

Board of Trustee Minutes of December 15, 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:** 6:00 p.m. Trustee Mark Morgan, Chair, called the meeting to order.
- II. **Pledge of Allegiance** – Pledge of Allegiance was led by Trustee Mike Koler

Trustees Present: Mark Morgan (Chair), Michele Hamm, Mike Koler, Ryan Lunt, and Suzan Patton. Quorum was met.

Trustee(s) Absent: Dean Fitzsimmons (Vice Chair) and Eric Scott Killough

Administrative Present: Dr. Michael Calvert, President, Linda Austin-Lanterman, VP Finance and Operations, Dr. Kwanna King, VP Student Services, Monette DePew, VP Instruction, Kurt McAfee, Interim Athletic Director, Brian Kortz and Rachel Steinbarger, Co-Athletic Directors, 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: Jerry Sanko, Chief Information Officer

Media Representation: No media present

- III. **Comment(s) from the Public:** *Mark Morgan, Chair*
No comments from the public
- IV. **Introduction(s):** – *Chair Mark Morgan and Dr. Michael Calvert, President*
Esther Lahargoue, Chief Executive Officer, Vance Haines, Gravity Works Architecture
- V. **Introduction of Awards of Excellence** – *Dr. Michael Calvert, President*
No awards were presented.

Addition to Action Items:

Trustee Ryan Lunt – Mr. Chairman, I move we add to the action items agenda: Approval of price quote from BCS for Chandler Hall HVAC control system. This is a sole-source purchase. The motion was seconded by Trustee Hamm. With no further discussion the motion passed unanimously.

VI. Discussion:

- A. **MIS Report(s) (Management Information System)** – *Ashley Cook, Asst. Vice President of Finance and Operations*

Instruction & Development/Training Costs – FY 2025 (2024-2025)

Part A: Cost per Credit Hour and FTE Student

- Cost per Credit Hour \$170 - Cost per FTE Student \$5,091

Part B: Development/Training Expenditures per FTE Employee
- Expenditure per FTE Employee \$499

B. **EDUKAN Report** – *Esther Lahorgoue, Chief Executive Officer, Dr. Michael Calvert, President*

PRATT COMMUNITY COLLEGE

PRATT CC ON-LINE OFFERINGS

EDUKAN & Pratt On-Line Delivery Modes

QUICK STATS:

- 42% of PCC's 2024-2025 credit hour production was on-line (25% EDUKAN + 17% Pratt-Online).
Reference: Student Characteristics Report, a September 2025 MIS Report (page 2 of this report)
Note: Pratt Campus ground credit hour production makes up the majority of production at 43%.
- 60% of PCC's 2024-2025 headcount were enrolled exclusively in on-line courses (45% EDUKAN + 15% Pratt-Online). This is up from 48% in 2020-2021 (5 year trend).
Reference: (page 3 of this report)
- 82% of PCC's 2024-2025 headcount were enrolled in one or more on-line courses. This is up from 68% in 2020-2021 (5 year trend).
Reference: (page 3 of this report)
- 50% of Fall 2025 Residence Hall students are enrolled in at least one on-line course. This is up from 21% in Fall 2020. 11% of the credit hour production of Residence Hall students is from on-line courses. This is up from 5% in Fall 2020.
Reference: Weekly Enrollment Report special addition (page 4 of this report)
- Non-degree seeking students are the primary consumers of the EDUKAN delivery mode. Degree seeking and high school students are the primary consumers of the Pratt On-Line delivery mode.
Reference: Enrollment Goal Tracking Report (page 5 of this report)
- 77% of 2024-2025 EDUKAN enrollees are out-of-state residents; 78% of 2024-2025 POL enrollees are in-state residents.
Reference: KBOR KSPSD AY2025 data set
- The three-year average of the Enrollee Success Rate for distance learning/on-line courses is 83%. In comparison, the three-year average of the College-Level Course Enrollee Success Rate (all modalities) is 87%. Both rates exceed that of our peers.
Reference: Distance Learning Report & College-Level Course Section Retention & Success Rates, both September 2025 MIS Reports (pages 6-8 of this report).
- Of the 38 faculty under the Pratt Higher Education Association Master Agreement, 50% (19/38) of faculty members will teach both face-to-face and Pratt Online courses in 2024-2025. (Seven of the 38 faculty members covered under the master agreement teach at our off campus and high school locations where their teaching load is face-to-face (welding, automotive, electric power technology).

- Major audience is coming from; Texas #1, California #2 and Oklahoma #3
- English is the primary language; USA is number 1 in marketing and an increase targeted in China and the middle east.
- Extending more courses starting this spring
- Reports:
 - Academic Year Credit Hour Comparison (September 2025)
 - Fall 2025 Enrollment Goal Tracking – EDUKAN and Pratt Online
 - Distance Learning
 - College-Level course Section Retention & Success Rates

C. January 2026 Board Meeting Date – Dr. Michael Calvert, President

Board approved moving the January 19th meeting to Tuesday, January 20th due to the Martin Luther King Holiday. PCC campus offices will be closed on Monday, January 19th.

D. Other – Mark Morgan, Chair

Trustee Patton – Pratt Rotary meeting high school students from USD 382 and USD 438 were recognized. One student was recruited by Colby Community College for baseball.

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

Vernon Filley Art Museum – Thank you for being a \$1,250.00 sponsor for the Mardi Gra on February 28, 2026.

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

Board Retreat – February 28, 2026

IX. Consent Agenda – Mark Morgan, Chair

Chair Moran asked for a motion to approve the consent agenda as presented. Trustee Hamm made the motion to accept the consent agenda as presented. The motion was seconded by Trustee Lunt.

Chair Morgan asked if there was discussion topic(s) to be pulled. No requests were made.

With no further discussion or comments the motion was carried out unanimously.

