

## *Pratt Community College*

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

### **Board of Trustee Minutes of June 19, 2023, Meeting**

I. **Call to Order:** 6:00 p.m.

II. **Pledge of Allegiance** was led by the Trustees

**Trustees Present:** Mike Koler, Chair, Ed Barrett, Vice Chair (VC), Dean Fitzsimmons, 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 Student Services, Dr. Kwanna King, VP of Enrollment Management, Monette DePew, VP of Instruction, Tim Swartzendruber, Director of Athletics, 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 comment(s) brought before the Board.

IV. **Introduction of Guest(s) – *Dr. Michael Calvert, President***  
Dr. Kwanna King, VP Enrollment Management

V. **Introduction of Awards of Excellence – *Dr. Calvert, President***  
No awards of excellence were presented.

VI. **Discussion:**  
A. **MIS Report(s) – *Dr. Calvert, President***  
(Reports begin on page 2)



June 2023 MIS

## PCC Transfer Student Outcomes Tracking - Performance of PCC Transfers Out -

PLEASE NOTE: 'Students from PCC' are considered such if they have transferred 9 or more credit hours from PCC. This may include students that earned 9 or more PCC concurrent hours while in high school who have never attended PCC full-time post-HS.

### - NEW STUDENTS<sup>3</sup> FALL 2021 -

	Students from PCC <sup>1</sup>		All Kansas Comm.College Transfers		University Native	
	#	Avg Term GPA <sup>2</sup>	#	Avg Term GPA <sup>2</sup>	#	Avg Term GPA <sup>2</sup>
Emporia State	11	2.97	214	3.33	477	3.01
Fort Hays State	+	+	+	+	+	+
Kansas State	13	2.69	613	2.96	2,846	3.13
Pittsburg State	6	3.16	241	3.09	812	3.07
Univ. of Kansas	3	^	626	3.11	4,115	3.14
Wichita State	29	2.75	719	2.81	1,813	2.44

### - CONTINUING<sup>3</sup> STUDENTS FALL 2021 -

	Students from PCC <sup>1</sup>		All Kansas Comm.College Transfers		University Native	
	#	Avg Term GPA <sup>2</sup>	#	Avg Term GPA <sup>2</sup>	#	Avg Term GPA <sup>2</sup>
Emporia State	6	2.26	422	3.33	1,503	3.21
Fort Hays State	29	3.25	1,156	3.21	3,466	3.08
Kansas State	33	3.08	1,475	2.97	8,648	3.17
Pittsburg State	9	3.15	577	3.01	2,139	3.15
Univ. of Kansas	0	^	1,345	3.25	10,474	3.23
Wichita State	51	2.94	1,991	2.85	4,475	2.87

+ Fort Hays State University did not submit complete new transfer data for fall of 2021.

^ = Data representing cells of fewer than 5 students are masked to protect individual privacy.

<sup>1</sup>Any student with 9 or more hours transferred from PCC that is enrolled during the term specified at the listed university. NOTE: This will include students that earned 9 or more PCC concurrent hours that have never attended PCC full-time post-HS.

<sup>2</sup>GPA information provided by the university via KSPSD submissions.

<sup>3</sup>New Students= Student new to the listed university as of term specified.

Continuing Student=Student that transferred in but are not new to the listed university for the term specified.

Source: KBOR KHEDS Data System | based on Fall 2021; Compiled by: Lisa Kolm, Data Coordinator

