COLBY
COMMUNITY COLLEGE
CHALLENGE • CREATE • CONNECT

October 19, 2026

Dear Members:
The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, October 19, 2026, at 5:00 p.m.** in the Board Room, Thomas Hall, of Colby Community College, Colby, Kansas.

Items of business on the agenda include the following:

I. Open Meeting

II. Introductions

III. Approval of the Consent Agenda
- A. Minutes of September 21, 2026
- B. Resolution #3 (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. Unfinished Business
  - i. Personal Relationships (Action)
- B. Academic Calendar (Action)
- C. Disposition of Surplus (Action)
- D. Larned State Hospital Nursing Clinical Contract (Action)
- E. Policy Review (Federal Funding, Returned Checks, and Sale of Livestock) (Action)
- F. Proposal to Amend Credit Hour Limit for Four-Week Sessions (Action)
- G. Sheridan County Hospital PTA-MOU
- H. Therapy Management Corporation PTA-MOU
- I. Resignation (Action)
- J. Executive Session
  - i. 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 19, 2026

CCC Mission: **Challenge** students to adapt to a diverse society. **Create** opportunities for student growth. **Connect** student learning with professional experiences.

CALL TO ORDER

Chair Patrick Toth called the regular meeting of the Colby Community College Board of Trustees, Thomas County, Kansas, to order in the Thomas Hall Board Room on Monday, October 19, 2026, at 5:00 p.m.

Members Present
Arlen Leiker, Audrey Hines, Donna Henry, Patrick Toth, and Dr. Seth Carter.

Members Absent
Jessica Vaughn and Zack Odell.

Others Present
Nikol Nolan, Justin Villmer, Angel Morrison, Kenny Hernandez, Melissa Rickford, and Derek White. Doug Johnson recorded the minutes.

APPROVAL OF THE CONSENT AGENDA

Audrey Hines moved to approve the consent agenda, which included September 21, 2026, meeting minutes, contracts, and Resolution No. 3 as presented in the finance packet. The motion was adopted.

REPORTS FROM ADMINISTRATORS

Executive Vice President Nikol Nolan, Student Affairs
EVP Nolan highlighted letters of appreciation from students participating in classes at Norton Correctional Facility. The letters reflected the positive impact of the College's educational opportunities on incarcerated students.

Vice President Angel Morrison, Academic Affairs
The College had completed several accreditation and program evaluation visits involving the Higher Learning Commission, and dental hygiene and nursing programs. Spring enrollment opened Oct. 19, with more than 200 credit hours recorded during the first day of registration.

Vice President Justin Villmer, Business Affairs
The College's annual audit had been completed, with auditors providing positive feedback on financial operations and internal controls. No material weaknesses or significant deficiencies were identified. The final financial statements are expected within the next month, with auditors scheduled to present their findings to the Board in December.

Doug Johnson, Public Relations
The reception for the 2026 Hall of Fame inductees is scheduled for Nov. 22 at the Colby Event Center after the men’s basketball game.

Kenny Hernandez, Athletics
The rodeo team is hosting the Rodeo Boo-bash on Oct. 26, and the ag department will host Halloween 'N Horses on Oct. 28 at the college farm. The volleyball team advanced to No. 8 in the national rankings, with regional competition scheduled for Nov. 7-8 in Dodge City and national competition in Hutchinson.

Seth Carter, President
Dr. Carter thanked Arlen Leiker for attending the Association of Community College Trustees (ACCT) Conference with him in Chicago.

FOUNDATION UPDATE

Director Melissa Rickford said the save-the-date cards for the 2027 auction would be mailed soon. The Foundation was preparing more than 300 scholarship thank-you letters and 117 donor appreciation packages for distribution.

BUSINESS

Unfinished Business: Personal Relationships Policy
Suggested revisions to Personal Relationships Policy allow for individual review of potential conflicts of interest, undue influence and professional responsibilities. The policy also clarifies that disciplinary action may be considered based on the circumstances, establishes a preponderance of the evidence standard for evaluating violations, and requires employees to disclose relationships involving supervisory, instructional or evaluative authority to Human Resources.

Audrey Hines moved to approve the policy updates as presented. The motion was adopted.