Departments included in the consent agenda:

- **Minutes:** Donna Meier Pfeifer, Clerk of the Board of Trustees
Complete minutes are listed on <https://prattcc.edu/board-of-trustees/>
- **Human Resources – Dr. Michael Calvert, President**

December 2025

APPOINTMENTS

CHANGE IN STATUS

Joshua Doerr **FROM** Assistant Baseball Coach (.51FTE) **TO** Assistant Baseball Coach (.51FTE)/Residential Supervisor (.49 FTE)

Eli Truhe **FROM** Assistant Tennis Coach, Men's & Women's(.51FTE) / Sports Information Director (.49FTE) **TO** Assistant Tennis Coach, Men's & Women's(.51FTE) / Assistant Sports Information Director (.49FTE)

Jason Deel **FROM** Head Cross Country Coach (.63 FTE) / Assistant Women's Basketball Coach (.33 FTE) **TO** Assistant Women's Basketball Coach (.51FTE) / Sports Information Director (.49FTE)

RESIGNATIONS/TERMINATIONS

Kenny McCartney Assistant Track and Field Coach, Head Throws Coach / Residential Supervisor

FALL 2025 CONTRACTS

Ken Kepley HPR123-O-1E Concepts/Apps of Exercise Science
Ken Kepley HPR125-O-1E Psychology of Sport

SPRING 2026 CONTRACTS

Bryce Casper	AMC136-O-1E OSHA 10 Safety Orientation
Tyler Dallis	ART128-O-1E Art Appreciation
Tyler Dallis	ART128-O-1E Art Appreciation (additional contract due to large # of students)
Meagan Etheridge	EDU139-O-1E Children's Health & Movement
Sarah Jackson	MTH178-O-1E College Algebra
Ken Kepley	HPR224-R-1E Exercise Techniques
Jack Kuehnel	WLD110-O-1E Material Handling & Plant Layout
Justin Maughan	MTH126-O-1E Technical Mathematics
Justin Maughan	MTH126-O-1E Technical Mathematics (additional contract due to large # of students)
Justin Maughan	PHS251-O-1E General Physics I
Lori Montgomery	AGR134-O-1E Livestock Production
Lori Montgomery	AGR132-O-1E Animal Science
Jeremy Patterson	DRM125-B-1P Technical Workshop
Jeremy Patterson	DRM125-B-2P Technical Workshop
Paul Primrose	PSC175-O-1E Introduction to Geology Theory
Jason Ratcliffe	HST131-O-1E Survey of Civilization I
Taryn Rennaker	BUS178-O-1E Introduction to Business
Taryn Rennaker	BUS218-O-1E Business Ethics
Jeremy Rupe	MUS176-O-1E Introduction to Music
Barrett Smith	AGR133-O-1E Crop Production
Frank Stahl	PHL123-R-1P Comparative Religions
Frank Stahl	PHL276-O-1E Introduction to Ethics
Angie Tatro	BUS162-O-1E Introduction to Word Processing
Angie Tatro	BUS235-O-1E Microcomputer Office Applications I
Angie Tatro	BUS264-O-1E Administrative Management
Jerry Thompson	SOC176-O-1E Introduction to Sociology
Amanda Wade	PSY132-O-1E Developmental Psychology
Amanda Wade	PSY176-O-1E General Psychology
Amanda Wade	PSY176-O-1E General Psychology (additional contract

	due to large # of students)
Amanda Wade	PSY176-O-2E General Psychology
Amanda Wade	PSY201-O-1E Child Psychology
Heather Wilson	COM106-O-1E Interpersonal Communication
Heather Wilson	COM130-O-1E Communication for the Workplace
Heather Wilson	COM276-O-1E Public Speaking

SUMMER 2026 CONTRACTS

Tyler Dallis	ART139-O-1E Art Appreciation
Meagan Etheridge	EDU177-O-1E Introduction to Education
Meagan Etheridge	EDU277-O-1E Children's Literature
Jeff Hoffman	EPD144-R-1P Occupational Work Experience
Justin Maughan	MTH126-O-1E Technical Mathematics
Otto Orosco	EPD144-R-1V Occupational Work Experience
Paul Primrose	PSC175-O-1E Introduction to Geology
Jason Ratcliffe	HST132-O-1E Survey of Civilization II
Taryn Rennaker	BUS178-O-1E Introduction to Business
Taryn Rennaker	BUS237-O-1E Business Management
Frank Stahl	PHL123-O-1E Comparative Religions
Angie Tatro	BUS235-O-1E Microcomputer Office Applications I
Amanda Wade	PSY132-O-1E Developmental Psychology
Amanda Wade	PSY176-O-1E General Psychology

ADJUNCT SPRING 2026 CONTRACTS

SEARCHING

Adjunct Clinical Instructors, Allied Health
 Bus Drivers (Part Time)
 Custodian
 Maintenance / Bus Driver
 Welding Instructor – Pratt, KS

On Hold:

Assistant Athletic Director (on hold)
 Case Manager (on hold)
 Cashier/Bookkeeper (on hold)
 Computer Specialist (Network Ops) (on hold)
 Data Coordinator (on hold)
 Financial Aid Admin Assistant .60FTE (on hold)
 Student Success Coach, Specialist (on hold)

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

PRATT COMMUNITY COLLEGE

Current Operating Fund Revenue

November 30, 2025

		<i>YTD</i>	November Actual
		Actual	Actual
401	General Academic Tuition	\$442,248.31	\$0.00
402	Non-Credit class Fees	419,390.76	14,061.51
405	Academic Out of State Tuition	613,511.00	0.00
410	Misc Student Charges	58,681.72	22,483.15
421	State Operating Grant	750,792.00	0.00
437	Deferral Charge revenue	755.00	60.00
441	Ad Valorem Property Tax	94,565.00	0.00
443	Motor Vehicle Property Tax	190,230.20	0.00
444	Delinquent Tax	24.30	0.00
446	Recreational Vehicle Tax	1,753.61	0.00
447	Revitalization Tax Rebate	7,515.54	0.00
479	Other Rental Payments	3,370.00	0.00
481	Interest Income - Health Ins	12.53	0.00
484	Miscellaneous Income	3,837.48	495.00
487	KSBE Technology Grant	427,520.00	0.00
TOTAL		<u>\$3,014,207.45</u>	<u>\$37,099.66</u>

