

PRATT **Community College**

348 NE SR 61 Pratt, KS 67124 (620) 672-5641 www.prattcc.edu

BOARD OF TRUSTEE MEETING

***Riney Student Center
Monday, August 30, 2021***

***Dinner 5:30 p.m. Art Gallery
Trustees **ONLY** Meet
6:00p.m. Room 312***

Zoom Meeting ID: 92722945961

*The mission of Pratt Community College
is maximum student learning,
individual and workforce development,
high quality instruction and service,
and community enrichment.*

Pratt Community College

Mission

The mission of Pratt Community College is maximum student learning, individual and workforce development, high quality instruction and service, and community enrichment.

Vision

Pratt Community College will be recognized as a center of excellence for higher education.

Institutional Aims

Student Success

To foster a community of well-prepared learners who can successfully meet the demands of advanced academic study or entry-level employment.

Enrollment Stability

Enrollment stability is fundamental to Pratt Community College remaining a dynamic, student-centered institution.

Financial Viability

To maintain financial responsibility with all resources entrusted to Pratt Community College.

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- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Introduction of Guests**
- IV. **Introduction of Awards of Excellence**
- V. **COVID-19 – Dr. Michael Calvert**
- VI. **Discussion:**
 - A. **MIS Report**
- VII. **Communication to the Board**
 - 4-H Thank You cards expressing gratitude to PCC for being a sponsor at the 2021 Pratt County Fair.
- VIII. **Calendar of Events**

PRATT COMMUNITY COLLEGE CALENDAR OF EVENTS:

August 2021

August 27-28 – KACCT - Hutchinson Community College, Quarterly meeting
(Zoom and Face-to-Face)

August 29 – Beaver Backer Golf Tournament – Park Hills Country Club

***August 30** – Board Meeting, Dinner 5:30 p.m., Meeting 6:00 p.m.,

September 2021

September 02 – File budget with County Clerk & Kansas Board of Regents

September 06 – **LABOR DAY** (Office and Campus Closed)

***September 07** – **Special Board of Trustee Meeting Revenue Neutral Rate and
Public Hearing on FY2021-2022 Legal Budget**

September 20 - Board Meeting, Dinner 5:30 p.m., Meeting 6:00 p.m.

October 2021

October 13-16 – ACCT Leadership Congress – San Diego, CA

October 18 - Board Meeting, Dinner 5:30 p.m., Meeting 6:00 p.m.

November 2021

November 15 - Board Meeting, Dinner 5:30 p.m., Meeting 6:00 p.m.

November 25-27 – **Thanksgiving Break** (Office and Campus Closed)

December 2021

December 3-4 – KACCT Quarterly Meeting – Pratt Community College Hosting

December 10 – Christmas Dinner – Park Hills Country Club

December 20 - Board Meeting, **NO DINNER** Meeting 6:00 p.m.

December 23 – January 03 - Christmas Break (Office and Campuses Closed)

January 2022

January 04 – Staff returns to campus

January 06 – All Employee Mtg, Continental Breakfast 8:30 a.m. Mtg 9:00 a.m.

***January 10** – Board Meeting; Dinner 5:30 p.m., Meeting at 6:00 p.m.
(One Week Earlier)

January 12 – Classes Begin

January 17 – **Dr. Martin Luther King Jr. Day** (Office Closed, No Classes)

February 2022

February 6 – 9 – ACCT National Legislative Summit, Washington, DC

February 21 - Board Meeting; Dinner 5:30 p.m., Meeting at 6:00 p.m.

February 28 - Academic Olympics – No Classes (faculty workday)

March 2022

March 14-18 – Spring Break

March 21 - Board Meeting; Dinner 5:30 p.m., Meeting at 6:00 p.m.

April 2022

April 01 – PTK in Junction City

April 15 – **Good Friday** (Office Closed, No Classes)

April 18 - All Employee Meeting, Continental Breakfast 8:30 a.m. Meeting 9:00 a.m.

April 18 - Board Meeting; Dinner 5:30 p.m., Meeting at 6:00 p.m.

April 30 – May 3 – AACC Annual 2022 – New York, NY

May 2022

May 02 – Awards & Recognitions Ceremony 7:00 p.m., Carpenter Auditorium

May 13 – Commencement and Nursing Pinning Ceremony 2:00 p.m.

May 16 - Board Meeting; Dinner 5:30 p.m., Meeting at 6:00 p.m.

June 2022

June 3-4 – KACCT Quarterly Meeting – Ft. Scott

June 20 – Board Meeting; NO DINNER; Meeting at 6:00 p.m.

CONFERENCES/LEADERSHIP INSTITUTE/TRAINING

Year 2021

ACCT Leadership Congress	Oct. 13-16	San Diego, CA
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Year 2022

ACCT National Legislative Summit	Feb. 6-9	Washington, DC
AACC Annual 2022	Apr. 30 - May 3	New York, NY
ACCT Leadership Congress	Oct. 26-29	New York, NY

Year 2023

ACCT National Legislative Summit	Feb. 5-8	Washington, DC
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IX. Consent Agenda:

Minutes:

Board of Trustee Meeting Minutes of July 19, 2021

I. Chair DeWeese called the meeting to order at 6:00 p.m.

II. Pledge of Allegiance was led by Dwane DeWeese, Chair

Trustees Present: Dwane DeWeese, Chair, Mike Koler, Vice Chair (VC), Kim DeClue, Michele Hamm, Stan Reimer, Jeff Shumway,

Trustee(s) Absent: Ed Barrett

Administrative: Dr. Michael Calvert, President, Kent Adams, VP of Finance and Operations, Lisa Perez Miller, VP of Students and Enrollment Management, Monette DePew, VP of Instruction, Tim Swartzendruber, Athletic Director, Jerry Sanko, Chief Information Officer, Diana Mitzner, Director of Nursing, Barry Fisher, Executive Foundation Director, Institutional Advancement, Alumni Relations, and Donna Meier Pfeifer, Admin. Asst. to President and Clerk of the Board

Administrative(s) Absent: Diana Mitzner, Director of Nursing

Media Representation: No media present

III. Introduction of Guest(s):

Dean Fitzsimmons

IV. Introduction of Awards of Excellence – *Dr. Calvert*

V. Adjourn Sine Die 2020-2021 Session of the Board of Trustees

Chair DeWeese asked for a motion to Adjourn Sine Die 2020-2021 Session of the Board of Trustees. Trustee Hamm made the motion to Adjourn Sine Die 2020-2021 Session of the Board of Trustees. Motion was seconded by Trustee Shumway. With no further discussion motioned passed unanimously.

VI. Call to Order 2021-2022 Session of the Board of Trustees

Chair DeWeese called the 2021-2022 Session of the Board of Trustees to order at 6:04 p.m.

VII. Election of 2021-2022 Board Officers

Chair DeWeese asked for nominations for the election of 2021-2022 Board Officers. Trustee DeClue nominated Mike Koler for Chair and Ed Barrett for Vice Chair. Nominations was seconded by Trustee Hamm.

Chair DeWeese asked if there were any other nominations from the floor?

Chair DeWeese asked for all in favor of Mike Koler as Chair and Ed Barrett as Vice Chair say Aye. Ayes passed unanimously.

VIII. Special Action for Board Approval: Appointments and Designations

Chair Koler asked for a motion for approval of the administration recommendation of the Appointments and Designations for the following:

- a. Treasurer – Kent Adams
- b. Clerk – Donna Meier Pfeifer
- c. Attorney – Tom Black
- d. Auditor – Allen, Gibbs, Houlik
- e. Designate Depositories – all banks and Savings and Loans with an office in Pratt County

Motion was made by Trustee DeClue to approve the appointments and designations so mentioned. Motion was seconded by Trustee Hamm. With no further discussion motion passed unanimously.

IX. Other Appointments at the Discretion of the Board

Chair Koler asked for a motion to appoint:

- a. KACCT Delegate and Alternate
- b. PCC Foundation Board Representative

Trustee Reimer made the motion to appoint Trustee Michele Hamm as the KACCT Delegate and Trustee Kim DeClue as the alternate, and Trustee Stan Reimer as the PCC Foundation Board Representative. Motion was seconded by Trustee Hamm. With no further discussion motion passed unanimously.

X. Addition to the Agenda for Discussion and Action Items

Discussion: 2021-2022 Budget Book

Chair Koler asked for a motion to add to the agenda Discussion Item 2021-2022 Budget Book. Motion was made by Trustee DeClue to add 2021-2022 Budget Book to the agenda under Discussion. Motion was seconded by Trustee Hamm. With no further discussion motion passed unanimously.

Chair Koler asked for a motion to add the following to the Action Items agenda:

- Ratify Executive Coach Bus
- Bids for Athletic Insurance
- Ratify Computers for Vocational Labs
- Weapons Policy 200-42

Trustee Hamm made the motion to add the afore-referenced items to the Action Items on the agenda. Motion was seconded by Trustee Shumway. With no further discussion motion passed unanimously.

XI. COVID-19 Update – Dr. Calvert

Pratt County as of July 19th reported 6 active cases in the county. Cabinet has been meeting and discussing protocol for Fall semester. At this time masks are not required but recommended in a group. Incentive for students to be vaccinated is \$500 if you are living in a dorm and \$250 for commuter's or high school students This is voluntary. The funds will be coming out of the HEERF funds. CDC Guidance is being followed.

XII. Track/Soccer Complex Management Committee Update – Dr. Calvert

Dr. Calvert had distributed an informational brochure that is being included in the Pratt utility bill mailing. Jointly written by the Management Committee, which includes PCC Dr. Michael Calvert, Tim Swartzendruber, City Commissioners Gary Schmidt and Zack Deeds, City Attorney Regina Goff, Recreation Director Larry Eisenhower, and City Manager Bruce Pinkall. USD 438 Skyline Board had seen the brochure before it was sent out.

PCC has a signed Memorandum of Understanding (MOU) from Skyline with a verbal commitment and an annual commitment with a matching commitment through privately raised dollars. Currently at 50% with matched funds. Barry Fisher, Executive Foundation Director, has solicited a \$25,000 donor who is making this a “challenge grant” to other potential donors. Once the other 50% has been raised Skyline will be a Community Partner. Industrial Revenue Bonds (IRB) are callable in 2024. Management Committee met, working on finalizing rental lease rates, concession etc. City of Pratt continues to be a strong partner. Continued efforts with Pratt County to get involved and become a Community Partner.

