



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

***BOARD OF TRUSTEE MEETING
Riney Student Center
Monday, September 20, 2021***

***Art Gallery
Dinner 5:30 p.m., Trustees
Trustees Only in
Room 312 at 6:00 p.m.***

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.

Agenda

Board of Trustees Meeting 1

I. Call to Order4

II. Pledge of Allegiance.....4

III. Introduction of Guest.....4

IV. Introduction of Awards of Excellence.....4

V. COVID-19 Update.....4

VI. Discussion:.....4

 A. MIS Report(s).....4

VII. Communication to the Board.....17

VIII. Calendar of Events.....17

IX. Consent Agenda.....18

 ➤ Minutes.....18

 ➤ Personnel.....29

 ➤ Financial Report.....30

 ➤ Weekly Enrollment Report.....35

X. Action Items.....40

 ➤ Ratify Waiver Board Policy No. 3-07.....40

 ➤ Women’s Flag Football.....41

 ➤ Policy Review.....43

XI. Oral Reports.....44

 ➤ Nursing Department.....44

 ➤ Faculty Report.....46

 ➤ Staff Senate.....46

 ➤ Athletic Report.....46

 ➤ Chief Information Officer.....47

 ➤ Foundation Report.....48

 ➤ KACCT.....48

XII. Wrap Up.....48

 ➤ Comments from the Public.....48

 ➤ Comments from the President.....48

 ➤ Comments from the Board Chair.....49

XIII. Executive Session for Non-Elected Personnel Matters (If Needed)49

XIV. Adjourn Meeting.....49

- 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

PCC Headcount

10-Year Historical Comparison

<u>Year</u>	<u>Summer</u>	<u>Fall</u>	<u>Spring</u>	<u>AY Unduplicated</u>
2020-2021	441	1,154	1,014	1,693
2019-2020	393	1,180	1,021	1,727
2018-2019	353	1,209	1,110	1,751
2017-2018	335	1,112	1,069	1,640
2016-2017	291	1,203	1,047	1,641
2015-2016	376	1,197	1,032	1,640
2014-2015	507	1,469	1,223	1,994
2013-2014	537	1,691	1,321	2,285
2012-2013	673	1,687	1,400	2,325
2011-2012	675	1,662	1,465	2,417

PCC Credit Hour Production

10-Year Historical Comparison

<u>Year</u>	<u>Summer</u>	<u>Fall</u>	<u>Spring</u>	<u>AY Total</u>	<u>+/-</u>
2020-2021	2,207	12,412	10,901	25,520	-1.8%
2019-2020	2,022	12,711.5	11,265	25,998.5	-3.2%
2018-2019	1,801	12,982.5	12,066	26,849.5	+2.6%
2017-2018	1,691	12,723.5	11,747	26,161.5	-2.6%
2016-2017	1,432	13,444	11,980.5	26,856.5	+1.7%
2015-2016	2,128	13,129	11,160.5	26,417.5	-15.2%
2014-2015	2,485	15,432	13,244.5	31,161.5	-6.4%
2013-2014	2,613.5	16,752	13,910	33,275.5	-1.9%
2012-2013	3,282	16,231	14,395.5	33,908.5	-2.8%
2011-2012	3,125	16,984.5	14,760	34,869.5	+0.2%



Academic Year Headcount Comparisons September 2021 MIS

Student Characteristics		2018-2019		2019-2020		2020-2021		
		Undup. Headcount	%	Undup. Headcount	%	Undup. Headcount	%	
Total Academic Term HEADCOUNT		1,751	100%	1,727	100%	1,693	100%	
Gender	Female	1,018	58%	950	55%	967	57%	
	Male	725	41%	745	43%	714	42%	
	Unknown	8	0%	32	2%	12	1%	
Age	Under 18	345	20%	309	18%	284	17%	
	18 - 19	506	29%	511	30%	498	29%	
	20 - 24	424	24%	421	24%	433	26%	
	25 - 34	232	13%	257	15%	243	14%	
	35 - 44	142	8%	136	8%	139	8%	
	45 - 54	65	4%	59	3%	62	4%	
	55 and over	37	2%	33	2%	34	2%	
Unknown	0	0%	1	0%	0	0%		
Ethnicity	White, non-Hispanic	1,142	65%	1,063	62%	1,228	73%	
	Black, non-Hispanic	125	7%	136	8%	145	9%	
	Hispanic	76	4%	174	10%	191	11%	
	Asian	17	1%	25	1%	32	2%	
	American Indian/Alaskan Native	19	1%	19	1%	15	1%	
	Hawaiian/Pacific Islander	2	0%	3	0%	2	0%	
	2 or more Races	138	8%	54	3%	52	3%	
	Non-Resident Alien	32	2%	42	2%	28	2%	
Unknown	200	11%	211	12%	0	0%		
Residency	In State	Pratt County	388	22%	340	20%	327	19%
		Service Area (excluding Pratt)	362	21%	309	18%	326	19%
		Other KS Counties	472	27%	461	27%	495	29%
	Out of State/International	529	30%	617	36%	545	32%	
Student Type	Degree / Certificate Seeking	768	44%	738	43%	735	43%	
	Transfer Bound Student	395	23%	359	21%	447	26%	
	High School Student	471	27%	413	24%	397	23%	
	Preparatory Work Student	N/A	N/A	119	7%	8	0%	
	Seeking Self-Improvement	117	7%	98	6%	106	6%	

Fall Term Only:

Enrollment Status	Full-time	554	46%	530	45%	525	44%
	Part-time	287	24%	308	26%	332	28%
	High School Student	368	30%	342	29%	297	25%

Compiled by: Lisa Kolm, Data Coordinator



**Academic Year
Credit Hour Comparisons
September 2021 MIS**

Student Characteristics		2018-2019		2019-2020		2020-2021		
		Credit Hours	%	Credit Hours	%	Credit Hours	%	
Total Academic Year CREDIT HOURS		26,849.5	100%	25,998.5	100%	25,520	100%	
Gender	Female	13,222.5	49%	11,616.5	45%	11,927.5	47%	
	Male	13,585	51%	14,132	54%	13,490	53%	
	Unknown	42.0	0%	250	1%	102.5	0%	
Age	Under 18	2,365	9%	2,405	9%	2,282	9%	
	18 - 19	12,851	48%	12,010	46%	11,267	44%	
	20 - 24	7,345.5	27%	7,057.5	27%	7,534	30%	
	25 - 34	2,398.5	9%	2,738	11%	2,398.5	9%	
	35 - 44	1,182	4%	1,241	5%	1,345	5%	
	45 - 54	550	2%	376.5	1%	465	2%	
	55 and over	157.5	1%	167.5	1%	228.5	1%	
Unknown	0	0%	3	0%	0	0%		
Ethnicity	White, non-Hispanic	16,624.5	62%	15,650	60%	16,837.5	66%	
	Black, non-Hispanic	2,832	11%	2,785	11%	2,350.5	9%	
	Hispanic	1,454	5%	3,225	12%	3,819.5	15%	
	Asian	186	1%	207	1%	376	1%	
	American Indian/Alaskan Native	268	1%	180	1%	130	1%	
	Hawaiian/Pacific Islander	43	0%	33	0%	9	0%	
	2 or more Races	2,642	10%	1,138	4%	1,281.5	5%	
	Non-Resident Alien	980	4%	1,069	4%	716	3%	
Unknown	1,820	7%	1,711.5	7%	0	0%		
Residency	In State	Pratt County	5,176	19%	4,436	17%	4,291	17%
		Service Area (excluding Pratt)	4,071	15%	3,549	14%	3,410	13%
		Other KS Counties	9,130.5	34%	9,402	36%	10,221.5	40%
	Out of State/International	8,472	32%	8,611.5	33%	7,597.5	30%	
Student Type	Degree / Certificate Seeking	20,343	76%	19,267	74%	18,505	73%	
	Transfer Bound Student	2,574	10%	2,253	9%	3,196	13%	
	High School Student	3,532	13%	3,350	13%	3,265	13%	
	Preparatory Work Student	N/A	N/A	782	3%	130	1%	
	Seeking Self-Improvement	400.5	1%	346.5	1%	424.0	2%	
Course Location	Pratt Campus	17,438.5	65%	16,152.5	62%	13,868	54%	
	eLearning (on-line)	6,250	23%	6,393	25%	8,312	33%	
	Outreach (not on-line)	3,161	12%	3,453	13%	3,340	13%	
Enrollment Status	Full-Time	18,658	69%	17,759	68%	16,857	66%	
	Part-Time	4,580.5	17%	4,889.5	19%	5,398.0	21%	
	High School	3,611	13%	3,350	13%	3,265	13%	

Compiled by: Lisa Kolm, Data Coordinator



September 2021 MIS

Annual Report of Completions by Award Earned

Program		Associate Degree	Certificate	SAPP ¹ Completion ²	TOTALS	Prior Year Comparison
Transfer Degrees	Associate of Science	70			70	71
	Associate of Arts	0			0	4
	Associate of General Studies	22			22	23
Technical Programs	Agriculture - Farm & Ranch	5	3		8	9
	Ag Power Technology	4			4	0
	Automotive Technology	9	2		11	6
	Business Administrative Tech	0	0		0	2
	Distribution Sales & Mgmt.	0	0		0	0
	Electrical Power Technology	22	35		57	65
	Information Network Tech.	2			2	1
	Nursing	24	11		35	29
	Welding	0	1		1	0
SAPP ¹	Home Health Aide			2	2	0
	Medication Aide			33	33	22
	Nursing Aide			107	107	75
TOTALS		158	52	142	352	307
Prior Year Comparison		152	58	97	307	

NOTES:

- Data is reflective of reporting on IPEDS Completions Report and AY 2021 KSPSD submission to Kansas Board of Regents.