Current Operating Fund
November 30,2025

		<i>YTD</i>	November
		Actual	Actual
510	Administrative Salaries	429,329.19	97,544.50
520	Faculty Salaries	662,982.78	141,710.27
522	Faculty Salaries - Supple	4,052.50	1,225.00
526	Faculty Salaries-Adjunct	13,741.39	1,944.00
528	Faculty Salaries-Summer S	7,924.00	0.00
530	Professional Exempt	935,881.56	196,012.40
560	Classified Salaries-Hour1	618,174.97	167,226.57
575	Faculty Allowance	35,322.62	6,218.10
589	College Work Study	7,400.92	5,053.18
590	Company Match FICA	203,415.21	45,102.38
593	Unemployment Insurance	11,266.00	0.00
596	Employee Fringe Benefits	8,877.59	726.53
601	Travel	83,376.82	11,750.36
607	Copy machine charges	4,723.03	839.34
608	Charge Card Expense	19,859.77	2,155.46
610	Repairs	73,925.70	10,682.77
611	Postage	5,336.48	1,634.05
613	Printing	2,240.00	820.00
615	Advertising	9,979.47	3,475.00
622	Insurance & Property & Plannin	229,964.24	0.00
625	Athletic Self-Insurance	88,674.00	410.00
626	Conference and Workshop Fee	299.00	0.00
631	Telephone	29,050.22	4,788.37
632	Water	3,306.23	794.51
633	Natural Gas and Oil	7,129.87	2,596.43
635	Electricity	140,495.83	28,185.53
637	Sewer	2,104.45	532.39
638	Trash Removal	9,417.67	1,818.65
641	Lease Costs	82,875.44	5,493.20
660	Contractual Services	170,879.12	45,579.38
663	Accounting and Auditing Service	60,236.16	33,705.00
665	Maint & Janitorial Service	450.00	450.00
669	Snow Removal/Grading	6,250.00	0.00
679	Cable TV	1,195.62	239.13
681	Membership Dues	128,661.70	2,735.00
683	Suppliers and materials	307.00	0.00
700	Supplies and materials	360,201.55	39,008.23
701	Office Supplies	5,132.15	613.00
710	Current Expense	13,153.65	5,523.30
715	Game Administration	240.44	159.88
735	Special Projects	2,614.24	1,999.24
850	Equipment	316,209.91	22,632.73
TOTAL		4,796,658.49	891,383.88

Investment Type

People's Bank	Acct #	Rate	Amount	Maturity Amount	Term	Maturity Date
CD	6559	4.21%	\$ 300,000.00	\$ 306,249.90	6 months	12/27/2025
CD	1113	4.09%	\$ 1,046,164.38	\$ 1,085,320.56	11 months	1/25/2026
CD	1606	4.09%	\$ 1,046,164.38	\$ 1,085,320.56	11 months	1/26/2026
CD	6602	3.76%	\$ 3,132,035.03	\$ 3,190,373.93	6 months	5/25/2026
CD	1205	3.65%	\$ 1,038,342.27	\$ 1,073,031.04	11 months	10/25/2026
CD	6657	4.11%	\$ 5,108,383.56	\$ 5,212,304.00	6 months	3/20/2026
CD	6908	4.21%	\$ 6,000,000.00	\$ 6,124,997.96	6 months	12/27/2025
CD	6542	4.21%	\$ 2,150,000.00	\$ 2,194,790.94	6 months	12/27/2025
			\$ 19,821,089.62	\$ 20,272,388.89		
Legacy Bank	Acct #	Rate	Amount	Maturity Amount	Term	Maturity Date
CD	1469	4.18%	\$ 950,000.00	\$ 972,966.33	7 months	1/27/2026
Totals			\$ 20,771,089.62	\$ 21,245,355.22		
Interest Earned				\$ 474,265.60		

Investment Notes*: In April 2025, PCC invested \$15,092,328 in CDs with Peoples Bank. In June 2025, an additional \$5,400,000, was invested in People's and Legacy Bank. Since the investments PCC has earned \$305,999.80 in interest.

*(All investments were subject to bid)

➤ **Weekly Enrollment Report – Dr. Kwanna, King, VP Student Services**

Enrollment Update & Board Report-December 8, 2025 (December 15, 2025)

1. Summer 2025 Semester Enrollment

- Summer 2025 semester credit hour production is 3,583, a 5 percent **increase** from the same period last year.
- Student Headcount is 691, a 6 percent **increase** from the same period last year.
- EDUKAN credit hour production is 2,363, a 1 percent **increase** from the same period last year.
- Pratt Online credit hour production is 1, 007, a 37 percent **increase** from the same period last year.
- Outreach credit hour production is 76, a 27 percent **decrease** from the same period last year.
- College Start/High School Enrollment is 240, a 15 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, and Stafford) is 849, a 6 percent **increase** from the same period last year.

2. Fall 2025 Semester Enrollment

- Fall 2025 semester credit hour production is 14,817, a 14 percent **increase** from the same period last year. (14,823, a 13 percent **increase** from the same period last year).
- Student Headcount is 1,380, a 7 percent **increase** from the same period last year. (1,380, a 7 percent **increase** from the same period last year).
- EDUKAN credit hour production is 2,647, a 15 percent **increase** from the same period last year. (2,647, a 15 percent **increase** from the same period last year).
- Pratt Online credit hour production is 2,451, a 12 percent **increase** from the same period last year. (2,457, an 11 percent **increase** from the same period last year).
- Outreach credit hour production is 1,287, a 7 percent **decrease** from the same period last year. (1,287, a 7 percent **decrease** from the same period last year).
- College Start/High School Enrollment is 1,971, an 8 percent **decrease** from the same period last year. (1,971, an 8 percent **decrease** from the same period last year).
- Credit hour production for the “Nine Core County Region” (Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, and Stafford) is 5,024, a 1 percent **decrease** from the same period last year. (5,027, a 1 percent **decrease** from the same period last year).

3. Fall 2025 Dorm/Overflow Occupancy

- 371 occupants, 20.1 percent **increase** (299 occupants) from the same period last year. 21 students (19 students and 2 RAs) are housed at a local hotel. (370 occupants, 20.1 percent **increase** (299 occupants) from the same period last year).

