

Board of Trustee Minutes of June 16, 2025, Meeting

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.

- I. **Call to Order:** 6:02 p.m. Trustee Mike Koler, Chair, called the meeting to order.
- II. **Pledge of Allegiance** – Pledge of Allegiance was led by Chair Koler

Trustees Present: Mike Koler (Chair), Dean Fitzsimmons (Vice Chair), Michele Hamm, Eric Scott Killough, Ryan Lunt, Mark Morgan and Suzan Patton.
Quorum was met.

Trustee(s) Absent:

Administrative Present: Dr. Michael Calvert, President, Linda Austin-Lanterman, VP Finance and Operations, Dr. Kwanna King, VP Student Services, Monette DePew, VP Instruction, Jerry Sanko, Chief Information Officer, Barry Fisher, Executive Foundation Director, Institutional Advancement, Alumni Relations and Donna Meier Pfeifer, President’s Assistant and Clerk of the Board of Trustees.

Administrative(s) Absent: Kurt McAfee, Interim Athletic Director

Media Representation: No representation

- III. **Comment(s) from the Public:** *Mike Koler, Chair*
- IV. **Introduction(s):** – *Dr. Michael Calvert, President*
Lisa Kolm, Coordinator of Institutional Research & Effectiveness
Angie Tatro, PCC Business Instructor
Public: Kristin Schultz and Bud Grimes
- V. **Introduction of Awards of Excellence** – *Dr. Michael Calvert, President*
No Awards were presented
- VI. **Discussion:**
MIS Report(s) (Management Information System) – *Lisa Kolm, Coordinator of Institutional Research & Effectiveness*
 - A. **Minority Participation** – Key Performance Indicators (KPI’s) Enrollment Stability: Increase student annual credit hour production from the designated core counties greater than the previous three-year average.
 - Institution Percent Minority – Fall 2024 20th Day
Students- 1,322 population - Minority 359 – Institution Minority 27% Prior Year 26%
Employees 130 Population – Minority 9 – Institution Minority 7% Prior Year 6%

- Residence Hall Occupancy Rate

<u>Academic Year</u>	<u>Res Hall Capacity</u>	<u># Res Hall Occupants</u>	<u>Occupancy Rate</u>
Fall 2024	344	299.0	86.9%
Spring 2025	344	275.0	79.9%

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

- New Students Fall 2023 –28 majority transferred to Wichita
- Continuing Students Fall 2023 – 47 majority transferred to Wichita

B. 2025 KBOR Wage Data – reports presented

- Average Wages Earned by Graduates Employed in Kansas Entry Year of Employment
 - 2023 Grads – PCC associate degrees - \$45,965
- Percent of Graduates Employed in Kansas Entry Year of Employment
 - 2023 Grads - PCC associate degrees - 44.7%
- Average Wages Earned by Graduates Employed in Kansas in 2023
 - 2023 Grads PCC associate degrees - \$45,965
- Percent of Graduates Employed in Kansas in 2023
 - 2023 Grads – PCC associate degrees - 44.7%

C. 2025-2026 P Budget Calendar and Update – *Dr. Michael Calvert, President*

April 30, 2025	Staff Administration Budget Planning Session
June 2, 2025	Budgets to Vice President of Finance
June 18, 2025	Board Administration Budget Planning Session
June 30, 2025	Tentative Budget Ready
July 11, 2025	Budget Document Completed
July 14, 2025	Notify County Clerk of Intent to Exceed Revenue Neutral Rate
July 21, 2025	Office of the President/Athletic/Personnel/Planning & Institutional (Regular Board Meeting) Effectiveness, Development, & Student/Enrollment Mgt., Instructional Division, Finance & Operations & Budget wrap-up; agreement to publish budget
July 28, 2025	Advertise budget (Notice of Hearing)
August 15, 2025	Advertise Intent of Board to Consider Resolution to Exceed the Revenue Neutral Rate and Notice of Public Hearing of Final Legal Budget.
*August 25, 2025	Regular Board Meeting moved from August 18. Plus, Public Hearing on Resolution to Exceed Revenue Neutral Tax Rate and Public Hearing of Final Legal Budget.
September 5, 2025	File budget with County Clerk & Kansas Board of Regents

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

Nothing to report

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

Tour the Campus –

Tuesday, July 8, 2025 at 5:30 p.m., Dr. Calvert and Cabinet will take the trustees to tour the PCC campus.

Addition to the Agenda – Chair Koler

Trustee Hamm made the motion to add to the agenda under Action Items for consideration of facility rental request from American Policy Institute. The motion was seconded by Trustee Killough. With no further discussion the motion carried unanimously.

IX. Consent Agenda – Mike Koler, Chair

Chairman Koler asked for a motion to approve the consent agenda as presented. VC Fitzsimmons made the motion to accept the consent agenda as presented. The motion was seconded by Trustee Hamm.

Chair Koler asked if there was discussion topic(s) to be pulled. No requests were made. With no discussion or comments the motion was carried unanimously.