XIII. Discussion:

A. MIS Report – Dr. Calvert

No report presented

B. 2021-2022 Budget Book – Kent Adams / Dr. Calvert

Revenue Neutral Rate (RNR) Senate Bill 13 – June 21 Board of Trustee meeting they approved exceeding the RNR of 36.945 mills. Mr. Adams notified the Pratt County Clerk of this intent prior to the notification deadline of July 20. The notice of the public hearing will be on PCC’s website and in The Pratt Tribune on August 11. The public hearing on exceeding the RNR will be held on August 23rd as part of the regular board meeting. The public hearing on the RNR will be held prior to public hearing to approve the FY22 budget. The budget is significantly impacted by enrollment since the budget is built on a 2.5% enrollment increases. The 2.5% increase factors in the loss of the ADN Nursing program. Fiscal year 2022 revenue is anticipated to increase \$388,440 compared to the prior budget year. This brings total revenue for FY22 to \$11,963.77, an increase of 3.3% from the prior year revenue.

The general consensus of the Trustees present was that they could support the budget as presented.



2021-2022
COMPLETE BUDGET

(Complete 2021-2022 Budget Book click on the link)

XIV. Communication to the Board – Donna Meier Pfeifer

Thank you card was received from the Lesh Family in memory of Rodney Lesh.

XV. Calendar of Events – Dr. Calvert

Accepted as presented

XVI. Consent Agenda – Mike Koler, Chair

Chair Koler asked for a motion to approve the consent agenda as presented. Trustee Shumway made the motion to accept the consent agenda as presented. Motion was seconded by Trustee Hamm.

Chair Koler asked if any information was to be discussed. With No further discussion motion passed unanimously.

Minutes:

Minutes of the Board Trustee Meeting for June 21, 2021

(Complete minutes on <http://prattcc.edu/departments/board-trustees>)

Personnel Report – Rita Pinkall, Director (Presented by Dr. Calvert)

Verbal Addition Resignation: Dr. Calvert

- Jessica Cook, Nursing Dept. Secretary – Last Day: 07-30-21
- Nicholas Cicere, Sports Information Dir./Residential Supervisor – Last Day: 07-30-2021

Financial Report – Kent Adams, Finance and Operations

Revenue through June is running \$148K favorable. This compares to a favorable \$12K in May. Tuition is \$120K over budget. Ad valorem property tax is \$216K under budget. Motor vehicle tax is \$80K over budget. Delinquent tax is \$37K favorable. CTE funding is \$38K favorable. Miscellaneous income is over budget \$89K due to payment plans.

Expenditures are running \$658K favorable through June. This compares to an underrun in May \$377K

Enrollment Update and Board Report – Lisa Perez Miller, VP of Students and Enrollment Management,

Enrollment Update & Board Report – July 12, 2021 (Updates as of July 19, 2021 are noted in red below)

1. **2021-2022 Academic Year** – Credit hour production for the academic year is 10,013 and -5.6% below the figure reported on July 13, 2020. **(10,482 or -4.8%)**
2. **Summer 2021 Semester Enrollment**
 - Summer Semester credit hour production is 2,111 or -6% less than the same period last year. **(2,096 or -6%)**
 - Student headcount is 416 or -7% less than the same period last year. **(418 or -6%)**
 - EduKan credit hour production is 1,233 or -15% less than the same period in 2020. **(1,230 or -15%)**
 - Pratt Online credit hour production is 600 or 10% greater for the same period in 2020. **(588 or +8%)**
 - Outreach credit hour production is 104 or +24% greater than the same period last year.
 - College Start/High School enrollment is 141 credit hours, a -35% decrease in production compared to the same period in 2020.

- Credit hour production for the “Nine Core County Region” (*Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, Stafford*) is 761 hours, a comparison with the 2020 Summer Semester year-to-date of 860 for the Nine Core County Region. **(748 or -12%)**
3. **Fall 2021 Semester Enrollment**
 - Fall Semester credit hour production is 7,902 or -6% less than the same period last year. **(8,386 or -4%)**
 - Student headcount is 645 or +2% greater than the same period last year. **(684 or +2%)**
 - EduKan credit hour production is 595 or -15% less than the same period in 2020. **(727 or -2%)**
 - Pratt Online credit hour production is 765 or 113% greater for the same period in 2020. **(790 or +90%)**
 - Outreach credit hour production is 1,076 or -23% less than the same period last year. **(1,110 or -21%)**
 - College Start/High School enrollment is 963 credit hours, an 83% increase in production compared to the same period in 2020. **(972 or +65%)**
 - Credit hour production for the “Nine Core County Region” (*Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, Stafford*) is 3,620 credit hours, a comparison with the 2020 Fall Semester year-to-date of 3,212 for the Nine Core County Region. **(3,841 or +13%)**
 4. **Fall 2021 Early Enrollment Goal Tracking**
 - % of possible (non-grads) returners enrolled in fall classes: 47% compared to 48% in Fall 2020
 - % of student-athlete (non-grads) enrolled in fall classes: 60% compared to 52% in Fall 2020
 5. **Fall 2021 Residence Hall Contracts**
 - Paid contracts received to-date: 222 or 68% of the 326 available
 - occupancy. **(260 or 80%)** This compares to 204 contracts or 62% for the same period last year. **(255 or 77%)**

XVII. Action Items

- **Ratify Waiver of Board Policy No. 3-07 – Kent Adams, VP of Finance and Operations**

Chair Koler asked for a motion to accept the administration request for ratification of the Waiver Board Policy No. 3-07 in the total amount of \$19,913.00 for the following:

- T&D Powerskills LLC - \$11,700.00 – EPT annual software licensing for training software selected by faculty.
- Graphic Edge - \$5,486.00 (\$2,300 men’s soccer uniforms, \$3,186.00 track\ Warm ups) – contract with Graphic Edge.
- Presto Sports - \$2,727.00 – annual licensing for athletic website, Presto being the NJCAA provider.

Motion was made by Trustee Shumway to accept the administration requests for Ratification Waiver Policy 3-07 for the afore-reference variety of sole-source purchases in the total amount of \$19,913.00. Motion was seconded by Trustee DeClue. With no further discussion motion pass unanimously.

- **Ratify Board Chair Approval of FY 2022 College Wide Insurance Package**
Chair Koler called for a motion to accept the Board approval of FY 2022 College Wide Insurance Package. Motion was made by Trustee Hamm to Approve the FY2022 College Wide Insurance Package. Seconded by Trustee Reimer.

General Insurance Coverage

	Strong's Insurance (MHEC)	Conrade Insurance (KASB)	Change
Property with MHEC*			\$0
Worker's Compensation			\$0
Cyber Liability			\$0
Business Auto			\$0
Liability, Crime, Excess Liability			\$0
Nursing Liability			\$0
Sub-Total	\$152,097	\$206,402	-\$54,305
Buy Down Wind/Hail Deductible from \$500,000 to \$250,000		\$23,055	-\$23,055
Total	\$152,097	\$229,457	-\$77,360

MHEC hail/wind deductible is \$300,000 per building. Total Exposure \$3,900,000. Cannot buy down deductible.

KASB hail/wind deductible is \$500,000 per occurrence. Buy down deductible to \$250,000

*Midwest Higher Education Consortium.

Administration's recommendation is the Conrade Insurance (KASB) with additional money.

With no further discussion the motion passed unanimously.

- **47 Passenger Executive Coach – Kent Adams**

Chair Koler asked for a motion to approve the administration recommendation of the purchase of a 2020ME Freightliner 47 Passenger Executive Coach in the amount of \$226,500. Motion was made by Trustee Shumway to approve the administration recommendation of the purchase of a 2020M. Freightliner 47 passenger Executive Coach in the amount of \$226,500. Motion was seconded by Trustee Hamm.

Make – 2020ME Freightliner

Engine – 6.71 Cummins Diesel IBS 300HP

Seating Capacity 47 – Seating capacity was 50, the last row was removed to add more space between rows.

With no further discussion the motion passed unanimously.

➤ **Bids for Athletic Insurance from August 1, 2021 thru July 31, 2022 – Kent Adams**

Chair Koler asked for a motion to approve the administration recommendation of Dissenger Reed with the \$1,000 deductible excess/secondary coverage. Motion was made by Trustee Hamm to approve the administration recommendation of Dissenger Reed with the \$1,000 deductible excess/secondary coverage. Motion was seconded by Trustee Reimer.

Bids were requested for athletic insurance from August 1, 2021 thru July 31, 2022.

<u>EXCESS</u>	<u>Deductible</u> \$250	<u>Deductible</u> \$500	<u>Deductible</u> \$1,000	<u>Deductible</u> \$2,500	<u>Current Year</u> \$1,000 Ded
Dissenger Reed	\$61,938	\$58,670	\$55,000	\$40,657	\$38,500
First Agency	\$70,683	\$62,745	NA	\$37,496	
IMA	No Response	No Response	No Response	No Response	No Response
Special Market	No Response	No Response	No Response	No Response	No Response
<u>CATASTROPHIC</u>					
Dissenger Reed	\$12,128				\$16,846
First Agency	\$12,168				
IMA	No Response	No Response	No Response	No Response	No Response
Special Markets	No Response	No Response	No Response	No Response	No Response

The administration recommends acceptance of the \$1,000 deductible excess/secondary coverage and the catastrophic coverage from Dissenger Reed due to availability of primary coverage policy for uninsured student/athletes.

With no further discussion motion passed unanimously.

➤ **Computers for Vocational Labs – Kent Adams / Jerry Sanko**

Chair Koler asked for a motion to approve the administration recommendation of purchasing 69 Dell computers total cost of \$76,358.85 (\$1,106.65 per unit) for EPT, Nursing, and INT labs. Motion was made by Trustee Shumway to approve the administration recommendation of purchasing 69 Dell computers at the total cost of \$76,358.85. Motion was seconded by Trustee Hamm.

Mr. Sanko explained the institution rotates computers out every three years. Computers should arrive at the end of September. Mr. Adams expressed the cost of the computers will be funded with Vocational Capital Outlay funds. This is a sole-source purchase through Dell to maintain all Dell computers.

With no further discussion motion passed unanimously.

➤ **Policy First Reading 200-42 Weapons Policy – Dr. Calvert, President**

Chair Koler asked for a motion to approve the administration recommendation on Administrative Policy 200-42 Weapons pursuant to K.S.A. 75-7co3 requirements. Motion was made by Trustee DeClue to approve the administration recommendation on Administrative Policy 200-42 Weapons pursuant to K.S.A. 75-7co3 requirements and to waive the second reading. Motion was seconded by Trustee Hamm. The wording pertaining to K.S. A. 75-7co3 is highlighted.