4. Spring 2026 Semester Enrollment

- Spring 2026 semester credit hour production is 10,236, a 14 percent **increase** from the same period last year. (10,877, a 12 percent **increase** from the same period last year).
- Student headcount is 840, a 4 percent **increase** from the same period last year. (915, a 1 percent **increase** from the same period last year).
- EDUKAN credit hour production is 1,011, a 9 percent **decrease** from the same period last year. (1,241, a 7 percent **decrease** from the same period last year).
- Pratt Online credit hour production is 1,822, a 26 percent **increase** from the same period last year. (1,942, a 29 percent **increase** from the same period last year).
- Outreach credit hour production is 858, a 0 percent **increase/decrease** from the same period last year. (907, a 6 percent **decrease** from the same period last year).
- College Start/High School Enrollment is 1,229, a 4 percent **decrease** from the same period last year. (1,347, a 3 percent **decrease** from the same period last year).
- Credit hour production for the “Nine Core County Region” (Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, and Stafford) is 3,369, a 3 percent **increase** from the same period last year. (3,645, a 3 percent **increase** from the same period last year).

5. Spring 2026 Housing Applications

- 10 new housing applications have been processed. (13 new housing applications for Spring 2026 have been processed).

6. On-Campus Recruitment Event

- Academic Olympics & Roam the Dome-2/23/2026
- Beaver Building Days
 - April 22nd
 - Pratt EPT Beaver Building Day-April 29th
 - May 6th
 - May 19th
 - Off-campus EPT Beaver Building Day-May 20th
 - June 25th
 - EPT Beaver Building Day-July 7th
 - July 16th

X. Action Items

➤ Ratify Waiver Board Policy No. 3-07 – *Linda Austin-Lantermann, VP Finance & Operations*

Approval of Price Quote from BCS for Chandler Hall HVAC – *Linda Austin Landerman, VP Finance and Operations*

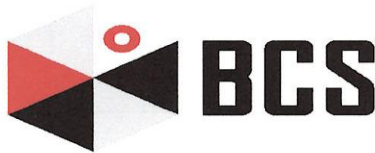
Trustee Lunt - Mr. Chairman I move that the Board approve the sole-source price quote from BCS for Chandler Hall HVAC system in the amount of \$49,675.00. The motion was seconded by Trustee Hamm.

- BCS is currently used on PCC campus in most buildings
- PCC's team will assist in stalling the HVAC system

With no further discussion the motion carried unanimously,

BCS information is on pages 12 and 13.

- **Approval Chandler Hall HVAC – Linda Austin Landerman, VP Finance and Operations**
Chair Morgan asked for a motion to approve the



*Ryan
Michele*

Project : Pratt Community College – Chandler Hall Controls
Today's Date : 12/12/2025
Submitted By : Connor Olberding / Michael Schrant
Contact Connor Olberding at 316-249-5671 with any questions.

BCS Pre-Job: 25-1-P775A
Plans Dated: 10/31/25
Addenda:
Attention: Estimating Department

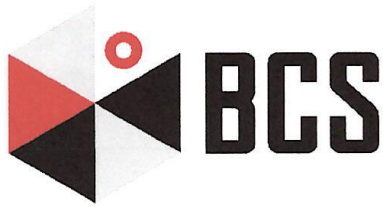
Building Controls and Services is pleased to submit pricing on the above project. For your convenience, we have prepared the following scope summary:

Siemens Controls:

All work is an expansion of the existing Siemens Facility Management System

Please note: This quote is if the Trane Precedent Units have the J21 Expansion board for terminal strip control.

- Siemens PXC BACnet Controller (Qty 1)
 - Configuration of the following:
 - BACnet Instance Number
 - BACnet UDP Port
 - IP Address
 - Subnet
 - Gateway
 - MSTP Communication Baud Rate
 - For Siemens DXRs
- Siemens Desigo CC
 - Graphics
 - Floorplan
 - RTU Graphics
 - Building Overview
- Single Zone Rooftop Unit (Qty 16)
 - Siemens DXR Controller
 - Configuration of DXR Application
 - Supply Fan Control
 - Fan Enable/Disable
 - Fan Status Monitoring
 - Filter Pressure Sensor
 - DX Cooling Enable (On/Off)
 - Gas Heating Enable (On/Off)
 - Hot Gas Reheat (On/Off)



- Discharge air temperature sensor
- Siemens Thermostat Including:
 - Zone Temperature, Humidity, CO2 with Display, Setpoint, and Override
- Economizer Enable
- EF Control (qty 2)
 - Enable/Disable
 - Monitoring of Fan Run Status
- All Installation Work will be Performed by Pratt Community College Staff
- Provide all Engineering, Database, Programming, Subcontracting, Project Management and Warranty.

Work not included

- Wire
- Controls Installation
- Thermostat rough ins
- Fire caulking
- Network Terminations at Switch
- Wiring over 24V
- Painting or patching
- Valve and damper installation

Price: \$49,675.00 (tax and bond not included)

Pricing is valid if released for order within 30 day of quote date. Parts cannot be released without PO and approved submittal.

Tariff Price Adjustment Notice: Please note that the prices quoted in this proposal are subject to adjustment based on any applicable tariff changes. Should there be any modification to tariffs that affect the cost of materials or services, pricing could be subject to change.

➤ **Approval Chandler Hall HVAC – Linda Austin-Lanterman, VP Finance & Operations**

Chair Morgan asked for a motion to approve the administration recommendation of Gravity Works Architecture as stated. The motion was made by Trustee Hamm and seconded by Trustee Patton.

- The HVAC brand will be Trane

With no further discussion motion carried unanimously.



November 26, 2025

Dr. Michael Calvert
President
Pratt Community College
348 NE SR 61
Pratt, KS 67124

Re: Bid Results
Chandler Hall HVAC Replacement
Pratt Community College

Dr. Calvert,

Bids were received from qualified bidders at the Office of the Vice President of Finance and Operations on November 25, 2025, for the Chandler Hall HVAC replacement. The bids were publicly opened and read aloud. The submitted bids comprise of the work scope outlined in the October 31, 2025, drawings and specifications and subsequent addenda.