Departments included in the consent agenda:

- **Minutes:** *Donna Meier Pfeifer, Clerk of the Board of Trustees*
Complete minutes are listed on <http://prattcc.edu/department/board-trustees>

- **Human Resources – Dr. Michael Calvert, President**
June 2025

APPOINTMENTS

Brenda Dean	Accountant
Kurt McAfee	Interim Athletic Director
Troy Johnson	Coordinator of High School/College Start

CHANGE IN STATUS

RESIGNATIONS/TERMINATIONS

Renee Elpers	Director of Marketing Communications & College Relations
Brad Luthe	Director of Students & Residence Life/ Residential Supervisor
Andre Morris	Assistant Track Coach Field Events (.51 FTE)

FALL 2025 CONTRACTS

Taryn Rennaker	BUS201-O-1E Web Page Design
Taryn Rennaker	BUS235-O-1E Microcomputer Office Application I
Frank Stahl	PHL276-R-1P Intro to Ethics
Frank Stahl	PHL123-O-1E Comparative Religion

ADJUNCT SUMMER 2025 CONTRACTS

Kelli Denney	HOC102-O-1E Certified Medication Aide
Kristina Klausmeyer	HOC101-O1E Nurse Aide I
Julieta Rangel	HOC101-O-3E Nurse Aide I
Bridgette Rockenbach	HOC101-O-4E Nurse Aide I
Nikki Schmitz	HOC101-O-2E Nurse Aide I

ADJUNCT FALL 2025 CONTRACTS

Amanda Wade	PSY201-O-1E Child Psychology
Amanda Wade	PSY132-O1E Developmental Psychology
Amanda Wade	PSY176-O-1E General Psychology
Amanda Wade	PSY176-O-2E General Psychology

STAFF CONTRACT APPOINTMENTS for 2025-2026

INSTRUCTION

Laurie Ackerman	Allied Health Secretary (.50)/Faculty Secretary (.50)
Cathy Blasi	Assistant to VP of Instruction (1.0 FTE)
Tina Doggett	Dean of Technical Education (.70)/ Accreditation Liaison Officer (.30)
Theresa Gee	Office Assist Technical Programs & PCC Welding Facility (1.0 FTE)
Jonathon Kuehnel	North Farmhand (0.35)/Shooting Sports (.35)
Erica Meitler	Director of Allied Health (1.0 FTE)
Jacob Ritz	Head Rodeo Coach (.67)/ Grounds & Facilities (.33)
Ross Russell	Assistant Rodeo Coach (.51 FTE)
Hanna Short	Online Learning Coordinator (1.0 FTE)
Frank Stahl	Director of Learning Resources (1.0 FTE)

ATHLETICS

Shelbie Bennett	Head Cheer Coach(.67FTE)
Conor Chadwell	Athletic Trainer (1.0 FTE)
Jason Deel	Head Cross Country (.67)/ Assistant Women's Basketball (.33)
Kenny Eddy	Head Men's Basketball Coach (1.0 FTE)
Aaron Grant	Assistant Women's Soccer Coach (.51 FTE)
Jake Hart	Athletic Trainer (1.0 FTE)
Parker Howell	Assist Wrestling Coach (.51)/ Assit Fitness Center Coordinator (.49)
Brandon Jackson	Head Women's Soccer Coach (1.0 FTE)
Chris Jefferson	Head Women's Basketball Coach (1.0 FTE)
Jeret Johnson	Tennis Coach, Men's and Women's (1.0 FTE)
Charles Keefer	Esports Coach (.51)/ Sports Information Director (.49)
Ken Kepley	Head Wrestling Coach (.67)/ Fitness Center Coordinator (.33)
Kevin Kewley	Head Men's Soccer Coach (1.0 FTE)
Hayden McBride	Assistant Men's Basketball (.51FTE)
Kenny McCartney	Assistant Track and Field, Head Throws Coach (.51 FTE)
Sean McElwee	Assistant Baseball Coach (.51 FTE)
Abbi Munson	Women's Flag Football Coach (.67 FTE)
Quinton Powell	Men's Head Track & Field Coach (.67 FTE)
Philip Redrick	Women's Head Track & Field Coach (1.0 FTE)
Todd Reller	Head Baseball Coach (.67)/ Groundskeeper (.33)
Sade Roberts	Temp Women's Flag Football Asst. Coach (NA)
Joely Rogers	Asst. Tennis Coach, Men's & Women's (.51)/ Sports Information Director (.49)
Brittany VanRoyen	Head Volleyball Coach (.67 FTE)
Kaylee Wheeler	Temp Asst. Cheer Coach (NA)
Thomas Wheeler	Asst Baseball Coach (.51 FTE)

SEARCHING

Adjunct Clinical Instructors, Allied Health
Automotive Technology Instructor – Pratt, KS
Bus Drivers (Part Time)
Custodian
Director of Students & Residence Life/ Residential Supervisor Maintenance / Bus Driver
Student Success Coach, Specialist
TEMP Instructor: CDL Driving Instructor
Welding Instructor – Pratt, KS

