



348 NE SR 61 Pratt, KS 67124 (620) 672-5641 www.prattcc.edu

Board of Trustees Meeting

***Monday, May 17, 2021
Dinner 5:30 p.m. Art Gallery
Meeting 6:00 p.m. Room 312***

***Riney Student Center
Trustees Will Meet 6:00 p.m. - Room 312***

Zoom Meeting ID: 92722945961

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

Pratt Community College

Mission

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

Vision

Pratt Community College will be recognized as a center of excellence for higher education.

Institutional Aims

Student Success

To foster a community of well-prepared learners who can successfully meet the demands of advanced academic study or entry-level employment.

Enrollment Stability

Enrollment stability is fundamental to Pratt Community College remaining a dynamic, student-centered institution.

Financial Viability

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

Agenda

Board of Trustee Meeting 1

I. Call to Order 4

II. Pledge of Allegiance..... 4

III. Introduction of Guests..... 4

IV. Introduction of Awards of Excellence 4

V. COVID-19 Update 4

VI. Discussion..... 4

 A. MIS Report..... 4

VII. Communication to the Board..... 6

VIII. Calendar of Events..... 6

IX. Consent Agenda..... 7

 ➤ Minute(s) (April 12 - P7; April 19 – P12; May 3 – P24)..... 7

 ➤ Personnel Report 32

 ➤ Financial Report 34

 ➤ Weekly Enrollment Report 39

X. Action Items..... 52

 ➤ Ratify Waiver of Board Policy No. 3-07 52

 ➤ Resolution to Approve Series 2021 a COP Resolution..... 52

 ➤ Resolution to Approve Homeland Security Region E Hazard Mitigation Plan..... 53

 ➤ Policy Review(s) 54

XI. Oral Reports 64

 ➤ Nursing Department 64

 ➤ Faculty Report 66

 ➤ Staff Senate 67

 ➤ Athletic Report 68

 ➤ Chief Information Officer 69

 ➤ Foundation Report 70

 ➤ KACCT..... 70

XII. Wrap Up 70

 ➤ Comments from the Public 70

 ➤ Comments from the President 70

 ➤ Comments from the Board Vice Chair..... 71

XIII. Executive Session for Non-Elected Personnel Matters (If Needed) 71

XIV. Adjourn Meeting 71

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests – *Dr. Calvert*
- IV. Introduction of Awards of Excellence - *Dr. Calvert*
- V. COVID-19 Update – *Dr. Calvert*
- VI. Discussion:
 - A. MIS Report – *Dr. Calvert*



COMPLETION³ / TRANSFER⁴ RATES

(based on IPEDS¹ Graduation Rate Survey)

NCCBP Table - May 2021 MIS

KPI Reference:

This report supports the following Key Performance Indicators (KPI's):

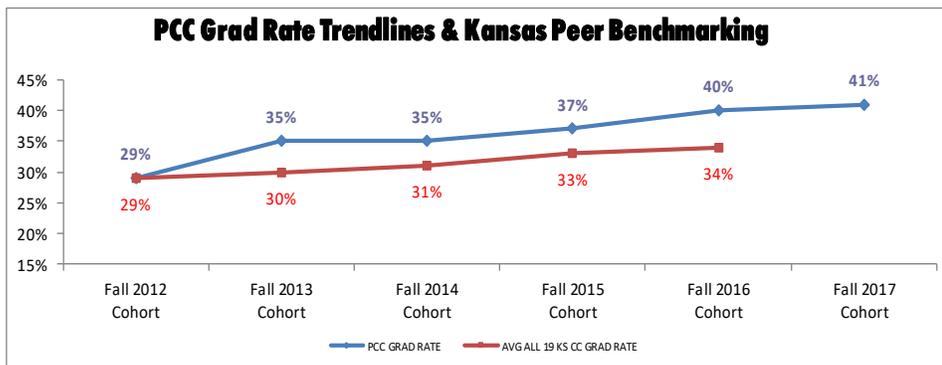
Student Success KPI #4: Increase award counts in an academic year.

COMPLETED in 3 YEARS (IPEDS¹ GRAD RATE³):

PCC MOST RECENT				PCC 3-YEAR AVERAGE & BENCHMARK COMPARISON	
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Fall 2017 Full time, First-time Degree Seekers (IPEDS Cohort ²)	Unduplicated Headcount	# Completed Degree or Certificate	% Completed within 3 Yrs = PCC IPEDS GRAD RATE ³ (Col13/Col12)	PCC 3-YEAR AVERAGE IPEDS GRAD RATE ³	AVG ALL 19 KS COMMUNITY COLLEGES 3-YEAR AVERAGE IPEDS GRAD RATE ³
Total Cohort	286	116	41%	39%	33%
Athlete Sub-Cohort	149	58	39%	34%	

PCC Benchmarks: 3-yr average grad rate as compared to Kansas Community College 3-yr average:

⊕ ≥ state average
⊖ state average to 5% below state average
⊗ ≤ 6% below state average



SOURCES: IPEDS 2020 Graduation Rate Survey (based on Fall 2017 cohort data); NCCBP; Lisa Kolm, Data Coordinator



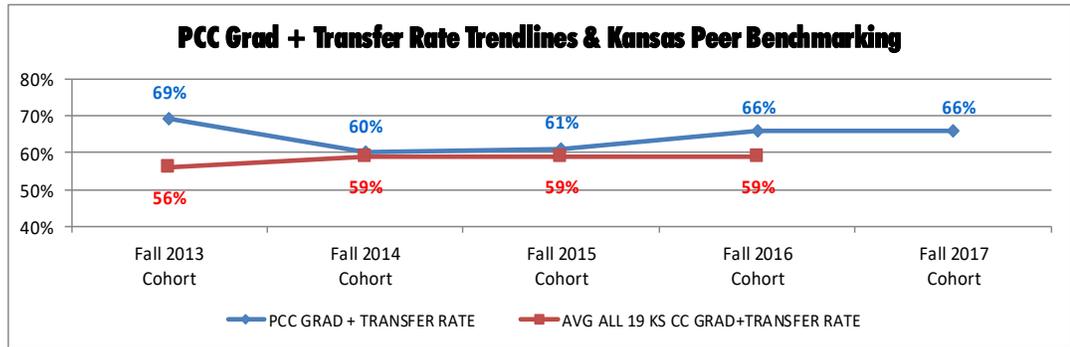
NCCBP Table - May 2021 MIS

COMPLETION³ / TRANSFER⁴ RATES - CONT.

(based on IPEDS¹ Graduation Rate Survey)

COMPLETED³ or TRANSFERRED⁴ in 3 YEARS:

PCC MOST RECENT				PCC 3-YEAR AVERAGE & BENCHMARK COMPARISON	
Column 7	Column 8	Column 9	Column 10	Column 11	Column 12
Fall 2017 Full time, First-time Degree Seekers (IPEDS Cohort ²)	# Transferred ⁴ (prior to degree)	% Transferred ⁴ within 3 Yrs (Co19/Co12)	% Completed ³ or Transferred ⁴ within 3 Yrs	PCC 3-YEAR AVERAGE COMPLETED ³ or TRANSFERRED ⁴ WITHIN 3 YRS	AVG ALL 19 KS COMM.COLLEGES 3-YEAR AVERAGE COMPLETED ³ or TRANSFERRED ⁴ WITHIN 3 YRS
Total Cohort	66	23%	64%	63%	59%
Athlete Sub-Cohort	39	26%	65%	66%	



REPORT DEFINITIONS:

¹ IPEDS: Integrated Postsecondary Education Data System. Reporting as required by the National Center for Educational Statistics - US Dept. of Education.