Bids were submitted by six companies. The lowest bid of \$328,904.00 was submitted by Eck Services of Pratt, KS. The HVAC replacement is to be completed, without disruption to the educational uses of the building and by June 1, 2025. The Bid Tabulation Form is attached for your review.

Per Addendum no 3, the bids excluded building temperature controls. This work is to be provided under separate agreement between temperature control provider and Pratt Community College. The negotiated amount of temperature controls shall be added to the above quote from Eck Services to arrive at the total cost for the project.

The project amount is within anticipated costs and I recommend approval. Upon approval, I will develop contract agreements for signatures and schedule the pre-construction meeting.

Please do not hesitate to contact me if you have any questions or need additional information.

Respectfully Submitted,


Vince Haines, AIA, NCARB
Principal

Encl: Bid Tabulation Form

Defying gravity since 1952

101 South Star Street
El Dorado, KS 67042
316.321.4774
gravityworks-architecture.com

BID TABULATION FORM CHANDLER HALL - HVAC REPLACEMENT PRATT COMMUNITY COLLEGE 11/25+/2025					
BIDDER	ADDENDA 1 RECEIVED	ADDENDA 2 RECEIVED	ADDENDA 3 RECEIVED	LUMP SUM BID	NOTES
CENTRAL CONSOLIDATED	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	\$ 363,200.00	CONTROLS EXCLUDED. PROVIDED BY OWNER
CM3	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	NO BID	
DEAN NORRIS	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	\$ 357,932.00	CONTROLS EXCLUDED. PROVIDED BY OWNER
DESIGN MECHANICAL	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	\$ 369,825.00	CONTROLS EXCLUDED. PROVIDED BY OWNER
✓ ECK SERVICES	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	\$ 328,904.00	CONTROLS EXCLUDED. PROVIDED BY OWNER
FIVE STAR MECHANICAL	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	\$ 366,815.00	CONTROLS EXCLUDED. PROVIDED BY OWNER
INTEGREEN SERVICES	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	\$ 365,000.00	CONTROLS EXCLUDED. PROVIDED BY OWNER
US ENGINEERING	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	NO BID	

BID SUMMARY


AVERAGE BID	\$	368,612.67
HIGH BID	\$	369,825.00
LOW BID	\$	328,904.00

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

Chair Morgan asked for a motion to accept the administration request to approve *Policy 2-01 Mission Statement and Statement of Institutional Purpose* and *Policy 2-04 Institutional Core Values* with the recommended changes. Trustee Hamm made the motion to waive the second reading and accept the administration's recommended changes to policies 2-01 and 2-04. The motion was seconded by Trustee Patton.

With no further discussion the motion was carried out anonymously.

See police 2-01 page 17 and policy 2-04 pages 18 and 19.

 BOARD POLICY	Number	2-01- Annual
	Policy Type	Mission/Philosophy
	Adoption	10-14-1975
	Deletion	
	Revision	05-15-2023
	Review Date	06-16-2025 12-15-2025

MISSION STATEMENT AND STATEMENT OF INSTITUTIONAL PURPOSE

Pratt Community College is a learning centered public institution of higher education that grants associate degrees and occupational certificates.

MISSION:

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

STATEMENT OF INSTITUTIONAL PURPOSE

Striving for excellence, Pratt Community College has publicly adopted the following specific institutional purposes. To:

1. Provide associate degree programs consisting of a general education core and other courses that satisfy lower division requirements of selected baccalaureate programs.
2. Provide associate degree and certificate programs consisting of a general education core and other courses that qualify students for employment.
3. Provide continuing education courses that respond to more immediate career and personal learning needs.
4. Provide educational programs that advance student achievement.
5. Provide access to college credit coursework and associate degrees to south central Kansas and beyond.
6. Provide academic and support services that respond to personal, social and career planning needs of students.
7. Provide customized training and services that assist businesses/industry and aid economic development.
8. Engage the community by ensuring public access to information and providing social and cultural programs and services that address responsible citizenship **diversity**, and improve the quality of life.
9. Collaborate with higher education institutions to provide additional instruction.
10. Foster an institutional environment that promotes the freedom of inquiry necessary for exceptional learning and teaching.

Revision Dates: **12-15-2025**, 05-15-2023, 05-17-2010, 05-12-2008, 02-19-2007, 05-15-2006.



BOARD POLICY

Number	2-04 - Annual
Policy Type	Mission/Philosophy
Adoption	06-21-2004
Deletion	
Revision	05-15-2023
Review Date	06-16-2025
	12-15-2025

Institutional Core Values

PCC is committed to the success of its students, the institution and its service area. The following values, of equal weight and importance, are stated as a guide to Pratt Community College present and future operations in the performance of its mission and supporting functions.

Quality Learning

To foster a community of well-prepared learners who can successfully meet the demands of advanced academic study or employment. To provide both personal and professional development opportunities for the college's employees.

Integrity

To be fair, honest and objective in all PCC internal and external practices.

Customer Service

To provide the highest quality of customer service by delivering personal, individualized attention, and anticipating and responding to all customers' needs in a professional, polite and prompt manner.

Collaboration and Teamwork

To value the contributions of internal constituents – Board, administration and employees, working to achieve common goals and celebrating accomplishments. To develop mutually beneficial objectives and relationships with the community, business and industry.

Innovation

To use a creative, mission- driven approach, capitalizing on existing resources, to develop new growth opportunities and continuously improve internal operations.

Fiscal Viability

To maintain financial responsibility with all resources entrusted to Pratt Community College.

Diversity Statement

Pratt Community College respects, values and celebrates the diversity of our students, faculty, staff and the communities we serve, believing that diversity enriches the educational experience.

Enrollment

Enrollment stability is fundamental to Pratt Community College, remaining a dynamic, student-centered institution. Enrollment stability will occur when Pratt defines in measurable terms the value it wants to create for its students and other stakeholders, including the intended outcomes. Setting and achieving enrollment goals will drive students to success and support fiscal viability as well.

Revision Dates: 12-15-2025, 05-15-2023, 05-21-2018, 05-15-2017, 05-18-2015, 04-21-2014,
04-17-2013, 05-05-2012, 05-12-2008, 05-15-2006, 05-17-2005.