WEAPONS POLICY

.010 Introduction

Pratt Community College prohibits the possession and use of firearms, explosives, and other weapons on any of its campus, with certain limited exceptions, which include use of weapons as part of approved Pratt Community College Programs, use of weapons by law enforcement personnel, and the lawful concealed carrying of handguns, as provided below. This policy is in accordance with state law, K.S.A 75-7c01, *et seq.*

.020 Definitions

For purposes of this policy:

i. The term “weapons” includes:

1. Any object or device which will, is designed to, or may be readily converted to expel bullet, shot or shell by the action of an explosive or other propellant;
2. any handgun, pistol, revolver, rifle, shotgun or other firearm of any nature, including those that are concealed or openly carried;
3. any BB gun, pellet gun, air/C’O2 gun, blow gun, or any Taser or similar electrical weapon that discharges a projectile, which is possessed with the intent to use the same unlawfully against another;
4. any explosive, incendiary or poison gas (A) bomb, (B) mine, (C) grenade, (D) rocket having a propellant charge of more than four ounces, or (E) missile having an explosive or incendiary charge of more than ¼ ounce;
5. any incendiary or explosive material, liquid, solid or mixture equipped with a fuse, wick or other detonating device, which is possessed with the intent to use the same unlawfully against another;
6. any tear gas bomb or smoke bomb, which is possessed with the intent to use the same unlawfully against another; however, personal self-defense items containing mace or pepper spray shall not be deemed to be a weapon for the purposes of this policy;
7. any knife, commonly referred to as a switch-blade, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife or any knife having a blade that opens or falls or is ejected into position by the force of gravity or by an outward, downward or centrifugal thrust or movement, which is possessed with the intent to use the same unlawfully against another;
8. any straight-blade knife of four inches or more such as a dagger, dirk, dangerous knife or stiletto, which is possessed with the intent to use the same unlawfully against another; except that an ordinary pocket knife or culinary knife designed for and used solely in the preparation or service of food shall not be construed to be a weapon for the purposes of this policy;
9. any martial arts weapon such as nun chucks or throwing stars;
10. any longbow, crossbow and arrows or other projectile that could cause serious harm to any person, which is possessed with the intent to use the same unlawfully against another; or
11. any other dangerous or deadly weapon or instrument of like character.

ii. The term “handgun” means:

- (1) A pistol or revolver which is designed to be fired by the use of a single hand and which is designed to fire or capable of firing fixed cartridge ammunition; or
- (2) any other weapon which will or is designed to expel a projectile by the action of an explosive and which is designed to be fired by the use of a single hand.

iii. The term “firearm” includes any handgun, rifle, shotgun, and any other weapon which will or is designed to expel a projectile by the action of an explosive.

iv. The term “adequate security measures” shall have the same meaning as the term is defined in K.S.A. 75-7c20, and “building” shall have the same meaning as the term “state building” is defined in K.S.A. 75-7c20.

v. The term “campus” means any building or grounds owned by Pratt Community College (PCC) or the PCC Board of Trustees (Board) and any building or grounds leased by Pratt Community College (PCC) or the PCC Board of Trustees (Board) for Pratt Community College use.

.030 Policy

i. General Rules on Open Carry and Concealed Carry on Campus

Open carry of firearms and possession of weapons other than concealed handguns shall be prohibited inside buildings on campus, while concealed carry of handguns is permitted inside buildings on campus, subject to the rules stated in this policy. All weapons are prohibited at all off-campus PCC sponsored or supervised activities, except that, as required by law, PCC does not prohibit employees, who are legally qualified, from carrying a concealed handgun while engaged in the duties of their employment outside of PCC’s place of business, including while in a means of conveyance.

Nothing in this policy shall be read to prohibit possession of weapons on campus as necessary for the conduct of Board-approved academic programs or PCC-approved activities or practices with the advance written approval of the PCC President, or by PCC security personnel while acting within the scope of their employment.

It shall be a violation of Board and PCC policy to openly display any lawfully possessed concealed carry handgun while inside buildings on campus, except as provided herein.

There are no PCC locations that have been designated as prohibiting concealed carry with permanent adequate security measures. PCC may from time to time designate a specific location as temporarily prohibiting concealed carry and use temporary adequate security measures as defined and required by law. Appropriate notice will be given whenever this temporary designation is made, including notice to the Board and appropriate signage.

In addition, areas of buildings that have no public access entrances and are limited to restricted access entrances only may be off-limits to

concealed carry, as determined by the PCC. “Restricted access entrance” means an entrance that is restricted to the public and requires a key, keycard, code, or similar device to allow entry to authorized personnel. “Authorized personnel” means employees of PCC and any person granted authorization pursuant to K.S.A. 75-7c20(d)(2), who are authorized to enter a PCC building through a restricted access entrance. Appropriate signage will be provided in these areas

ii. Prohibitions Based on State Law

Beginning July 1, 2017, any individual who is 21 years of age or older and who is lawfully eligible to carry a concealed handgun in Kansas or who is 18 years of age and in possession of a valid provisional license issued pursuant to K.S.A. 75-7co3 shall not be precluded from doing so on campus except in PCC buildings and areas of buildings for which adequate security measures are provided, and except as otherwise prohibited by law.

Regardless whether the individual is otherwise lawfully eligible to carry a concealed handgun, the following restrictions apply to the carrying of a firearm by Kansas law, and the violation of any of the following restrictions is a crime under Kansas law and a violation of this policy:

1. An individual in possession of a concealed firearm must be at least 21 years of age or at least 18 years of age and in possession of a valid provisional license issued pursuant to K.S.A. 75-7co3 [K.S.A. 21-6302(a)(4)];
2. A firearm cannot be carried by an individual under the influence of alcohol or drugs, or both, to such a degree as to render the individual incapable of safely operating the firearm [K.S.A. 21-6332];
3. A firearm cannot be carried by an individual who is both addicted to and an unlawful user of a controlled substance [K.S.A. 21-6301(a)(10)];
4. A firearm cannot be carried by an individual who is or has been a mentally ill person subject to involuntary commitment [K.S.A. 21-6301(a)(13)];
5. A firearm cannot be carried by an individual with an alcohol or substance abuse problem subject to involuntary commitment [K.S.A. 21-6301(a)(13)];
6. A firearm cannot be carried by an individual who has been convicted of a felony crime [K.S.A. 21-6304];
7. An automatic firearm cannot be carried [K.S.A. 21-6301(a)(5)];
8. A cartridge which can be fired by a handgun and which has a plastic-coated bullet with a core of less than 60% lead by weight is illegal [K.S.A. 21-6301(a)(6)];
9. Suppressors and silencers cannot be used with a firearm [K.S.A. 21-6301(a)(4)]; and,
10. Firearms cannot be fired in the corporate limits of a city or at a dwelling, or at a structure or vehicle in which people are present, except in self-defense [K.S.A. 21-6308, 6308a].

It shall also be a violation of this policy to otherwise possess, store, transport, trade, sell, or in any other way use a firearm in violation of any applicable law.

iii. Carrying and Storing Handguns

Each individual who lawfully possesses a handgun on campus shall be wholly and solely responsible for carrying, storing and using that handgun in a safe manner and in accordance with the law, Board policy and PCC policy. Nothing in this policy shall be

interpreted to require individuals who lawfully possess a handgun to use it in defense of others.

Beginning July 1, 2017, each individual who lawfully possesses a concealed handgun on campus shall at all times have that handgun in their custody and control, and shall either:

1. carry it concealed on or about their person in a manner that complies with this policy, or;
2. keep it stored in any secure storage location provided by PCC specifically for that purpose, at their residence, or in their privately-owned or leased vehicle.

Individuals who carry a handgun inside buildings on campus must carry it concealed on or about their person at all times. With respect to this policy, “concealed” means completely hidden from view and does not reveal the weapon in any way, shape, or form. “About” the person means that an individual may carry a handgun if it can be carried securely in a suitable carrier, such as a backpack, purse, handbag, or other personal carrier designed and intended for the carrying of an individual’s personal items.

Moreover, the carrier must at all times remain within the exclusive and uninterrupted control of the individual. This includes wearing the carrier with one or more straps consistent with the carrier’s design, carrying or holding the carrier, or setting the carrier next to or within the immediate reach of the individual. Except in those instances where necessary for self-defense or transferring to safe storage and except as otherwise provided in this policy, it shall be a violation of Board and PCC policy to openly display any lawfully possessed concealed carry handgun while on campus.

Every handgun carried by an individual, whether on their person or in a carrier, must be secured in a holster that completely covers the trigger and the entire trigger guard area and that secures any external hammer in an uncocked position. The handgun must be secured in the holster with a strap or by other means of retention. The holster must have sufficient tension or grip on the handgun to retain it in the holster even when subjected to unexpected jostling. Handguns with an external safety must be carried with the safety in the “on” position. Semiautomatic handguns must be carried without a chambered round of ammunition. Revolvers must be carried with the hammer resting on an empty chamber.

Handguns shall not be stored:

1. in any PCC classroom, lab, office, or facility;
2. in an on-campus residential unit, except in the on-campus residential unit of the individual who is at least 21 years of age or who is 18 years of age and in possession of a valid provisional license issued pursuant to K.S.A, 75-7co3, who legally owns the handgun, and when the handgun is secured in a holster in an approved storage
3. in any non-privately owned or leased motor vehicle or,
4. in any other location and under any circumstances except as specifically permitted by this policy and by state and federal law.

Handguns may be stored:

1. in an individual's privately-owned or leased motor vehicle when the vehicle is locked (if unattended) and the handgun is secured in a location within the vehicle that is not visible from outside the vehicle;
- or,
2. in the on-campus residential unit of the individual who is at least 21 years of age or who is 18 years of age and in possession of a valid provisional license issued pursuant to K.S.A. 75-7co3, who legally owns the hand gun, and when the storage by any other means than specifically permitted in this policy is prohibited.

For any on-campus residential unit that does not have adequate security measures, each resident who lawfully possesses a handgun on campus and elects to store the handgun they possess in the room to which they are assigned when not carrying it on their person in a concealed fashion shall secure the handgun in a secure storage device that conceals the gun from view. Such storage devices shall be provided by the individual who possesses the handgun and must meet minimum industry standards for safe-keeping of handguns.

PCC does not provide approved handgun storage devices to any person under any circumstances. Each individual who stores a handgun in an on-campus residence must provide their own approved storage device. An approved storage device has each of these characteristics:

1. it is of sufficient size to fully enclose the handgun while secured in an approved holster;
2. it is constructed of sturdy materials that are non-flammable;
3. it has a combination, digital, or other secure locking device that can only be Unlocked by the individual using the storage device, but devices secured exclusively with a key lock is prohibited; and,
4. the device is constructed specifically for the storage of a handgun and/or ammunition. All ammunition stored in an on-campus residence must be stored in an approved storage device.

.040 Sanctions

Any individual who violates one or more provisions of this policy may be issued a lawful directive to leave campus with the weapon immediately. Any individual who violates the directive shall be considered to be in trespass and may be cited accordingly. Any employee or student of PCC who violates one or more provisions of this policy shall be subject to discipline in accordance with applicable PCC disciplinary policy. Any individual who violates state or federal law may be detained, arrested or otherwise subjected to lawful processes appropriate to the circumstances.