² IPEDS Cohort: A group of full-time, first-time degree or certificate-seeking students entering in a Fall term.

³ IPEDS Graduation Rate: The percentage of IPEDS cohort students who completed a degree or certificate within 150% (3 academic years) of completion

⁴ Transferred: Students were counted as transferred if we were able to confirm a transfer to another school via The National Student Clearinghouse. Only those students who transferred and did not receive a degree or certificate are included.

SOURCES: IPEDS 2020 Graduation Rate Survey (based on Fall 2017 cohort data); NCCBP; Lisa Kolm, Data Coordinator

VII. Communication to the Board - Donna Meier Pfeifer
 - EXETER Hospital Center for Cancer Care for the Lynda Beck Memorial

VIII. Calendar of Events

PRATT COMMUNITY COLLEGE CALENDAR OF EVENTS:

May 2021

- May 14** – Commencement and Nursing Pinning – Two Ceremonies
 1:00 p.m. and 3:00 p.m. - Lesh Arena
- May 17** – Awards and Recognition of Service – Virtual at 9:00 a.m.
- May 17** – Board Meeting; Dinner 5:30 p.m., Meeting at 6:00 p.m.,
 Riney Student Center, Room 312, - **Zoom** 92722945961
- May 19** – Beaver Building Day
- May 22** – Budget Planning Review Session
- May 31** – **Memorial Holiday** (Office and Campuses Closed)

June 2021

- June 02** – Beaver Building Day (Subject to Change)
- June 16** – Beaver Building Day (Subject to Change)
- June 21** – Board Meeting, NO DINNER – Meeting at 6:00 p.m.,
 Riney Student Center, Room 312, - **Zoom** 92722945961
- June 23** – Nursing Only – Beaver Building Day (Subject to Change)

July 2021

- July 05** – **4th of July Holiday** (Office and Campuses Closed)
- July 07** – Beaver Building Day
- July 19** – Board Meeting, NO DINNER – Meeting at 6:00 p.m.,
 Riney Student Center, Room 312, - **Zoom** 92722945961

August 2021

- August 09** – State of the College Address 9:00 .m. (President and Trustee Chair)
- August 15** – Residence Hall Check-in
- August 16** – Board Meeting, Dinner 5:30 p.m., Meeting 6:00 p.m.
- August 18** – Fall Semester Classes begin (day and evening – all locations)
- August 29** – PCC Athletic Dept. Golf Tournament – Park Hills

CONFERENCES/LEADERSHIP INSTITUTE/TRAINING

Year 2021

ACCT Leadership Congress	Oct. 13-16	San Diego, CA
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Year 2022

AACC National Convention	TBD	
ACCT National Legislative Summit	Feb. 6– 09	Washington DC
ACCT Leadership Congress	Oct. 26-29	New York, NY

IX. Consent Agenda:

Minutes:

Minutes recorded by Donna Meier Pfeifer, Board Clerk

Board of Trustee Special Meeting Minutes, April 12, 2021

- I. Trustee Vice Chair Koler called the Special Board Meeting to order at 5:30 p.m.
Trustees Present: Vice Chair Mike Koler, Ed Barrett, Kim DeClue, Michele Hamm, Stan Reimer, and Jeff Shumway.

Trustee Absent: Chairman Dwane DeWeese

Administration Present: Dr. Michael Calvert, PCC President, Tim Swartzendruber, Athletic Director (AD), Donna Meier Pfeifer, Board Clerk

Introduction of Guests:

- Gary Schmidt, Pratt City Commissioner
- Zach Deeds, Pratt City Commissioner
- Bruce Pinkall, Pratt City Manager
- Larry Eisenhauer – Pratt City Recreation Director

- II. **Discussion: Track and Field Facility – Dr. Calvert**

Dr. Calvert expressed there were some challenges and concerns being expressed and felt communication was needed between the college and the City, address questions and have the opportunity to voice concerns. Dr. Calvert explained the process from the beginning to the current state. Project Management Committee (PMC) during the construction process was developed and consisted of: Bruce Pinkall, City Director of Recreation Dept., City Commissioners Gary Schmidt and Zach Deeds, and two from Pratt Community College (PCC) Dr. Calvert and Darrell Shumway who was a board trustee at the time and also on the Comprehensive Capital Campaign (CLC) Board. Fall of 2019 the construction of the project was completed; the PMC was focused on the management of the facility. During this time Mr. Pinkall became the Pratt City Manager and Larry Eisenhauer became the Recreation Director. COVID-19 pandemic made its appearance and activities ceased. Fall of 2020, PCC campus is open, City Recreation open and using the facility and Tim Swartzendruber, AD became part of the PMC as management, replacing Darrell Shumway for the day-to-day operations. The current serving PMC members are:

- | | |
|-----------------------------------|---|
| - Gary Schmidt, City Commissioner | - Larry Eisenhauer – Rec Director |
| - Zach Deeds, City Commissioner | - Dr. Michael Calvert, PCC President |
| - Bruce Pinkall, City Manager | - Tim Swartzendruber, Athletic Director |

Scheduling Phase – Mr. Eisenhauer and Mr. Swartzendruber have been working together with software for scheduling events. Facility is the base for PCC soccer and track events. Priority scheduled events are track and field, and soccer meets before scheduling events outside of this group. Dr. Calvert explained the uniqueness of the

facility and the collaboration between the City of Pratt and PCC for the \$3.6M project. City donated the land, City has been the grantee on two federal grants in the amount of \$300,000 each which covered 17% of the construction process. City was also the grantee of Industrial Revenue Bonds (IRB) so the facility could be built and PCC could continue to fundraise. \$900,000 shy of meeting the goal. Bonds are callable in 2024 and on schedule to have the money raised to pay off the bonds.

Financial asks were done very strategically and who from the (CLC) would be the appropriate person to make the ask. PCC also did financial asks for additional dollars from Pratt County Commission, USD 382 and USD 438 as Community Partners. Goal was to get everyone engaged and have access to the facility which is a NCAA certified track. As a Community Partner and financially assisted in the project, you had access to the facility, position at the table, and assist with the scheduling. County was asked on May 9, 2018 and spring of 2021 and they have not committed any funds. The facility is not tax supported in terms of the construction of the project. This facility benefits everyone in the community and it was presented as a driven community project. Dr. Calvert and a Skyline Alumni met with the Skyline Board and superintendent. Skyline's decision was they were uninterested. PCC Board and school districts board were going to meet to bring each party up-to-date, but due to COVID-19 this unfortunately was not possible.