Academic Calendar
Trustees reviewed the 2027-28 calendar. The changes extend the Late Fall 2027 session through Dec. 30 and establish Martin Luther King Jr. Day, Jan. 17, 2028, as a regular class and contract day, since it falls one week after students return after the winter break. The College will have the opportunity to recognize Dr. King with students on the holiday. The paid staff holiday was moved to Friday, March 17, during spring break. The final faculty contract day will move from May 16 to May 15 to maintain the required 172 contract days. Additional changes include moving the spring commencement ceremony on May 12 from 6 p.m. to 4 p.m.

Audrey Hines moved to approve the calendar as presented. The motion was adopted.

Disposition of Surplus
Trustees reviewed a list that included one broken Bear Power Dryer and two used Surgivet fluid warmers from the Veterinary Nursing Department, all designated for landfill disposal. The Board also authorized the Maintenance Department to sell two Brent pottery wheels and one Shimpo pottery wheel, all requiring bearing replacements, along with a small kiln that has not been used since 2014 with an unknown operating condition.

Donna Henry moved to approve the recommendations as presented. The motion was adopted.

Larned State Hospital Nursing Clinical Contract
Trustees reviewed a clinical agreement between Colby Community College and the State of Kansas for Larned State Hospital. This agreement provides nursing students with additional clinical experiences, including exposure to behavioral health and medical services.

Audrey Hines moved to approve the clinical contract as presented. The motion was adopted.

Policy Review (Federal Funding, Returned Checks, and Sale of Livestock Policy)
The College suggested the following revisions to the policies up for review:

> **Federal Funding:** Revised to clarify that indirect cost rates associated with federal funding must comply with federal guidelines and the College's Indirect Rate Policy.
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> **Sale of Livestock:** Revised to clarify procedures for livestock sales, establish public or online auctions as the preferred methods, and require Board approval for sales conducted through a competitive bid process outside of auctions. The revisions also emphasize verification of fair market value for private-treaty sales and a preference for competitive sales methods.
>
> **Stop Payment:** Revised to clarify procedures and financial risks associated with uncashed checks. The College may elect not to place stop payments on checks of $15 or less but will require stop payments on checks exceeding $15 before funds are reissued or remitted to the Kansas Unclaimed Property program.

Arlen Leiker moved to approve the revisions as presented, subject to updating the stop payment threshold to $25 instead of $15 to reflect current banking fees. The motion was adopted.

Proposal to Amend Credit Hour Limit for Four-Week Sessions

The College recommended increasing the allowable enrollment to nine credit hours during four-week sessions and 15 credit hours during the summer, subject to administrative review and approval.

Donna Henry moved to amend the credit hour limit as presented. The motion was adopted.

Sheridan County Hospital PTA-MOU
The Board reviewed an updated Physical Therapist Assistant clinical affiliation memorandum of understanding (MOU)with Sheridan County Hospital to reflect its new affiliation with AmberMed, a rehabilitation clinic in Hoxie. The agreement updates the existing partnership and continues clinical training opportunities for PTA students.

Audrey Hines moved to approve the MOU as presented. The motion was adopted.

Therapy Management Corporation PTA-MOU
Trustees reviewed a new Physical Therapist Assistant clinical affiliation memorandum of understanding (MOU) with Therapy Management Corporation. Administration reviewed additional contractual language requested by the organization, including indemnification provisions, and noted that the agreement would expand clinical placement opportunities for PTA students.

Donna Henry moved to approve the MOU as presented. The motion was adopted.

Resignations
The Board accepted the resignations of Assistant Rodeo Coach Samantha Chambers and Nursing Director Michaelle Bliss. Both are resigning to pursue other opportunities.

Arlen Leiker moved to approve the resignations as presented. The motion was adopted.

Executive Session
At 5:26 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 5:41 p.m. Those invited to remain in the executive session included the Board of Trustees and the President.

The motion was adopted.

At 5:41 p.m., the Board returned to open session. No action was taken.

ADJOURNMENT

Arlen Leiker moved to adjourn, and the motion was adopted. The meeting adjourned at 5:42 p.m.

Signed: _____
Chairperson

Signed: _____
Secretary