.050 Notice

Notice of this policy, the Board policy, and the concealed carry law are given in this policy and shall also be given by way of reference to this policy in the PCC Handbook, the Student Code of Conduct and Responsibility (PCC Administrative Policy 600-01) and each housing contract. To the extent adequate security measures are used to prohibit concealed carry into stadiums, arenas and other large venues that require tickets for admission, the tickets shall state that concealed carry will be prohibited at that event.

Signs will be posted as appropriate.

Revision Dates: 07-19-2021, 07-16-2019, 06-20-2017, 09-10-2013, 05-17-2004,
07-22-1996.

XVII. Oral Reports

Nursing – *Diana Mitzner, Director of Nursing*

ADN - Second quarter total pass rate per KSBN is at 80% (5 tested delivered, 4 passes, 1 failed)

PN - Second quarter total pass rate per KSBN is at 85.7% (7 tested delivered, 6 passes, 1 failed)

NCLEX updated testing report as of July 17, 2021:

ADN - First time testers – 14 out of 15 testers have passed – 93.3%. Two more testers scheduled for July 29, 2021.

PN – First time testers (2 from 2020 also tested in 2021) = Total 12 PN testers for 2021, 9 out of 11 have passed – 81.8%. There is 1 left to test of the 2021 graduates. No known date.

- PCC is in conversation with a potential partner to deliver the ADN on campus in the fall semester of 2022.

- Jessica Cook has given her two week notice. Department is looking for a secretary.

Faculty Report – *Carol Ricke, PHEA President*

Nothing to report.

Staff Senate Report (SS) – *Charles Keefer, Vice President*

Work-Life-Enrichment (WLE)

August there will be no WLE presentations due to the move-in and the start of classes.

Additional ideas being explored for our Work-Life-Enrichment ideas are:

- 1.) Campus Tour - What the process and what that entails for the student once they are on campus.
- 2.) Personnel Director - Discuss the FMLA policy and how this is available for employees to utilize.
- 3.) Admissions and Student Success discussing the enrollment process from start to finish.
- 4.) City Governance Organizations – Invite them to speak to bring awareness to what they do and how others can be involved.
- 5.) Young Professionals of Pratt – Invitation to present on their organization and how to be involved.

2021 Goals

Staff Senate is actively working to prioritize goals that have been discussed while in session. We are preparing to hold meetings with the President's Cabinet to present proposals and provide updates on issues presented to Staff Senate.

Family Medical Leave Act (FMLA) After receiving feedback from the survey pertaining to FMLA Staff Senate felt it would be beneficial to have the Personnel Director do a Work Life-Enrichment presentation on how FMLA pertains to employees and an opportunity to ask questions.

Staff Evaluations continue to be an expressed issue by staff and request follow-up feedback since it has been presented to President's Cabinet and a follow-up email to Dr. Calvert in January 2021. Staff Senate decided a second follow-up was in order to provide the most accurate feedback pertaining to staff evaluations.

Staff Spot Light Staff Senate is implementing a monthly "Staff Spot Light" and it will kick off the month of August. A staff member will be chosen at random each month to be in the "Spot Light". If they accept the invite, they will complete a short Get-to-Know-Your questionnaire which will be in the monthly newsletter and on the PCC website. A way to get to know each other on a more personal level! The lucky person will be gifted a \$10 gift card to Beaver Bites.

The May BBQ was a huge success a Fall semester kick-off BBQ was discussed and dates are being explored for the month of September.

Officers

Elected Officers and Members for the 2021-2022 Academic Year consist of:

<u>Students and Enrollment Management (3):</u>	<u>Finance and Operations (3):</u>
Sarah Binford, President	Kimberly Albright – Treasurer
Charles Keefer – Vice President	Tim Renner
Elizabeth Britton – Secretary	Open Position
<u>Instruction Technology (1):</u>	<u>Instruction (1):</u>
Nathan Buchmueller	Frank Stahl
<u>Athletics (2):</u>	<u>Executive Management (1):</u>
Ashley Burnett	Donna Meier Pfeifer
Joel Pearson	

Athletic Report – *Tim Swartzendruber, Athletic Director*

News

- Quintin Powell began duties as Head Cross Country/Assistant Track/Resident Life on July 6. Formerly was assistant at Coffeyville Community College.
- Joseph Cohen has been hired as Assistant Women's Basketball Coach/Resident Life and will begin August 2, 2021
- Daulton Horton has been hired as Assistant Baseball Coach and will begin August 2, 2021
- Interviewing for Head Softball, Assistant Track, and Assistant Athletic Trainer

Social Media

- Gobeaversports.com – website
- Twitter: @PrattBeavers (1411 followers as of July 7; 1399 last month)
- Facebook: Pratt Community College Athletics
- Instagram: @PrattBeavers 420 followers as of July 7; 409 last month)

Other

- *Beaver Backer Golf Tournament August 29 at Park Hills Country Club
- Hall of Fame Induction October 9th during the “Back to Pratt Jamboree”
- Cheer/Dance Team back to campus July 21 preparing for clinic; will travel to NW Missouri State University July 27-29 for camp. Looking to earn a bid to National Cheerleading Convention in Florida next April.
- Installed plaque recognizing Pratt Rotary Club below the flag pole at Track/Soccer Complex; planning to formally recognize Rotary this fall.
- Looking for used refrigerator for Track/Soccer Complex
- Replacing turf around “halo” on baseball field
- Adding new “batter’s eye” at Stanion Field. Trees and old “batter’s eye” removed. Old “batter’s eye” was partially blown down this spring.

Update:

- NJCAA announced their Academic Teams for 2020-2021, PCC out of 11 teams 6 met the criteria of a 3.0 or above GPA. Wrestling Team for the ninth consecutive year was named Academic Team of the Year.
- Ryan Anderson, softball coach has been confirmed and will be starting on July 26th
- Andre Morris, Assistant Track / Maintenance has given a verbal agreement and will be starting on August 23rd.
- Assistant Athletic Trainer search continues

PCC Hall of Fame Inductees on October 9, 2021

Glenda Swiantek – PCC women’s tennis 1985-87 – named NJCAA Academic All American 1986

1959 NJCAA National Championship Tennis Team

Delbert Bohling	Jerry Hazlett	Ivan Williams
Tom Brungardt	Larry Rhodes	

Tom Brungardt and Larry Rhodes will also be inducted individually as the 1959 National Doubles Champions at the NJCAA meet.

1961 NJCAA National Championship Tennis Team

Bob Brown	Tom Jarnagin
Richard Green	Terry Smith
Frank Hattabaugh	Jim Kimberly (posthumously)

Terry Smith will also be inducted individually as he was the 1961 NJCAA National Singles Champion.

Richard Green and Jim Kimberly will be inducted as being NJCAA National Doubles Champions .

Women’s Flag Football Team - Dr. Calvert:

Dr. Calvert Shared with the Board a possibility of PCC having a Women’s Flag Football team for 2022-2023 academic year. NJCAA advertises this is an emerging sport along

with women's wrestling and shooting sports. NFL is sponsoring and promoting, along with financial support Women's Flag Football. Dr. Calvert expressed this would not occur during the 2021-2022 academic year. PCC has been the recipient of a NJCAA \$10,000 grant towards Women's Flag Football. NJCAA has announced the names of the grant recipients. Dr. Calvert sent a release stating Women's Flag Football has not been approved by the PCC Board of Trustees. If the Board does not approve the addition of this sport the grant money will be returned.

Chief Information Officer – Jerry Sanko, Chief Information Officer
Information Technology Project Update:

Updating Media in Room 312:

- Request for bid is being developed and sent with the room layout recommended by cabinet.
- North Hall is completed
- Working on Wojciechowski - anticipating to be completed by the end of July

Computer Lab Upgrades:

We plan on upgrading 69 computers in Room 438 and the EPT computer lab this summer. Estimated delivery date September 23 – 27 (due to chip shortages and shipping delays)

Security Services:

Critical server patches are still being applied as needed. The GLBA (Gramm-Leach-Bliley Act) and GDPR (General Data Protection Regulation) compliance audits have started.

Data Services Department Update:

- Amanda Cordes has resigned, search is ongoing
- KSPSD Academic Year collection

Foundation Report – Barry Fisher, Executive Director
Track and Soccer Complex

The publication that went out in the utility mailings will also be included in the 1938 MEMO. Looking at options for a “Donor Wall” at the complex.

KACCT – Michele Hamm, Past President

- Heather Morgan, Executive Director, is working with presidents to get the Kansas Promise Scholarship in working order with Kansas Board of Regents (KBOR).
- KACCT quarterly meeting in Hutchinson (August 27-28) people will have the option of participating by Zoom or face-to-face. Zoom capability will not be available for the complete duration of the meeting.
- Virtual Committee to review packets of nominations for various awards given by KACCT.

ACCT/NLS – Dr. Calvert, President

Dr. Calvert will be attending the ACCT Leadership Congress, Oct. 13-16, 2021 in San Diego, CA.

AACC (American Association of Community Colleges) – Dr. Calvert, President

Dr. Calvert has accepted being a member of AACC Small and Rural Colleges starting in July 2021.

Other:

Comments from the Past Chair Trustee DeWeese

- Thanked Mr. Fitzsimmons for attending the meeting
- Thanked Jeff Shumway for his 13 years of serving as a PCC Board Trustee and serving as president.

XVIII. Wrap Up

Comments from the Public – No representation from the public

Comments from the President – Dr. Calvert, President

1. Participated in Taxing Entities meeting
2. Participated in EDUKAN Board meeting
3. Participated in weekly Presidents meetings
4. Participated in Campaign Leadership Council meeting
5. Attended KBOR meeting in person
6. Participated in meetings of Track/Field Management Committee
7. Met with President’s Advisory Council
8. Met with new Wichita State University President , Dr. Richard Muma on PCC campus
9. Participated in KJCCC meeting in Hutchinson
10. Enjoyed vacation time!

Dr. Calvert thanked Trustee Dwane DeWeese for serving as president and his dedication and support to Pratt Community College.

Comments from the Board Chair – Mike Koler, Chair

Chair Kohler thanked the Board for electing him Board Chair.

XIX. Executive Session for Non-Elected Personnel Matters

XX. Meeting Adjourned

8:03 p.m. Chair Koler asked for a motion to adjourn the regular board session. Motion was made by Trustee DeClue to adjourn the regular board session. Motion was seconded by Trustee Hamm. With no further discussion motion passed unanimously.