October 2020

Mr. Swartzendruber was asked to follow-up with other community colleges in the state to get information pertaining to rental agreements to share with the City. But this was not a high priority. **Spring 2021** - PMC met, City's attorney was present to start discussing rental agreements. A local organization was wanting to hold one meet at the facility. Agreements were not yet finalized. Dr. Calvert approached them with a figure hoping it would encourage them to become a Community Partner and pay the Community Partnership rate. This gives them rights to using the facility and it would be advantages instead of being a single day event renter. When a representative from this local organization called, Dr. Calvert provided them the \$5,000 rental figure. PMC has been meeting and is making progress, but nothing has been put into writing and agreed upon at the time of this meeting.

Zach Deeds City Commissioner – Stated he agreed with the majority of what Dr. Calvert presented and the Track and Field / Soccer Field is a successful endeavor and it is being used constantly. The PMC needs to talk about the challenges of funding to establish an appropriate fee. Mr. Deeds stated the City will distance themselves from negotiations with the Community Partnership. The City does not have the authority for that.

Bruce Pinkall City Manager – Mr. Pinkall stated Mr. Eisenhower is heavily involved in the day-to-day maintenance, i.e. gates left open, trash needs to be picked up etc. City is trying to get restrictions put in place. But there are things that need to be done to reduce these issues. Mr. Pinkall distributed a handout pertaining to Track and Soccer Rental Costs and Track and Soccer Facility Values explaining when the facility is used.

Track and Soccer Rental Costs

1. Availability to All Aspects of the Facility, Equipment and Parking Lot

- High Jump and Pole Vault Pit and Standards
- Long Jump and Triple Jump Pits
- Throwing Events Areas
- Track, Hurdles, Starting Blocks
- Press Box and Scoreboard, Timing Conduits
- Restrooms and supplies
- Bleachers
- Field Lights
- Steeplechase Barriers and Water Jump
- Turf Infield Area

2. Long Term Replacement

- Track Surface Replacement - \$320,890
- Turf Replacement - \$635,632
- Equipment Replacement

3. Expenses Still Needed for Completion of the Complex Facility

- Expand Bathrooms – (estimate \$70,000)
- Stripe Parking Lot
- Parking Lot Lighting
- Additional Curb and Gutter
- Parking Blocks – 23
- Electricity at the throwing event area
- Communication devices for reporting event results to the Press Box
- WIFI
- Axillary Parking for workers, Staff, etc. (Athletes and Workers 40+)
- Parking by the Maintenance Building
- Sidewalk around the rest of the Track (need to be finished)
- Bleachers – Both sides, elevated would be best
- Bleacher Pads
- Facility Fencing 6' and 8' (Approx.: 1000' – 1500' \$48,000 - \$50,000)

4. Routine Maintenance

- Mowing (2 times a week minimum)
- Marking the “Field Events” (each event)
- Turf Grooming (Minimum once a week)
- Trash Collection (Daily)
- Bathroom Maintenance (Daily)

Track and Soccer Facility Values

- Bleachers and Press Box		\$ 109,404
- Track Asphalt - \$392,156	Surface - \$320,898	\$ 713,054
- Turf and Goal Posts		\$ 635,632
Groomer		\$ 3,500
- Lighting		\$ 434,829
- Buildings	Storage \$87,750	
	Restroom and Concession \$74,750	
-Lift Station		\$ 6,636
- Black Chain-link Fence and Gates - 1320 Feet		\$ 36,960
- Track Equipment Hurdles, Starting Blocks (Hammer Cage, HJ and PV Pitts and Standards)		\$ 44,867
- Concession Equipment		\$ 5,000
- Scoreboard		\$ 32,500
- Flag Pole		\$ 1,500
		<u>\$2,186,382</u>

This is a unique and difficult situation and if everyone is made aware and work together he feels confident this can work. There is a lot at stake to not take this seriously and hard work in coming up with a solution that works for all parties and used by all parties. People need to understand the involvement it takes to make this work properly.

Gary Schmidt, City Commissioner – A developed fee schedule is a priority before work can begin. Maybe the PMC or a combination with the college, a piece of information, i.e. brochure, letter in the city utility bill, that would explain the process and reduce the confusion that PCC is trying to raise money that the public does not understand or how these entities are working together. City had to make a commitment to their constituents that it this was not City money going into this project. Information that answers the question, reduces the confusion and people can understand it. People need to either utilize it or attend / participate in an event before they can begin to understand how much time and effort is involved in a project like this.

Larry Eisenhauer, Recreation Director – There is misconception, but it is okay to be selective and to ask people to put a “little skin” in the game will lessen the turmoil. He feels the numbers presented and discussed are equitable and no one is being excluded. “Either you are going to do it or you’re not”. People have the option of going and asking someone to donate on their behalf. The wear and tear on the fields, buildings etc. in ten years can be \$100,000 each year getting it back to where it was. Letting people use the facility because “we like you” is not going to pay the repair costs in ten years to upgrade. He feels the committee is heading in the right direction and communication to the public will help. Questions can be asked and answered intelligently of where things are at.

Ed Barrett, Trustee – Excellent point about the necessity of groups entities having “skin in the game”. Trying to sell something for “free” is not “free”. Concept no one is total cost of ownership this is a good portrayal.

Mike Koler, VC Trustee – The uncontrolled communication that is circulating in the community needs to be stopped. Getting the “correct” information out to the community is important and maybe include the figures Mr. Pinkall presented and making it public what the cost of maintaining the project and why the PMC’s reason to have a rental fee. The PMC should be responsible in developing a rental fee. That is the PCC’s President’s job. But the Board needs to be kept informed. This is described in the local agreement within this committee to make the decisions.

Gary Schmidt, City Commissioner – Question was asked if there have been any drone shots during any of the meets that have been held at the Track and Field to be put on PCC’s and the City’s websites? As the time of this meeting there has been none. Start budget planning for upcoming repairs, putting money aside so it is available when needed so facility is here for 35 – 40 years.

Michele Hamm, Trustee – Why a service area school or community area group would not want to put “some skin in the game” at any level is confusing. I can see areas outside of our service area or community area wanting to use it for whatever fee is set. But I did not dream the fee would be set for local groups. The Pratt location is a good location for regional sports events.

Kim DeClue, Trustee – Agrees that the Management Committee should make the decisions and appreciate being kept informed.

Tim Swartzendruber, AD has gotten the score board, flag pole, and BTI gaiter all donated. The PCC baseball scoreboard at Stanion Field has also been donated.

The City will be inheriting the track and soccer field and wanted certain things done during the construction phase, mainly labor, which was their contribution to the complex.

- III. VC Koler asked for a motion to adjourn this special board meeting. Mr. Barrett made the motion to adjourn this special meeting. Motion was seconded by Ms. Hamm. With no further discussion the motion pass unanimously.