XI. Written Reports

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

STEM Club – November 21, 2025 PCC STEM club visited USD 382 Liberty Middle School to put on a science show for 6th grade students. The event was led by PCC students from the STEM Club with faculty support from Dr. Paul Primrose and Jason Ghumm.

The goals of the visit were to:

- Promote interest in science and STEM fields among local middle school students
- Give PCC students experience in teaching, presenting, and community engagement
- Strengthen relations with Pratt USD 382 and support the K-12 pipeline into PCC programs

The 6th graders were highly engaged and participated actively in the demonstrations and Q&A. The STEM club students explained the concepts at an appropriate age level and represented PCC in a positive and professional way.

Dr. Justin Maughan continues his education by working towards a master's degree in education with an emphasis in mathematics. His graduate work is focused on improving teaching practices, assessment, and student support in math courses, with a direct connection to the classes, he teaches at PCC. This ongoing professional development helps to ensure PCC's instruction remains current, research-informed, and aligned with best practices – not only in mathematics courses, but also, in the physics and astronomy classes.

These improvements support our board goals of strengthening instruction in core math and science courses, improving student success and retention, and modeling lifelong learning for our students.

Dr. Paul Primrose – Scott Megaffin, 2024 PCC Outstanding Alumni Award recipient, by via Zoom spoke to the CHM186 Chemistry course. Spoke to the group about the development of two drugs, Celexa and Lexapro which blended in regarding the structure and properties of organic compounds.

➤ **Athletic Report** – *Brian Kortz and Rachel Steinbarger, Co-Athletic Directors*

Esports is in the middle of competing in the NJCAA Division I Nationals, picking up early round wins in both Madden and League of Legends.

Women's Basketball is 6-3 overall and 2-2 in league action, collecting wins over Fort Hays Tech and Independence. Polla Balint leads the team in scoring averaging nearly 20 points per game, while averaging over 35 minutes per contest. Kalani Brock is at 15.5 points per game and Emilia Borissova chips in 14.8 per game.

Men's Basketball is 3-6 overall and 0-4 in league The team stayed right with Butler during one of the most recent home contests, falling by just seven. Hunter Vaughn, a Kansas product from Colby, leads the team with 15.3 points per game, while Seydina Faye adds 13.4 per contest.

Wrestling has competed in three early meets to start the fall season, traveling to the Falcon Open (Friends University), Grand View Open (Grand View University) and Younes Hospitality Open (Nebraska-Kearney). The Beavers placed five at the Grand View Open, with Damon Ingram at 149 lbs., and Zachary Wessley at 165 lbs., each going 5-1 during the tournament. During the trip to Nebraska-Kearney, placed six. Jacob Goodwin at 157 lbs., went 5-1 on the day. Zane Donley at 125 lbs., and Matt Long at 133 lbs., each placed third.

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

Security Compliancy Program

- New Policies review 10 October (complete)
- Security update to Board 17 November (complete)
- Tabletop exercise covering Personal Identifiable Information spillage. 30 Oct. (complete)
- Penetration test. Date not set

New SIS Jenzabar (J1)

- Implementation (July 2024 – July 2026)
 - Nov 14 Data extraction (complete)
 - Nov 17-21 First Pass (pulling information from our current systems into the new system, validating data mapping, translation tables, verification of data) (complete)
 - Advancement Coding Modification Dec 3- 5
 - HR- Employee Data Entry training Dec 4
 - Advancement 1st Data Pass Dec 10-11
 - JRM user training Dec 15–17
 - JRM Application intro off Jan 6
 - JICS Admin Training Jan 12-14
 - Communication setup Jan 15
 - AR Charge/Refunds Setup Jan 12-13
 - Advising J1 Basic Training Registration/Advising Jan 20-22
 - JRM Application Training 1 of 5 Jan 20
 - JRM Data load Jan 22
 - Student Life Basic Training Jan 26-27
- Go Live
 - JFA October 2025 (complete)
 - J1 June 12, 2026 (minus HR)
 - Advancement June 24th and 25th
 - JRM June 29th and 30th
 - Human Resources January 2027
 - J1 HR January 2027

- Transition from implementation team
 - Meetings with Hypercare team (TBD)
 - Cut over (TBD)

Changing Security Camera System

- Project overview and set the priority of work August 26 (Complete)
- Project starts (TBD) priority is access control.

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

- Project Manager site visit July 14 (Complete)
- Project overview and set the priority of work August 26 (Complete)
- Project starts the week of 13 October
 - Hardware installation
 - Novotny Hall (Complete)
 - Porter Hall (Complete)
 - Wojciechowski Hall (Complete)
 - Beck Hall (Complete)
 - Scholarship Hall (Complete)
 - North Hall (different lock set) (Complete)
 - Software
 - Initial training December 3
 - Setup/Configuration December 3
 - Programming Integration for student dorms access initial (Complete)
refinement after configuration is complete
 - Go Live - 15 December for Dorm access

Data Services Department Update:

- KBOR Fall Census Collection has been finalized
- The IPEDS Winter Collection is not open; it closes in February
- SPuR data reports have been completed
- The National Community College Costs & Productivity collection will be submitted in December
- Work on the KBOR Follow-up collection is underway

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

Annual Fundraising Appeal

The annual fundraising appeal letter has been mailed and receiving year-end donations. These gifts typically continue to arrive over the next several months.

Point Pavilion Donations

Been in contact with two donors we anticipate will be making significant contributions to the *The Point Pavilion* project once they complete their tax planning. These gifts are expected to utilize all our remaining 2025 tax credits. The 2026 tax year is the final year of the Community and Technical College Tax Credits program, anticipating using all the tax credits allotted for that year.

PCC Foundation Finance Committee Meeting

Topics discussed was the selection of investment management service providers. The committee reviewed a survey of 15 Kansas community colleges and technical school foundations regarding their money management practices. It was agreed to present to the full PCC Foundation Board a proposal to give preference to qualified local money managers when such preference aligns with prudent investment standards. Support local financial professionals and institutions are consistent with the Foundation's community-focused charitable mission and its commitment to strengthening the local economy. However, any such preference must remain secondary to our fiduciary responsibility to ensure the sound and responsible management of Foundation assets. The committee also discussed current cash balances and is considering options for placing a portion of those funds into interest-bearing accounts, while keeping in mind the immediate cash needs of ongoing projects. SCCF will remain as is to support them.