Minutes Recorded by:

Donna Meier Pfeifer, Board Clerk

➤ **Personnel Actions:** *Dr. Calvert, President*

August, 2021

APPOINTMENTS

Ryan Anderson	Head Softball Coach/PASS Coord
Daulton Horton	Asst. Baseball Coach (.50) – August 2021
Andre Morris	Asst Track Coach, Field Events (.51 FTE) /Custodian (.49 FTE)
Dedra Koehn	Temporary Athletic Training Support
Kenneth Eddy	Asst. Men’s Basketball Coach (.51 FTE) /Residential Supervisor (.49 FTE)

RESIGNATIONS/TERMINATIONS

Joseph Cohen	Asst. Women’s Basketball Coach/Res. Supervisor (withdrew on start date)
Darin Ford	Asst. Women’s Basketball Coach/Residential Supervisor

CHANGE IN STATUS

Kyle Jackson **to** Coordinator of Institutional Research & Effectiveness **from** Director of IT

FALL 2021 CONTRACTS

ADJUNCT 2021 CONTRACTS

Brittany Mead	HOC101-O-4E Nurse Aide I
Brittany Mead	HOC101-O-3E Nurse Aide I
Nikki Schmitz	HOC104-O-1E Certified Medication Aide Update
Kelli Denney	HOC102-O-3E Certified Medication Aide
Kelli Denney	HOC102-O-2E Certified Medication Aide
Kelli Denney	HOC102-O-1E Certified Medication Aide
Jeremy Patterson	DRM125-B-1P
Jeremy Patterson	DRM125-B-2P

SEARCHING

Adjunct Clinical Instructors, Allied Health
Asst.. Athletic Trainer
Asst. Director of Admissions
Asst. Women’s Basketball Coach/Res. Supervisor
Automotive Instructor, Pratt Campus
Cashier/Bookkeeper
Custodian/Maintenance/Snack Bar Asst.
Custodian (part-time)
Daytime Security Officer
Document Management Coordinator
Evening Security Officer (part time)
Evening Security Officer (full time)
Maintenance/ Bus Driver
Nursing/Allied Health Secretary
Office Assistant – Student Services (2 positions)
Snack Bar Assistant
Sports Information Dir./ Residential Supervisor
Student Success Specialist
Welding Instructor, Pratt Campus
Data Services Assistant (on hold)
Director of IT (on hold)
eSports Coach (.25 FTE) (*new position*) – (on hold)

➤ **Financial Reports** – Kent Adams. VP of Finance and Operations

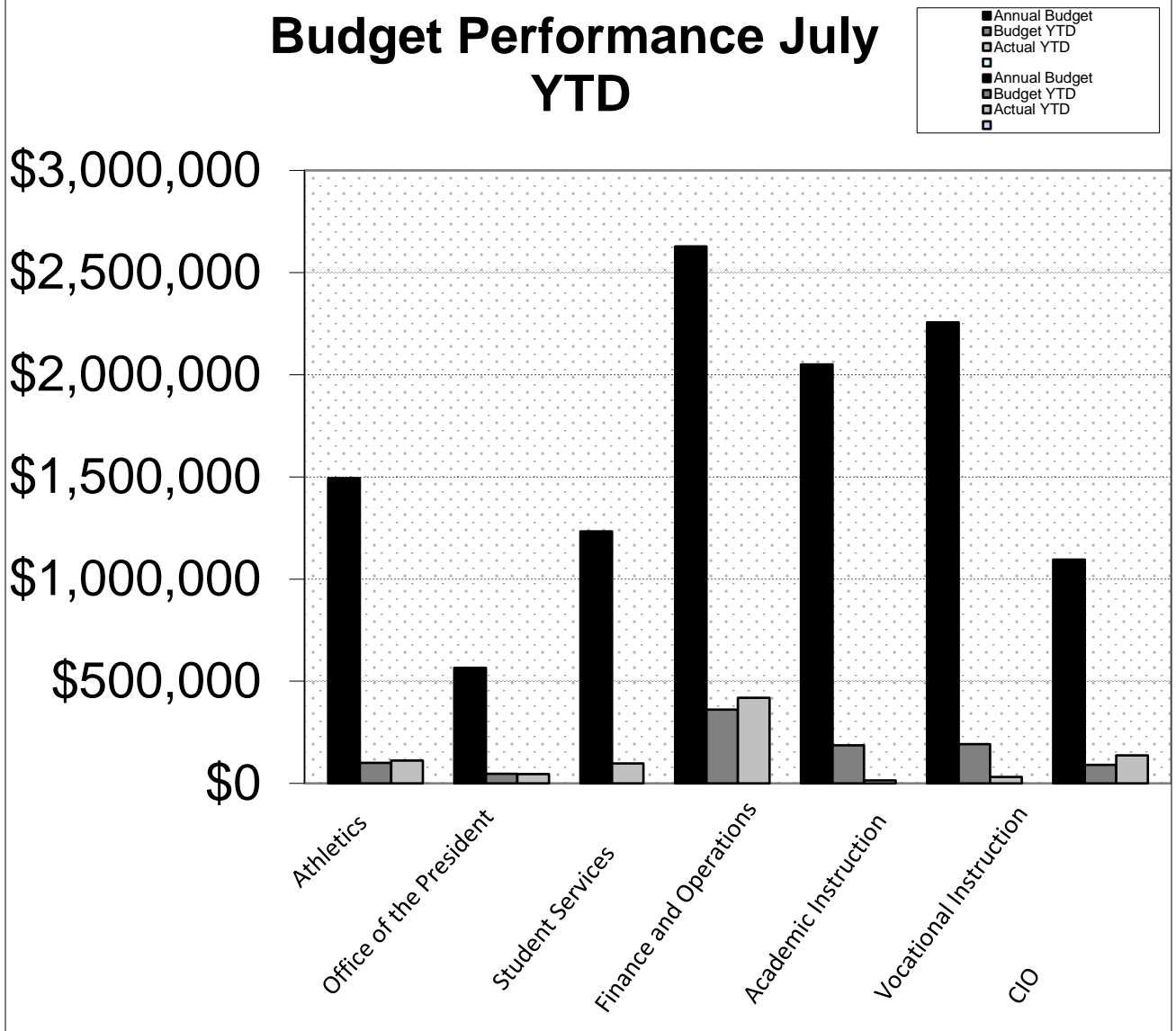
Combined General and Vocational Funds

	YTD BUDGET	YTD ACTUAL	DIFFERENCE	
REVENUES:				
GENERAL FUND	\$985,704	\$1,002,911	\$17,207	Favorable
VOCATIONAL FUND	\$976,524	\$955,739	(\$20,785)	Unfavorable
TOTAL COMBINED	\$1,962,228	\$1,958,651	(\$3,577)	Unfavorable
EXPENDITURES:				
GENERAL FUND	\$1,098,991	\$848,026	\$250,965	Favorable
VOCATIONAL FUND	\$192,207	\$31,483	\$160,724	Favorable
TOTAL COMBINED	\$1,291,198	\$879,509	\$411,689	Favorable
NET REVENUE (LOSS)	\$671,030	\$1,079,142	\$408,112	Favorable

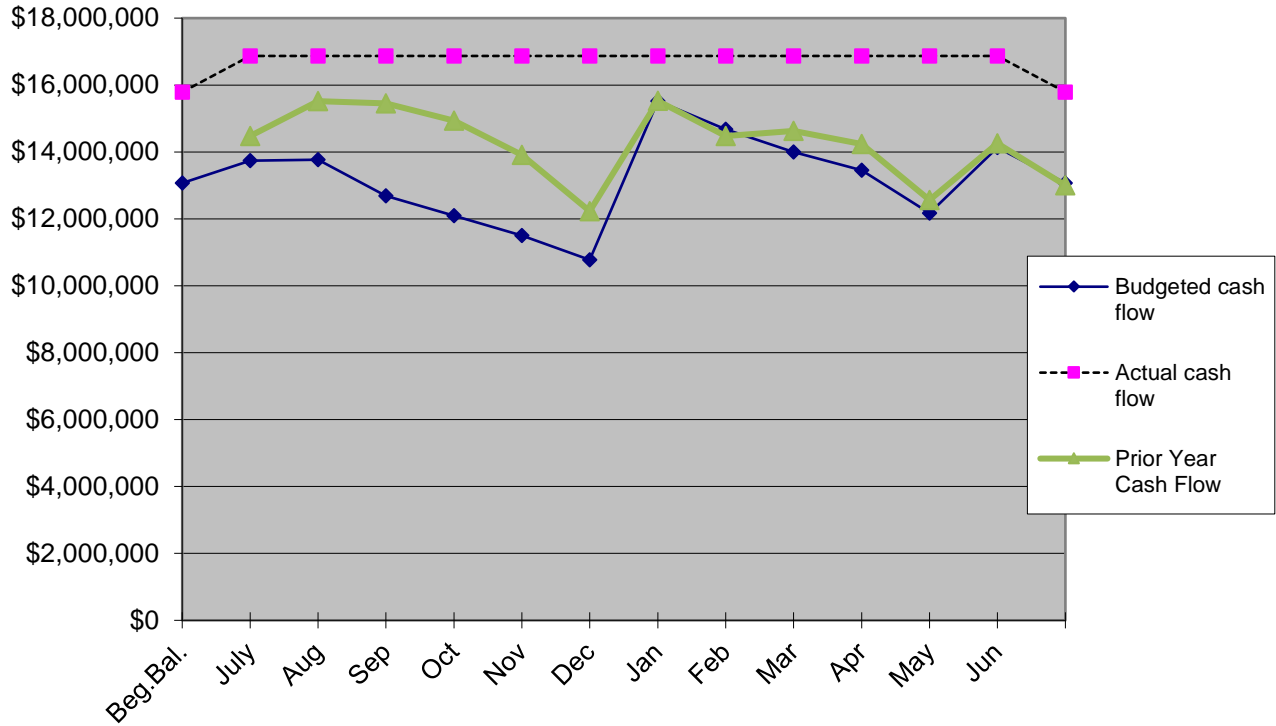
Revenue through July is running \$4K unfavorable. Tuition is \$6K underbudget, reflecting lower enrollment. Miscellaneous income is over budget \$2K due to payment plans. The first half of state aid was received as budgeted.

Expenditures are running \$411K favorable in July. This compares to an underrun. The underrun is typical for the month of July.

Budget Performance July YTD



Net Revenue & Expenditures Budget/Actual



**PRATT COMMUNITY COLLEGE
BOARD OF TRUSTEES
August 30, 2021**

For the Month July 31, 2021

ANALYSIS OF BUDGET OVER RUNS 10% OVER YEAR TO DATE

There is no budget over runs over 10% in July.

**PRATT COMMUNITY COLLEGE
BOARD OF TRUSTEES
August 30, 2021**

FINANCE COMMITTEE MINUTES

The finance committee met with the Vice President of Finance and Operations, electronically. The committee reviewed the cash disbursements for the month of July 2021.

Recommendation: The committee recommends the cash disbursements for the month of July 2021 be approved. No major trends were identified.

The presidential and board travel expenses were reviewed.

Recommendation: No problems or exceptions noted.

Other Items: No other items were discussed.