## Residence Hall Occupancy Rate

Residence Hall Occupancy Rate			
Academic Year	Res Hall Capacity	#Res Hall Occupants	Occupancy Rate
Fall 2022	344	335	97.40%
Spring 2023	344	291	84.60%
<b>2022-23 A Y Average</b>	<b>344</b>	<b>313</b>	<b>91.0%</b>
<i>prior year stats:</i>			
Fall 2021	340	299	88%
Spring 2022	340	267	79%
<b>2021-22 A Y Average</b>	<b>340</b>	<b>283</b>	<b>83%</b>
Fall 2020	330	284	86%
Spring 2021	326	255	78%
<b>2020-21 A Y Average</b>	<b>328</b>	<b>269.5</b>	<b>82%</b>
Fall 2019	348	314.5	90%
Spring 2020 - COVID (03/13/2020)	342	289.5	85%
<b>2019-20 A Y Average</b>	<b>345</b>	<b>302</b>	<b>88%</b>
Fall 2018	348	314	90%
Spring 2019	344	285	83%
<b>2018-19 A Y Average</b>	<b>346</b>	<b>299.5</b>	<b>87%</b>
Fall 2017	348	309.5	89%
Spring 2018	346	267	77%
<b>2017-18 A Y Average</b>	<b>347</b>	<b>288.3</b>	<b>83%</b>

## B. KBOR Wage & Employment Data

### AVERAGE KANSAS WAGES

- PCC's average wages earned by 2021 graduates employed in Kansas during their entry year of employment is the highest it has been in the past 5 years at \$46,958 and is an increase of over \$5,000 from 2020 graduates (prior year) entry year wage.
- Amongst Kansas community college peers, PCC has the highest average wage earned by 2021 associate degree graduates employed in Kansas during their entry year of employment. PCC average wage was \$46,958 followed by Seward at \$43,942 and Neosho at \$42,142.
- **ENTRY YEAR** | Based on 2021 graduates employed in Kansas during their entry year of employment, PCC graduates had higher average wages (\$46,958) than:
  - Average wage of Community College Sector (Associate Degrees) | \$36,208

- Average wage of Technical College Sector (Associate Degrees) | \$41,545
- Average wage of State University Sector (Bachelor Degrees) | \$39,939
- **AFTER FOUR YEARS** | Based on 2017 graduates employed in Kansas during 2021, PCC graduates have higher average wages (\$51,618) than:
  - Average wage of Community College Sector (Associate Degrees) | \$47,028 and lower average wages than:
  - Average wage of Technical College Sector (Associate Degrees) | \$52,914
  - Average wage of State University Sector (Bachelor Degrees) | \$55,898

**PERCENT EMPLOYED IN KANSAS**

- **ENTRY YEAR** | PCC's percentage of 2021 graduates employed in Kansas during their entry year of employment stands at 57.1%. Our prior 3-year average is 51.9%. The current rate is higher than:
  - Average percent of Community College Sector (Associate Degrees) | 56.0%
  - Average percent of State University Sector (Bachelor Degrees) | 55.7%
 The current rate is lower than:
  - Average percent of Technical College Sector (Associate Degrees) | 74.9%
- **AFTER FOUR YEARS** | Based on 2017 graduates, 65.9% are employed in Kansas during 2021. This percent employed in Kansas is higher than:
  - Average percent of Community College Sector (Associate Degrees) | 54.4%
  - Average percent of Technical College Sector (Associate Degrees) | 63.9%
  - Average percent of State University Sector (Bachelor Degrees) | 46.0%
- While sector averages show a decrease in 'percent employed in Kansas' over a 5-year time period, PCC's 'percent employed in Kansas' has increased.
- **Additional Reports Presented:**

**Average Wages Earned by Graduates Employed in Kansas in Entry Year of Employment**

- Average Pratt Community College Associate Degrees:

2021 Grads	\$46,958
2020 Grades	\$41,810
2019 Grades	\$36,544
2018 Grades	\$28,486
2017 Grades	\$39,397

Average Wages Earned | by 2021 Gradates Employed in Kansas in Entry Year of Employment Community College – Pratt \$46,958.