¹SAPP=Stand Alone Parent Program. A SAPP is a KBOR specified program (course) that is less than 16 credit hours in length and leads to an industry recognized credential, license, or certification.

²Must have completed SAPP course with a final grade of C or better.

Compiled by: Lisa Kolm, Data Coordinator

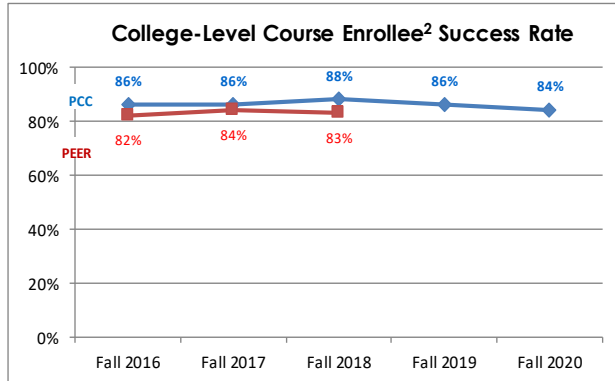


College-Level Course Section Retention & Success Rates

NCCBP Table - September 2021 MIS

PCC MOST RECENT						PCC 3-YEAR AVERAGE & BENCHMARKING			
	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
Fall 2020	# of Certified College-Level Course Enrollees ²	Total A, B, C, P, D, & F Grades	Total A, B, C and P Grades	Course Retention Rates of Enrollees ² (Col 2 / Col 1)	Course Enrollee ² Success Rates (Col 3 / Col 1)	Course Completer Success Rates (Col 3 / Col 2)	PCC MOST RECENT 3-YR AVG Course Retention Rates of Enrollees ²	PCC MOST RECENT 3-YR AVG Course Enrollee ² Success Rates	PCC MOST RECENT 3-YR AVG Course Completer Success Rates
All courses except developmental	4,160	3,971	3,486	95%	84%	88%	96%	86%	90%

- PCC Trendlines & NCCBP⁴ Benchmarking -



Legend:

- PCC Course Enrollee² Success Rate
- KS PEER³ Course Enrollee² Success Rate

NOTE: Concurrent/College Start courses are included.
² Enrollee = A certified enrollment; the enrollment passed the 20th day or 25% mark of the course section. Withdrawals are certified enrollments; drops are not certified enrollments.
³ Kansas Peer Participants = Average of selected Kansas Community Colleges peers participating in NCCBP includes: Barton, Cowley, Fort Scott, Garden City, Highland, Independence, Neosho & Seward

⁴ NCCBP = National Community College Benchmarking Project
 Compiled by: Lisa Kolm, Data Coordinator

Core Academic Skill Areas Course Section Retention & Success Rates

PCC MOST RECENT							PCC 3-YEAR AVERAGE & BENCHMARKING		
	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
Fall 2020	# Course Enrollees ²	Total A, B, C, P, D, & F Grades	Total A, B, C and P Grades	Course Retention Rates of Enrollees ² (Col 2 / Col 1)	Course Enrollee ² Success Rate (Col 3 / Col 1)	Course Completer Success Rates (Col 3 / Col 2)	PCC MOST RECENT 3-YR AVG Course Retention Rates of Enrollees ²	PCC MOST RECENT 3-YR AVG Course Enrollee ² Success Rate	PCC MOST RECENT 3-YR AVG Course Completer Success Rates
English Comp I	204	190	158	93%	77%	83%	96%	81%	85%
English Comp II	43	30	22	70%	51%	73%	84%	66%	79%
College Algebra	95	81	55	85%	58%	68%	87%	67%	77%
Speech	149	130	107	87%	72%	82%	91%	79%	87%
Micro Office Apps	128	117	75	91%	59%	64%	94%	74%	79%

Benchmarks: PCC Most Recent 3-yr average as compared to NCCBP⁴ Peer³ Benchmark⁵:

- 🟢 ≥ NCCBP Peer average
- 🟡 Ⓣ NCCBP Peer Avg to 5% below
- 🔴 ≤ 6% below NCCBP Peer average

NOTE: Concurrent/College Start courses are included.

² Enrollee = A certified enrollment; the enrollment passed the 20th day or 25% mark of the course section. Withdrawals are certified enrollments; drops are not certified enrollments.

³ Kansas Peer Participants = Average of selected Kansas Community Colleges peers participating in NCCBP includes: Barton, Cowley, Fort Scott, Garden City, Highland, Independence, Neosho & Seward

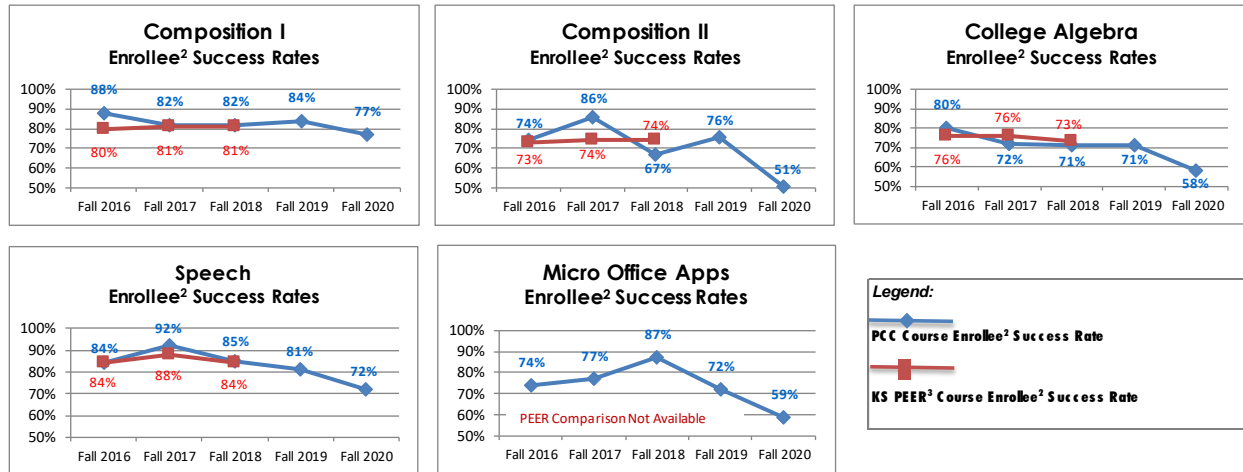
⁴ NCCBP = National Community College Benchmarking Project

⁵ Benchmark = Peer Group 3-year avg. based on 2016, 2017 & 2018 (most recent data available).

Core Academic Skill Areas Course Section Retention & Success Rates (cont.)

September 2021 MIS

- PCC Trendlines & NCCBP⁴ Peer³ Comparisons -



² Enrollee = A certified enrollment; the enrollment passed the 20th day or 25% mark of the course section. Withdrawals are certified enrollments; drops are not certified enrollments.

³ Kansas Peer Participants = Average of selected Kansas Community Colleges peers participating in NCCBP includes: Barton, Cowley, Fort Scott, Garden City, Highland, Independence, Neosho & Seward

⁴ NCCBP = National Community College Benchmarking Project

Developmental/Remedial Student Retention & Success in First College-Level Course

NCCBP Table - September 2021 MIS

PCC MOST RECENT								PCC 3-YEAR AVERAGE & BENCHMARKING		
	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 5	Column 6	Column 7
Fall 2019 Cohort	Total A, B, C, & P Grades in Fall 2019 Developmental Courses	Total from Column 1 Who Enrolled (certified) in Related College-Level Course by Fall 2020	Total from Column 2 Who Completed College-Level Course with A, B, C, P, D, or F Grades	Total from Column 3 Who Completed College-Level Courses with A, B, C and P Grades	College-Level Course RETENTION RATE of Enrollees ² (Col 3/Col 2)	College-Level Course ENROLLEE ² SUCCESS RATE (Col 4/Col 2)	College-Level Course COMPLETER SUCCESS RATE (Col 4/Col 3)	PCC MOST RECENT 3-YR AVG	PCC MOST RECENT 3-YR AVG	PCC MOST RECENT 3-YR AVG
Math	46	26	22	18	85%	69%	82%	81%	55%	68%
							<i>PEER³ Math Benchmark⁵:</i>	79%		
English	59	53	49	36	92%	68%	73%	96%	74%	77%
							<i>PEER³ English Benchmark⁵:</i>	76%		

Benchmarks: PCC Most Recent 3-yr average as compared to NCCBP⁴ Peer³ 3-yr average⁵:

- 🟢 ≥ NCCBP Peer average
- 🟡 ⊖ NCCBP Peer Avg to 5% below
- 🔴 ⊖ ≤ 6% below NCCBP Peer average

¹ Developmental Coursework includes: Math-any MTH0 section; Writing-ENG005 & ENG098; Reading-ENG007 & ENG096; Highest development course was used in cases of duplication

² Enrollee = A certified enrollment; the enrollment passed the 20th day or 25% mark of the course section. Withdrawals are certified enrollments; drops are not certified enrollments.

³ PCC Peer Group = Selected Kansas community colleges peers participating in NCCBP include: Barton, Cowley, Fort Scott, Garden City, Highland, Independence, Neosho & Seward.