ON HOLD

Adjunct EKG Technical Instructor (on hold)

Adjunct Phlebotomy Instructor (on hold)

Assistant Athletic Director (on hold)

Assistant Registrar (on hold)

Case Manager (on hold)

Cashier/Bookkeeper (on hold)

Computer Specialist (Network Ops) (on hold)

Data Coordinator (on hold)

Faculty Assistant (on hold)

Financial Aid Admin Assistant/ Library Clerk (on hold)

Social Media & Website Manager (on hold)

➤ **Financial Report – Linda Austin-Lanterman, VP of Finance and Operations**

PRATT COMMUNITY COLLEGE

Current Operating Fund

For the Eleven Months Ending Saturday, May 31, 2025

		Annual	YTD		Encumbrances	May	May
		Budget	Budget	Actual		Budget	Actual
510	Administrative Salaries	742,978.44	681,063.57	670,205.57	0.00	61,914.87	66,789.90
520	Faculty Salaries	1,042,223.96	955,375.52	1,187,095.96	0.00	86,852.32	120,202.41
522	Faculty Salaries - Supple	13,960.17	10,472.66	5,500.00	0.00	3,479.40	0.00
524	Faculty Overload	10,000.08	9,166.74	0.00	0.00	833.34	0.00
526	Faculty Salaries-Adjunct	120,000.00	110,000.00	7,298.75	0.00	10,000.00	5,153.50
	Faculty Salaries-Summer						
528	S	2,500.08	2,291.74	0.00	0.00	208.34	0.00
530	Professional Exempt	2,476,086.18	2,269,753.96	1,741,974.84	(560.00)	206,332.18	191,108.02
560	Classified Salaries-Hour1	1,479,207.28	1,355,940.59	1,071,214.19	0.00	123,267.44	90,545.83
575	Faculty Allowance	169,741.04	155,595.88	111,126.34	0.00	14,145.08	13,832.10
589	College Work Study	0.00	0.00	13,744.98	0.00	0.00	2,682.90
590	Company Match FICA	446,720.96	409,493.12	343,705.97	0.00	37,226.65	38,883.49
	Unemployment						
593	Insurance	13,342.10	12,230.14	24,124.00	0.00	1,111.84	0.00
	Employee Fringe						
596	Benefits	1,321,322.99	1,211,212.81	784,064.38	5,553.90	110,110.26	2,570.44
601	Travel	368,430.36	348,846.24	346,417.81	14,223.00	21,343.12	7,611.44
607	Copy machine charges	20,852.34	19,502.67	11,734.74	1,543.03	1,454.67	4,531.73
608	Charge Card Expense	63,000.04	58,083.37	57,224.40	8,480.86	4,916.67	0.00
610	Repairs	18,800.04	17,233.37	94,308.91	31,498.19	1,566.67	924.93
611	Postage	13,615.18	12,611.84	12,821.36	1,262.51	1,003.34	(2.59)
613	Printing	26,999.16	24,658.48	9,212.48	(615.00)	3,327.68	404.00
615	Advertising	52,190.00	48,607.50	42,722.88	3,164.61	3,582.50	4,149.00
	Insurance & Property &						
622	Planning	491,750.44	491,750.44	440,793.12	(19,712.67)	0.00	0.00
625	Athletic Self-Insurance	88,025.00	88,025.00	95,372.00	75,372.00	0.00	0.00
	Conference and						
626	Workshop Fee	5,910.00	5,900.00	2,915.42	6,053.00	2,300.00	0.00
631	Telephone	81,307.00	74,425.00	63,186.45	5,876.11	6,914.00	3,946.70
632	Water	12,000.00	11,000.00	7,220.99	878.91	1,000.00	0.00
633	Natural Gas and Oil	24,902.10	22,402.10	60,015.42	4,537.23	2,500.00	1,691.61
635	Electricity	209,681.12	189,681.12	242,118.16	16,075.48	20,000.00	499.50
637	Sewer	12,010.44	11,009.57	5,247.72	664.55	1,000.87	0.00
638	Trash Removal	21,618.72	19,817.16	19,554.52	1,896.12	1,801.56	0.00
641	Lease Costs	138,850.56	127,279.68	335,261.50	56,429.98	11,570.88	25,000.00
648	Equipment repairs	9,000.00	8,250.00	0.00	0.00	750.00	0.00
660	Contractual Services	677,675.35	623,171.74	545,985.87	19,901.83	53,503.91	11,765.71
	Accounting and Auditing						
663	Service	60,000.00	55,000.00	55,255.00	30,000.00	5,000.00	0.00
667	Plumbing Service	3,600.00	3,300.00	0.00	0.00	300.00	0.00
668	Electrician Services	3,600.00	3,300.00	0.00	0.00	300.00	0.00
669	Snow Removal/Grading	1,200.00	1,200.00	6,300.00	0.00	0.00	0.00
681	Membership Dues	91,168.68	87,614.48	92,672.77	7,108.80	3,579.20	0.00
683	Suppliers and materials	14,166.00	14,166.00	4,867.91	640.96	366.00	0.00
700	Supplies and materials	316,312.78	296,553.53	458,426.77	36,446.72	20,757.30	18,233.96
701	Office Supplies	3,125.00	2,815.00	3,434.15	(102.77)	260.00	0.00
	Maint & Janitorial						
702	Supplies	0.00	0.00	667.97	838.54	0.00	0.00
	Retention Program						
703	Supplies	1,740.00	1,595.00	328.20	111.80	145.00	0.00
708	Computer Supplies	500.00	500.00	2,762.28	0.00	0.00	1,104.34
710	Current Expense	6,343.20	5,814.60	(15.16)	518.55	528.60	0.00
719	Supplies for internal res	0.00	0.00	(24.00)	0.00	0.00	0.00
730	Scholarships	190,000.00	190,000.00	11,313.03	0.00	190,000.00	0.00
735	Special Projects	14,210.04	13,034.20	7,705.28	5,516.96	1,175.84	0.00
742	Miscellaneous Expense	0.00	0.00	61.68	0.00	0.00	0.00
745	Books	0.00	0.00	13.30	0.00	0.00	0.00
850	Equipment	96,773.12	90,959.77	550,187.39	(26,079.42)	5,429.35	31,926.35
	Transfer-CWS/NDSL						
917	Match	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
984	GEED/ABE Transfer	25,000.08	22,916.74	0.00	0.00	2,083.34	0.00
986	Transfer - ASEF	363,963.00	333,632.75	0.00	0.00	30,330.25	0.00
	TOTAL	\$11,391,403	\$10,532,254	\$9,546,125	\$287,523	\$1,079,272	\$643,555