Minutes were recorded:
Donna Meier Pfeifer
Board Clerk

Board of Trustee Meeting Minutes of April 19, 2021

- I. Vice Chair Koler called the meeting to order at 6:01 p.m.
- II. Pledge of Allegiance was led by Stan Reimer

Trustees Present: Mike Koler, Vice Chair (VC), Ed Barrett, Kim DeClue, Michele Hamm, Stan Reimer, Jeff Shumway,
Trustee(s) Absent: Dwane DeWeese, Chair

Administrative: Dr. Michael Calvert, President, Kent Adams, VP of Finance and Operations, Lisa Perez Miller, VP of Students and Enrollment Management, Monette DePew, VP of Instruction, Tim Swartzendruber, Athletic Director, Jerry Sanko, Chief Information Officer, Diana Mitzner, Director of Nursing, Barry Fisher, Executive Foundation Director, Institutional Advancement, Alumni Relations, and Donna Meier Pfeifer, Admin. Asst. to President and Clerk of the Board

Administrative(s) Absent: Jerry Sanko, Chief Information Officer

Media Representation: No media present

- III. **Introduction of Guest(s):**
Beth and Kent Montei and Porter Loomis

- IV. **Introduction of Awards of Excellence – Dr. Calvert**
Dr. Calvert recognized Josh Campbell and Joel Pearson, Track Team Coaches for a successful 16 team event held on March 20, 2021 held at the Track and Soccer Facility.

The following were being recognized for their prompt response and taking appropriate measure to evacuate students from North Hall on April 1, 2021 due to a fire:

Josh Campbell - Charles Keefer - Justin Schwab - Al Wiese - Darrell Kruse

Recognizing the Cheer Team who took 2nd place in the Intermediate Small Co-Ed Open
2021 NCA Collegiate Cheer Championship, 2nd Place

Coach Shae Napier	Alexia Torres	Grant Murray
Shelby Cunningham	Gina Olivas	Sami DeFord
Madi Adams	Stephanie Kerst	Addy Wells
Lexi Marshall	Noah Eck	Jazmin Levari
Natalie Denaro	Hailey Curran	Kyler Ward
Jallen Sullivan	Coleman Wright	

2021 KJCCC Wrestling Champions

Coach Ken Kepley	Kobe Grijalva	Deston Miller	Jazmyne Shannon
Cayden Atkins	Jason Henschel	Jacob Mitchell	Moo Soe
Britney Bayer	Darius Island-Jones	Dayton Porsch	Michael Spangler
Jake Beeson	Daron Island-Jones	Isaac Richie	Juan Urbina
Jose Cervantes	Braydon Lemuz	Vinny Rider	Bryce Westmoreland
Devon Dawson	Aubrey Meyers	Carsyn Schooler	Darius Wilkins
			Taidon Wills

V. COVID-19 Update – Dr. Calvert

PCC campus continues to be on course with observing masks and social distancing and will continue through commencement. No positive cases reported on campus.

VI. Student Leadership – Lisa Perez Miller, VP of Students and Enrollment Management

Students introduced themselves and responded to questions. Question asked;
How would you describe PCC in two words?

Student Leadership Council:

Chariah Daniels – Wichita – Mathematics – Freshman – *Community Base*
Noah Eck – Pratt, KS, - Liberal Arts – Sophomore - *Friendly and Inviting*

Student Life Advisory Team:

Marvin Jean Francios – West Palm Beach, FL – Engineering – Sophomore - *Learning Environment*

Delajah “Lay” Long – Columbus, Ohio, - Psychology – Sophomore – *Small and Diverse*

Danielle “Dani” Daugherty - Yukon, OK – Mathematics – Sophomore – *Home Like*

Matthew Waldemeier, Jordan Mathis, and Jameka Chrisholm were unable to attend.

VII. Automotive Program – Daryl Lucas, Auto Instructor, Monette DePew, VP of Instruction

Presented videos of the Kingman and Attica Automotive Program:

- Daniel Meng – Attica – South-Central Career Pathways Center, Partners with PCC, Attica, Medicine Lodge and Chaparral. This is a CPE program meaning tuition books and tools are at no cost to the student and they do receive 3 college credit hours which can be transferred to any technical school in the state of Kansas. Program is offered to sophomore, juniors and seniors.

- Tyler Wells – Kingman High School – 3 college credit, gives the student a jump on the job market. The automotive technician field is in demand.

- Lane Tunstead – PCC Campus and Alan Ziegler – PCC Campus

- Daryl Lucas – PCC Campus – The automotive program has been very busy the last two years. The high school automotive programs are evaluated and what is usually found is the equipment and the facility is in poor condition. Structure in the high school automotive department has been kept current. PCC is providing structure, equipment and the ability for the student to focus in small curricular areas, instead of taking a “big bite” in their automotive repair industry. Four classes are provided to students receiving a Level I Certificate with 16 credit hours total if they go two years. They are eligible to take ASC certification test when they are done. Incorporated an Introductory class at Kingman which basically is an overview of an automobile. Mr. Wells will be teaching a recruiting class to the multiple college classes in Kingman. Without SB155 funding this could not have been accomplished. There will be a “No Boys Allowed” clinic in Kingman and 22 girls are signed up. There will be five different rotations. The following week the same clinic will be held in Attica and there are 30

girls signed up. Perkins and Vocational Capital Outlay money assists in the purchase of the equipment. The CPE funding is the only thing that is fully funded.

A. Higher Learning Commission – Composite Financial Index – Kent Adams

Primary Reserve Ratio – Measures sufficiency and flexibility of expendable resources to meet current expenses – Expendable Net Assets/Total Expenses

Viability Ratio – Measures availability of expendable net assets to cover long-term debt – Expendable Net Assets/Long-term Debt

Return on Net Assets – Measures return earned on net assets – Change in Net Assets/Total Beginning Net Assets

Net Operating Revenue Ratio – Net profit margin – Operating Surplus/Total Operating Revenue

Composite Financial Index (CFI) Values Range From -4 to 10

Above The Zone – CFI 1.1 to 10 – No Follow Up Required

In The Zone – CFI – 0 to 1.0 – Letter of Concern Issued by HLC, Institution Must Respond

In The Zone for a Second Year Institution Must Go Through a Panel Review Process

Below The Zone – CFI -4 to -0.1 – Requires an Institutional Report and a Panel Review Process

Ratio	2019/20	2018/19	2017/18	2016/17	2015/16
Primary Reserve Ratio (35%)	3.50	3.50	3.50	3.50	3.50
Viability Ratio (35%)	3.50	3.50	3.50	3.50	3.50
Return on Net Assets (20%)	0.54	0.89	1.02	0.76	0.59
Net Op Revenue Ratio (10%)	0.77	1.00	1.00	0.89	0.80
Composite Financial Index	8.31	8.89	9.02	8.65	8.39

Pratt Community College has a Standard and Poor’s Rating of A

- B. Management Information System (MIS) Report(s) – Dr. Calvert,**
Average Section Size, Student/Faculty Ratio & Faculty Load - Fall 2020 (3 -YR Avg)
A: Average Credit Section Size – PCC 3-YR Avg. – 15
B: FTE Student/FTE Faculty Ratio (for courses with 6 or more students)
3 -YR Avg. Student 1.0 Faculty Ratio -17
- C: Instructional Faculty Load:
Total Faculty – 141
Total Credit Hours Taught – 12,407
Total Credit Sections Taught – 283
Percent of Sections Taught – Full-time – 65%; Part-time 35%

- IX. Communication to the Board – Donna Meier Pfeifer, Board Clerk**
A Thank You acknowledgment received from:
- Ratcliffe Family for the Roger Ratcliffe Memorial
- EXETER Hospital Center for Cancer Care for the Lynda Beck Memorial

- X. Calendar of Events – Dr. Calvert, President**
May 7, 2021 33rd Annual Scholarship Auction – Online and Virtual portion for the live items.

