

## Board of Trustee Minutes of September 19, 2022 Meeting

- I. Trustee Chair Mike Koler called the September 19, 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), Kim DeClue, Michele Hamm, Eric Scott Killough, and Stan Reimer

**Trustee(s) Absent:** Dwane DeWeese

**Administrative Present:** 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, Barry Fisher, Executive Foundation Director, Institutional Advancement, Alumni Relations, and Donna Meier Pfeifer, President's Assistant and Board Clerk

**Administrative(s) Absent:**

**Media Representation:** No representation

- III. **Comment(s) from the Public** – No public comments were presented
- IV. **Introduction of Guest(s)** – *Dr. Calvert, President*  
Lisa Kolm, Data Coordinator
- V. **Introduction of Awards of Excellence** – *Dr. Calvert, President*  
Mario Tursini, Jr. – Security for his commitment and long hours in making the campus secure. New Security Staff: Dylan Simon, Day Time Security, and Ken Wright, Night Time Security.  
James Lemon – Beaver Bites Director for 5 years. He has grown the menu and looking at adding pizza. Provides concession during games. Beaver Bites provides a place for students and staff to go and relax. He has increased revenue each year. He enjoys working with Work Study Student Students. Robin Lemon, Jim's spouse, was also introduced. Robin ran the Beaver Bites before Jim took over. Robin is the Assistant to the Registrar in Student Success.  
  
WalletHub Recognition – Dr. Calvert displayed the new plaque received from WalletHub *2022's Best Community Colleges, Top 10% in the Nation.*
- VI. **Discussion:**
  - A. **MIS Report(s)** – *Lisa Kolm, and Monette DePew*
    - PCC Headcount – 10-Year Historical Comparison
    - PCC Credit Hour Production – 10-Year Historical Comparison
    - Academic Year Headcount Comparisons (September 2022)
    - Academic Year Credit Hour Comparisons (September 2022)
    - Annual Report of Completions by Award Earned (July 1, 2021 – June 30, 2022)
    - College-Level Course Section Retention & Success Rates
    - Institution-wide Grade Distribution (all sections, all locations)
    - Distance Learning

**B. Audit Update – Kent Adams, VP Finance & Operations**

Loyd Group, LLC, CPA – Due to the reduction in staff at AGH, L.C. (Allen, Gibbs, and Houlik, CPA), the firm the institution was using, could no longer do the audit due to the reduction in staff. Their recommendation was Loyd Group, LLC out of Galva, KS. The firm does municipal and-not-for profit audits. Firm has done audits for Butler, Colby and EDUKAN. Mr. Adams met with Scott Loyd and worked out an agreement . Audit will start in October and be completed in December. The cost is \$60,000 which was the cost for AGH, L.C. services.

**C. Covid-19 – Dr. Calvert, President**

Currenting 1 student has tested positive. PCC is following the CDC regulations of 5 days of isolation and 5 days of mask wearing. Vaccination Incentive for students who have had no vaccinations or students who need the booster is; \$500 for students living in residence halls and \$250 for non-resident students. Payment is out of the HEERF funds.

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

Nothing to bring before the Board

**VIII. Calendar of Events – Dr. Calvert, President**

December 9, 2022 – tentative date and location for the PCC Christmas party.

**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 Killough.

Chair Koler asked if there was an item or items that would like to be pulled from the agenda for further discussion. Dr. Calvert requested the Weekly Enrollment Report be pulled. September 14<sup>th</sup> was Certification Day for full-semester classes and comparison of the 2021 figures were provided by Data Services.

Up 8% for the Fall.

Headcount: 1,202 (+7%) compared to Fall 1,125

Credit Hours: 12,955 (+8)% compared to Fall 11,969

FTE: 864 (+8%) compared to Fall 798

KBOR at the end of September will publish their Higher Education Enrollment press release.

With no further discussion motion carried unanimously.

**Minutes:**

Minutes of the Board Trustee Meeting of the August 22, 2022 Exceed Revenue Rate and Public Hearing meeting and August 22, 2022 general meeting was presented.

(Complete minutes are listed on <http://prattcc.edu/departments/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 amount \$41,299.48:

- 1) Alertus Technologies - \$14,600 - campus-side emergency alerts, PCC has been using a lower version of this software
- 2) Graphic Edge - \$20,704.48 – wrestling gear, agreement with Graphic Edge
- 3) eTeam Sports - \$5,995 – licensing for fundraising for athletics, PCC has used this vendor in the past.

Motion was made by Trustee DeClue to approve ratification of the waiver of Board Policy 3-07 for sole-source purchases in the amount of \$41,299.48. Motion was seconded by VC Barrett. 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: Board Policy 1-05 *Board Planning and Agenda* and 4-05 *Freedom of Expression the Fine and Performing Arts*. Motion was made by VC Barrett to waive the second reading and to approve the administration recommendation of no change to Policy 1-05 and 4-05. Motion was seconded by Trustee Hamm. With no further discussion motion carried unanimously.

## XI. Written Reports

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

Performing Arts Department – Misty Beck and Brad Herndon

Encore – performed at the Pratt Strong Community Night Out, September 17<sup>th</sup> Farmers Market, September 18<sup>th</sup> Showcase Concert, October 7 – 9 Alumni Weekend

Attica Auto Shop – September 14, 2022 - Daniel Meng hosted a Parent Open House and Britt Hedlund (Harper Co., Career Coordinator). Opportunity to view the PCC/Attica welding facility.

Justin Maughan – October 1<sup>st</sup> will be participating in a research project in collaboration with KSU and Los Alamos labs. Project is to characterize the absorption properties of soot generated at Los Alamos National Labs by high explosive detonations. The experimental light scattering will be done at Kansas State University. Dr. Maughan will provide theoretical and computational support, modeling the light scattering experiments.

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

- Beavers Golf Tournament – Chair Mike Koler and Dr. Mike Calvert participated in the tournament. Raised over \$11,000.
- Noah Harris – Verbal agreement to coach PCC's Women's Flag Football, anticipating starting date is October 24, 2022. Mr. Harris is from Fairbanks Alaska and the head coach of high school Women's Flag Football in Fairbanks.
- Wrestling Room – Work is being done. Anticipated arrival of the mats is the end of November.
- Men's Basketball - Coach Kenny Eddy and Barry Fisher have been working on renovating the locker room.

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

Nothing additional to add

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

Nothing additional to add

**KACCT – Michele Hamm, Past President**

Nothing additional to add

**ACCT/NLS – Dr. Calvert, President**

Trustees Ed Barrett and Eric Killough and President Dr. Michael Calvert will be attending the ACCT Leadership Congress in New York City, October 26 – 29, 2022.

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

**Other:**

Nothing was presented

**XII. Wrap Up**

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

- Attended the Rural Community College Alliance Conference in Council Bluffs, IA
- Monette DePew and Kent Adams researching equipment grants

**Comments from the Board Chair – Mike Koler, Chair**

Chair Koler expressed his appreciation for the swift turnaround of the Pratt welding facility, and for the tour of the PCC welding building. Location of the PCC welding programs: Attica, Kingman and Pratt.

**XIII. Executive Session for Non-Elected Personnel Matters**

**XIV. Meeting Adjourned – Mike Koler, Chair**

6:59 p.m. Chair Koler asked for a motion to adjourn. Motion was made by VC Barrett and seconded by Trustee Hamm. With no further discussion motion carried unanimously.

Minutes Recorded by:

Donna Meier Pfeifer, Board Clerk