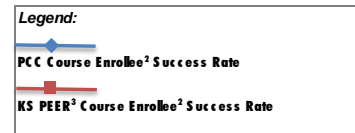
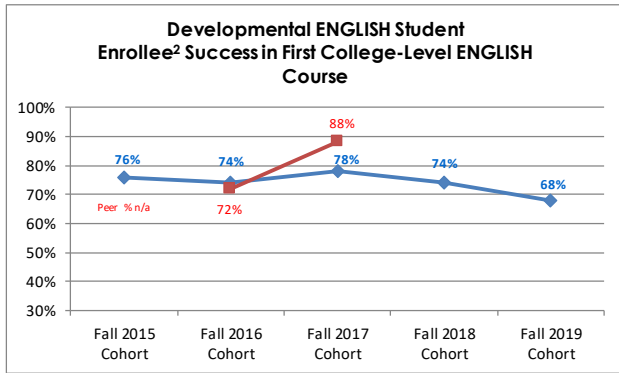
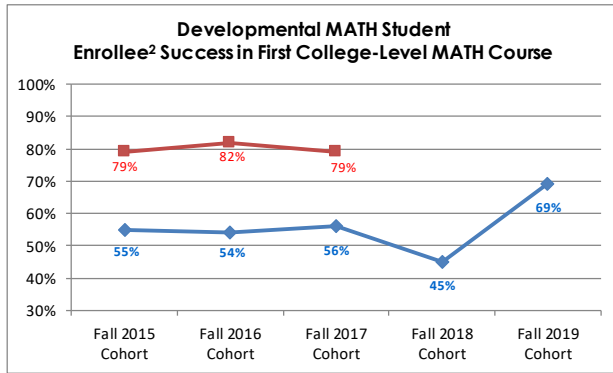
⁴ NCCBP = National Community College Benchmarking Project

⁵ Benchmark= Peer Group 3-year avg. based on 2014, 2015 & 2016 (most recent data available).

Page 1 of 2
Compiled by: Lisa Kolm, Data Coordinator

Developmental/Remedial Student Retention & Success in First College Level Course (cont.)
September 2021 MIS

- PCC Trendlines & NCCBP⁴ Peer³ Comparisons -



² Enrollee = A certified enrollment; the enrollment passed the 20th day or 25% mark of the course section. Withdrawals are certified enrollments; drops are not certified enrollments.

³ PCC Peer Group = Selected Kansas community colleges peers participating in NCCBP include: Barton, Cowley, Fort Scott, Garden City, Highland, Independence, Neosho & Seward.

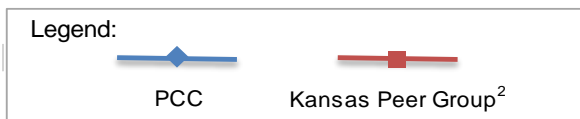
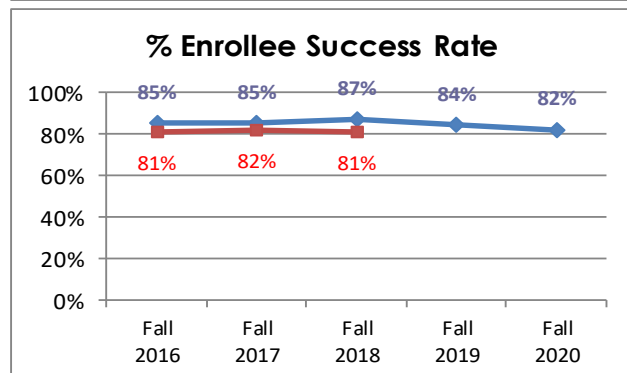
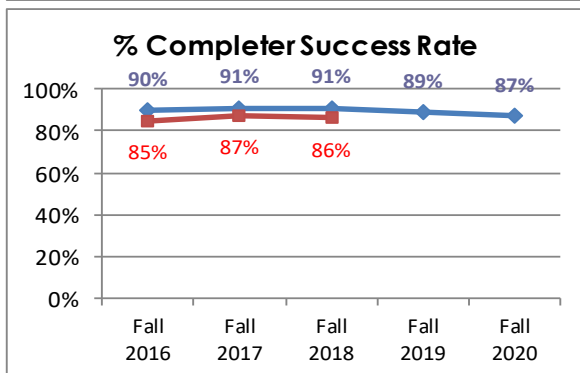
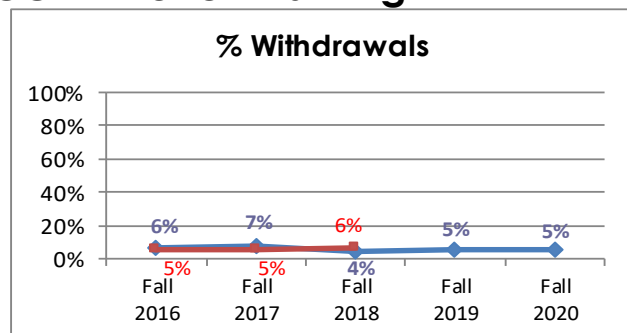
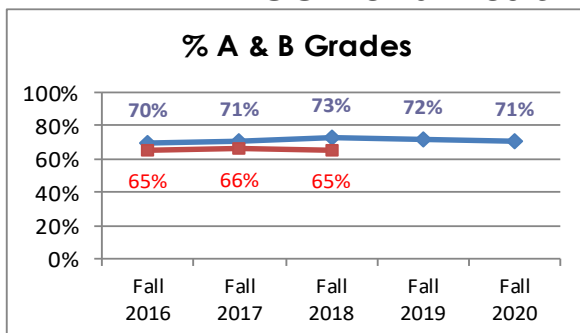
⁴ NCCBP = National Community College Benchmarking Project

Institution-wide Grade Distribution

- all sections, all locations -

Column 1	Column 2	Column 3
Fall 2020	Number	Percent (Column 1/Total)
A	2,257	51.6%
B	856	19.6%
C	464	10.6%
P	22	0.5%
D	188	4.3%
F	371	8.5%
I	0	0.0%
W	217	5.0%
Total	4,375	

- PCC Trendlines & NCCBP¹ Benchmarking -



¹ NCCBP = National Community College Benchmarking Project
² Kansas Peer Group = Average of selected Kansas Community Colleges peers participating in NCCBP includes: Barton, Cowley, Fort Scott, Garden City, Highland, Independence, Neosho & Seward

Compiled by: Lisa Kolm, Data Coordinator

Institution-wide Grade Distribution (cont.)

Grade Distribution which excludes concurrent course sections & activity course sections (for comparison to overall grade distribution):

	Column 3	Column 4
Fall 2020 (all course sections but concurrent & activity courses)	Number	Percent (Column 3/Total)
A	1,625	44.5%
B	806	22.1%
C	440	12.1%
P	22	0.6%
D	183	5.0%
F	366	10.0%
I	0	0.0%
W	207	5.7%
Total	3,649	

NOTE: For internal comparison only. NCCBP benchmarking is not available for this breakout.
Compiled by: Lisa Kolm, Data Coordinator



Distance Learning

NCCBP Table - September 2021 MIS

PART A: Credit Distance Learning Sections and Credit

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Fall 2020	Total PCC Credit Hours Taught	Total Credit Distance Learning Credit Hours	Distance Learning Proportion of Credit Hours (Column 2/Column 1)	Total PCC Credit Sections Taught (6+ students)	Total Credit Distance Learning Sections (6+ students)	Proportion of Total Credit Sections (6 or more students) (Column 5/Column 4)
	12,412	3,143	25%	283	53	19%

NOTES:

Column 2 includes credit hour production for all Pratt On-Line, B & I On-Line, Concurrent On-Line, and EduKan.

Column 4 includes all locations, all course sections with 6 or more students, with credit value > 0 (ie labs are not counted).

Column 5 includes sections of Pratt On-Line, B & I On-Line, Concurrent On-Line, and EduKan with 6 or more students.