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

The quarterly meeting and annual business meeting of the Kansas Association of Community Colleges (KACC) was held December 6, 2025, at Garden City Community College. In attendance from Pratt Community College were Trustee Michele Hamm, Trustee Eric Scott Killough (KACC delegate), and PCC President Dr. Michael Calvert.

KACC Executive Committee officer elections were held with the following officers elected/reelected: President Don Ash (Trustee Kansas City Kansas Community College); Vice-President Dr. Marilyn Douglas (Trustee Garden City Community College); Secretary Eric Scott Killough (Trustee Pratt Community College); Treasurer David Marshall (Trustee Hutchinson Community College).

Items of particular interest during the meeting included: an in-person presentation by former Kansas Governor and current gubernatorial candidate Jeff Colyer; a presentation on Garden City CC's artificial intelligence policy; an in-person update from Association of Community College Trustees CEO Jee Hang Lee on the legislative agenda for February's National Legislative Summit in Washington, D.C.; a meeting of the newly formed "Trustee Legislative Cadre" to discuss action items (of which Trustee Killough is a member); a Zoom presentation from current Kansas state senator and gubernatorial candidate Ethan Corson and an in-person presentation from

Lon Pishny, former Garden City CC Trustee and state representative; a Zoom presentation from Kansas state representative Ken Rahjes; and a presentation on Garden City CC's partnership with Newman University.

Upcoming KACC Events:

Thursday, January 15, 2026, Community College President Doughnuts with Legislators
Monday, January 26, 2026, Community College Showcase at the Capital

Average Revenue Source Breakdown for Kansas Community Colleges
(This average revenue breakdown can vary significantly for each college)

Source Average % of Revenue

Local Taxpayers 34%

State Funds (Primarily Tiered, Non-Tiered, Excel in CTE- SB 155) 19%

Tuition & Fees 13%

Federal Funds 20%

Other Revenue 15%

TOTAL 100%

**KACC Executive Director Heather Morgan encourages schools to adopt a 30/30/30 mindset when evaluating revenue sources, noting that tuition should account for roughly 30% of an institution's total revenue.*

2026 Legislative Priorities

Local Control and Affiliations, Mergers, and Acquisitions. All community college decisions trustees are locally elected and through that election entrusted by voters to relate how to raise funds (levy taxes and set tuition and fees) to manage the Community college is most efficiently and effectively. We strongly oppose any effort to reduce the control of Boards of Trustees at each community college or plans that would destabilize funding. Decisions relating to local funding, policy, and operations of the college should rest solely within each locally elected board. The Kansas Community Colleges see no reason for additional legislation related to mergers and acquisitions. Kansas Community College Boards of Trustees value the partnership that exists with the Kansas Legislature. If a Community College wishes to pursue a merger or affiliation it is strongly believed the Kansas Legislature should be required to approve the final new structure and codify in statute how any taxing authority vested with the Community College Board of Trustees will be handled in the future.

Property Tax. We stand willing to examine any property tax plan that changes the way property taxes are currently assessed by units of local government (which include community colleges). This includes examining proposals for the limitations on valuations or the dollars able to be collected through property tax. Our position is that any cap on the dollars that can be collected must include inflationary increases for the amount of funds able to be collected to continue to operate our colleges. Local control through locally elected boards to levy appropriate taxes is critical to any future property tax plan.

Continue to Support to Fully Fund Tiered and Non-Tiered Funding. In FY 26 each college will be paid on exactly the courses and credit hours they teach. There is a funding formula (cost model) which is used to fund community colleges. It is termed tiered (which covers the technical education classes) and non-tiered (which covers general education classes). Both formulas are meant to account for the state's contribution to funding the education of community college students. Local tax dollars also support costs within this model.

Continue to Support the Full Funding of Excel in CTE (SB 155) and the Right Sizing of the Program.

Senate Bill 155 as it is usually referred to even though it passed in 2012 (also known as Excel in CTE) purpose was to stimulate growth in Career & Technical Education at both

the secondary and post-secondary level in Kansas to meet the increasing demands of employers for a more highly technical and skilled worker. High school students have their tuition fully paid by the State of Kansas to attend these courses tuition free while they are in high school. Since its inception the program has grown every year and is achieving its mission of producing more people who will enter the workforce as highly skilled and with credentials that are in high demand. As one can see from the table below Excel in CTE has been significantly successful in increasing the number of students who have gained both skills and credentials that are desperately needed to fuel the Kansas workforce.

	2010-2011 (Baseline)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Participating Headcount	3,475	13,675	13,934	12,529	13,712	15,264	16,242
College Credit Hours Generated	28,000	105,084	109,226	98,681	105,509	115,517	126,856
Credentials Earned	--	1,803	1,631	981	1,656	1,636	1,418

Payments to K-12 teachers for teaching college classes- Support legislation to ensure payments to K-12 employees teaching college classes find their way to the teacher and are included in their KPERS covered compensation.

Unfunded Mandates. We oppose any unfunded mandates from either the legislature or the Kansas Board of Regents. If the Kansas Board of Regents or the Kansas Legislature seeks to promote particular policy objectives, such mandates should be accompanied by an appropriate level of funding. We also oppose KBOR discontinuing funding for courses which students need to be successful or for KBOR to penalize colleges whose community requires courses at the request of business and industry to upskill workers to help them be successful.

Health Care and Behavioral Health Care Education Training. All community colleges who have health care programs training nurses, EMT's, Paramedics, Surgical Technicians, Respiratory Therapists, etc. are spending significantly more dollars to train those employees than the State is providing for reimbursement. Additionally, any changes in training requirements or funding should be discussed with community college leadership and nursing education directors to ensure that the policy change will have the intended result and that there are no unintended consequences that could further hinder the healthcare worker pipeline.

Transfer Credits-Program to Program Articulation: Quicker Baccalaureate degree, increasing affordability.