- **Weekly Enrollment Report** – *Lisa Perez Miller, VP of Student Enrollment Mgmt.*

Enrollment Update & Board Report – August 23, 2021

1. **2021-2022 Academic Year** – Credit hour production for the academic year is 13,519 and -5.3% below the figure reported on August 23, 2021.
2. **Fall 2021 Semester Enrollment**
 - Fall Semester credit hour production is 11,414 or -5% less than the same period last year.
 - Student headcount is 981 or -5% less than the same period last year.
 - EduKan credit hour production is 1,450 or -10% less than the same period in 2020.
 - Pratt Online credit hour production is 1,187 or -10% less than the same period in 2020.
 - Outreach credit hour production is 1,225 or -18% less than the same period last year.
 - College Start/High School enrollment is 1,239 credit hours, a 9% increase in production compared to the same period in 2020.
 - Credit hour production for the “Nine Core County Region” (*Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, Stafford*) is 4,736 credit hours or -7% less than the same period last year.
3. **EduKan Fall Term start dates:**
 - Fall Term 1 & Fall Term 2 Last Date to Enroll: August 13 (Complete)
 - Fall Term 3 Last Date to Enroll: September 10
 - Fall Term 4: Last Date to Enroll: October 8
 - Fall Term 5: Last Date to Enroll: November 19
4. **Fall 2021 Residence Hall Contracts**
 - Residence hall occupancy: 309 students or 94%
Note: Maximum occupancy is 356; currently 28 spots are being used by staff or set aside for COVID-19 quarantine/isolation rooms



Weekly Enrollment Report FALL

Academic Year Comparisons

Credit Hours by Term	AY 2021-22		AY 2020-21		AY 2019-20	
	YTD 8/23/2021	% Change from 2020-21 YTD	YTD 8/24/2020	FINAL	YTD 8/26/2019	FINAL
Summer	2,105	-5%	2,209	2,207	2,013	2,022
Fall	11,414 ▲	-5%	12,060	12,412	12,592	12,711
Spring	0 ▲		0	10,901	0	11,265
Total AY Credit Hours	13,519	-5.3%	14,269	25,520	14,605	25,998

Credit Hours by Tuition Plan	AY 2021-22		AY 2020-21		AY 2019-20	
	YTD 8/23/2021	% Change from 2020-21 YTD	YTD 8/24/2020	FINAL	YTD 8/26/2019	FINAL
Kansas Rate	9,092	-6%	9,715	17,881	9,563	17,387
Non-Kansas Rate	3,696	-12%	4,184	6,887	4,394	7,513
International Rate	731 ▲	98%	370	752	648	1,098
Total AY Credit Hours	13,519	-5.3%	14,269	25,520	14,605	25,998

Fall Semester Comparisons

	Fall 2021		Fall 2020		Fall 2019	
	After 3 Days of Classes YTD 8/23/2021	% Change from FA20 YTD	After 3 Days of Classes YTD 8/24/2020	FINAL	After 3 Days of Classes YTD 8/26/2019	FINAL
Overall						
Total Credit Hours	11,414	-5%	12,060	12,412	12,592	12,711
F.T.E.	761 ▲	-5%	804	827	839	847
Headcount	981	-5%	1,029	1,154	1,066	1,180
Pratt Campus/Outreach						
Pratt Campus	7,552	-1%	7,632	7,350	8,610	8,313
eLearning (all on-line, not video)	2,637	-10%	2,928	3,143	2,224	2,356
Outreach (not on-line)	1,225 ▲	-18%	1,500	1,919	1,758	2,042
By Division						
Arts & Sciences	7,509	-4%	7,822	8,096	8,250	8,346
Technical Education	3,905	-8%	4,238	4,316	4,342	4,365

eLearning: Pratt On-Line & EDUKAN

	Fall 2021	% Change from	Fall 2020		Fall 2019	
	YTD 8/23/2021 ▲	FA20 YTD	YTD 8/24/2020	FINAL (grades still pending)	YTD 8/26/2019	FINAL
EDUKAN	1,450	-10%	1,614	1,673	1,582	1,574
Pratt On-Line	1,187	-10%	1,314	1,470	642	782
Total PCC eLearning	2,637 ▲	-10%	2,928	3,143	2,224	2,356

Outreach

Ground courses that are not on
the Pratt Campus

	Fall 2021	% Change from	Fall 2020		Fall 2019	
	YTD 8/23/2021 ▲	FA20 YTD	YTD 8/24/2020	FINAL (grades still pending)	YTD 8/26/2019	FINAL
Outreach by Location						
Concurrent Ground*	306	-18%	374	700	775	1,091
Anthony/Harper	0		0	5	0	0
Attica	36		0	116	66	84
Coffeyville	426	11%	384	333	419	407
Dodge City	170	-29%	238	256	103	115
Kingman	21		9	42	0	0
Medicine Lodge	0		0	8	0	0
Wichita - WSU Tech	266	-15%	313	306	285	251
Winfield	0	-100%	182	153	110	94
Total Outreach by Location	1,225 ▲	-18%	1,500	1,919	1,758	2,042

*Concurrent Ground = Concurrent Enrollment Partnership (subtype of NP - classes taught at the hs, during the hs day, by a hs instructor)
AND Concurrent (subtype of N [ex: automotive at Kingman] - classes taught at the hs, during the hs day, by a college instructor)

College Start / High School Enrollment by High School

This breaks out credit hour productions by High School enrollees in any course (to include CEP, EDUKAN, Pratt Campus, Online, etc.) by the High School in which the student is enrolled

	Fall 2021	% Change from	Fall 2020	FINAL (grades still pending)	Fall 2019	FINAL
	YTD 8/23/2021 ▲	FA20 YTD	YTD 8/24/2020		YTD 8/26/2019	
High School						
Attica High School	8		0	12	15	15
Chaparral High School	8		3	99	57	141
Cunningham High School	10		52	91	86	72
Home School	54		24	24	19	27
Kingman High School	168		126	172	159	154
Kiowa County High School	43		56	64	56	56
Macksville High School	78		28	49	119	119
Medicine Lodge High School	32		17	216	252	320
Norwich High School	83		84	84	94	92
Pratt High School	481		416	395	372	412
Skyline High School	140		102	204	107	288
Stafford High School	18		48	42	21	27
The Learning Center at Pratt	0		9	15	30	40
All other High Schools	116		169	157	97	95
Total High School	1,239 ▲	9%	1,134	1,624	1,484	1,858

9 Core County Region

	Fall 2021	% Change from	Fall 2020	FINAL (grades still pending)	Fall 2019	FINAL
	YTD 8/23/2021 ▲	FA20 YTD	YTD 8/24/2020		YTD 8/26/2019	
County						
Barber County (BA)	185	22%	152	345	N/A	501
Comanche County (CM)	90	-17%	109	88	N/A	36
Harper County (HP)	144	-19%	177	256	N/A	281
Kingman County (KM)	648.50	44%	450	515	N/A	530
Kiowa County (KW)	122	-44%	217	231	N/A	239
Pratt County (PR)	1,747.50	-16%	2,071	2,174	N/A	2,145
Reno County (RN)	258	5%	246	260	N/A	382
Sedgwick County (SG)	1,425	-1%	1,433	1,360	N/A	1,250
Stafford County (SF)	116	-55%	255	218	N/A	231
Total 9 Core County Region	4,736 ▲	-7%	5,110	5,447	N/A	5,595



Fall 2021 Enrollment Tracking

Fall 2021 Drop/Withdrawal Tracking & Residence Hall Status

	Fall 2020 YTD	Fall 2020 FINAL	Week Classes Begin			
			Aug 18-20 Week 1	Aug 23-27 Week 2	Aug 30-Sep 3 Week 3	Sep 6-10 Week 4
Fall 2020 Comparison Stat - Full-time Drops + Withdrawals			5	4	4	2
# of Full-time Complete Drops	3	31	3			
# of Full-time Complete Withdrawals	0	10	0	0	0	0
Fall 2020 Comparison Stat - # Residence Hall Check-Outs			3	1	2	1
# Residence Hall Check-Outs	3	25	3			
# Residence Hall Occupants ¹	309	284	309			
Occupancy Rate (328 available ²)	94%	86%	94%	0%	0%	0%

	Sep 15 20th Day		Sep 27-Oct 1		Mid-Term Week		Oct 18-22		Oct 25-29	
	Sep 13-17 Week 5	Sep 20-24 Week 6	Week 7	Oct 4-8 Week 8	Oct 11-15 Week 9	Week 10	Week 11			
Fall 2020 Comparison Stat - Full-time Drops & Withd.	5	3	1	5	3	4	1			
# of Full-time Complete Drops										
# of Full-time Complete Withdrawals										
Fall 2020 Comparison Stat - # Res. Hall Check-Outs	3	0	1	0	3	2	0			
# Residence Hall Check-Outs										
# Residence Hall Occupants ¹										
Occupancy Rate (328 available ²)	0%	0%	0%	0%	0%	0%	0%			

	Last day for W		Nov 15-19		Nov 29-Dec 3		Dec 6-10	
	Nov 1 -5 Week 12	Nov 8-12 Week 13	Week 14	Week 15	Week 16	Finals		
Fall 2020 Comparison Stat - Full-time Drops & Withd.	3	1	0	0	0	0		
# of Full-time Complete Drops								
# of Full-time Complete Withdrawals								
Fall 2020 Comparison Stat - # Res. Hall Check-Outs	0	8	1	0	NA	NA		
# Residence Hall Check-Outs								
# Residence Hall Occupants ¹								
Occupancy Rate (328 available ²)	0%	0%	0%	0%	0%	0%		

¹ Students assigned an 8-week dorm plan are counted as .5 (1/2) here

² Max possible occupancy is 356. Currently, 28 spots are being used by staff who are not paying for a residence hall dorm plan or are set aside as COVID-19 quarantine rooms. Spots available for a residence hall dorm plan=328



Nursing Program Enrollment Tracking

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I
Academic Year	Term	Unduplicated Headcount of students coded as a nursing major during the academic year	Credit Hour Production by students in Column C in any/all courses	Credit Hour Production as a % of Total PCC Credit Hour Production	Credit Hour Production by students in Column C in courses that are NURSING ¹ related	Credit Hour Production as a % of Total PCC Credit Hour Production	Credit Hour Production by students in Column C in courses that are NOT NURSING ¹ related	Credit Hour Production as a % of Total PCC Credit Hour Production
2018-19 FINAL	Summer 2018		-	0%	-	0%	-	0.0%
	Fall 2018		543	4%	524	4%	19	0.1%
	Spring 2019		489	4%	466	4%	23	0.2%
	Total AY 2018-19	44	1,032	4%	990	4%	42	0.2%
2019-20 FINAL	Summer 2019		-	0%	-	0%	-	0.0%
	Fall 2019		445	4%	422	3%	23	0.2%
	Spring 2020		420	4%	395	4%	25	0.2%
	Total AY 2019-20	39	865	3%	817	3%	48	0.2%
2020-21 YTD	Summer 2020		-	0%	-	0%	-	0.0%
	Fall 2020		491	4%	487	4%	4	0.0%
	Spring 2021		434	4%	431	4%	3	0.0%
	Total AY 2020-21	45	925	4%	918	4%	7	0.0%
2021-22 YTD	Summer 2021		-	0%	-	0%	-	0.0%
	Fall 2021		82	1%	82	1%	-	0.0%
	Spring 2022		-	-	-	-	-	-
	Total AY 2021-22	8	82	1%	82	1%	-	0.0%

¹Nursing related coursework = any courses with KSPN or NUR prefix, HOC125, HOC182, IDS297.

