derek White and Sami Talsma.

III. APPROVAL OF THE CONSENT AGENDA

Donna Henry made a motion to amend the agenda and add item "H. Resignation," and make the Executive Session as item "I," and approve the consent agenda that included the December 15, 2025, meeting minutes, employee contracts, and Resolution No. 6, as presented in the finance packet. Arlen Leiker seconded the motion, which passed unanimously.

IV. REPORTS

A. Program Overview

VP Morrison introduced Business Instructor Sami Talsma. She provided an overview of business transfer and non-transfer programs, faculty staffing challenges in finding a CPA to teach during the day, and a leadership class project that proposed an option to the student meal plan that would add a snack and enhance social engagement.

B. Reports from Administrators

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

January 19, 2026

1. Nikol Nolan, Student Affairs

Executive Vice President Nolan said the Late Fall session generated over 1,000 credit hours, and she thanked Registrar Brette Hankin and the Admissions staff for their efforts to serve those students over the holiday break. She also recognized IT Director Todd Ohlrogge and Campus Security Director AJ Cornett for their work to coordinate access for students staying in the dorms over the break.

2. Academic Affairs, Angel Morrison

Vice President Morrison said classes started Jan. 5. Her division is working to balance face-to-face and online course offerings. The summer and fall 2026 semester schedules are being planned.

3. Justin Villmer, Business Affairs

Vice President Villmer told Trustees the College is reviewing bids for the ERP (Enterprise Resource Planning) RFP, and vendors have been scheduled to visit campus in January and February. VP Villmer thanked the maintenance staff for being proactive in establishing processes to continue student support during the department's transition period as a new shop is being built.

4. Doug Johnson, Public Relations

Students in the Principles of Selling class had another successful year selling underwriting for the college radio station. To date, 15 sponsors have committed.

5. Kenny Hernandez, Athletics

The track and field season started in January, and wrestling and basketball are continuing for several more weeks. Baseball and softball begin games in February. Appreciation Night is scheduled for Jan. 28. Sacred Heart School Day is on Jan. 25 during the men's basketball game.

6. Seth Carter, President

Dr. Carter said the Colby Grade School After School Program started in January, and the College will assist. Arlen Leiker and President Carter will be traveling to Washington, D.C., to meet with legislators. The state budget is expected to be finalized by Feb. 6.

V. FOUNDATION UPDATE

The Foundation's Annual Giving Campaign has raised about \$16,500 and is still receiving donations. The review of scholarship applications continues. Letters will go out soon to solicit donations for the annual scholarship benefit auction in March.

VI. BUSINESS

A. Old Business

Finance Committee Selection

The subcommittee of the Board of Trustees is responsible for focused financial oversight and support of the Board's fiduciary duties. Each board member will serve on the Committee for four months during the calendar year.

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

January 19, 2026

For 2026, the following slate was proposed:

Jan.-April: Henry and Hines
May–Aug: Leiker and Toth
Sept.–Dec: Odell and Vaughn

Zack Odell moved to accept the slate as presented. Donna Henry seconded the motion, which carried unanimously.

B. Board of Trustees Travel and Professional Development Policy

Trustees reviewed a proposed policy that allows for the reimbursement of Board Members traveling on the College's behalf. Reimbursement and travel are subject to the availability of designated budgeted funds. The discussion included whether spousal meals and travel should be covered; the consensus was that no spousal coverage should be provided with public funds.

Zack Odell made a motion to accept the policy as presented, and Audrey Hines seconded it. The vote passed unanimously.

C. Election of Officers

Trustees reviewed a proposed slate of officers for 2026.

Secretary, Seth Carter
KACCT Representative, Arlen Leiker
Endowment Representative, Donna Henry
Treasurer, Audrey Hines
Vice-Chair, Jessica Vaughn
Board Chair, Patrick Toth

Individuals who serve in the role of treasurer, vice-chair, and chair will be authorized signers. President Carter, Executive Vice President Nolan, and Vice President Morrison will be authorized signers for CCC.

Donna Henry made a motion to accept the slate of officers as presented. Arlen Leiker seconded the motion, and the motion passed unanimously.

D. Gate Stop Policy

The new policy aligns with the Kansas Department of Corrections' operating policies for all contract personnel working in correctional facilities. If a CCC employee is placed on a KDOC gate stop and can no longer perform their required duties, the individual may be placed on unpaid administrative leave during investigation and may be recommended for termination if a permanent gate stop is imposed.

Zack Odell moved to approve the policy as presented, and was seconded by Donna Henry. The motion carried unanimously.

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

January 19, 2026

E. Online Students Policy

The policy was created to ensure payment controls for online-only international students who are not financial-aid eligible and are difficult to collect from if they default.

Audrey Hines made a motion to accept the policy as presented. Arlen Leiker seconded the motion, which passed unanimously.

F. International Outreach Students Policy

The policy was created to ensure payment controls for international high school/outreach students who are not financial-aid eligible and are difficult to collect from if they default. Exchange students will be evaluated on a case-by-case basis if they live in the United States.

Donna Henry moved to accept the policy as presented, and Audrey Hines seconded the motion. The vote carried unanimously.

G. Undocumented Individuals Policy

Trustees reviewed a new policy that clarifies that Colby Community College will not use state resources or seek state aid when serving undocumented individuals.

Audrey Hines made a motion to accept the policy as presented. Zack Odell seconded the motion, and the vote carried unanimously.

H. Resignation

Financial Aid Counselor Bennett Cave resigned to pursue other career opportunities.

Audrey Hines made a motion to accept the resignation as presented, and Arlen Leiker seconded the motion. It passed unanimously.

I. Executive Session

At 5:50 p.m., Zack Odell made a motion to enter into a 20-minute executive session with Trustees and President Carter to discuss non-elected personnel. Donna Henry seconded him, and it passed unanimously.

At 6:10 p.m., Trustees returned to an open session.

At 6:10 p.m., Zack Odell moved to enter into a 10-minute executive session with Trustees and President Carter to discuss non-elected personnel. Audrey Hines seconded, and the motion passed unanimously.

RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY

January 19, 2026

At 6:20 p.m., Trustees returned to an open session. No action was taken.

VII. REPORTS AND COMMENTS

Comments from Trustees:
None.

VIII. ADJOURNMENT

At 6:21 p.m., the meeting was adjourned.

Signed: _____
Chairperson

Signed: _____
Secretary