PART B: Distance Learning Grades¹

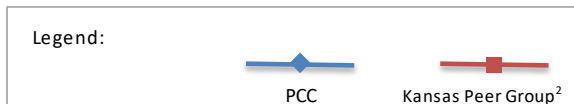
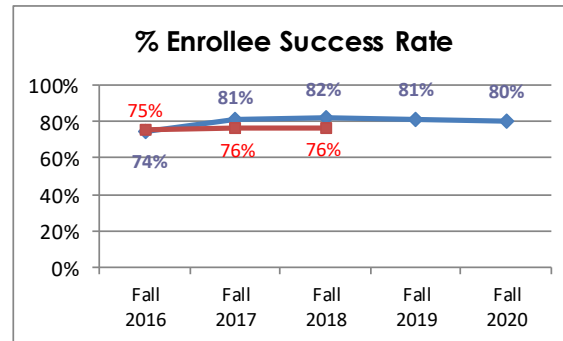
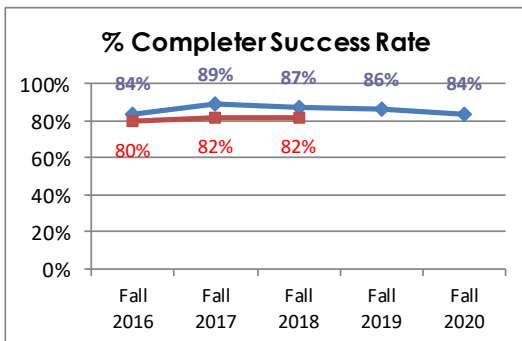
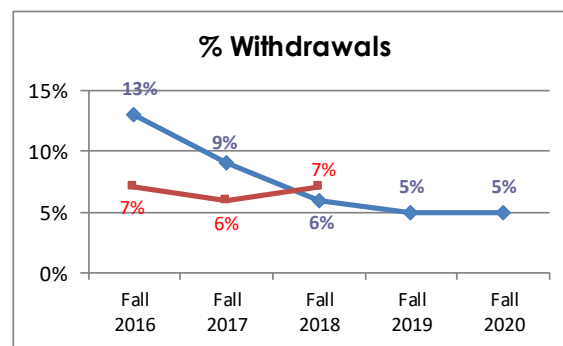
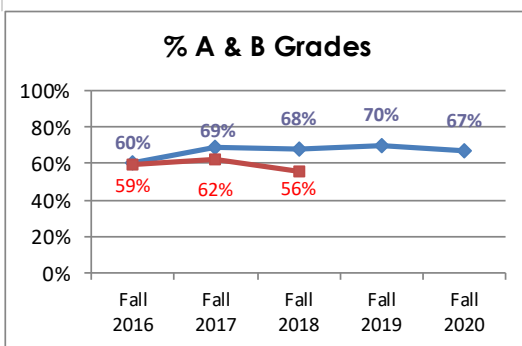
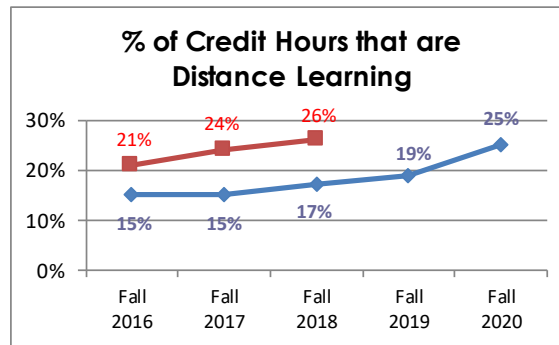
	Column 7	Column 8
Fall 2020	#	%
A	361	39%
B	260	28%
C	107	12%
P	0	0%
D	28	3%
F	114	12%
I	0	0%
W	45	5%
Total	915	

¹Grade distribution includes all sections of Pratt On-Line, B&I On-Line, Concurrent On-Line, and EduKan
Compiled by: Lisa Kolm, Data Coordinator

Distance Learning (cont.)

September 2021 MIS

- PCC Trendlines & NCCBP¹ Benchmarking -



¹ NCCBP = National Community College Benchmarking Project

² Kansas Peer Group = Average of selected Kansas Community Colleges peers participating in NCCBP includes: Barton, Cowley, Fort Scott, Garden City, Highland, Independence, Neosho & Seward.

Compiled by: Lisa Kolm, Data Coordinator

VII. Communication to the Board

VIII. Calendar of Events

PRATT COMMUNITY COLLEGE CALENDAR OF EVENTS:

September 2021

September 20 - Board Meeting, Dinner 5:30 p.m., Meeting 6:00 p.m.
Zoom Meeting ID: 92722945961

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.
Zoom Meeting ID: 92722945961

November 2021

November 15 - Board Meeting, Dinner 5:30 p.m., Meeting 6:00 p.m.
Zoom Meeting ID: 92722945961
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.
Zoom Meeting ID: 92722945961
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) Zoom Meeting ID: 92722945961
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.
Zoom Meeting ID: 92722945961
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.
Zoom Meeting ID: 92722945961

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.

Zoom Meeting ID: 92722945961

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.

Zoom Meeting ID: 92722945961

June 2022

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

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

Zoom Meeting ID: 92722945961

CONFERENCES/LEADERSHIP INSTITUTE/TRAINING

Year 2021

ACCT Leadership Congress	Oct. 13-16	San Diego, CA
AACC Commission Meeting	Nov. 1-3	Washington, DC

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
----------------------------------	----------	----------------

IX. Consent Agenda:

Minutes:

Board of Trustee Meeting Minutes of August 30, 2021

- I. Chair Koler called the meeting to order at 6:00 p.m.
- II. Pledge of Allegiance was led by Ed Barrett

Trustees Present: Mike Koler Chair, Ed Barrett Vice Chair,(VC), Kim DeClue, Michele Hamm, Stan Reimer

Trustee(s) Absent: Dwane DeWeese and Jeff Shumway

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:

Media Representation: No media present

III. Introduction of Guest(s):

Dean Fitzsimmons and Eric Killough

IV. Introduction of Awards of Excellence – Dr. Calvert

PCC Moving in Day, August 15, 2021. Dr. Calvert recognized the following for their time and effort in make the Move in Day a success.

SEM Staff:

Elizabeth Britton	Caitlin Miller	Audra Rogers	Kevin Kewley
Elyse Birdsong	Amy Jackson	Emily Prosser	Rose Ohlsen
Shaycin Koehn	Pam Kuemin	Susan Mayberry	Cindy Lambert
Robin Lemon	Amanda Wade	Joel Pearson	Quintin Powell

Resident Life and Resident Assistant Team

Charles Keefer	Jacob Mitchell	Faith Bannister	Julian Ezkiwu
Brad Luthe	Christy Wiebe	Kenny McCartney	Brianna Ede
Jazmin Levario	Arthur Weston	Stephanie Kerst	Mark McDaid
Gina Olivas	Nasan Ayala	Adalynn Wells	
Kawana Santos	Zachary McPhee	Shelby Cunningham	
Jeweliana Chambers			

Women's Soccer Team

Coach Ashley Burnett	Briana Zuniga	Alaina Strickland	Jade Massing
Paige Strausberg	Svenia Arnold	Reyna Meraz	Abby Martin
Amelia Kirby	Maris Quillen	Natalia Richartz	Amaya Myers
Kassandra Ramos	Sierra Bryant	Gabrielle Charez	Judith Isbell
Alexa Puerto	Whitney Young	Jessi Ferneau	Jada Lopez
Quemberli Merida			

Kent Adams and Donna Meier Pfeifer for representing PCC as presidents of Pratt Rotary Club.

V. COVID-19 Update – Dr. Calvert

- Have 1 student in isolation who tested positive. 2 faculty whose children tested positive are isolating at home.
- Couple of students, one tested positive Friday and waiting on the results of a close contact. Faculty had to move their classes to zoom to maintain the course schedule.
- Instructor who tested positive, the whole class is now being done by zoomed. - Community was up to 47 active cases as of 08-30-2021.

- Vaccine incentive for students is working, close to 100 students are fully vaccinated or have had their first dose. Student has to remain through the 20th day of enrollment before they receive their check.
- Discussion on making it a mandate a condition of employment to be vaccinated. Not required, but if you are not vaccinated, individual would have to be tested every week. In the process of modifying the leave policy, if you are vaccinated and need to take leave you will not be charged, unvaccinated you will be charged. Legal council will be contacted for direction.

VI. Discussion:

A. MIS Report – Dr. Calvert

No report presented

VII. Communication to the Board – Donna Meier Pfeifer

Thank you cards received from Pratt County 4-H club members who participated in the Pratt County Fair were displayed.

State Commissioner of Education Randy Watson and his deputy commission were on a 50 city tour of Kansas updating progress re-engineering K-12 education. Skyline is a part of this. Organizations like FFA and 4-H programs give kids learning opportunities in the value of work ethics, social ethics, being on team efforts, and showing up on time.

VIII. Calendar of Events – Dr. Calvert

- September 7, 2021 a Special Board of Trustee Meeting Revenue Neutral Rate and Public Hearing on FY2021-2022 Legal Budge.
- December 3-4, 2021 – KACCT Quarterly meeting will be held in Pratt, virtual and in-person as of now.

IX. Consent Agenda – Mike Koler, Chair

Chair Koler asked for a motion to approve the consent agenda as presented. VC Barrett 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 pulled from the consent agenda? Dr. Calvert asked for the Weekly Update and Board Enrollment Report of August 23, 2021 be pulled for discussion.

Dr. Calvert went over the report stating student headcount is -6.4% compared to the same period last year was -5%. More information is included in Enrollment Update and Board Report. Loss of 30 students from the ADN program upon losing the Conditional Approval Status in June. Factored in the new tennis program knowing the probability of getting 20 students was low. Added a welding program on the Pratt campus and in Kingman High School growing and the program in Attica. Anticipated a number of return students who sat out a year ago. Being down 7% for the Fall Semester with a budget built on a 2% growth. \$25,000 of revenue for each 1%. Typically, what starts out in the summer trending all year. Summer numbers were down also. 91 % in housing has increased. Down on online students and EDUKAN is also down. High school enrollment is still continuing. Numbers are still volatile related to COVID. Faculty trying to recruit students who did not enroll for Fall semester to enroll for Spring semester.

With no further discussion motion passed unanimously.

Minutes:

Minutes of the Board Trustee Meeting for July 19, 2021

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

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

No verbal additions were presented

Financial Report – Kent Adams, Finance and Operations

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.

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

Enrollment Update & Board Report – August 23, 2021 (Updates as of August 30 are noted in red below)

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. **(13,598 or -6.4%)**
2. **Fall 2021 Semester Enrollment**
 - Fall Semester credit hour production is 11,414 or -5% less than the same period last year. **(11,493 or -7%)**
 - Student headcount is 981 or -5% less than the same period last year. **(1,024 or -6%)**
 - EduKan credit hour production is 1,450 or -10% less than the same period in 2020. **(1,350 or -19%)**
 - Pratt Online credit hour production is 1,187 or -10% less than the same period in 2020. **(1,261 or -9%)**
 - Outreach credit hour production is 1,225 or -18% less than the same period last year. **(1,387 or -19%)**
 - College Start/High School enrollment is 1,239 credit hours, a 9% increase in production compared to the same period in 2020. **(1,442 or +5%)**
 - 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. **(5,636 or +5%)**
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

X. Action Items

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

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 \$25,204.87 for the following:

Graphic Edge – \$11,437 – Women’s soccer gear \$2,237.00, Men’s baseball \$1,200, Men’s basketball \$8,000. Contract with Graphic Edge.

