



February 16, 2026

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, February 16, 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 January 19, 2026
- B. Resolution #7 (as presented in the finance packet)

IV. Reports

- A. Student Presentation-Mr. Lakaadoh Downes
- B. Program Overview- Mrs. Michala Kaus, Criminal Justice
- 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. Board of Trustees Self-Evaluation (Discussion)
- C. Disposition of Surplus (Action)
- D. Kitchen Remodel RFP (Action)
- E. Lease Agreement and Approval Policy (Action)
- F. Policy Review (*Advert Waivers for Staff Positions, Bicycles and Other Mobile Devices (Motorized And Non-Motorized, and Credit Hour Definition Policies)*)-(Action)
- G. Prison Education Attendance Policy (Action)
- H. Welding Associate Degree Request (Action)
- I. Resignation
- J. 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**  
**February 16, 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, February 16, 2026, at 5:00 p.m.

**MEMBERS PRESENT**

Patrick Toth, Jessica Vaughn, Arlen Leiker, Zack Odell, Donna Henry, Audrey Hines, 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; Melissa Rickford, Institutional Advancement Director; Kenny Hernandez, Athletic Director; Joshua Putman, Human Resources Director; Lakoddah Downes, student; Michaela Kaus, Criminal Justice Instructor; Jim Worthington, Ellucian representative; and Derek White, The Sunflower Standard. Doug Johnson recorded the minutes.

**II. INTRODUCTIONS**

Trustees introduced themselves to the guests.

**III. APPROVAL OF THE CONSENT AGENDA**

Jessica Vaughn moved to approve the consent agenda that included the January 19, 2026, meeting minutes, employee contracts, and Resolution No. 7, as presented in the finance packet. Zack Odell seconded the motion, which passed unanimously.

**IV. REPORTS**

**A. Student Presentation**

EVP Nolan introduced sophomore Lakoddah Downes, from Council Grove, KS. He is enrolled in the beef production program and serves as a resident assistant and is a member of the rodeo team. He highlighted his preference for hands-on learning in the beef program and discussed his academic and career plans.

**B. Program Overview**

VP Morrison introduced instructor Michaela Kaus, who teaches criminal justice and political science. Mrs. Kaus gave an instructional overview and discussed the program growth over the past four years. She noted that the third annual criminal justice career fair was scheduled for March 25, 2026, on campus.

**C. Reports from Administrators**

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1. Nikol Nolan, Student Affairs  
Executive Vice President Nolan said the semester is off to a good start. She noted that issues with the access control doors in student housing are being addressed and said the College always has someone on duty to help students get into their rooms when needed.
2. Academic Affairs, Angel Morrison  
Vice President Morrison said the PN program is collecting clothes for Valley Hope in Norton. The summer schedule is nearly complete, and enrollment will open in March.
3. Justin Villmer, Business Affairs  
Vice President Villmer thanked all involved with the Enterprise Resource Planning (ERP) system task force. The third of four vendors will present on Feb. 17.
4. Doug Johnson, Public Relations  
Shooting for new video ads was scheduled to begin the week of Feb. 16. Nominations for the honorary associate degree close on Feb. 20.
5. Kenny Hernandez, Athletics  
Mr. Hernandez provided in-season athletics updates and told Trustees that the Booster Club scheduled a tailgate party for Feb. 25 before the Fort Hays Tech Northwest basketball games. He also noted that he is serving as the interim rodeo coach and that he is traveling with the team to an upcoming contest in Manhattan.
6. Seth Carter, President  
Dr. Carter thanked Arlen Leiker for traveling to Washington, D.C., to visit with legislators.

## V. FOUNDATION UPDATE

The Foundation announced the Oliver Dean Leiker Memorial Scholarship, which will be awarded in the next cycle. The Annual Giving campaign from the fall semester is still receiving donations. Plans for the annual scholarship auction are progressing. PTA scholarships have been awarded.

## VI. BUSINESS

### A. Old Business

No old business discussed.

### B. Board of Trustees Self-Evaluation

Trustees reviewed their annual evaluation and discussed qualitative feedback.

This was a discussion item.

### C. Disposition of Surplus

The list of items identified as no longer needed by the College included an obsolete coagulation analyzer from the Veterinary Nursing Department and two outdated file

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cabinets from the Student Accounts Office, which will be sent to the landfill. A broken portable air conditioning unit from the Information Technology Department will be disposed of through an electronic waste (e-waste) process.