X. Action Item(s)

➤ **Ratify Waiver of Board Policy No. 3-07 – Kent Adams**

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of gear for women’s soccer in the amount of \$2,237.00, baseball in the amount of \$1,200, and men’s basketball in the amount of \$8,000.00 from Graphic Edge. The total amount for Graphic Edge is \$11,437. This is a sole-source due to the contract with Graphic Edge.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of Dell laptops to replace three staff laptops in the amount of \$4,874.89 from Dell. This is a sole-source due to Dell being the selected computer vendor.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of three MIG360 Lincoln Electric welders in the amount of \$6,619.93 and a Lincoln Electric handheld plasma cutter in the amount of \$2,273.05 from Lincoln Electric. The total for Lincoln Electric is \$8,892.98 This is a sole-source since the equipment must be Lincoln Electric for the welding program to be LEEP Certified. This purchase will be funded through Vocational Capital Outlay.

➤ **Approve Financing in the amount of \$200,000 for EC – Wide Body 47 Passenger Bus - Kent Adams**

- **Sole-Source Purchase – 2002 CASE IH MX240 Tractor – Kent Adams**
 2002 CASE IH MX240 with 7,000 hours for Ag Power program from KanEquip in the amount of \$39,995. This will be funded with Vocational Capital Outlay. The administration recommends approval of this purchase.

➤ **Approve 2021-22 Annual Purchase Orders – Kent Adams**

Vendor ID	Vendor Name	Address 1	City	State	Zip Code	Amount Paid YTD
03887	ACT-WORK KEYS	Finance	Iowa City	IA	52243-4072	\$ 7,828.00
07664	Advance Insurance Company	ATTN; BILLING & REMITTANCE DEPT	TOPEKA	KS	66601-2517	\$ 12,391.04
01518	ALLEN,GIBBS HOULIK LLC	301 N. MAIN	WICHITA	KS	67202	\$ 52,930.00
05522	AT&T - IL phone bill	PO BOX 5001	CAROL STREAM	IL	60197-5001	\$ 89,563.32
92423	BCS	1730 E DOUGLAS AVE	WICHITA	KS	67214-4212	\$ 3,482.10
101046	BLACKBOARD	PO BOX 200154	PITTSBURGH	PA	15251-0154	\$ 2,810.00
20045	BLACK'S LAW OFFICE, P.A.	306 SOUTH OAK	PRATT	KS	67124	\$ 2,460.00

09612	Blue Cross and Blue Shield of KS	PO BOX 1402	TOPEKA	KS	66601-1402	\$ 1,000,000.00
03343	BREHM SIGNS	dba BREHM SIGNS	WICHITA	KS	67206	\$ 6,175.00
101602	CINTAS CORP (CLEANING & UNIFORMS)	PO BOX 88005	CHICAGO	IL	60680-1005	\$ -
00121	CITY OF PRATT	BOX 807	PRATT	KS	67124	\$ 244,365.80
	Conrade Insurance Group Inc.	129 E Broadway	Newton	KS	67114	\$ 23,055.00
101934	CONSTELLATION NEWENERGY GAS	GAS DIVISION LLC	CAROL STREAM	IL	60197-5473	\$ 109,067.04
05498	Cox Communications	PO BOX 248871	OKLAHOMA CITY	OK	73124-8871	\$ 85,000.00
102091	CSC SERVICE WORKS	PO BOX 758698	BALTIMORE	MD	21275-8698	\$ 6,156.00
93293	DISSINGER REED	P.O. Box 419380	Kansas City	MO	64141-6380	\$ 90,000.00
93557	ECONOMY STORAGE	10356 BLUESTEM BLVD	PRATT	KS	67124	\$ 1,105.00
03953	EDUKAN	11184 ANTIOCH RD PMB 286	OVERLAND PARK	KS	66210	\$ 780,715.00
92908	ELLUCIAN COMPANY L.P.	62578 COLLECTIONS CENTER DRIVE	Chicago	IL	60693-0625	\$ 138,918.67
03805	EMC NATIONAL LIFE COMPANY	PO BOX 9202	DES MOINES	IOWA	50306-9202	\$ 4,259.39
101076	EMPAC, INC	PO BOX 3344	WICHITA	KANSAS	67201	\$ 4,663.20
100362	ES RENTALS	dba ES RENTALS	PRATT	KS	67124	\$ 2,700.00
100328	FIRE-TRONICS INC	PO BOX 264	BUHLER	KS	67522	\$ 1,568.15
99362	FOWLER, JOHN W.	C/O PRATT FAMILY PRACTICE	PRATT	KS	67124	\$ 1,000.00
	Fusion Bank	906 East 1st Street	Pratt	KS	67124	\$ 12,028.20
07899	Great Western Dining Svc.	P.O. Box 699	Tipton	MO	65081-0699	\$ 550,000.00
80063	Higher Learning Commission, The	230 SOUTH LASALLE ST	CHICAGO	IL	60604-1411	\$ 6,433.40
00123	Home Lumber and Supply Co.	803 North Main Street	Pratt	KS	67124	\$ 3,554.29
102354	HWY 61 STORAGE RENTALS LLC	519 S MAIN	PRATT	KS	67124	\$ 3,000.00
102823	IDEATEK TELCOM	111 OLD MILL LANE	BUHLER	KS	67522	\$ 91,299.70
102233	INFOBASE	dba INFOBASE LEARNING	CHICAGO	IL	60680-9201	\$ 3,570.05
100531	INTEGREEN SERVICES	1021 NORTH MAIN	PRATT	KS	67124	\$ 52,903.10
80014	JANITORIAL SUPPLY INC.	1525 W 4TH AVE	HUTCHINSON	KS	67501-5055	\$ 17,670.70
01398	KACCT	700 SOUTHWEST JACKSON STREET	TOPEKA	KS	66603-3757	\$ 4,975.00
91087	KANREN	PO BOX 442167	LAWRENCE	KS	66044	\$ 27,612.00

09622	Kansas Association of School Boards	1420 SW Arrowhead Road	Topeka	KS	66604-4024	\$ 6,838.00
	Kansas Educational Risk Management	P.O. Box 111	Rose Hill	KS	67133	\$ 206,401.99
02926	Kansas Gas Service	PO BOX 219046	KANSAS CITY	MO	64121-9046	\$ 19,431.59
01528	KJCCC REGION VI	ATTN: CARL HEINRICH, KJCCC COMMISSIONER	BALDWIN CITY	KS	66006	\$ 5,353.00
101310	KRYTERION	ATTN: Accounts Receivable	Phoenix	AZ	85044	\$ 2,394.00
01287	Mead Lumber Do It Center	1500 E 1ST	PRATT	KS	67124	\$ 6,253.07
00280	Midwest Service Bureau	P.O. Box 3888	Wichita	KS	67201	\$ 8,117.58
00304	National Intercollegiate Rodeo Association	2033 WALLA WALLA AVE	WALLA WALLA	WA	99632	\$ 1,500.00
03009	NINNESCAH RURAL ELECTRIC		Pratt	KS	67124	\$ 5,223.96
102260	OFFICE SOLUTIONS	dba OFFICE SOLUTIONS	GARDEN CITY	KS	67846	\$ 22,427.30
01368	PARK HILLS COUNTRY CLUB	PO BOX 803	PRATT	KS	67124	\$ 5,601.52
00069	Peoples Bank, the	ATTN: MONTY HOSTETLER	PRATT	KS	67124	\$ 26,349.56
00054	PRATT GLASS ENTERPRISES LLC	210 SOUTH JACKSON	PRATT	KS	67124	\$ 2,594.51
00192	Pratt Rotary Club	P.O. Box 363	Pratt	KS	67124	\$ 1,978.34
03736	PURCHASE POWER	PO BOX 371874	PITTSBURG	PA	15250-7874	\$ 10,319.62
40076	REIDA PEST SERVICES LLC	P0 BOX 73	KINGMAN	KS	67068	\$ 4,865.00
00396	SAFETY-KLEEN	PO BOX 650509	DALLAS	TX	75265-0509	\$ 3,604.63
100998	SAFETYTEC HOOD CLEANING	dba SAFETYTEC HOOD CLEANING	CLEARWATER	KS	67026	\$ -
00157	Sanders Agency, Inc.	P.O. Box 348	Pratt	KS	67124	\$ 100.00
101539	SECURITY BANK OF KANSAS CITY	ATTN: CORPORATE TRUST DEPARTMENT	KANSAS CITY	KS	66101	\$ 590,930.04
101895	SHRED-IT	dba SHRED-IT USA LLC	PASADENA	CA	91189-1007	\$ 1,543.02
102409	SJN BANK OF KANSAS	116 E 3RD AVE	ST JOHN	KS	67576	\$ 15,958.80
00158	Skaggs Ace Hardware	101-109 South Main Street	Pratt	KS	67124	\$ 9,574.99
00065	Stanion Wholesale Electric Co.	P.O. Drawer F	Pratt	KS	67124	\$ 5,650.49
00719	STERICYCLE INC	PO BOX 6575	CAROL STREAM	IL	60197-6575	\$ 1,662.45
100620	STEWARDSHIP COUNSELING, LLC	12 PARK VIEW ROAD	HESSTON	KS	67062	\$ 3,382.50

00458	STRONGS INSURANCE INC	PO BOX 985	PRATT	KS	67124	\$ 21,000.00
101933	SWANSON HOUSE, INC	1316 W 15TH AVE SUITE 200	EMPORIA	KS	66801	\$ 16,000.00
100960	TASC -CLIENT INVOICES	PO BOX 88278	MILWAUKEE	WI	53288- 0001	\$ 3,899.42
100757	TASC PVR	PO BOX 88137	MILWAUKEE	WI	53288- 001	\$ 54,034.99
70082	The West Wash	dba THE WEST WASH	Pratt	KS	67124	\$ 293.13
08205	Thyssenkrupp Elevator	P.O. Box 3796	CAROL STREAM	IL	60132- 3796	\$ 3,462.49
93900	Unifirst Corporation	ATTENTION- ACCOUNTS RECEIVABLE	WICHITA	KS	67214	\$ 27,825.81
01587	UNITED STATES POSTMASTER	202 E Third	Pratt	KS	67124	\$ 965.00
05403	UPS	LOCKBOX 577	CAROL STREAM	IL	60132- 0577	\$ 935.16
02436	VERIZON WIRELESS	PO BOX 25505	LEHIGH VALLEY	PA	18002- 5505	\$ 21,478.68
101288	VISION CARE DIRECT	3515 W CENTRAL AVE	WICHITA	KS	67203	\$ 7,156.30
99825	WEX BUSINESS	PO BOX 6293	CAROL STREAM	IL	60197- 6293	\$ 24,993.71
92023	WYCOM	PO BOX 310	YAKUTAT	AK	99689	\$ 434.25

