

Board of Trustee Minutes of October 17, 2022 Meeting

- I. Trustee Chair Mike Koler called the October 17, 2022 meeting to order at 6:00 p.m.
- II. Pledge of Allegiance was led by the Trustees.

Trustees Present: Mike Koler, Chair, Ed Barrett, Vice Chair (VC), Michele Hamm, and Eric Scott Killough

Trustee(s) Absent: Dwane DeWeese, Kim DeClue and Stan Reimer

Administrative Present: Dr. Michael Calvert, President, Kent Adams, VP of Finance and Operations, Monette DePew, VP of Instruction, Tim Swartzendruber, Athletic Director, Jerry Sanko, Chief Information Officer, Barry Fisher, Executive Foundation Director, Institutional Advancement, Alumni Relations, and Donna Meier Pfeifer, President's Assistant and Board Clerk

Administrative(s) Absent: Lisa Perez Miller, VP of Students and Enrollment Management

Media Representation: No representation
- III. **Comment(s) from the Public** – No public comment(s) was presented
- IV. **Introduction of Guest(s)** – *Dr. Calvert, President*
Pake Sipes, Computer Software Support Specialist
- V. **Introduction of Awards of Excellence** – *Dr. Calvert, President*
No awards were presented
- VI. **Discussion:**
 - A. **MIS Report(s)** – *Lisa Kolm, Data Coordinator*
Ms. Kolm went over the following MIS reports:
 - Residence Hall Occupancy Rate – 99.7%
 - Career Preparation: Part A - Perkins Core Indicators, Part B - Employer Satisfaction
 - A Report Card of PCC Student Success
 - B. **Update Key Performance Indicators (KPI)** – *Lisa Kolm*
PCC KPI Dashboard:
 - Enrollment Stability
 - Student Success
 - Financial Viability
 - It was expressed to have a consensus among the administration of where the facility needs are. What are the most pressing needs, what would the cost estimate be and the funding source, and how can this be made to work. Administration will work on a draft list to bring before the Board before the budget planning session.

C. Covid-19 – Dr. Calvert, President

Students continue to take advantage of the incentive and the institution looks good at this time.

VII. Communication to the Board – Donna Meier Pfeifer, Board Clerk

Nothing additional to bring before the Board

VIII. Calendar of Events – Dr. Calvert, President

December 9, 2022 – PCC Christmas Party - Dennis Lesh Sports Agenda

April 17, 2022 - PTK – Junction City – KACCT Meeting

April 17, 2022 – Board of Trustee Meeting

Discussion – 1) have the meeting if there is a quorum; 2) reschedule the Board meeting

IX. Consent Agenda – Mike Koler, Chair

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

Chair Koler asked if there was an item(s) that would like to be pulled from the agenda for further discussion. Personnel - Searching: Evening Security Officer (full time) and Welding Instructor positions will be removed. With no further discussion motion carried unanimously.

Minutes:

Minutes of the Board Trustee Meeting of the September 19, 2022 general meeting were presented.

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

X. Action Item(s)

- **Ratify Waiver of Board Policy No. 3-07 – Kent Adams, VP of Finance and Operations**
Chair Koler asked for a motion to approve ratification of the waiver of Board Policy 3-07 for the sole-source purchases in the total \$16,255.74 for the following:
 1. Dell Technologies - \$4,255.74 – laptop computers for faculty - PCC is a Dell Campus
 2. Graphic Edge - \$4,000 – men’s basketball uniforms – agreement with Graphic Edge
 3. Superflo Engine Dyno- \$,8000 – repair parts – specific to the Superflo Engine Dyno

Motion was made by Trustee Hamm to approve ratification of the waiver of Board Policy 3-07 for sole-source purchases in the amount of \$16,255.74. Motion was seconded by Trustee Killough. With no further discussion motioned carried unanimously.

- **Policy Reading(s) - Dr. Calvert, President**

Chair Koler asked for a motion to approve the administration recommendation of no change to the following policies: *1-01 Governance, 5-01 Delegation to the President, and 5-06 Nepotism.*

Motion was made by VC Barrett to waive the second reading and to approve as written the administration recommendation of no change to Policies *1-01 Governance, 5-01 Delegation to the President and 5-06 Nepotism.* Motion was seconded by Trustee Killough. With no further discussion motion carried unanimously.

XI. Written Reports

Faculty Report – *Dave (Kip) Chambers, PHEA President*

Departments that were presented:

Performing Arts, Misty Beck, - English, Amber Graves, - Wildlife Outfitting & Operations (WOO), Rocky Robinson, - Environmental Science, Kip Chambers.

Athletic Report – *Tim Swartzendruber, Athletic Director*

PCC will be hosting the following soccer events:

- October 26, 2022 – men’s first round playoff game
- October 27, 2022 – women’s first round playoff game

Potentially could host championship games:

- October 29, 2022 - men’s championship
- October 30, 2022 – women’s championship

November 5, 2022 - Kansas (Region 6) Nebraska (Region 9) – regional winner will host the district game.

Hall of Fame 2023 - February 11, 2023. The inductees are:

Mike Babb – Men’s Basketball (1979-80 – 1980-81)

Tony Bennett – Men’s Basketball (2002-03 – 2003-04)

Tatiana Grant – Women’s Basketball (2012-13 – 2013-14)

Tina Tibbs – Women’s Basketball, Softball and Volleyball (1989 – 90 - 1990-91)

Carrie McDonald - Women’s Assistant Basketball Coach will be starting on October 24, 2022

Chief Information Officer – *Jerry Sanko, CIO*

Nothing additional to add

Foundation Report – *Barry Fisher, Executive Director*

\$50,000 Endowed Scholarship has been received. Will update the Board of the donor at the November Board of Trustee meeting.

KACCT – *Michele Hamm, Past President*

Nothing additional to add

ACCT/NLS – *Dr. Calvert, President*

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

Other:

Nothing was presented

XII. Wrap Up

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

Dave Campbell, PCC EPT Director and Dr. Calvert were in Coffeyville to re-up the EPT Program Agreement with the City of Coffeyville, Coffeyville Community College, and Pratt Community College. The agreement has been extended from a 3 year agreement to a 5 year agreement.

Upgrading the PCC Baseball Facility – In discussion with potential donor.

Comments from the Board Chair – Mike Koler, Chair

No comments from the Chair

XIII. Executive Session for Non-Elected Personnel Matters

7:03 p.m. Trustee Killough moved that the Board go into an Executive Session and not to exceed 15 minutes for the purpose of discussion of non-elected personnel with a 5 minute break prior to starting at 7:08 p.m. Motion was seconded by Trustee Hamm. With no further discussion motion carried unanimously.

7:09 p.m. Executive Session was called to order.

7:15 p.m. VC Barrett motioned to move out of Executive Session. Motion was seconded by Trustee Hamm. With no further discussion motion carried unanimously.

7:16 p.m. VC Barrett moved to adjourn the general Board session. Motion was seconded by Trustee Killough. With no further discussion motion carried unanimously.

XIV. Meeting Adjourned – Mike Koler, Chair

7:16 p.m. Chair Koler asked for a motion to adjourn. Motion was made by VC Barrett to adjourn the meeting and seconded by Trustee Hamm. With no further discussion motion carried unanimously.

Minutes Recorded by:

Donna Meier Pfeifer, Board Clerk