Percent of Graduates Employed in Kansas Entry Year of Employment

- Pratt Community College Associate Degree

2021 Grades	57.1%
2020 Grades	51.8%
2019 Grades	54.9%
2018 Grades	49.0%
2017 Grades	59.5%

Percent of 2021 Graduates Employed in Kansas in Entry Year of Employment – 57.1%

Average Wages Earned by Graduates Employed in Kansas in 2021

- Pratt Community Colleges Associate Degree

2021 Grads – entry year	\$46,958
2020 Grads – after 1 year	\$50,540
2019 Grads – after 2 years	\$47,833
2018 Grads – after 3 years	\$47,194
2017 Grads – after 4 years	\$51,618

Percent of Graduates Employed in Kansas in 2021

- Pratt Community College Associate Degrees

2021 Grads – entry year	57.1%
2020 Grads – after 1 year	50.9%
2019 Grads – after 2 years	53.1%
2018 Grads – after 3 years	54.5%
2017 Grads – after 4 years	65.9%

- Percent of Graduates Employed in Kansas in 2021 Pratt compared to Sector Averages – 65.9%

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

Appreciation card from The Cunningham United Methodist church in memory of Mary Fitzsimmons.

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

November 13-13, 2023 HLC Site Visit

\*January 22, 2024 - Board meeting moved due to *Martin Luther King Jr. Holiday*

**IX. Consent Agenda – Mike Koler, Chair**

Additions to the Consent Agenda

Trustee Hamm – Mr. Chairman I would like to move to add the following appointments to the agenda: Jeremy Rupe, vocal instructor and Tyler Dallis, art instructor. VC Barrett second the motion. With no further discussion the motion was carried unanimously.

Chair Koler asked for a motion to approve the consent agenda as presented. VP Barrett made a motion to approve the consent agenda as presented. Seconded by Trustee Hamm.

Chair Koler asked if there were any discussion topics to be pulled. No discussion topics were requested to be pulled. With no further discussion the consent agenda was approved unanimously.

Departments included in the consent agenda:

**Minutes:** *Donna Meier Pfeifer, Board Clerk*

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

**Human Resources – June 2023:** *Dr. Michael Calvert, President*

**APPOINTMENTS**

Dr. Kwanna King	Vice President, Enrollment Management
Kathy Grapper	Painter/Maintenance
Sarah Lindner	Assistant Athletic Trainer
Max Caldwell	Automotive Technology Instructor

**CHANGE IN STATUS**

Anders Lindanger **from** Coordinator of Institutional Research & Effectiveness **to** Director of Informational Technology  
Lisa Perez Miller **from** Vice President of Student & Enrollment Management **to** Vice President, Student Services

**RESIGNATIONS/TERMINATIONS**

Mark Freeman	Art Instructor
Thomas Wilkinson	Computer Specialist (Server Ops)

**SUMMER 2023 ADJUNCT CONTRACTS**

Linda Buchmueller	HOC101-O-2E Nurse Aide I
Nikki Schmitz	HOC101-O-3E Nurse Aide I
Nikki Schmitz	HOC104-O-1E Certified Medication Aide Update
Heather Wilson	COM130-O-1E Communication for the Workplace

**FALL 2023 CONTRACTS**

Dave Chambers	BIO125-O-1E General Biology
Mark Freeman	ART133-O-1E Elementary School Art
Mark Freeman	ART139-O-1E Art Appreciation
Lori Montgomery	AGR176-O-1E Horse Production
Chris Nelson	INT206-O-1E CompTIA A+ Practical Applications
Angie Tatro	BUS158-O-1E Office Technology
Heather Wilson	COM276-O-1E Public Speaking

**SEARCHING**

Adjunct Clinical Instructors, Allied Health	Vocal & Instrumental Music Instructor
Admin Asst to VP of Students & EM	Welding Instructor
Admissions Rep./Recruiter	Data Services Assistant (on hold)
Art Instructor	Custodian (full time, on hold)
Assistant Rodeo Coach/Lateral pos. TBD	Evening Security Officer (full time, on hold)
Business & Accounting Instructor	Office Assistant – Student Services (on hold)
Case Manager	Maintenance (full-time, on hold)
Computer Specialist (Network Ops)	Social Media & Website Manager
Computer Specialist (Server Ops)	North Campus Farmhand/Maintenance
Coord of Institutional Research & Effectiveness	Evening Custodian
Custodian/ Maintenance	