- **Policy(s) First Reading** – *Dr. Calvert*
No policy(s) were due for review

XI. Oral Reports

- **Nursing** – *Diana Mitzner, Director*

Quarterly NCLEX-RN Pass Rates

	<u>1st Quarter</u> (January-March)	<u>2nd Quarter</u> (January-June)	<u>3rd Quarter</u> (January-September)	<u>4th Quarter</u> (January-December)	Kansas Average	National Average
2015	70.00%	73.24%	70.75%	66.94%	79.96%	85.49%
2016	100.00%	30.00%	31.25%	31.25%	78.56%	84.57%
2017	No 1st time testers	71.43%	81.82%	83.33%	82.10%	87.11%
2018	No 1st time testers	No 1st time testers	No 1st time testers	No 1st time testers	88.90%	88.29%
2019	No 1st time testers	70.59%	70.83%	70.83%	86.6%	88.18%
2020	No 1 st time testers	100.0%	64.71%	64.71%	86.18%	86.57%
2021	No. 1 st time testers	80.00%				

Pratt Community College Practical Nursing Students Quarterly NCLEX-PN Pass Rates

	<u>1st Quarter</u> (January-March)	<u>2nd Quarter</u> (January-June)	<u>3rd Quarter</u> (January-September)	<u>4th Quarter</u> (January-December)	Kansas Average	National Average
2015	No first time testers	75.00%	75.00%	76.92%	88.26%	82.14%
2016	No first time testers	71.73%	83.33%	83.33%	87.66%	83.73%
2017	No first time testers	88.89%	90.91%	90.91%	87.53%	83.85%
2018	No first time testers	92.31%	85.00%	85.00%	88.31%	85.91%
2019	No first time testers	88.89%	90.00%	90.00%	89.24%	85.63%
2020	No first time testers	100%	100%	90.19%	89.64%	83.08%
2021	No. first time testers	85.70%				

Nursing Program Information

Acronyms:

Acronym	Terminology	Acronym	Terminology
ACEN	• Accreditation Commission for Education in Nursing	KSBN	• Kansas State Board of Nursing
ADN	• Associate Degree Nurse	LPN	• Licensed Practical Nurse
APRN	• Advanced Practice Registered Nurse	MSN	• Masters of Science in Nursing
BSN	• Bachelors of Science in Nursing	NCLEX	• National Council Licensure Examination
DNP	• Doctorate of Nursing Practice	RN	• Registered Nurse

Accreditation:

- National: Pratt Community College is required by ACEN to have at least 80% for all first-time test-takers during the same 12-month period.
- State: Pratt Community College's PN Program has full approval. Next site visit Fall 2022.

2020-2021 Program Graduates & NCLEX Pass Rates:

Location	Number of Graduates	Number Tested	Passed	Failed	Pass Rates of Tested Students	Number Not Tested
• PN Pratt	6	6	6	0	100%	0
• PN Winfield	4	3	2	1	66.66%	1
	Total Pass Rate for PN Graduates tested to date				88.89%	
	Cumulative Pass Rate of PN Program to date				80%	
• ADN Pratt	6	6	6	0	100%	0
• ADN Winfield	4	4	3	1	75%	0
• ADN Online	14	8	8	0	100%	6
	Total Pass Rate for ADN Graduates tested to date				94.44%	
	Cumulative Pass Rate of ADN Program to date				70.83%	

2021-2022 Enrollment & Capacity:

Location	Enrollment	Capacity
• PN Pratt	8	20

Nursing Team:

Nursing Team	Position	Credentials	Contact Information
• Diana Mitzner	Director of Nursing	MSN-Ed/RN	dianam@prattcc.edu • 620.450.2237
• Amy Giefer	PN Pratt Instructor	RN/BSN*	amyg@prattcc.edu • 620.450.2157
• Anna Reid	PN Pratt Instructor	BSN / RN / MSN**	annar@prattcc.edu • 620.450.2242

* to complete BSN – by September 2020

**to complete MSN –by May 2021

➤ **Nursing Report Cont'd.**

NCLEX Updates:

ADN's- (24 graduated) 18 first time testers- 17 passed = 94.4% **6 left to test
PN's- (10 graduated) (+2 from 2020 = 12) 11 first time testers- 9 passed = 81.8%

** 1 left to test

Curriculum Changes to KSBN

1. IV Therapy to be added to Nursing Care Adult 1 Theory Course and Nursing Care Adult Clinical Course, starting in Spring 2022.
2. Request for PN program to become a Hybrid course.

Both of these curriculum changes will have been submitted to KSBN no later than August 11, 2021 for review and approval at the Quarterly KSBN meeting on September 15th, in Topeka by the Education Committee.

Misc. Updates

- First day of classes are August 18th.
- Looking for Nursing secretary and adjunct PN instructor.

➤ **Faculty Report:** Carol Ricke, *PHEA President*

Dave Campbell has been invited to be part of a presentation at the T&D PowerSkills Trainer Conference in New Orleans in March 2022. This is an Electrical Power Train the Trainer Conference. Dave will present with Jerry Havens, who is the Director of Sales at T&D Power Skills and EPT curriculum provider. The topic is *College Lineworker Programs - How to Serve Your Community*. From Mr. Havens, "I know y'all have done some really great stuff with building your program and serving your community with training and would like you to speak on that." EPT has used the T&D Power Skills curriculum for many years and has been instrumental in pushing our Line Worker Program across the State into our four locations, all using the same T&D (Transmission & Distribution) training units gives our program continuity. Jerry Havens is very familiar to our students and is the narrator in many of the video training units.

Enrolled more students on Monday and Tuesday prior to classes starting. It's pretty exciting to have more International students on our campus. Classes began on Wednesday, August 18.

During in-service, faculty and staff were busy getting ready for classes, enrolling students, attending meetings, and attending training sessions. Training opportunities included ZOOM (Nathan Buchmueller), Etrieve (Kyle Jackson), Canvas (Hanna Short), and Self-Service (Carol Ricke).

➤ **Staff Senate**– Charles Keefer, *Vice President*

No report was submitted.

➤ **Athletic Report** – *Tim Swartzendruber, Athletic Director*
News

- Ryan Anderson hired as Head Softball Coach
- Andre Morris hired as Assistant Track Coach/Maintenance
- Dedra Koehn hired as temporary athletic training room supervisor
- Cheer/Dance team competed at NW Missouri Camp in late July. Qualified for National Cheer/Dance competition in Daytona Beach in April.
- Turf has been replaced around “halo” on baseball field
- Men’s and Women’s soccer opened season August 19
- Volleyball opened season August 21 at Lamar, CO
- Cross Country first meet September 18

Social Media

- Gobeaversports.com – website
- Twitter: @PrattBeavers (1427 followers as of August 11; 1411 last month)
- Facebook: Pratt Community College Athletics
- Instagram: @PrattBeavers 439 followers as of August 11; 420 last month)

Other

- Beaver Backer Golf Tournament August 29 at Park Hills Country Club
- Hall of Fame Induction October 9 during the “Back to Pratt Jamboree”
- New bleachers installed at Track/Soccer Complex

➤ **Chief Information Officer** – *Jerry Sanko, CIO*

Information Technology Project Update

Updating Media in Room 312:

Requests for bids are being created.

Wired internet in the dorms:

Complete

Computer Lab Upgrades:

We plan on upgrading 69 computers in Room 438 and the EPT computer lab this summer. Estimated delivery is date is now mid to late October (due to chip shortages and shipping delays)

Main Campus ISP change over:

We are switching our main campus ISP over to Ideatek per our contract. We will not decrease in overall bandwidth availability. Currently the cut over is scheduled for Christmas break timeframe. There will be some disruption in online services (24-48 hours) for DNS propagation.

Great Plains (Accounting/HR software) upgrade to 2018:

The upgrade is scheduled for late September at this time.

Comprehensive Leave Management and Time Matrix:

Automated leave time management system (Comprehensive Leave Management) and integrated time clock system (Time Matrix) for Great Plains. Pilot group to start in October with an institution wide go live scheduled for January.

Security Cameras Replacement:

17 cameras (8 in Woj, 2 Porter, 3 parking lot pole cameras, 2 Auto, 2 Library) additional cameras in the next phase of the project still being researched.

Data Services Department Update:

KBOR KSPSD AY Collection is due to be locked August 27, certified September 10

IPEDS 2021-2022 Collection Cycle kicks off with Registration - due August 27

➤ **Foundation Report – Barry Fisher, Director**

Campaign

We have utilized the challenge grant provided by AR Roofing and have several new asks on the table as part of the Skyline fundraising initiative.

The Foundation will soon receive approx. \$675,000 in investments from the Clarence Beck Charitable Remainder Trust. Clarence Beck’s daughter, Lynda Beck, recently passed away and had also established a very large Charitable Remainder Trust. This trust has a living income beneficiary and the foundation has been named as the remainder beneficiary. We are working on a plan to publicly recognize these gifts. Both gifts are designated for scholarships.

➤ **KACCT (Kansas Association of Community College Trustees) - Michele Hamm**

➤ **ACCT/NLS (Association of Community College Trustees/National Legislative Summit)**

➤ **AACC (American Association of Community Colleges) – Dr. Calvert**

➤ **Other –**

XII. Wrap Up

➤ **Comments from the Public –**

➤ **Comments from the President – Dr. Calvert**

1. Participated in Taxing Entities meeting.
2. Participated in EDUKAN Board meeting.
3. Participated in weekly Presidents meetings.
4. Participated in Campaign Leadership Council meeting.
5. Participated in meeting of Track/Field Management Committee.
6. Met with President’s Advisory Council.
7. Participated in KJCCC meeting in Garden City.
8. Toured USD 438 and 382 personnel at PCC Ranch Property.

9. Participated in Chamber of Commerce Director Public Forums.
10. Facilitated All-Employee Meeting
11. Helped with campus wide move in day.
12. Made follow-up “ask” to the Pratt County Commission.
13. Met with Nursing Department and Monette to finalize LPN request to KSBN.
14. Participated in quarterly PCC Foundation Board meeting.

➤ **Comments from the Board Chair** - *Mike Koler*

XIII. Executive Session for Non-Elected Personnel Matters (if needed)

XIV. Meeting Adjourned