Jessica Vaughn made a motion to dispose of the items as suggested. Donna Henry seconded the motion, and the motion passed unanimously.

## **D. Kitchen Remodel RFP**

Colby Community College issued a Request for Proposal (RFP) for the Student Union Kitchen and Food and Beverage Serving area to address facility repair and modernization needs, with completion required by August 1, 2026. The project scope includes demolition, plumbing, electrical, HVAC, flooring, ceiling and wall systems, reinstallation of kitchen and beverage equipment, and an optional porcelain tile Trojan logo.

The College received one proposal from QMC, Inc., of Quinter, KS, with a base bid of \$574,000, excluding Kansas sales tax, including mechanical and electrical allowances of \$200,000 and \$100,000, respectively. The proposed project schedule meets the required completion deadline. This is the second issuance of the RFP, and no other bids were received. The administrative team recommended selecting QMC, Inc., with a project cost not to exceed \$574,000.

Zack Odell moved to accept the bid as presented, not to exceed \$574,000, and was seconded by Audrey Hines. The motion carried unanimously.

## **E. Lease Agreement and Approval Policy**

Trustees reviewed the formal policy that addressed lease agreements.

The new policy states that all lease agreements, regardless of type, funding source, or value, must be reviewed by the appropriate Supervising Vice President and submitted to the Board of Trustees or the President for approval, with the President authorized to act on the Board's behalf for agreements with a total cumulative value of \$20,000 or less, including renewals. No lease agreement may be executed without documented review and final approval in accordance with institutional policies and applicable state statutes.

Jessica Vaughn made a motion to accept the policy as presented. Donna Henry seconded the motion, which passed unanimously.

## **F. Policy Review: Advert Waivers for Staff Positions, Bicycles and Other Mobile Devices (Motorized And Non-Motorized), and Credit Hour Definition**

No changes were recommended for the Advert Waivers for Staff Positions policy. Donna Henry moved, and the motion was seconded, to approve the policy review. The motion carried.

Revisions to the Bicycles and Other Mobile Devices policy added language

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addressing electric bicycles and prohibit bringing any bicycle into College facilities, including for charging. Jessica Vaughn moved, and the motion was seconded, to approve the policy updates. The motion carried.

The Credit Hour Definition policy was updated to align with the expectations of the Kansas Board of Regents and the Department of Education. Clarity was added for online and hybrid equivalency guidance. Arlen Leiker moved, and the motion was seconded, to approve the policy updates. The motion carried.

## **G. Prison Education Attendance Policy**

Trustees reviewed a new policy that formalizes attendance expectations for students in the College's correctional facility classes.

Donna Henry made a motion to accept the policy as presented. Arlen Leiker seconded the motion, and the vote carried.

## **H. Welding Associate Degree Request**

The College requested approval to expand its welding certificate program to an associate degree program at the Hutchinson and Norton correctional facilities. The expansion aligns with the College's mission and enhances credential attainment and workforce readiness for incarcerated students. Approval is required to ensure compliance with regulatory and accreditation bodies.

Jessica Vaughn made a motion to accept the request as presented, and Zack Odell seconded. It carried unanimously.

## **I. Resignation**

Rodeo Coach LeRoy Hays resigned to pursue other career opportunities.

Donna Henry made a motion to accept the resignation as presented, and Arlen Leiker seconded the motion, which carried unanimously.

## **J. Executive Session**

At 6:15 p.m., Jessica Vaughn made a motion to enter into a 30-minute executive session with Trustees and President Carter to discuss non-elected personnel. Donna Henry seconded, and the motion carried.

At 6:45 p.m., Trustees returned to an open session. Zack Odell moved, and it was seconded, to convene a 20-minute executive session with the Trustees and President Carter to discuss non-elected personnel. The motion carried.

At 7:05 p.m., Trustees returned to an open session. No action was taken.

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## VII. REPORTS AND COMMENTS

Comments from Trustees:  
None.

## VIII. ADJOURNMENT

At 7:06 p.m., the meeting was adjourned.

Signed: \_\_\_\_\_  
Chairperson

Signed: \_\_\_\_\_  
Secretary