- XI. Consent Agenda:**
Vice Chair Koler asked if anyone had information they wanted pulled for discussion?
No information was requested to be pulled or addressed.

Vice Chair Koler asked for a motion to approve the consent agenda as presented.
Trustee Reimer made the motion to accept the consent agenda as presented, motion was seconded by Trustee Barrett. With no further discussion motion passed unanimously.

Minutes of Board Meeting March 15, 2021

Complete minutes on <http://prattcc.edu/departments/board-trustees>)

Personnel Report

No verbal additions were presented.

Financial Report – Kent Adams, Finance and Operations

Revenue through March is running \$95K favorable. This compares to an unfavorable \$57K in February. Tuition is \$88K over budget. Ad valorem property tax is \$113K under budget. The ad valorem property tax underrun appears to be budget time-phasing and should catch up to budget in June. Motor vehicle tax is \$30K over budget. Delinquent tax is \$29K favorable. Miscellaneous income is over budget \$61K due to payment plans.

Expenditures are running \$537K favorable through March. This compares to an underrun in February of \$687K. The underrun is good for this point in the budget year.

Finance Committee Minutes

The finance committee met with the Vice President of Finance and Operations, electronically. The committee reviewed the cash disbursements for the month of March 2021.

Recommendation: The committee recommends the cash disbursements for the month of March 2021 be approved. No major trends were identified.

The presidential and board travel expenses were reviewed.

Recommendation: No problems or exceptions noted.

Other Items: No other items were discussed.

Enrollment Update and Board Report – Lisa Perez Miller, VP of Students and Enrollment Management,

Enrollment Update & Board Report – April 12, 2021 (*Updates as of April 19 are noted in red below*)

1. **2020-2021 Academic Year** – Credit hour production for the academic year is 25,509 and -1.9% below the figure reported on April 13, 2020. **(25,502 or -1.9%)**
2. **Spring 2021 Semester Enrollment**
 - Spring Semester credit hour production is 10,895 and -3% less than the same period last year. **(10,888 or -3%)**
 - Student headcount is 1,014 and equal to the Spring headcount for the same period last year. **(1,013 or 0%)**
 - EduKan credit hour production is 1,666 and -5% less than the same period in 2020.
 - Pratt Online credit hour production is 1,521 or an increase of 148% for the same period in 2020. **(1,516 or 147%)**
 - Outreach credit hour production is 1,344 or 3% greater than the same period last year.
 - College Start/High School enrollment is 1,418 credit hours, a 2% increase in production compared to the same period in 2020. **(1,394 or 0%)**
 - Credit hour production for the “Nine Core County Region” (*Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, Stafford*) is 4,682 hours, a comparison with the 2020 Spring Semester total of 4,970 for the Nine Core County Region. **(4,675 hours)**
3. **Spring 2021 Residence Hall Occupancy**
 - Residence hall occupancy is 80% or 261 students compared to Spring 2020 final figure of 289.5 or 85%. *Note: Maximum occupancy is 356; spots available for a residence hall contract plan are 326.* **(79% or 259 students)**
4. **2021-2022 Academic Year** – Credit hour production for the academic year is 2,512 or a 6.2% increase for the same period in 2020. **3,254 or 5.4%)**

5. Summer 2021 Semester Enrollment

- Summer Semester credit hour production is 730 or -2% for the same period last year. **(875 or -19%)**
- Student headcount is 133 and -6% for the same period last year. **(163 or -20%)**

6. Fall 2021 Semester Enrollment

- Fall Semester credit hour production is 1,782 and a 10% increase for the same period last year. **(2,379 or 18%)**
- Student headcount is 139 and a 34% increase for the same period last year. **(196 or 43%)**

7. Fall 2021 Early Enrollment Goal Tracking

- % of possible (non-grads) returners enrolled in fall classes: 25% compared to 26% in Fall 2020
- % of student-athlete (non-grads) enrolled in fall classes: 33% compared to 30% in Fall 2020

8. Upcoming All-Campus Recruiting & Enrollment Event Dates

- April 20 Beaver Building Day (One-on-One Small Group)
- April 27 Beaver Building Day (One-on-One Small Group)

XII. Action Items

Seek Approval to Add the Tennis Program – *Dr. Michael Calvert*

VC Koler asked for a motion to approve the administration recommendation to add a Men's and Women's Tennis Program to PCC. Motion was made by Trustee Barrett to approve the administration recommendation to add a Men's and Women's Tennis program starting the Fall semester of 2021. Motion was seconded by Trustee DeClue.

Beth and Kent Montei expressed their delight in hearing PCC was considering reinstating the Tennis program. They request the Jack Montei Tennis Scholarship funds go back to funding the tennis program. The scholarship was currently designated to baseball scholarship. They may also consider donating startup funds for purchase of balls, ball machines, training rackets and restringing rackets. They will support the tennis program. At the time of this meeting a tennis coach has not been hired.

Porter Loomis - 2017 Porter Legacy Trust has pledged a \$100,000 gift over a 5 year period if PCC can maintain a Men's and Women's Tennis program. Mr. Loomis is willing to underwrite the program to ensure operating expenses if 20 students were not recruited. Mr. Loomis shared with the cutback on the Division I Level in recent years there are more players looking for opportunities. With only three teams competing in the Jayhawk Junior College Conference, recruiting opportunities in Kansas is good. They are good on the international front as well. Mr. Loomis expressed if you can convince a coach to come to PCC the odds for staying an extended period of time is good. And would add enrollment to the institution.

AD Swartzendruber expressed why he felt bringing the tennis program back was positive because:

1. Blake Complex now has 10 courts as before was 6
2. Blythe Family Fitness Center has an indoor facility for practicing in the winter months. The program will definitely be a recruiting tool.

With no further discussion motion passed unanimously.

Dr. Calvert expressed his gratitude to Mr. Loomis for his help in making this possible to bring this sport back to PCC. Beth and Kent Monte for their support. Men's and Women's Tennis Program is coming back to PCC fall 2021.

Ratify Waiver of Board Policy No. 3-07 – *Kent Adams, VP of Finance and Operations*
VC Koler asked for a motion to approve the ratification of Waiver Board Policy No. 3-07 for the sole-source purchase of two laptop computers for faculty in the amount of \$3,103.11 from Dell Computers. Sole-source due to the College purchasing only Dell Computers to maintain consistency and a three-year warranty.

Motion was made by Trustee Hamm to approve Waiver Board Policy No.3-7 for the afore-referenced 2 laptop Dell Computers in the amount of \$3,103.11 and to waive the second reading. Motion was seconded by Trustee Shumway. With no further discussion motion passed unanimously.