PRATT COMMUNITY COLLEGE
Current Operating Fund Revenue
For the Eleven Months Ending Saturday, May 31, 2025

	Annual Budget	<i>YTD</i>	<i>YTD</i>	Encumbrances	<i>May</i>	<i>May</i>
		Budget	Actual		Budget	Actual
401 General Academic Tuition	\$482,255.00	\$473,255.00	\$723,811.73	\$0.00	\$9,000.00	\$33,775.84
402 Non-Credit class Fees	500,000.00	480,000.00	1,141,781.48	0.00	20,000.00	139,681.00
405 Academic Out of State Tuition	178,200.00	173,200.00	713,977.43	0.00	5,000.00	(14,294.00)
410 Misc Student Charges	20,000.04	18,333.37	94,739.34	(403.62)	1,666.67	5,710.52
421 State Operating Grant	1,454,752.00	1,454,752.00	727,376.00	0.00	0.00	0.00
437 Deferral Charge revenue	0.00	0.00	1,365.00	0.00	0.00	0.00
441 Ad Valorem Property Tax	7,854,626.00	5,621,903.00	5,302,628.74	0.00	0.00	0.00
443 Motor Vehicle Property Tax	392,097.00	291,000.00	366,657.27	0.00	0.00	0.00
444 Delinquent Tax	0.00	0.00	1,541.40	0.00	0.00	0.00
446 Recreational Vehicle Tax	0.00	0.00	4,595.12	0.00	0.00	0.00
447 Revitalization Tax Rebate	(100,000.00)	(80,000.00)	(184,585.38)	0.00	0.00	0.00
464 Financial Aid Program Adm	1,945.00	1,945.00	0.00	0.00	0.00	0.00
479 Other Rental Payments	0.00	0.00	250.00	0.00	0.00	0.00
481 Interest Income - Health Ins	283,653.40	100,333.40	224,372.28	0.00	833.34	0.00
484 Miscellaneous Income	2,000,000.00	0.00	408,243.37	(19,200.00)	0.00	20,769.73
487 KSBE Technology Grant	12,401.00	12,401.00	599,660.00	0.00	0.00	0.00
745 Books	0.00	0.00	13.30	0.00	0.00	0.00
TOTAL	\$13,079,929.44	\$8,547,122.77	\$10,126,427.08	(\$19,603.62)	\$36,500.01	\$185,643.09

Certificate of Deposit (CD) Investments

Vendor	Type of Investment	Term (months)	Rate	Maturity Date	Amount	Amount at Maturity
Peoples Bank	CD	11	5.00%	6/30/2025	\$ 4,000,000	\$ 4,187,600
Peoples Bank	CD	11	4.19%	10/25/2025	\$ 1,000,000	\$ 1,039,155
Peoples Bank	CD	6	4.21%	11/25/2025	\$ 3,066,945	\$ 3,132,188
Peoples Bank	CD	11	4.09%	1/25/2026	\$ 1,046,164	\$ 1,086,131
Peoples Bank	CD	11	4.09%	1/25/2026	\$ 1,046,164	\$ 1,086,131
Peoples Bank	CD	6	4.30%	9/20/2025	\$ 3,000,000	\$ 3,065,198
Peoples Bank	CD	6	4.30%	9/20/2025	\$ 2,000,000	\$ 2,043,466
					\$ 15,159,273	\$ 15,639,869