Currently, Kansas Community College students are losing credits toward degree completion when transferring from Kansas Community College to Kansas Regents University. On average 45 of the 60 credits towards the community college associates degree are transferring directly into the student's degree pathway program of study. Of the credits not being applied toward the program of study pathway they do transfer but are counted toward elective credits. Generally, most students do not need additional elective credits, so these credits essentially don't count toward the number of hours needed for Bachelor's Degree completion. However, transfer from the Kansas Community College system to the Kansas independent college system does not experience the same transfer difficulties. Generally, the Kansas independent colleges accept all 60 credits from the student's associate's degree directly into the Bachelor's Degree pathway at their college.

Students who are unable to transfer any credits directly into their plan of study lengthens the time it will take them to earn a degree and will also be very costly by essentially lengthening the time it takes to get their Bachelor's Degree by at least one semester. A number of other states have taken steps to ensure community college students are not required to retake general education classes if they have finished an Associate's Degree. For example, in Florida they have a statewide articulation agreement which requires that every associate in arts graduate will have *met all general education* requirements and must be granted admission to the upper division of a state university or Florida College System institution. In Louisiana, the Board of Regents has a statewide articulation agreement that guarantees students who earned an AA or AS and transferred to a four-year institution are deemed to have *met all general education and other core curriculum requirements* and must be admitted to the upper division of the four-year. In Wisconsin, a student who has earned an associate degree containing those system-wide requirements from an institution in the University of Wisconsin System and transfers to another institution in the system will be considered as having *fulfilled the general education distribution or breadth requirements* of the university. Texas also passed SB 25 last year which was aimed at helping students avoid losing course credits when they transfer from community college colleges to four-year colleges and universities. The bill was designed to help college students and parents, as well as the state, avoid wasting money on courses that students take at the community college level but that don't end up counting toward their majors. It was estimated in FY 2017 in Texas students and parents spent \$45 million on course credits that would be lost when the students transferred and the state spent \$15 million on those same courses. KACC believes that focus on ensuring transfer of courses to ensure students do not have to re-take classes or have classes not transfer into their major at Kansas Regents colleges would increase the number of students transferring to those institutions and help ensure students are able to graduate on-time with less cost to the student and others funding higher education. Just one example of the savings benefits this would create for Kansas Community College students is below:

THE ECONOMIC BURDEN & SOCIAL INEQUITIES OF NOT ACCEPTING MIN. 60 CR OR FULL PROGRAM TRANSFER

- Student, “*Maria Johnson*”, completes KCKCC 60 credit AA or AS degree. (*Family: low economic status*)
- Maria transfers to KS University “Z”, who only accepts 36 credits as program credits.
- Maria must retake 24 credit hours at University Z.

THE SOCIO-ECONOMIC BURDEN PLACED ON MARIA AND KANSAS

• Maria lost ~ \$2,400 (\$100/CrHr @ CC) in taking classes not accepted.	\$2,400
• Maria lost ~ \$8,000 (2 CC Semesters) living expenses.	\$8,000
• Maria must pay to retake 24 credit hours at University Z (\$300/CrHr).	\$7,200
• Maria must pay for 2 extra semesters living expenses at University Z.	\$13,000
• <u>Maria lost 10-12 months of Earning Power with extended Edu. Time.</u>	<u>\$45,000</u>
1 PERSON’S SOCIO-ECONOMIC BURDEN RETAKING <u>24</u> CREDIT HOURS	\$75,600

- **ACCT/NLS** (Association of Community College Trustees / National Legislative Summit)
- **AACC** – (American Association of Community Colleges) – *Dr. Michael Calvert*
2026 Conference – April 10-14, 2026 in Seattle, WA
- **Other** – Nothing brought before the Board

XII. **Wrap Up**

- **Comments from the President – *Dr. Michael Calvert, President***
President’s Report December, 2025
 1. Participated in Technical Education Authority meeting virtually.
 2. Facilitated Taxing Entities meeting.
 3. Participated in weekly president’s calls.
 4. Participated in several J-1 meetings.
 5. Participated in NJCAA Board of Regents meeting virtually.
 6. Participated in NJCAA President’s Advisory Committee meeting.
 7. Facilitated several new employee orientation sessions.
 8. Participated in NJCAA Finance Committee meeting.
 9. Had a second meeting with Kelly Arnberger, Cunningham Superintendent and county commissioners from Kingman and Pratt County and area legislators regarding strategies to address challenge with state assessed utilities from Northern Natural Gas.
 10. Attended the regional CTE/Perkins meeting on campus with area business and industry representatives.
 11. He attended virtual KBOR meeting.
 12. Attended the state of Ag in Pratt County meeting at 4-H Building.
 13. Participated in Emporia State University articulation signing ceremony in person.

14. Participated in in Phi Theta Kappa Pie your Professor fund-raising event.
15. Attended the Allied Health Advisory Board meeting.
16. Facilitated Presidents Advisory Council meeting.
17. Attended KACC meetings in Garden City.
18. Helped serve late night breakfast to students prior to final exams.
19. Participated in PCC Foundation Board meeting.
20. Participated in meeting with representatives from Kansas Electric Cooperatives regarding possible expansion of EPT program.
21. Participated in PCC Christmas luncheon
22. Facilitated PCC annual Legislative Luncheon.

Dr. Calvert thanked Kurt McAfee, Interim Athletic Director, for coming out of retirement and assisting in the athletic department.

Trustee Mike Koler served 16 years on the board of trustees and is going to retire.

➤ **Comments from the Board Chairman – *Mark Morgan, Chair***

Chair Morgan thanked Kurt McAfee for his assistance in the athletic department

Chair Morgan thanked Trustee Mike Koler for his dedication and leadership to PCC over the past 16 years.

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

XIV. Meeting Adjourned – *Mark Morgan, Chair*

7:15 p.m. Chair Morgan asked for a motion to adjourn the general meeting. Trustee Koler made the motion to adjourn the general meeting. The motion was seconded by Trustee Lunt.

With no further discussion the motion was carried out unanimously.

General Session Minutes Recorded by:

Donna Meier Pfeifer

Clerk of the Board of Trustees / Admin. Asst. to President