**Financial Report: Kent Adams, VP of Finance and Operations**

**- Combined General and Vocational Funds**

Revenue through May is running \$178K favorable. This compares to 4146K favorable through April. Tuition is \$194K overbudget due to enrollment increase. Ad valorem taxes are \$199K under budget. Motor vehicles taxes are under budget \$42K. Delinquent taxes are over budget \$7K. State revenue was received as budgeted. Miscellaneous income is \$218K over budget due to EDUKAN payment of \$111K for FY22 coming in after the end of the fiscal year and miscellaneous student charges being \$81K overbudget.

Expenditures are \$487K under budget through May. This compares to \$602K in April. Trend needs to be closely watched typically underrun to budget stays constant in May and June.

**- Analysis of Budget Over Runs for 10% Over Year to Date**

Tennis – Travel \$2K over annual budget. Supplies \$10K over annual budget. Auxiliary funds will cover annual overrun.

Wrestling – Travel, Supplies and Equipment are \$32K over the annual budget. Auxiliary funds will cover annual overrun.

**- Finance Committee Minutes –**

The finance committee met with VP of Finance and Operations, Wednesday June 7, 2023. The committee reviewed the cash disbursements for the month of May 2023.

**- Recommendation:** The committee recommends the cash disbursements for the month of May 2023 be approved. No Major trends were identified. The presidential and board travel expenses were reviewed. No problems or exceptions noted.

**Enrollment Update and Board Report – June 19, 2023 – Dr. Kwanna King, VP of Enrollment Management**

1. 2023-2024 Academic Year – Credit hour production is 10,551 this time last year is a Decrease of -2.3%.
2. Summer 2023 Semester Enrollment – Credit hour production for this time last year is 2,417, an increase of or 21% increase.
  - Student Headcount – is a 16% increase
  - EDUKAN – credit hour is a 22% increase
  - Pratt Online – credit hour is a 27% increase
  - Outreach – remained the same at 124
  - College Start/High School Enrollment – credit hours decreased by 6%
  - Nine Core County Region – credit hour is a 11% increase
3. Fall 2023 Semester Enrollment - Credit hour production for this time last year is 7,894 an 8% decrease
  - Student Headcount – a 9% decrease
  - EDUKAN – a 61% decrease
  - Pratt Online – 1% decrease
  - Outreach – a 26% decrease
  - College Start/High School enrollment is at a 11% increase
  - Outreach – 4% decrease
4. Fall 2023 Residence Hall Contracts To-Date – compared to 6-13-2022 – is a decrease of 4%
5. Beaver Building Days are scheduled for June 29<sup>th</sup> and July 12<sup>th</sup>

**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 accept the administration request for the sole-source lease of roping calves for the Spring 2023 in the amount of \$4,700 from Jake Ritz. Sole-source lease due to no other vendors available. The motion was made by Trustee Hamm and seconded by Trustee Fitzsimmons. With no further discussion the motion was carried unanimously.
- **Approval Riney Student Center Carpet Replacement – Kent Adams, VP of Finance and Operations**  
Chair Koler asked for a motion to accept the administration recommendation to accept the bid from J.A. Knight & Sons, Inc. in the amount of \$37,390. Trustee Hamm made the motion to accept the administration recommendation for the J.A. Knight & Sons, Inc. bid in the amount of \$37,390. Motion was seconded by VC Barrett.

<u>Vendor</u>	<u>Bid</u>
<u>J. A. Knight &amp; Sons, Inc.</u>	<u>\$37,390</u>
Mead Lumber	Did Not Meet Bid Specifications
Home Lumber	Declined Due to Availability
Newfeldt’s Flooring	No Response
KAT Flooring	No Response

With no further discussion the motion was carried unanimously.