Dell Laptops - \$4,874.89 – 3 staff laptops – Dell being the IT selected computer vendor.

Lincoln Electric - \$8,892.98 – MIG360 Lincoln Electric welders \$6,619.93, plasma cutter \$2,273.05. Equipment must be Lincoln Electric for the welding program to be LEEP Certified. This purchase will be funded through Vocational Capital Outlay.

Motion was made by Trustee Hamm to accept the administration requests for Ratification Wavier Policy 3-07 for the afore-reference variety of sole-source purchases in the total amount of \$25,204.870. Motion was seconded by Trustee DeClue. With no further discussion motion pass unanimously.

Mr. Adams shared the next round of equipment for the welding program is approximately \$210,000. This amount is budgeted for FY22 and FY23. The welding enrollment, with the projected enrollment is expected to generate a positive cash flow to the institution. High school adaptation offered has the Added CTE Excel Program SB 155 funding model. These are the only credit hours that are fully funded, whereas the other is a portion of the SB 155 CTE funding.

With no further discussion the motion passed unanimously

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

Chair Koler asked for a motion to approve the administration recommendation to accept the SJN Bank, 8-year financing \$200,000 at 2.25% for an EC Wide Boy 47 Passenger Bus. Motion was made by Trustee Barrett to approve the administration recommendation to finance \$200,000 at 2.25% for an EC47 passenger bus. Motion was seconded by Trustee Hamm.

<u>Name</u>	<u>7 Years</u>	<u>8 Years</u>
SJN Bank	2.15%	2.25%
Fusion Bank	Declined	Declined
Legacy Bank	2.95%	2.95%
The Peoples Bank	2.193%	2.967%

The administration recommended the SJN Bank, 8-year financing at 2.25% be accepted.

With no further discussion vote was 4 Ayes and 1 abstaining. Motion carried.

➤ **Sole-Source Purchase – 2002 CASE IH MX240 Tractor – Kent Adams**

Chair Koler asked for a motion to approve the administration recommendation for the sole-source purchase of a 2002 CASE IH MX240 tractor from KanEquip for the Ag Power program in the amount of \$39,995. Motion was made by Trustee Barrett to

approve the sole-source purchase of the afore-reference 2002 tractor in the amount of \$39,995. Motion was seconded by Trustee Reimer.

The administration recommends the purchase of 2002 CASE IH Tractor which will be used for Ag Power Technology and Ag programs, funded out of the Vocational Capital Outlay.

With no further discussion the motion passed unanimously.

- **Approve 2021-2022 Annual Purchase Orders – Kent Adams**
Chair Koler asked for a motion to approve the administration recommendation for the 2021-2022 Annual Purchase orders. Trustee DeClue made the motion to approve the 2021- 02022 Annual Purchase Orders. Motion was seconded by Trustee Barrett.

With no further discussion motion passed unanimously.

XI. Oral Reports
Nursing

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	10	10	0	100%	4
Total Pass Rate for ADN Graduates tested to date					95%	
Cumulative Pass Rate of ADN Program to date					70.83%	

2021-2022 Enrollment & Capacity:

Location	Enrollment	Capacity
• PN Pratt	8	20

Curriculum Changes to KSBN

ADN 19 out of 20 who have tested have passed, 1st time testers at 95%

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.

➤ **Faculty** – 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.

There are 26 different countries on campus this year. The Linda Hunt Library hangs a flag for each country.

➤ **Staff Senate** – Charles Keefer – Donna Meier Pfeifer

Staff Senate is hosting a Student, Faculty, and Staff Welcome Back Cookout on September 2, 2021 from 11:00 a.m. – 1:30 p.m. Will include various outdoor games, giveaways and drawings. Great Western Dining Services is providing the food and Chef Dr. Calvert will be doing the grilling.

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

Gave an update on upcoming home games

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
Tournament auction raised over \$4500.
- Hall of Fame Induction October 9, 2021
- New bleachers installed at Track/Soccer Complex

Women's Flag Football Team - Dr. Calvert

Dr. Calvert and Mr. Swartzendruber will present a detailed report to the Board of the possibility of adding another activity sport for their review and potential approval regarding adding Women's Flag Football for the FY 2022 – 2023.

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

Information Technology Project Update:

Updating Media in Room 312 - Requests for bids are being created.

Wired internet in the dorms: Completed

Computer Lab Upgrades:

Upgrading 69 computers in Room 438 and the EPT computer lab this summer. Estimated delivery 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, Executive Director*

Campaign

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 and Hazel 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. These gifts will be publicly recognized We are working on a plan to publicly recognize these gifts. Both gifts are designated for scholarships.

In conversation with the Mr. Swartzendruber looking into software for operating the golf tournament. Researching upgrading the foundations online payment system, put online donation forms for any on campus program.

➤ **KACCT** – *Michele Hamm, KACCT Past President*

Dr. Calvert gave an update on the KACCT quarterly meeting in Hutchinson on August 27 and 28, 2021. Meeting was done virtually and face-to-face. Pratt is scheduled to host the December 3-4, 2021 quarterly meeting. At this time, it will be virtual and face-to-face. Every meeting has to have the Zoom capability.

➤ **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 been appointed to the Commission on Small and Rural Community Colleges. Fall meetings to occur in November in Washington DC.

➤ **Other:** Nothing was presented.

XII. Wrap Up

Comments from the Public – No comments 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. 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.

Update: \$200,000 wind farm money for the track and soccer complex. The ask has been presented each year since 2018's original asks. The ask was again turned down.

13. Met with Nursing Department and Monette to finalize LPN request to KSBN.

Update: Dr. Calvert, Monette DePew, Diana Mitzner and nursing faculty met to prepare a presentation at the quarterly state nursing mid-September on how PCC could expand on how to teach the LPN program. There are 8 students on campus with two full time faculty. PCC will propose a request to teach in a *Synchronous Learning Environment*. Request to teach via zoom.

At this meeting also, the potential community college partner will make the request to the state board to teach their ADN program on the PCC campus. Chair Koler has signed a letter of support on behalf of the PCC Trustees and

Administration, jointly signed by Dr. Calvert. If accepted, the partnership would begin the fall semester of 2022.

14. Participated in quarterly PCC Foundation Board meeting.

Comments from the Board Chair – Mike Koler, Chair

XIII. Executive Session for Non-Elected Personnel Matters

7:30 p.m. Trustee Reimer moved to enter into an executive session for the purpose of discussing the potential purchase of real property for no more than 20 minutes and request Kent Adams be included in this session. Motion was seconded by Trustee Hamm. A 5 minute break was requested and granted.

7:35 p.m. went into executive session started and adjourned at 7:50 p.m. Trustee DeClue made the motion to adjourn executive session and return to regular meeting. Motion was seconded by Trustee Hamm.

XIV. Meeting Adjourned

7:501 p.m. Chair Koler asked for a motion to adjourn the regular meeting. Trustee Barrett moved to adjourn the regular meeting with Trustee Reimer second the move. With no further discussion the motion passed unanimously.

Minutes Recorded by:
Donna Meier Pfeifer, Board Clerk

Board of Trustee Special Meeting September 7, 2021

Trustees Present: Vice Chair (VC) Ed Barrett, Kim DeClue, Michele Hamm, Stan Reimer, and Jeff Shumway

Trustee Absent: Mike Koler Chair, and Dwane DeWeese

Administration Present: Dr. Michael Calvert, PCC 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, Donna Meier Pfeifer, Board Clerk.

I. Trustee Vice Chair Ed Barrett called to order the Public Hearing to Exceed the Revenue Neutral Rate of 36.945 at 5:33 p.m.

- A. Pledge of Allegiance was led by VC Barrett.
- B. Introduction of Guests – *Dr. Calvert*
Dean Fitzsimmons
- C. VC Barrett called for a motion to approve or ratify the Public Hearing to Exceed the Revenue Neutral Rate of 36.945 as presented. Motion was made by Trustee Shumway to approve or ratify Public Hearing to Exceed the Revenue Neutral Rate of 36.945. Seconded by Trustee Reimer.
- D. Public Comments – No comments from the public

E. Roll Call Vote of Trustees by Board Clerk:

Ed Barret – Aye	Stan Reimer – Aye	Dwane DeWeese - Absent
Kim DeClue – Aye	Jeff Shumway – Aye	Mike Koler - Absent
Michele Hamm – Aye		

Mr. VC Barrett, roll call vote was taken with 5 Ayes which is unanimous.

- F. VC Barrett asked for a motion to adjourn the meeting at 5:37p.m. Motion was made by Trustee Reimer to adjourn the meeting. Motion was seconded by Trustee Shumway. With no further discussion motion passed unanimously.

II. Trustee Vice Chair Ed Barrett called to order the Public Hearing on FY2021-2022 Legal Budget

- A. VC Barrett called for a motion to approve or ratify the Public Hearing on FY2021-2022 Legal Budget. Motion was made by Trustee DeClue to approve or ratify the Public Hearing on FY2021-2022 Legal budget. Motion was seconded by Trustee Reimer.