Rates for Financing Two 15 Passenger Transit Vans

VC Koler asked for a motion to accept the administration recommendation to accept the 60 month term from Fusion Bank. Motion was made by Trustee DeClue to accept the 60 month term from Fusion bank. Motion was seconded by Trustee Barrett.

The bids for financing \$68,433.50 for 2 Ford Transit 15 passenger vans were received as follows:

	<u>48 months</u>	<u>60 months</u>
Legacy	2.95%	2.95%
The Peoples Bank	3.216	3.216%
Fusion	1.99%	2.11%
SJN	2.4%	2.4%

With no further discussion motion passed unanimously.

Approve Sole-Source Purchase of Cyber Security Monitoring
Cyber Security Monitoring

VC Chair Koler asked for a motion to accept the administration recommendation to accept the Oculus IT for Security Operations Center Service to monitor and mitigate cyber security threats to PCC computer operations at the cost of \$25,000 per year and \$10,000 for Oculus IT to conduct a review of compliance with Gramm-Leach-Bliley Act and General Data Protection Regulations for a one-time cost of \$10,000.

Motion was made by Trustee DeClue to accept the administration recommendation to sole-source purchase Oculus IT for Security Operations Center Service at the cost of

\$25,000 per year and \$10,000 for the compliance review with Gramm-Leach-Bliley Act and General Data Protection regulations. Motion was seconded by Trustee Hamm.

Mr. Adams due to increased staff and student offsite access due to COVID-19 has increased the need for this monitoring. Oculus IT will conduct a review of compliance with Gramm-Leach-Bliley Act and General Data Protection regulations for a one-time cost of \$10,000.

With no further discussion motion passed unanimously.

Approve Sole-Source Purchase of Welding Simulator

Lincoln Electric V TEC Welding Simulator

VC Koler asked for a motion to approve administration recommendation sold-source purchase of a Lincoln Electric V TEC Welding Simulator in the amount of \$59,144.85. Motion was made by Trustee Hamm the purchase of a Lincoln Electric V TEC Welding Simulator in the amount of \$59,144.85. Motion was seconded by Trustee Shumway.

Mr. Adams explained this simulator is needed in order for the welding program to be LEEDS Certified PCC must have the trainer from Lincoln Electric. Two simulators will be needed for 2021-2022 for the Kingman and Attica welding program. This purchase would be funded from Vocational Capital Outlay and Perkins Grant.

Daryl Lucas invited the students from USD 382 and USD 438 students to come on campus to view the simulators. They were impressed. A joint meeting was held with USD 382 and USD 438 with instructors, superintendent from 438, and faculty rep from 382.

With no further discussion motion pass unanimously.

Policy First Reading(s) – Dr. Calvert, President

VC Koler asked for a motion to approve the administration recommendation of no change or modification to *Policy 2-02 Statement of Philosophy*. Motion was made by Trustee Hamm to accept the administration recommendation of no change to *Policy 2-02 Statement of Philosophy* and to waive the second reading. Motion was seconded by Trustee DeClue. With no further discussion motion passed unanimously.

XIII. Oral Reports

Nursing – Diana Mitzner, Director of Nursing

- No first Quarter testers for either program
- Students are finishing clinical rotations at Pratt, Hutchinson, and Winfield clinical. No days were missed due to COVID-19.
- Students will be starting their 7 week ATI assessment perp on April 12th which will evaluate their readiness for the upcoming NCLEX exam, after they graduate.
- KSBN Virtual Site Visit Occurred March 31 – April 1, 2021. The KSBN site visit was an opportunity to gain insight into the program's strengths and opportunities. The survey team is reviewing their findings.

- Interviews of PN and ADN applicants will begin on April 9 – 14, 2021. Notifications will be sent out around April 21st. Number of scheduled interviews:
ADN Online approximately 22; Pratt and Winfield campuses approximately 7
PN – Pratt and Winfield campuses approximately 12

Faculty Report – *Carol Ricke, PHEA President*

Jenny Egging had video pertaining to Modern Distribution Sales and Management (MDSM). The link to view the video <https://vimeo.com/528905477>

Chris Nelson had students from Skyline, Pratt, St. John, and Great Bend for a one-day session. Eleven students completed all requirements to receive their BSA merit badge in Programming.

Brad Hernden – The Performing Arts Department will be bringing back a Jazz Band Fall semester of 2021. Ensemble will be made up of 15-20 students. Mr. Hernden's would like to have a traditional Big Band that could be an outreach for recruiting and retention. Looking for Saxophone, Trumpet, Trombone, Percussion, Piano and Bass players to get the ensemble started. If you are interested please contact Mr. Hernden at: 620-450-2183 or bradh@prattcc.edu.

Staff Senate Report – *Justin Schwab, Senate President*

No report was submitted

Athletic Report – *Tim Swartzendruber, Athletic Director*

Tim Swartzendruber gave a recap of the different sports for the year.

- Wrestling 14-0 conference duals, won first ever KJCCC Wrestling Championship, ranked #2 in the Nation. Will be traveling to NJCAA National Tournament April 20-21. Four of the team are in the top 4 and have a good potential.
- Cheer/Dance placed 2nd in the Nation at National Cheer and Dance Competition in Florida.
- Recognition given to Bill and Cindy Keller for their contribution for a new scoreboard at Stanion Field.
- May 1, 2021 Maydew Thibault Optometry (Troy Maydew and Seth Thibault) and Eck Electric (Travis Eck) will be recognized for the Track and Soccer Field scoreboard.
- PCC Golf Tournament will be held on Sunday, August 29, 2021 at Park Hills Country Club

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

Mr. Sanko was absent; no verbal report was given.

Information Technology Project Update:

- **Virtualization Server Upgrade Project:** Project is complete. Servers have been moved to the new environment, and all system upgrades have been performed.
- **PowerCampus/Selfservice Upgrade to Version 9:** Sub-groups of the Data Management Committee meets each Wednesday this semester to work on setting up and testing end user functionality. We have a target for rolling out the

latest version of PowerCampus and SelfService in June of 2021. This upgrade will involve downtime (upgrade/configuration/AD switch-over/Client Install).

- **PowerFAIDS 26.2 Upgrade:** PowerFAIDS has released version 26.2. IT has coordinated with the FinAid office to plan testing and roll out the latest version.
- **Updating Media in Room 312:** We have been working with several vendors to acquire project proposals.
- **GreatPlains:** IT and the Business office have been working with Microsoft Support to resolve a handful of issues. Issues have been resolved, working on preparations for upgrading the GreatPlains system after the PowerCampus is completed in June.
- **Personnel:** Interviewed two candidates and a decision made within the week.
- **Prep for Summer Projects:** Preparing for summer projects (computer lab upgrades, completing dorm wiring project, PowerCampus upgrade, GreatPlains upgrade), as well as IT needs for the graduation ceremony and Beaver Building Days.
- **Security Services:** Identified a need to bring in external support for the purposes of regulatory compliance and security of sensitive information. IT has spoken with several vendors who provide security services, and we have identified one vendor, OculusIT, who exclusively works for higher education entities. We will be requesting approval to utilize OculusIT's services as a sole-source provider. *(This was approved under Action Items at this meeting.)*

Data Services Department Update:

- IPEDS Spring Collection Surveys have been submitted.
- KBOR Excel in CTE (formerly SB155) Collection is due this month.