Enrollment Update & Board Report-June 9, 2025

1. Summer 2025 Semester Enrollment

- Summer 2025 semester credit hour production is 3,775, a 2 percent **increase** from the same period last year.
- Student Headcount is 728, a 3 percent **increase** from the same period last year.
- EDUKAN credit hour production is 2,445, a 5 percent **decrease** from the same period last year.
- Pratt Online credit hour production is 1,106, a 42 percent **increase** from the same period last year.
- Outreach credit hour production is 84 credit hours, a 19 percent **decrease** from the same period last year.
- College Start/High School Enrollment is 248, a 12 percent **increase** from the same period last year.
- Credit hour production for the “Nine Core County Region” (Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, Stafford) is 876, a 4 percent **increase** from the same period last year.

2. Fall 2025 Semester Enrollment

- a. Fall 2025 semester credit hour production is 6,615, a 6 percent **increase** from the same period last year.
- b. Student Headcount is 514, a 1 percent **increase** from the same period last year.
- c. EDUKAN credit hour production is 79, a 78 percent **decrease** from the same period last year.
- d. Pratt Online credit hour production is 1,148, a 10 percent **increase** from the same period last year.
- e. Outreach credit hour production is 867, an 86 percent **increase** from the same period last year.
- f. College Start/High School Enrollment is 1,097, an 11 percent **increase** from the same period last year.
- g. Credit hour production for the “Nine Core County Region” (Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, and Stafford) is 2,757, a 3 percent **decrease** from the same period last year.

3. Fall 2025 Residence Hall Contracts

- a. 307 housing contracts received, or a 30 percent **increase** from the same period last year.

4. 2025 Beaver Building Days

- a. June 11th
- b. June 25th
- c. July 8th (EPT)
- d. July 17th

X. Action Items

- **Ratify Waiver Board Policy No. 3-07 - Dr. Michael Calvert, President**
No sole-source purchase(s) was made.

- **Americans Policy Institute – Dr. Michael Calvert, President**
Chair Koler asked for a motion to approve the facility request from Jeff Elston for a Town Hall Meeting, *Americas Policy Institute*, on July 18, 2025 in the Carpenter Auditorium. The motion was made by Trustee Killough to approve the facility request from Jeff Elston for a Town Hall Meeting *Americas Policy Institute* in Carpenter Auditorium on July 18, 2025. The motion was seconded by VC Fitzsimmons.

Discussion:

1. Having outside security on campus that evening will be at their cost
2. Should the college insist it be a by-partisan forum, would this be discriminating?
3. The college would not be sponsoring the forum,
4. It is a for profit organization
5. PCC charges \$40 per hour for the auditorium, custodial services are additional,

With no further discussion the motion was carried unanimously.

- **Property and Liability Insurance Pricing – Linda Austin-Lanterman, VP Finance & Operations**
Chair Koler asked for a motion to accept the administration recommendation to approve the Property/Casualty Insurance with KICS and the addition of the Option #1 Cyber Liability. Note the .79% savings on the renewal. The administration also recommends buying down the deductible from \$500,000 to \$250,000 in the amount of \$33,384.75.

The motion was made by VC Fitzsimmons to accept the administration’s recommendation to approve the Property/Casualty Insurance with KICS and the addition of Option #1 Cyber Liability and buying down the deductible from \$500,000 to \$250,000. The motion was seconded by Trustee Hamm.

With no further discussion the motion was carried unanimously.

- **Priefert Rodeo Arena Quotes – Linda Austin-Lanterman, VP Finance & Operations**
Chair Koler asked for a motion to approve the administration to buy from Bomgaars, a local dealer. PCC Foundation privately fundraised \$128,860 and PCC will pay the difference of \$6,354 to make it a local purchase. The motion was made by VC Fitzsimmons to approve the administration to purchase from Bomgaars. The motion was seconded by Trustee Hamm. With no further discussion motion carried out unambiguously.

PCC Rodeo Facility Renovation

	Priefert Direct	Bomgaars	
Total Gifts	\$ 412,950	\$ 412,950	
Less In-Kind Pipe Donation	\$ (10,200)	\$ (10,200)	
Total Cash Gifts	\$ 402,750	\$ 402,750	
Horse Barn	\$ (238,000)	\$ (238,000)	purchased
Bucking Chutes	\$ (42,244)	\$ (42,244)	purchased
Rodeo Arena Panels	\$ (120,708)	\$ (128,860)	
	\$ 1,798	\$ (6,354)	

- **Science Lab Room 25: Linda Austin-Lanterman, VP Finance & Operations**
Chair Koler asked for a motion to accept the administration recommendation to approve the second science classroom that was previously budgeted for. The motion was made by Trustee Hamm to approve the administration recommendation to approve the second science lab as budgeted for \$90,000.00. The motion was seconded by Trustee Patton. With no further discussion the motion was carried unanimously.