- B. Public Comments – No comments from the public

C. Roll Call Vote of Trustees by Board Clerk:

Ed Barret – Aye	Stan Reimer – Aye	Dwane DeWeese - Absent
Kim DeClue – Aye	Jeff Shumway – Aye	Mike Koler - Absent
Michele Hamm – Aye		

Mr. VC Barrett, roll call vote was taken with 5 Ayes which is unanimous.

- D. VC Barrett asked for a motion to adjourn the meeting at 5:40 p.m. Motion was made by Trustee Shumway to adjourn the meeting. Motion was seconded by Trustee Reimer. With no further discussion motion passed unanimously.

Minutes recorded by:

Donna Meier Pfeifer

Board Clerk

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

September, 2021

APPOINTMENTS

Jeffrey Reinert	Part-time Bus Driver
Cheryl McCollum	Temporary Switchboard Operator

RESIGNATIONS/TERMINATIONS

Steve Vandervoort	Computer Specialist (Software Support)
Donny Davies	Computer Specialist (Server Ops)

CHANGE IN STATUS

Charles Keefer **to** Sports Information Director/Residential Supervisor
from Director of Residence Life
Pamela Kuemin **to** Student Success Specialist
from Staff Assistant, Student Success Center

ADJUNCT 2021 CONTRACTS

Linda Buchmueller	HOC103-O-1E Home Health Aide
Linda Buchmueller	HOC101-O-1E Nurse Aide I
Amanda Wilson	HOC101-O-2E Nurse Aide I

SEARCHING

Adjunct Clinical Instructors, Allied Health	Evening Security Officer (part time)
Asst. Athletic Trainer	Evening Security Officer (full time)
Asst. Director of Admissions	Maintenance/ Bus Driver
Asst. Women's Basketball Coach/Res.	Nursing/Allied Health Secretary
Supervisor Automotive Instructor, Pratt Campus	Office Assistant – Student Services (2 positions)
Cashier/Bookkeeper	Staff Asst., Student Success Center
Computer Specialist (Server Ops)	Welding Instructor, Pratt Campus
Computer Specialist (Software Support)	Data Services Assistant (on hold)
Custodian (part-time)	Director of IT (on hold)
Daytime Security Officer	eSports Coach (.25 FTE) (<i>new position</i>) – (on hold)
Director of Residence Life	
Document Management Coordinator	

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

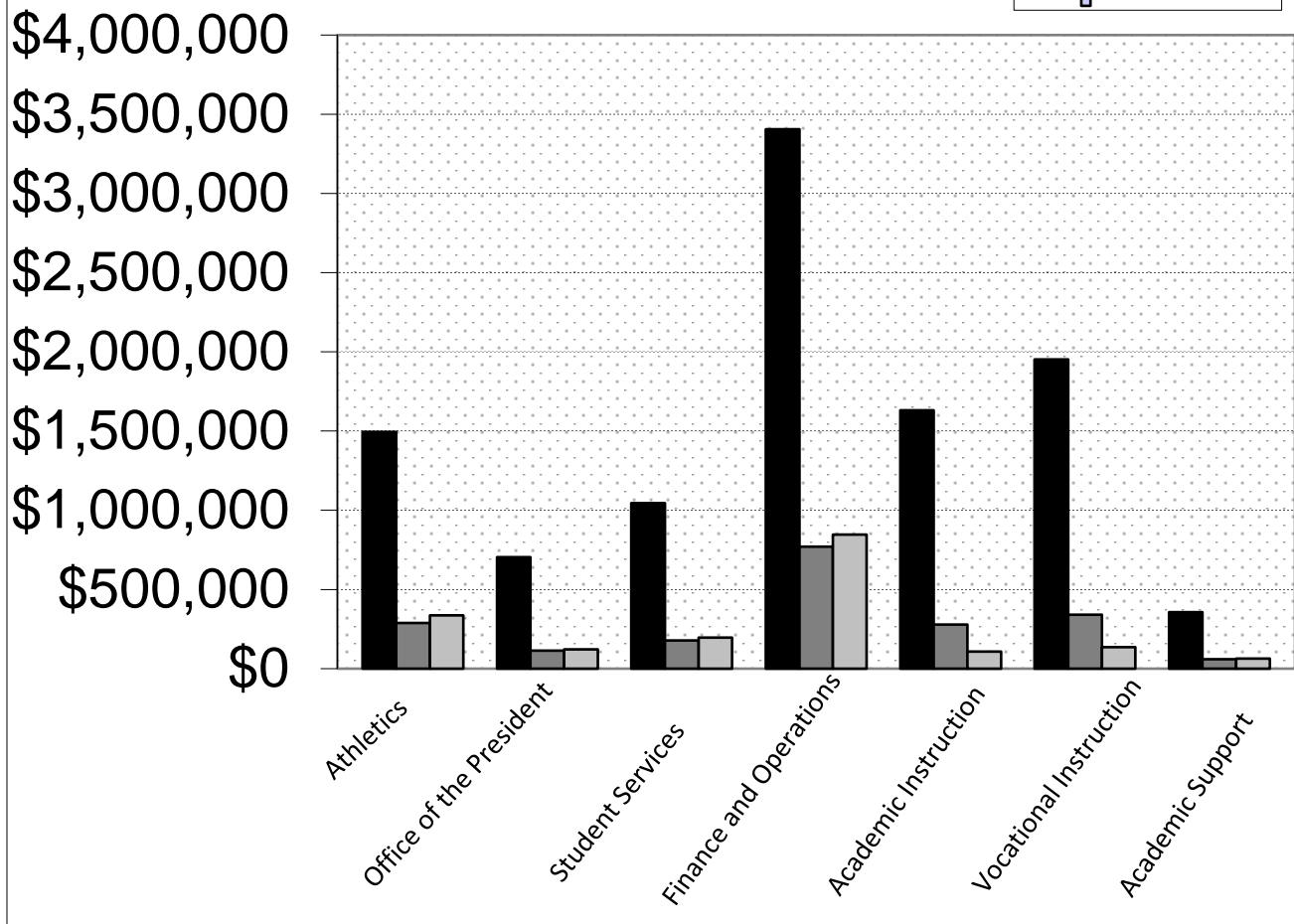
Combined General and Vocational Funds

	YTD BUDGET	YTD ACTUAL	DIFFERENCE	
REVENUES:				
GENERAL FUND	\$1,132,504	\$1,088,241	(\$44,263)	Unfavorable
VOCATIONAL FUND	\$1,031,524	\$1,030,742	(\$782)	Unfavorable
TOTAL COMBINED	<u>\$2,164,028</u>	<u>\$2,118,983</u>	<u>(\$45,045)</u>	Unfavorable
EXPENDITURES:				
GENERAL FUND	\$1,786,638	\$1,772,840	\$13,798	Favorable
VOCATIONAL FUND	\$457,696	\$317,841	\$139,854	Favorable
TOTAL COMBINED	<u>\$2,244,334</u>	<u>\$2,090,682</u>	<u>\$153,652</u>	Favorable
NET REVENUE (LOSS)	<u>-\$80,306</u>	<u>\$28,301</u>	<u>\$108,607</u>	Favorable

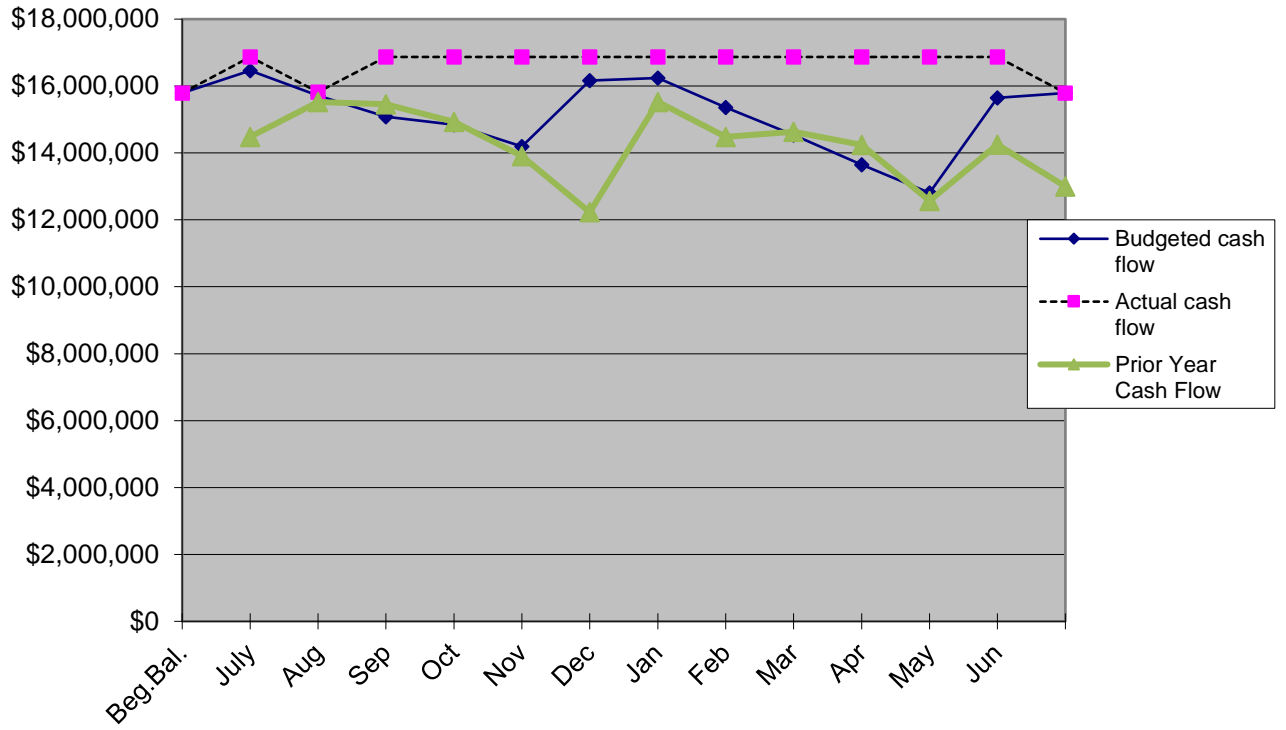
Revenue through August is running \$45K unfavorable. This compares to \$4K unfavorable in July. Tuition is \$61K under budget due to low enrollment. Miscellaneous income is over budget \$16K due to payment plan revenue.