- **Approval to Notify Pratt County Clerk Board’s Intention to Exceed the Revenue Neutral Rate - Kent Adams, VP of Finance and Operations**  
Chair Koler asked for a motion to approve the administration recommendation for Approval to Notify Pratt County Clerk Board’s Intention to Exceed the Revenue Neutral Rate. The motion was made by Trustee Fitzsimmons and seconded by Trustee Reimer. With no further discussion the motion was carried unanimously.
- **Health Insurance Quotes - Kent Adams, VP of Finance and Operations**  
Chair Koler asked for a motion to accept the administrative recommendation to go with Blue Cross Blue Shield (BCBS) Fully Funded Plan with plan changes. The motion was made by Trustee Fitzsimmons to accept the administration recommendation to go with the Blue Cross Blue Shield (BCBS) Fully Funded Plan with plan changes. Motion was seconded by VC Barrett.

Mr. Adams explained both single and family plan is a 14.1% increase, deductible \$1,500/\$3,000 maximum out-of-pocket stays at \$\$6,350/\$12,700. PCC had 17 with large claims.

With no further discussion the motion was carried unanimously.

- **Property, Casualty, and Liability Insurance Pricing - Kent Adams, VP of Finance and Operations**  
Chair Koler asked for a motion to accept the administration recommendation to renew property, casualty, and liability insurance with Kansas Educational Risk Management Pool (KERMP). The motion was made by VC Barrett to accept the



administration recommendation to renew with KERMP. Motion was seconded by Trustee Hamm.

Mr. Adams presented to the Board the following for 2023-2024:

Property, Casualty, and Liability with KERMP	\$376,119
Worker's Compensation	<u>20,290</u>
Total	\$396,409

With no further discussion the motion was carried unanimously.

➤ **Policy Review(s): First Reading**

No polices were brought before the Board for review

**XI. Written Reports:**

- ✓ **Faculty Report** – *Monette DePew, VP of Instruction on Mr. Chambers behalf*  
Barton Community College (BCC) ADN NCLEX report the Pratt location class passed 100% and was requested to let PCC know where they are employed. BCC is searching for PN instructors for the Pratt location. Students initially intending to attend the BCC PN programs located on the PCC campus will meet on the Barton campus. BCC will provide updates as to the employment locations of PCC site ADN students.

There is faculty teaching during the summer, faculty attending conferences / workshops, and HLC committee work. Also recruiting.

- ✓ **Athletic Report** - *Tim Swartzendruber, Athletic Director*  
**News**

- Baseball concluded the season 12-20 conference, 25-33 overall.
- Softball concluded the season 4-28 conference, 5-45 overall. Lost in Region VI Tournament: first appearance in playoffs since 2018.
- Track competed at NJCAA National Track in Hobbs, NM. Jamaira Ross placed sixth in women's steeplechase setting a new school record.
- Tennis-competed at NJCAA National Tennis Tournament in McKinney, TX. Team placed 10<sup>th</sup> overall. Cowley College won the National Championship.
- Wrestling - Easton Taylor placed fifth at the U.S. Junior National Team Trials in Ohio. Mr. Taylor qualifies for the U.S. World Team Trials at the U.S. Olympic Training Center in Colorado Springs, CO, later this summer.

Baseball Facility Upgrade – Bill and Cindy Keller are donating \$1.25M towards the project. Some of the funds will be used towards the track and soccer complex. Mr. Adams, Mr. Fisher, and Mr. Swartzendruber met with the Law Company.