Established 1983

PRICE BUDGET

TO: Pratt Community College ATTN: Linda Austin-Lanterman 348 NE SR61 Pratt, KS 67124	DATE: June 5, 2025
Phone: (620) 450-2140 E-Mail: lindaal@prattcc.edu	PROJECT: Biology – Room 25
	QUOTATION#: 23T-PCC-1114-PB

- We propose the following Price Budget to furnish, deliver and non-mechanically install materials in accordance with PSA Drawing #23T-PCC-1114-D – Option 1, line items as follows:

Qty	Description		
89	Epoxy Coated Fixed Steel Base Units & Resin Tops / Lineal Foot		
11	Electrical Pedestal - double gang and double sided with GFI / Each		
11	Sinks Including HCW Faucet / Each		
		Total	\$90,000.00

All prices are quoted exclusive of any applicable tariffs, duties or taxes which may be imposed by governmental authorities and are subject to change without notice. Buyer shall be responsible for any such additional costs, including existing tariffs or those implemented after the date of this quote.

Notes, Clarifications & Qualifications:

- Freight charges are offered as a service only and are estimated.
- Delayed deliveries may incur storage charges.
- Actual shipping charges will be prepaid and added to the invoice.

FOB: Shipping Point	DELIVERY: 8 to 10 Weeks After Approvals
ADDENDUM: None Received	TAXES: Not Included
WITHDRAW: Subject to Withdrawal After 30 Days	BONDS: Available for Additional Cost

- This bid is based on the furnishing of high quality furniture of standard construction and design, which is equal to or exceeds that specified unless otherwise noted. Construction details are shown in all of our current literature and catalogs.
- If installation is called for, the following are excluded: setting and connection of all mechanical, electrical, plumbing, piping, HVAC connections, ventilating, fixtures, fittings, sinks, traps, blowers, ductwork, pipe and conduit unless otherwise noted. PSA Laboratory Furniture LLC will provide factory trained carpentry labor only.
- Cove base molding to match by others.
- Elevator Service: It is understood that elevator or hoist services will be furnished, if required, at no additional cost to PSA Laboratory Furniture LLC
- Garbage will be disposed of in owner provided dumpster
- Blocking: All Wall Case and Floor Case Installations will require 2x6 Wood Blocking. Contact PSA for Section Drawing. Correct CL Location and Installation of Blocking to be by Others.
- Clerical errors subject to correction.
- Waivers of Lien will not be used prior to payment.
- Changes shall be made on the basis signed change orders. No work shall begin until signed change orders are received by our office.
- Orders are accepted by PSA Laboratory Furniture LLC with the distinct understanding that once materials are in the process of manufacture the order cannot be canceled except at the purchaser's expense upon written consent of both parties.
- TERMS: Net 30 Days from Invoice Date. 2.0% Finance Charge (24% APR) on Accounts Over 30 Days or the Maximum Allowable by Law. A 5% service fee will be added for all credit card transactions.
- Back charges will not be accepted by PSA Laboratory Furniture LLC without written approval.
- Buyer shall indemnify Seller for all collection expenses, including reasonable attorneys' fees and court costs incurred by Seller.

Sincerely,

Accepted on Behalf of Pratt Community College by

Theresa Skrove, Project Manager

Signature & Date PO#
Linda Austin-Lanterman

2100 South Calhoun Road
New Berlin, WI 53151

www.psalaboratoryfurniture.com

ph 262-204-7660
fax 262-661-7060

PSA Laboratory Furniture, LLC
LABORATORY DESIGN • SALES • INSTALLATION • TESTING & CERTIFICATION • CONSULTING

- **INA Alert - Linda Austin-Lanterman, VP Finance & Operations**
Chair Koler asked for a motion to approve the administration recommendation of proceeding purchase from state contract vendor INA Alert, with payment being completed in two fiscal years. Trustee Hamm made the motion to accept the administration's recommendation to purchase INA Alert. The motion was seconded by Vice Chair Fitzsimmons.

Access Control System upgrade to include automatic locking doors in dorms, classrooms, and other facility areas. Include upgrading cameras with cloud-based storage. This is a 5-year contract. There is security at the welding location.

With no further discussion the motion was carried unanimously.