Expenditures are running \$154K favorable in August. This compares to an underrun of \$411K in July. With enrollment down expenditures will need to be watched closely.

Budget Performance August YTD



Net Revenue & Expenditures Budget/Actual



**PRATT COMMUNITY COLLEGE
BOARD OF TRUSTEES
September 20, 2021**

For the Month August 31, 2021

ANALYSIS OF BUDGET OVER RUNS 10% OVER YEAR TO DATE

11-5565	(\$12,869)	OB – Tennis
	700 – (\$12,177)	Supplies and Materials

EXPLANATION: Start-up equipment and supplies are \$8K over annual budget auxiliary funds provided from an outside source for start- up expenses will be utilized to cover overrun.

11-5576	(\$8,619)	OB – Cheer
	601 – (\$9,278)	Travel

EXPLANATION: Travel is \$9K over annual budget. Auxiliary funds will be used to cover the overrun.

**PRATT COMMUNITY COLLEGE
BOARD OF TRUSTEES
September 20, 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 August 2021.

Recommendation: The committee recommends the cash disbursements for the month of August 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 – September 13, 2021

1. **2021-2022 Academic Year** – Credit hour production for the academic year is 14,066 or -4.3% below the figure reported on September 14, 2020.

2. **Fall 2021 Semester Enrollment**
 - Fall Semester credit hour production is 11,961 or -4% less than the same period last year.
 - Student headcount is 1,111 or -2% less than the same period last year.
 - EduKan credit hour production is 1,589 or -11% less than production for the same period in 2020.
 - Pratt Online credit hour production is 1,277, a -7% decrease for the same period in 2020.
 - Outreach credit hour production is 1,643 or -10% less than the same period last year.
 - College Start/High School enrollment is 1,755 credit hours, a 16% 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 5,959 credit hours or a 9% increase compared to the same period in Fall 2020.
 - 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 (Complete)
 - Fall Term 4: Last Date to Enroll: October 8
 - Fall Term 5: Last Date to Enroll: November 19

3. **Fall 2021 Residence Hall Occupancy**
 - Residence hall occupancy is 94% or 309 students compared to Fall 2020 for the same period. *Note: Maximum occupancy is 356; currently 28 spots are being used by staff or set aside for COVID-19 quarantine/isolation rooms.*

Academic Year Comparisons

Credit Hours by Term	AY 2021-22		AY 2020-21		AY 2019-20	
	YTD 9/13/2021	% Change from 2020-21 YTD	YTD 9/14/2020	FINAL	YTD 9/16/2019	FINAL
Summer	2,105	-5%	2,207	2,207	2,022	2,022
Fall	11,961 ▲	-4%	12,484	12,412	13,136	12,711
Spring	0		0	10,901	0	11,265
Total AY Credit Hours	14,066	-4.3%	14,691	25,520	15,158	25,998

Credit Hours by Tuition Plan	AY 2021-22		AY 2020-21		AY 2019-20	
	YTD 9/13/2021	% Change from 2020-21 YTD	YTD 9/14/2020	FINAL	YTD 9/16/2019	FINAL
Kansas Rate	9,524	-6%	10,092	17,881	9,978	17,387
Non-Kansas Rate	3,767	-11%	4,228	6,887	4,559	7,513
International Rate	775 ▲	109%	371	752	621	1,098
Total AY Credit Hours	14,066	-4.3%	14,691	25,520	15,158	25,998

Fall Semester Comparisons

	Fall 2021		Fall 2020		Fall 2019	
	After 8 Days of Classes YTD 9/13/2021	% Change from FA20 YTD	After 8 Days of Classes YTD 9/14/2020	FINAL	After Labor Day - After 8 Days of Classes YTD 9/16/2019	FINAL
Overall						
Total Credit Hours	11,961	-4%	12,484	12,412	13,136	12,711
F.T.E.	797 ▲	-4%	832	827	876	847
Headcount	1,111	-2%	1,128	1,154	1,205	1,180
Pratt Campus/Outreach						
Pratt Campus	7,452	-1%	7,497	7,350	8,445	8,313
eLearning (all on-line, not video)	2,866	-9%	3,160	3,143	2,550	2,356
Outreach (not on-line)	1,643 ▲	-10%	1,827	1,919	2,141	2,042
By Division						
Arts & Sciences	7,904	-2%	8,085	8,096	8,662	8,346
Technical Education	4,057	-8%	4,399	4,316	4,474	4,365
Total High School	1,755 ▲	16%	1,508	1,624	1,911	1,858

9 Core County Region

	Fall 2021		Fall 2020		Fall 2019	
	YTD 9/13/2021	% Change from FA20 YTD	YTD 9/14/2020	FINAL (grades still pending)	YTD 9/16/2019	FINAL
County						
Barber County (BA)	359	2%	351	345	N/A	501
Comanche County (CM)	136	55%	88	88	N/A	36
Harper County (HP)	271	5%	257	256	N/A	281
Kingman County (KM)	888.50	76%	504	515	N/A	530
Kiowa County (KW)	173	-23%	226	231	N/A	239
Pratt County (PR)	2,121.50	-2%	2,157	2,174	N/A	2,145
Reno County (RN)	295	17%	253	260	N/A	382
Sedgwick County (SG)	1,572	12%	1,400	1,360	N/A	1,250
Stafford County (SF)	143	-39%	233	218	N/A	231
Total 9 Core County Region	5,959	9%	5,469	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	18	31	3	7	4	4
# 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	0		
# Residence Hall Occupants ¹	309	284	309	308		
Occupancy Rate (328 available ²)	94%	86%	94%	91%	0%	0%

	Sep 15 20th Day		Mid-Term Week				
	Sep 13-17 Week 5	Sep 20-24 Week 6	Sep 27-Oct 1 Week 7	Oct 4-8 Week 8	Oct 11-15 Week 9	Oct 18-22 Week 10	Oct 25-29 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 1-5 Week 12	Nov 8-12 Week 13	Nov 15-19 Week 14	Nov 22-26 Week 15	Nov 29-Dec 3 Week 16	Dec 6-10 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, 16 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=340. NOTE: Denominator was 328 during week 1, and adjusted to 340 during remaining weeks per Residence Life request.



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 baseball in the amount of \$6,950.00 and track in the amount of \$6,351.00 from Graphic Edge. The total amount for Graphic Edge is \$13,301. 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 for the library to checkout to students in the amount of \$4,938.59 from Dell. This is a sole-source due to Dell being the selected computer vendor. This purchase is funded through HEERF funds.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of an oxy acetylene cutting torch for welding in the amount of \$3,734.70 from Lincoln Electric. This is a sole-source since the equipment must be Lincoln Electric for the welding program to be LEEP Certified.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of a G4 SSL bat tester for baseball in the amount of \$2,413.12 from Bat Testing Solutions. This tester is a sole-source since the NJCAA required this tester and it is only available through G4.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of work keys exit exams for students in the amount of \$8,000.00 from ACT. ACT is the only provider of the work keys exit exam.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of PCR Lab Stations for science in the amount of \$8,192.00 from Edvotek Inc. This purchase is to provide additional lab stations in the science lab to allow for social distancing. This is a sole-source to match existing lab stations. This purchase will be funded with HEERF funds.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of automotive repair manuals in the amount of \$1,378.50 from Mitchell. This is a sole source purchase since Mitchell is the only source for these automotive repair manuals.