Foundation Report – *Barry Fisher, Executive Director*

Scholarship Auction

Auction site is up and running, registration is open, bidding for the online auction will begin at midnight on May 7th. The Virtual Live Auction will begin at 7:00 p.m. To register go to www.prattcc.edu/auction. All items will be available for viewing on the auction site.

Capital Campaign

Events are happening at the Track and Soccer complex which has renewed the interest in the project. Working with USD 438 Skyline to be a partner in the Community Partnership for the facility. This partnership currently includes PCC, City of Pratt/Pratt Recreation, and USD 382, Pratt. It is critical to bring Skyline into this group.

KACCT – *Michele Hamm, Past President*

Nancy Ingram, KACCT President, is sending a Survey monkey link to presidents and trustee delegates for Heather Morgan, KACCT Executive Director's annual evaluation

ACCT/NLS – *Dr. Calvert, President*

No report presented

AACC (American Association of Community Colleges) – Dr. Calvert, President
No report presented

Other: No item(s) was brought before the Board

XIV. Wrap Up

Comments from the Public – No representation from the public

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

1. Participated in Taxing Entities meeting
2. Participated in EDUKAN Board meeting
3. Participated in weekly Presidents meetings
4. Participated in NJCAA President's Advisory Zoom Call
5. Participated in Campaign Leadership Council meeting
6. Attended KBOR meeting via Zoom
7. Attended Technical Education Authority meeting via Zoom
8. Participated for in Higher Learning Commission's Virtual Conference
9. Participated in KJCCC President's meeting
10. Met with EDUKAN Presidents to discuss potential loss of member school
11. Met with Cowley College administrators to discuss Nursing partnership in Winfield
12. Met with representatives from area community college to discuss partnership opportunities
13. Participated in KSBN Virtual Site Visit
14. Participated in Virtual visit with Student Leadership Council
15. Attended first ever Track/Field Meet at our new facility!
16. Participated with 5 other presidents and CFO's to discuss spending options/ideas for CARES/Rescue Funds
17. Participated in recognition ceremony for Bill and Cindy Keller for donating new scoreboard at Stanion Field (PCC campus baseball field)
18. Participated in several meetings of Track/Field Management Committee
19. Facilitated All-Employee meeting
20. Participated in AACC Virtual Conference
21. Met with current PN Nursing Students along with cabinet
22. Met with President's Advisory Council

Comments from the Board Chair – *Dwane DeWeese, Chair*

Due to Chair DeWeese being absent, VC Koler updated the Board Chair DeWeese was recovering and doing good.

XVII. Executive Session for Non-Elected Personnel Matters

8:05 p.m. VC Koler announced they would be going into executive session. Trustee Hamm moved the Board recess for an executive session for 30 minutes for the purpose of discussing legal contract terms with Kent Adams, VP of Finance and Operations be present, after a five minute break. Motion was seconded by Trustee Shumway. With no further discussion motion passed unanimously.

8:10 p.m. VC Koler called the Executive Session to order.

8:36 p.m. Trustee DeClue made a motion to come out of executive session and to re-enter executive session and not to exceed 9:00 p.m. Motion was seconded by Trustee Barrett. With no further discussion motion passed unanimously.

8:37 p.m. Re-Entered Executive Session not to exceed 9:00 p.m.

9:00 p.m. VC Koler asked for a motion to come out of executive session. Trustee DeClue made the motion to come out of executive session. Motion was seconded by Trustee Barrett. With no further discussion motion passed unanimously.

XVIII. Meeting Adjourned

9:01 p.m. VC Koler asked for a motion to adjourn the regular session of the board meeting. Motion was made by Trustee DeClue to adjourn the regular session of the board meeting. Motion was seconded by Trustee Shumway. With no further discussion the motion passed unanimously.

Minutes Recorded by:
Donna Meier Pfeifer, Board Clerk

Board of Trustee Special Meeting Minutes, May 03, 2021

I. Vice Chair Mike Koler called the meeting to order at 5:10 p.m.

Board of Trustees Present: VC Mike Koler, Kim DeClue, Michele Hamm, Stan Reimer, and Jeff Shumway

Board of Trustees Absent: Chair Dwane DeWeese and Ed Barrett

Administration Present: Dr. Michael Calvert, PCC President, Kent Adams, VP of Finance and Operations, and Donna Meier Pfeifer, Clerk of the Board

II. Action Item:

A. Resolution No. 2021-01

Refunding Series 2012 Certificates of Participation – *Dr. Calvert and Kent Adams*

Mr. Adams explained Table 1 shows the existing debt service and interest rates on the Series 2021 Refunding COP. Table 2 shows the estimated debt service and interest rates on the proposed Series 2021 Refunding COP issue. The present value savings of \$51,815 is shown on Table 3 along with the savings each year. The greatest savings is in FY 22 with a savings of \$50,475.85. Table 4 shows the refunding sources and uses of cash. The administration recommends approval of moving forward with the financing.

Ranson Financial Group, L.L.C., Wichita, will be requesting bids from all of the local banks as well as national. Rates at the time of this meeting were holding strong. Purpose of this special meeting is to move forward and have the Board approve the proposals at the June 21, 2021 Board meeting.

VC Koler asked for a motion to approve Resolution No. 2021.01. Trustee Hamm made the motion to accept Resolution No. 2021.01 as presented. Motion was seconded by Trustee Shumway.

Discussion:

What could change the interest rates? Mr. Adams explained if there was a change in the market or action from federal reserve could drive interest rates up and make it not financially feasible for us to do. If decision was made not to refinance? This issue is a low risk and is not rated so the fees would not be substantial.

B. Roll Call:

Kim DeClue – Aye	Stan Reimer – Aye	Ed Barrett - Absent
Michele Hamm – Aye	Jeff Shumway - Aye	Dwane DeWeese – Absent
Mike Koler – Aye		

With no further discussion motion passed unanimously.

III. Adjourn Meeting

VC Koler asked for a motion to adjourn the special board meeting at 5:20 p.m.

Trustee Hamm made the motion to adjourn the special board meeting. Motion was

seconded by Trustee DeClue. With no further discussion motioned passed unanimously.

(See Resolution No. 2021.01 and Tables 1-4 on pages 3-8)

Minutes taken by:
Donna Meier Pfeifer
Clerk of the Board

RESOLUTION NO. 2021. 01

RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF LEASE AGREEMENT REFUNDING CERTIFICATES OF PARTICIPATION, SERIES 2021, OF PRATT COMMUNITY COLLEGE, PRATT, KANSAS.

