

April 17, 2023

Dear Members:

The regular meeting of the Board of Trustees of Colby Community College will be held on **Monday, , 2023, at 5:00 p.m.** in the Board Room, Thomas Hall, of Colby Community College, Colby, Kansas, to access the meeting via Zoom, please utilize this link: <https://colbycc.zoom.us/j/7507007180> Password: 101520CSC or call in utilizing this number: + 1 312 626 6799 US (Chicago), *Meeting ID:* 750 700 7180

Items of business on the agenda include the following:

I. Open Meeting

II. Introductions

III. Approval of the Consent Agenda

- A. Minutes of March 20, 2023
- B. Resolution #9 (as presented in the finance packet)

IV. Business

- A. Old Business
  - a. Room and Board Rates (Action)
- B. Ag. Building Computer Lab RFP (Action)
- C. Ag. Networking RFP (Action)
- D. Day Care (Action)
- E. Disposition of Surplus (Action)
- F. Embree Flooring RFP (Action)
- G. Gzcp"UQC" - "DCC"\*Cevkqp+
- H. Hggfnqv"Egtvkhkecvg"Cr r tqxcn"\*Cevkqp+
- I. Hines Hall Flooring RFP (Action)
- J. Resignations (Action)
- K. Executive Session
  - a. Action if Necessary

V. Foundation Update

VI. Reports

- A. Reports from administrators
  - 1. Nikol Nolan, Student Affairs
  - 2. Tiffany Evans, Academic Affairs
  - 3. Sheri Knight, Business Affairs
  - 4. Doug Johnson, Public Information
  - 5. Michael Saddler, Athletics
  - 6. Seth Carter, President

VII. Reports and Comments

- A. Comments from Trustees
- B. Oth7

**RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY**  
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## **Ag Building Computer Lab**

Five vendors submitted bids for the Ag Building computer lab RFP: SHI (24,584.56); RocketDrop (\$25,440.48); CDW (\$23,715.38); Connection (\$22,724.52); and ByteSpeed (\$15,340). All vendors, except for ByteSpeed, met the requirements of the RFP. ByteSpeed did not quote HP. Connection's bid was the lowest at \$22,724.52, with bids ranging up to \$25,440.48. Since four companies can meet all requirements of the request, it was recommended to go with the lowest bidder, Connection, for \$22,724.52. Arlen Leiker moved to accept the bid and was seconded by Audrey Hines. It passed 5-0.

## **& Ag Building Networking RFP**

The College issued a bid request to incorporate 20 security cameras, 12 wireless access points, 12 three-year support access points, four additional network switches for the ground floor and the basement, four additional network switch licenses, two battery backup units, and four fiber optic modules to connect it to the network. The College received three separate vendor bids: Howard (\$52,876), SHI (\$45,818.26), and IT Outlet (\$33,999.12). Two of the three vendors (Howard and IT Outlet) met the terms of the RFP. It was recommended that the RFP be awarded to IT Outlet in the amount of \$33,999.12. Patrick Toth made a motion to accept the bid from IT Outlet. Donna Henry seconded the motion, and it passed 5-0.

## **' Daycare**

President Carter requested permission from the board to begin exploring the possibility of starting a daycare center on campus. The request was not formal approval to enter into any contracts. Decisions regarding contractual obligations still require formal Board of Trustees approval.

Patrick Toth moved to grant the College permission to inquire about starting a daycare. Donna Henry seconded the motion, and it passed 5-0.

## **( Disposition of Surplus**

The College requested authority to sell the following geldings: CCC Top Gun, CCC Chipped Off Easy, CCC Cowboy ACE, and CCC Money Step. It was requested that the horses are sold via private sale, as it yields the greatest net return for the College. Audrey Hines made a motion to sell the horses, and Arlen Leiker seconded the motion. It passed 5-0.

## **) Embree Hall Flooring RFP**

*[Board chair Quintin Flanagan recused himself because of a potential conflict; Audrey Hines was acting chair.]* Colby Community College issued an RFP to replace the flooring on the first and second floors of Embree Hall. The bid was sent to Northwest Decorating Center, Office Works, and Design Central. Only Office Works submitted a bid. It was recommended that the College award the project to Office Works for \$114,500. Arlen Leiker moved to accept the bid from Office Works. Patrick Toth seconded him, and the motion passed 4-0.

## **\* Exan SOA + BAA**

The contract replaces the Dentix and Dexus contract for the dental hygiene program.

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The College is required to have the contract to comply with North Central Technical College and its dental hygiene program. The cost is \$10,490.02 annually. Patrick Toth made a motion to accept the contract. Donna Henry seconded the motion, and it passed 5-0.

## H. Feedlot Certificate

The administrative team sought approval for the curriculum and offering the one-semester Feedlot Certificate so the Technical Education Authority could approve it on April 28. Area feedlots have provided letters of support, and employment is available. Some will offer internships and scholarships.

Donna Henry moved to approve the feedlot certificate, and Audrey Hines seconded. It passed 5-0.

## I. Hines Hall Renovation RFP.

Colby Community College issued an RFP to renovate the first floor of Hines Hall

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## VI. Reports

1. Nikol Nolan, Student Affairs  
Vice President Nolan shared a document submitted to the Dept. of Education by Student Support Services indicating they had met or exceeded all their goals. Enrollment began in early April for the fall semester. Alicia Nunn started Accuplacer training with area high schools so the schools can administer the test. Student Affairs is planning for the end of the school year.
2. Tiffany Evans, Academic Affairs.  
Dr. Evans said that Civitas, the predictive analytics system, is being implemented in the fall semester. Guided pathways will be mandatory in the fall of 2024, and Colby is a year ahead of schedule.
3. Sheri Knight, Business Affairs.  
No report.
4. Doug Johnson, Public Relations  
Doug and three other employees were scheduled to begin training for the new website management system during the week of April 24.
5. Athletics  
Mike Saddler introduced the new director of athletics, Kenny Hernandez. He thanked the board for their support over the last five years. New NJCAA eligibility rules will go into effect in the fall semester to help students experiencing academic problems have a better chance of staying in school.
6. Seth Carter, President  
Dr. Carter said Perkins funding for the College increased by nearly \$40,000. Brickwork on the new ag building would begin within a few weeks. The renovation of the Carr Ag Building will begin after the spring semester ends.

## VII. Reports and Comments

Audrey Hines thanked all the faculty and staff. Arlen Leiker said how much he enjoyed the PTK luncheon with the students. Donna Henry thanked all and encouraged everyone to persevere through the end of the semester. Patrick Toth thanked Mike Saddler for his work over the last five years. He appreciated the effort the ag students put in at the Business After Five function at the farm. Quintin Flanagan appreciated the expectations of the College's student-athletes volunteering in the community.

## VIII. Adjournment

Arlen Leiker moved to adjourn, and Donna Henry seconded the motion. It passed 5-0, and the meeting adjourned at 7:04 p.m.

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Signed: \_\_\_\_\_  
Chairperson

Signed: \_\_\_\_\_  
Secretary