Bid For: Pratt Community College
POC: Philip Leimbach - philipl@prattcc.edu
348 KS-61
Pratt, KS 67124



6/10/2025

Security Upgrade Overview			
Quote #	Building	Project	Total (5-Year Licenses)
9828-25	Novotny Hall	Alta Access - 56 Doors	\$ 97,383.87
9829-25	North Hall	Alta Access - 45 Doors	\$ 87,964.02
9830-25	Porter Hall	Alta Access - 13 Doors	\$ 24,436.55
9831-25	Beck Hall	Alta Access - 22 Doors	\$ 37,328.58
9832-25	W Hall	Alta Access - 57 Doors	\$ 101,309.68
9833-25	Scholarship Hall	Alta Access - 39 Entries	\$ 75,180.17
9834-25	Benson Education	Alta Access - 5 Entries	\$ 10,547.21
9835-25	Campus - Multiple	Alta Video - 116 Camera Takeover	\$ 213,150.99
9837-25	Campus - Multiple	Alta Access - Badges, User Licenses	\$ 12,957.83
9862-25	Campus - Multiple	Alta Access - 30 Entries	\$ 77,868.14
10671-25	Campus - Multiple	Alta Video - 21 New Cameras	\$ 75,317.84
10672-25	Campus - Multiple	Alta Access - 148 Entries	\$ 256,448.98

Quotation Prepared By:



Sales@INAalert.com
620.566.3050

Quotation and Pricing Valid for 30 Days.

Not Valid After 7/10/2025

	Currency: USD
Subtotal (5-Year Licenses)	\$ 1,069,893.86
Add/Alternates	
Taxes	
Total (5-Year Licenses)	\$ 1,069,893.86

Notes

To accept this quotation, sign here and return:

Approved By: _____

Approval Date: _____

➤ **Policy Review – First Reading – *Dr. Michael Calvert, President***

Chair Koler asked for a motion to approve the administration's recommendation of no change to the following annual review policies:

2-01 Mission Statement and Statement of Institutional Purpose,
2-02 Statement of Philosophy,
2-04 Institutional Core Values

Trustee Patton made the motion to accept the administration recommendation of no change for *2-01 Mission Statement and Statement of Institutional Purpose,* *2-02 Statement of Philosophy* and *2-04 Institutional Core Values* and to waive the second reading. The motion was seconded by Trustee Lunt.

With no further discussion the motion was carried unanimously.

XI. Written Reports

➤ **Faculty – *Jason Ghumm, PHEA President incoming***

Mr. Ghumm attended and finished a CRISPR Gene Editing workshop. Dr. Paul Primrose, Physical Science Instructor, is interested also.

➤ **Athletic Report – *Kurt McAfee, Interim Director of Athletics***
City of Pratt Partnership and Keller Complex

Met with Justin Crouch from Pratt Recreation about communication and establishing a management group to coordinate scheduling our events, practices and use of the Track and Soccer Complex adjacent to Green Sports Complex. Intent is to assure PCC has the right to first refusal. Justin to be more precise when blocking times to ensure the facility is being used at full capacity. We also defined what our responsibility is (i.e., nets for the goals) and what is expected from both sides. Storage and access are an ongoing problem. Each coach will have their own unique password to gain entry to the storage shed.

Women's Soccer

Coach Brandon Johnson has recruited and signed 28 women and ready to go.

Men's Soccer

Kevin Kewley has 34 signed recruits, and that includes a few walk-ons. The soccer schedule is set and should be published at the time of this report to the board on the PCC Website.

Esports

Charles Keefer has recruited his enrollment goal, and we have identified additional space to accommodate the growth of his program.

Volleyball

Brittany VanRoyen has recruited her goal, and the schedule is set and ready to be published .

Cross Country

Jason Deel continues to work toward his recruiting goals.

Cheer

Shelbie Benntte has recruited her goal

Overall

Recruiting for the most part has been completed. There has been much talk on navigating the current situations surrounding international students including a pause on visa appointments and bans on travel from certain countries. Dr. Calvert has been in contact with the National Office to get their perspective on the current situation.

NJCAA bylaws allow us to release a student for “Failure to Enroll” (which does not require a student signature). This can be done at the beginning of the term and even in advance of the term when it becomes clear that enrollment is impossible. If the reason is enrollment is no longer possible, the National Office recommends members either secure a student's signature or at least confirm in writing (email suffices) from the student that enrollment is impossible.

This is relevant now due to delays with the student visa process. While there isn't a clear “cut-off” date as to when a student must have a visa appointment to make it to our campus for fall classes, most coaches that recruit internationally have that date for a given country. Based upon this information, we have asked coaches to reach out to our international students to get confirmation if they currently have a visa appointment or not. As we get closer to the start of fall classes, if there are students the school needs release because they are unable to secure a Visa appointment or will be unable to gain entry to the US, they can be released for Failure to Enroll. The national office has recommended the member institution get confirmation from the students in writing that they are unable to enroll. When that happens, we will make every effort to backfill that scholarship hopefully with a Kansas or an American student-athlete.