➤ **Women's Flag Football Analysis** – *Dr. Calvert and Kent Adams*

	<u>Timeline for Adding Women's Flag Football</u>
June 2021	NJCAA notifies PCC that we have received a grant for \$10,000 to start women's flag football
August 2021	Discussion at Board of Trustee Meeting
September 2021	Continued discussion/Action taken on adoption of women's flag football at Board of Trustee Meeting
October 2021	Create job description and begin advertising for coach Send notification letters to schools/associations, social media campaign promotions begin
Nov./Dec. 2021	Interview and hire coach
January 3, 2022	New Coach starts at PCC; recruitment begins
August 2022	Order equipment for program
January 2022	Practice begins
March 2022	First games for women's flag football team

Women's Flag Football - Financial Analysis
September 2021

Women's Flag Football

Start-Up Grant/Expenses

Game Equipment	(\$1,000)
Grant	\$10,000

Women's Flag Football - 15 Students

Operating Expenses

Salary 1.0 FTE (0.67 coach; 0.34 other)	\$26,000
Benefits	\$13,217
Travel	\$7,000
Supplies/Equipment/Officials	\$9,000
Total Operating Costs	<u>\$55,217</u>

15 Students X 32 Credit Hours = 480 Credit Hours

Revenue*

Tuition/Fees	\$60,000
State Aid	\$7,800
Room and Board Net	\$8,741
Full Tuition and Book Scholarship (7.5)	<u>(\$26,700)</u>
Total Net Revenue	<u>\$49,841</u>

Net Gain/(Loss)	<u>(\$5,376)</u>
------------------------	-------------------------

Women's Flag Football - 20 Students

Operating Expenses

Salary 1.0 FTE (0.67 coach; 0.34 other)	\$26,000
Benefits	\$13,217
Travel	\$8,000
Supplies/Equipment/Officials	<u>\$10,000</u>
Total Operating Costs	<u>\$57,217</u>

20 Students X 32 Credit Hours = 640 Credit Hours

Revenue*

Tuition/Fees	\$80,000
State Aid	\$10,400
Room and Board Net	\$11,654
Full Tuition and Book Scholarship (10)	<u>(\$35,600)</u>
Total Net Revenue	<u>\$66,454</u>

Net Gain/(Loss)	<u>\$9,237</u>
------------------------	-----------------------

➤ **Policy(s) First Reading** – Dr. Calvert

 BOARD POLICY	Number	3-10
	Policy Type	General
	Adoption	01-28-2013
	Deletion	
	Revision	09-18-2017
	Review Date	09-16-2019

ALCOHOL EXEMPTION POLICY

Pursuant to K.S.A. 41-719, the board of trustees of a community college may exempt from the prohibition against consumption of alcoholic liquor on public property, specified property which is under the control of said board and which is not used for classroom instruction, in accordance with a written policy adopted by such board. The Board of Trustees of Pratt Community College hereby determines and declares the rooms listed below should be and are here now exempt from said statutory prohibition, to- wit:

- Delmar Riney Art Gallery (Room 301)
- Cafeteria (Room 302)
- Faculty Emeritus (Room(s) 312 and 314)
- Dr. and Mrs. Vernon Filley (Room 311)
- Naming Rights (Room 313)
- Dennis Lesh Sports Arena

The written policy as hereinafter set forth shall be complied with in regard to the consumption of alcoholic beverages in and on said properties of Pratt Community College, to-wit:

1. Any event or activity pursuant to this policy shall be in full compliance with the Kansas Liquor Control Act. Thus, for example, under no circumstances shall any individual under the age of 21 be served or be allowed to consume alcoholic beverages at any event.
2. No alcohol may be served or used on the campus of PCC except in or on said properties, and at college catered events, performing arts or fund-raising events sponsored by the College, the Beaver Backers Club, or the Pratt Community College Foundation.
3. All events must be approved in advance by the President.
4. The alcoholic beverages to be served shall be provided by the sponsoring organization, shall be the property of the sponsoring organization, and shall be removed from PCC property immediately upon conclusion of the event.
5. All applicable ordinances of the City of Pratt shall be complied with.
6. In all cases, obtaining any required liquor permit shall be the responsibility of the sponsor.
7. In no event shall alcoholic beverages be served before 5 p.m. or after 12 midnight on any day.

X This replaces policy dated: 09-18-2017, 01-28-2013

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:

<u>Acronym</u>	<u>Terminology</u>	<u>Acronym</u>	<u>Terminology</u>
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:

<u>Location</u>	<u>Number of Graduates</u>	<u>Number Tested</u>	<u>Passed</u>	<u>Failed</u>	<u>Pass Rates of Tested Students</u>	<u>Number Not Tested</u>
• 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	10	10	0	100%	4
Total Pass Rate for ADN Graduates tested to date					95%	
Cumulative Pass Rate of ADN Program to date					70.83%	

2021-2022 Enrollment & Capacity:

<u>Location</u>	<u>Enrollment</u>	<u>Capacity</u>
• PN Pratt	8	20

Nursing Team:

<u>Nursing Team</u>	<u>Position</u>	<u>Credentials</u>	<u>Contact Information</u>
• 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.**

- PN – Classes are off to a good start
- KSBN quarterly meeting is September 14, 2012, updated report will be given on Sept. 20th Board meeting regarding the results for Major curriculum change for the hybrid learning format addition to the PN program and
- Partnership approval with Barton County Community College

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

Ralph Williams – Ag Power Tech - I would like thank the board in regard to the approval of our tractor purchase which will benefit both Ag Power and Ag. The tractor will benefit multiple students this year and in the years to come.

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

Staff Senate BBQ: September 2nd

We hosted the fall BBQ on September 2nd with a great success. It was a nice day for faculty, staff, and students to come together and take part in some great food!! A big shout out to Great Western Dining for sponsoring the event and to Dr. Calvert for cooking!!

Staff Feature

We have selected the first two staff that will be featured in the next two newsletters. Along with being featured they will receive a voucher for one free meal in Beaver Bites.

Work/Life Enrichment

We kicked off this semesters Work/Life enrichment on September 8th with a presentation by Rocky Robinson from the WOO program. Dates and topics for the semester are:

- October 13th: Enrollment Processes
- November 17th: International Student Recruitment
- December 8th: Hot Coca and Cookies

Other Initiatives

We are still working on our staff evaluation project and are looking at what other schools do for their staff evaluations. In addition, we keep discussing what other things the group can tackle. Our next meeting is on September 14th at 8:30 am in the Library.

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

News

- Charles Keefer hired as SID
- Volleyball currently 0-4 in KJCCC, 3-8 overall
- Women's Soccer currently 3-0 overall. Ranked #16 in NJCAA D2 poll
- Men's Soccer currently 1-2 overall
- Both soccer teams begin conference play September 15
- Cross Country had first meet at Hutchinson and men finished 8th out of 17.

Social Media

- Gobeaversports.com – website
- Twitter: @PrattBeavers (1442 followers as of September 9; 1427 last month)
- Facebook: Pratt Community College Athletics
- Instagram: @PrattBeavers 509 followers as of September 9; 439 last month)

Other

- Basketball practice officially begins October 1
- Partnership with PRMC going well; Trent Befort coming out twice a week to evaluate athletes since our head trainer Diana Jones is on maternity leave

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

Information Technology Project Update:

Updating media in room 312: (no change from previous report)

Requests for bids are being created.

Computer Lab Upgrades:

We plan on upgrading 69 computers in Room 438 and the EPT computer lab this summer. Estimated delivery is date is October 21st.

Main Campus ISP change over: (no change from previous report)

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) version upgrade:

The upgrade is scheduled for the week of 27 September.

Comprehensive Leave Management and Time Matrix: (no change from previous report)

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 Project:

12 cameras (8 in Woj, 2 Porter, 1 cafeteria (new), 1 common area in Benson (new)) and 1 NVR (network video recorder). Equipment is on backorder with no estimated ship date. Additional cameras (Summer 2022) that will need to be replaced or added are 3 pole cameras, 2 outside automotive (new), 2 outside Library (new). The next phase (on hold) will include 9 new cameras in Benson (4 along the west side and 5 along the east).

Data Services Department Update:

SPuR reports are being submitted for the third and final review of the cycle, and Data Services working with department heads with report needs, as well as maintaining evaluation forms and files.

Preparing Etrieve COVID immunization form for employee submission

Preparing reports for HEERF funds applied to students who have received COVID immunization

Preparing weekly and daily reports for enrollment tracking and auditing (enrollment reports, residence hall reports, absence reports, activity summaries)

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

Working with Barrett Smith, Ag Instructor, to get the rodeo property ready for tours with potential donors. Part of this preparation will be to mark the locations of planned bucking and roping chutes, pens and alleyways. Some of the pen and alleyway construction will start immediately using pipe that has been donated. This work will be done by PCC staff and possibly welding students. The goal of the tours will be to share the vision for the project to build support from these potential donors.

Applying for a \$50,000 grant from T-Mobile. The first application window opens in January with a March deadline. This program helps fund projects to build, rebuild or refresh community spaces that help foster local connections within a town. As a part of the application, we will be seeking letters of support from local government and community organizations for the project.

Below is a snapshot of our current campaign objectives:

Build Our Future Campaign					
	Other	Track	Rodeo	Scholarship	Total
Goal	25,000	3,500,000	1,330,000	4,000,000	8,855,000
Total Raised	25,000	2,723,065	764,115	3,324,139	6,836,319
To Go	0	776,935	565,885	675,861	2,018,681

Auction

The 34th Annual PCC Scholarship Auction is scheduled for May 6th, 2022. If the Covid situation allows, the event will be held in-person on the PCC campus. Currently updating the auction website and will utilize this to promote the event and seek sponsorships.

- **KACCT (Kansas Association of Community College Trustees) - Michele Hamm**
- **ACCT/NLS (Association of Community College Trustees/National Legislative Summit)**
Dr. Calvert - ACCT Leadership Congress - Oct. 13-16 - San Diego, CA
- **AACC (American Association of Community Colleges) – Dr. Calvert**
Dr. Calvert - AACC Commission Meeting - Nov. 1-3, 2021- Washington, DC
- **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 KJCCC virtual meeting.
6. Made request of KSBN to allow PCC to teach LPN Program in synchronous learning environment.
7. Supported potential community college partner at KSBN meeting.
8. Participated in KBOR virtual meeting.
9. Attended KSDE tour at USD 382.
10. Helped cook as part of Staff Senate's Welcome Back picnic.
11. Met with Cabinet to discuss challenges/opportunities in our enrollment processes.
12. Hosted TEA Liaison, Rita Johnson on campus.

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

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

XIV. Meeting Adjourned