**Social Media**

- Gobeaversports.com – website
- Twitter: @PrattBeavers (1905 followers as of June 6; 1893 last month)
- Facebook: Pratt Community College Athletics (over 1,400 follow this page)
- Instagram: @PrattBeavers 1039 followers as of June 6, 1025 last month)
- Tik Tok: @PrattBeavers

## Other

- Cheer team hosted Herington HS for a cheer team camp June 14-16
- Beaver Backer Golf Tournament August 18 at Park Hills Country Club
- Sarah Lindnor will begin as new Assistant Athletic Trainer on July 5
- Stanion Wholesale Electric has donated lights to use in a men's basketball locker room renovation project.
- Officials' locker room project is underway.

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

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

- Still waiting for the finalization of an estate to use towards the track.
- Track and Field Donor Wall - Working on the design, stainless steel. Will work with PCC welding program.
- Rodeo Donor Wall will be done similar
- Track and Soccer Complex will be named:  
*Bill and Cindy Keller Family Sports Complex*
- Mr. Fisher will be attending the Kansas Community and Technical college Development Officers meeting in Parsons, Kansas.

✓ **KACCT** – *Eric Scott Killough, KACCT Secretary*

Dodge City Community College is hosting Jessica Lucas of J Squared Communications (a contracted consultant of KACCT). Informed the group she will be sending out a survey and would like contact info for our media staff/personnel. She will be asking for contact info of those we want to receive the digital KACCT newsletter. She wants points of pride – things you do that your college is proud of i.e., hosting Miss Kansas; share with KACCT photos of legislatures visiting the campus so those photos can be used in advertising/promotional materials (e-mail them to Jessica); share student success stories (especially home-grown talent) even alumni i.e. they have been promoted, etc.; share summer children's programs; etc. etc.

The contract with accounting advisory firm Sink, Gordon & Associates for the year ending June 30, 2024, and the contract with J Squared Communications for consulting services for the period ending June 30, 2024, were approved.

The 2023-24 KACCT budget was approved. It has been e-mailed to all Trustees.

The next KACCT meeting will be at Cloud County Community College in Concordia on August 25<sup>th</sup> and 26<sup>th</sup>, 2023.

**ACCT/NLS** – *Dr. Michael Calvert, President*

Dr. Calvert will be attending:

ACCT Leadership Congress, October 9-12, 2023, in Las Vegas, NV,

ACCT National Legislative Summit, February 4-7, 2024, in Washington, DC,

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

**Other:**

Nothing was presented.

**XII. Wrap Up**

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

1. Participated in weekly President’s meetings.
2. Participated in Technical Education Authority meeting.
3. Participated in NJCAA Board of Regents meeting virtually.
4. Attended NJCAA President’s Advisory Commission meeting virtually.
5. Held President’s Advisory Committee meeting.
6. Gave the welcome at Beaver Building Days.
7. Participated in EDUKAN Board meetings virtually.
8. Attended KBOR meeting in Topeka.
9. Participated in Board Planning and Budget session.
10. Attended Miss Kansas Pageant

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

No comments.

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

7:00 p.m. Trustee Reimer , Mr. Chairman I make a motion to go into executive session for the purpose of discussion of non-elected personnel and not to exceed 30 minutes. Motion was seconded by VC Barrett. With no further discussion motion carried unanimously. Chair Koler stated the executive session would start at 7:15 p.m.

7:15 p.m. went into executive session. Trustee Eric Scott Killough chose not to attend the executive session. Present: Chair Mike Koler, VC Ed Barrett, Trustee Dean Fitzsimmons, Trustee Michele Hamm, Trustee Stan Reimer, and Dr. Michael Calvert, President.

7:32 p.m. VC Barrett made the motion to exit from executive session. Motion was seconded by Trustee Fitzsimmons. With no further discussion motion passed unanimously.

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

7:33 p.m. Chair Koler asked for a motion to adjourn the general session. Trustee Dean Fitzsimmons made the motion to adjourn the general session. Motion was seconded by VC Barrett. With no further discussion the motion was carried unanimously.

General Session Minutes Recorded by:  
Donna Meier Pfeifer, Board Clerk