➤ **Information Technology Project Update** – *Jerry Sanko, Chief Information Officer*

Projects Completed:

Security Compliancy Program – GLBA Audit meeting 1 of 2 (Completed) (04/08/2025)
second meeting scheduled for (04/17/2025) (Complete)

New SIS Jenzabar (J1) –

- Common configurations May 12 (Complete)
- Finance-Accounts Payable Configuration May 21 (Complete)
- Finance-Fixed Assets Configuration May 21 (Complete)
- Jenzabar Annual Meeting 26-31 May (complete)
- Finance – Accounts Payable Configuration June 2 (Complete)

Data Lake (Analytics, Data Warehouse, and Reporting)

- Hands on training 27 May (Complete)

Changing Security Camera System –

- Creating RFP (Complete)

Building Access Control System (Replacing current system (dorm entrances only) and adding all doors in dorms and classroom buildings)

- Creating RFP (Complete)

➤ **Foundation Report – Barry Fisher, Executive Director**
Rodeo Renovation Project

The Foundation received a \$100,000 donation towards the rodeo renovation project. The funds will go towards the purchase of the new arena panels.

Patterson Family Foundation Grant Application

A grant application will be submitted by July 25, 2025 for the *Patterson Family Foundation's Healthcare Workforce Development Grant*. If awarded, the grant will support PCC's nursing program partnership expenses with Barton Community College.

➤ **KACC (Kansas Association of Community Colleges) – Eric Scott Killough, Trustee**

Recap of KACC Meeting at Highland Community College Technical campus.

1. Met in person in Atchison at the Highland CC Technical campus. All colleges were represented.
2. The University of Kansas presented and held a discussion. KU will transfer up to 75 credit hours into certain programs, with some restrictions, and is also now taking some technical education courses into their health science programs. (Presentation Attached)
3. A presentation was provided by the Kansas Department of Revenue Property Valuation Division about Property Tax in Kansas, trends, and property tax facts. (Presentation Attached)
4. Discussion was held related to a legislative proviso about cash balances on June 30, 2025.
5. A dinner and recognition was held recognizing a community college legislative champion.
6. The KACC legislative committee met to discuss a grassroots strategy to improve outreach and education which was then discussed with the entire group the next morning.
7. A report was given by President Seth Carter from Colby about the Presidents meeting and President Amber Knoettgen from Cloud was announced the next President of the Presidents group as well as presented the CC budget request approved for FY 2027 which will be submitted
8. A discussion was held amongst the group about new innovations being considered and college best practices around community engagement, communication between the board and president. was for colleges to work together for fiscal efficiencies/effectiveness. Enrollment trends, budgets for next year, deferred maintenance, and future training needs.
9. The business meeting was held which included the approval of the 2026 Budget which was essentially flat for the current year, the approval of the FY 2026 dues which were also left flat from FY 2025, and the approval of contracts for advocacy, accounting, and marketing.
10. **Meeting Change:** August 1st and 2nd, 2025 in Arkansas City at Cowley College.
December 5th and 6th. 2025 in Garden City Community College

- **ACCT/NLS (Association of Community College Trustees / National Legislative Summit) Leadership Congress** – Oct. 22 – 25, 2025 – New Orleans, LA
 - Trustee Eric Scott Killough will be attending.
- **AACC – (American Association of Community Colleges)** – *Dr. Michael Calvert*
Nothing brought before the Board
- **Other** – Nothing brought before the Board

XII. Wrap Up

- **Comments from the President** – *Dr. Michael Calvert, President*
 1. Participated in Kansas Board of Regents meeting in person
 2. Participated in Technical Education Authority meeting virtually.
 3. Facilitated Taxing Entities meeting.
 4. Participated in weekly president’s calls.
 5. Continued negotiation meetings with PHEA Faculty representatives.
 6. Participated in several J-1 meetings.
 7. Participated in NJCAA President’s Advisory Committee meeting
 8. Participated in NJCAA Finance Committee meeting.
 9. Participated in meeting with Kiowa County School District on expanding the PCC Welding Program to the school.
 10. Participated in Presidents/Trustees and CFO meetings as part of KACC in Atchison, KS.
 11. Met with several community college presidents and KBOR and representatives from the Rural Talent Lab to determine whether Kansas would be a good fit for their collaborative.
 12. Miss Kansas Pageant PCC hosted the event
 13. Facilitated Presidents Advisory Council meeting.
- **Comments from the Board Chairman** – *Mike Koler, Chairman*
Announced there will be an executive session.

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

7:10 p.m. Trustee Morgan moved the Board recess for Executive Session not to exceed 30 minutes for the purpose of discussion of non-elected personnel starting at 7:16 p.m. People present will be Board Trustees, Dr. Michael Calvert, President, and by zoom, Mr. Forest Rhodes, Foulston Siefken, LLP. The motion was second by VC Fitzsimmons. With no further discussion the motion passed unanimously.

7:46 p.m. Chair Koler resumed the general meeting session.

XIV. Meeting Adjourned – *Mike Koler, Chair*

7:46 p.m. Chair Koler asked for a motion to adjourn the meeting. The motion was made by VC Fitzsimmons and was seconded by Trustee Patton. With no further discussion the motion was carried unanimously.

General Session Minutes Recorded by:
Donna Meier Pfeifer
Clerk of the Board of Trustees / Admin. Asst. President