WHEREAS, Pratt Community College, Pratt, Kansas (the “College”) has heretofore entered into and has outstanding certain lease obligations; and

WHEREAS, due to the current interest rate environment, the College has the opportunity to enter into a supplemental lease agreement, and have issued certificates of participation therein, in order to achieve an interest cost savings on all or a portion of the obligations described as follows (the “Refunded Obligations”):

<u>Description</u>	<u>Series</u>	<u>Dated Date</u>	<u>Years</u>	<u>Amount</u>
Lease Agreement Refunding Certificates of Participation	2012	05/15/2012	2022 - 2028	\$1,285,000

THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF PRATT COMMUNITY COLLEGE, PRATT, KANSAS, AS FOLLOWS:

Section 1. The College is hereby authorized to offer at competitive public sale approximately \$1,330,000 principal amount of “Refunding Certificates of Participation, Series 2021, Evidencing Proportionate Interests In and Rights to Receive Payments Under a Lease Agreement” (the “Series 2021 Certificates”) as described in the Notice of Certificate Sale (the “Notice of Certificate Sale”) attached hereto as *Exhibit “A”* and the Preliminary Official Statement referenced herein, for the purpose of refunding and refinancing the Refunded Obligations.

Section 2. Ranson Financial Group, L.L.C., Wichita, Kansas (“Financial Advisor”) is hereby authorized and directed to receive bids on behalf of the College for the purchase of the Series 2021 Certificates on May 24, 2021, upon the terms and conditions set forth in said Notice of Certificate Sale, and to deliver all bids so received to the Board of Trustees (the “governing body”) at its meeting to be held on such date at said time and place, at which meeting the governing body shall review such bids and shall approve a bid or reject all bids.

Section 3. The Notice of Certificate Sale is hereby approved in substantially the form attached hereto as *Exhibit A*, with such changes and additions thereto as the Vice President of Finance and Operations shall deem necessary or appropriate, and to use such document in connection with the public sale of the Series 2021 Certificates.

Section 4. The Financial Advisor, in conjunction with Gilmore & Bell, P.C., Wichita, Kansas (“Bond Counsel”), is hereby authorized to prepare a Preliminary Official Statement, and such representatives of the College are hereby authorized to use such document in connection with the sale of the Series 2021 Certificates.

Section 5. The Vice President of Finance and Operations, in conjunction with the Financial Advisor and Bond Counsel, is hereby authorized and directed to give notice of said sale by transmitting copies of the Notice of Certificate Sale and Preliminary Official Statement to prospective purchasers of the Series 2021 Certificates.

Section 6. For the purpose of enabling the Purchaser to comply with the requirements of Rule 15c2-12 of the Securities Exchange Commission (the "Rule"), the appropriate officers of the College are hereby authorized: (a) to provide the Purchaser a letter or certification to the effect that the College deems the information contained in the Preliminary Official Statement to be "final" as of its date, except for the omission of such information as is permitted by the Rule; (b) covenant to provide continuous secondary market disclosure by annually transmitting certain financial information and operating data and other information necessary to comply with the Rule to certain national repositories and the Municipal Securities Rulemaking Board, as applicable; and (c) take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary; to enable the Purchaser to comply with the requirement of the Rule.

Section 7. The College agrees to provide to the Purchaser within seven business days of the date of the sale of Series 2021 Certificates or within sufficient time to accompany any confirmation that requests payment from any customer of the Purchaser, whichever is earlier, sufficient copies of the final Official Statement to enable the Purchaser to comply with the requirements of Rule 15c2-12(3) and (4) of the Securities and Exchange Commission and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

Section 8. The Chair, Secretary of the Board, Vice President of Finance and Operations and the other officers and representatives of the College, the Financial Advisor and Bond Counsel are hereby authorized and directed to take such other action as may be necessary to carry out the public sale of the Series 2021 Certificates.

Section 9. This Resolution shall be in full force and effect from and after its adoption.

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Table 1

Pratt Community College
Refunding Certificates of Participation

Series 2012

Outstanding Debt Service of Certain Maturities

Payment Date	Principal	Interest Rate	Interest	Total Debt Service
1-May-20			0.00	0.00
1-Nov-20				0.00
1-May-21	0.00	2.000	0.00	0.00
1-Nov-21			15,791.25	15,791.25
1-May-22	215,000.00	2.150	15,791.25	230,791.25
1-Nov-22			13,480.00	13,480.00
1-May-23	200,000.00	2.250	13,480.00	213,480.00
1-Nov-23			11,230.00	11,230.00
1-May-24	185,000.00	2.400	11,230.00	196,230.00
1-Nov-24			9,010.00	9,010.00
1-May-25	190,000.00	2.500	9,010.00	199,010.00
1-Nov-25			6,635.00	6,635.00
1-May-26	195,000.00	2.600	6,635.00	201,635.00
1-Nov-26			4,100.00	4,100.00
1-May-27	200,000.00	2.700	4,100.00	204,100.00
1-Nov-27			1,400.00	1,400.00
1-May-28	100,000.00	2.800	1,400.00	101,400.00
1-Nov-28			0.00	0.00
1-May-29			0.00	0.00
1-Nov-29			0.00	0.00
1-May-30			0.00	0.00
1-Nov-30			0.00	0.00
1-May-31			0.00	0.00
1-Nov-31			0.00	0.00
1-May-32			0.00	0.00
1-Nov-32			0.00	0.00
1-May-33			0.00	0.00
Totals	1,285,000.00		123,292.50	1,408,292.50
Redemption	15-Jun-21			
Accrual	1-May-21			
Days	44.00			
Ratio	0.24			
Principal	1,285,000.00			
Interest	3,860.08			
Premium	0.00			
Total	1,288,860.08			

Table 2

**\$1,325,000
Pratt Community College
Refunding Certificates of Participation**

Series 2021 A

Estimated Debt Service to Maturity

Payment Date	Principal	Interest Rate*	Interest	Total Payments
1-May-20			0.00	0.00
1-Nov-20			0.00	0.00
1-May-21			0.00	0.00
1-Nov-21			2,639.15	2,639.15
1-May-22	190,000.00	0.250	3,467.50	193,467.50
1-Nov-22			3,230.00	3,230.00
1-May-23	220,000.00	0.300	3,230.00	223,230.00
1-Nov-23			2,900.00	2,900.00
1-May-24	200,000.00	0.350	2,900.00	202,900.00
1-Nov-24			2,550.00	2,550.00
1-May-25	205,000.00	0.500	2,550.00	207,550.00
1-Nov-25			2,037.50	2,037.50
1-May-26	205,000.00	0.650	2,037.50	207,037.50
1-Nov-26			1,371.25	1,371.25
1-May-27	205,000.00	0.850	1,371.25	206,371.25
1-Nov-27			500.00	500.00
1-May-28	100,000.00	1.000	500.00	100,500.00
1-Nov-28			0.00	0.00
1-May-29			0.00	0.00
1-Nov-29			0.00	0.00
1-May-30			0.00	0.00
1-Nov-30			0.00	0.00
1-May-31			0.00	0.00
1-Nov-31			0.00	0.00
1-May-32			0.00	0.00
1-Nov-32			0.00	0.00
1-May-33			0.00	0.00
Totals	1,325,000.00		31,284.15	1,356,284.15

Dated Date: 14-Jun-21
 Settlement Date: 14-Jun-21
 Bond Years: 4,846,736
 Average Life: 3.66

Net Interest Cost:
 Arb Yield
 Accrued Interest:

*GCCC Sale on April 12, 2021

Table 3

\$1,325,000
Pratt Community College
Refunding Certificates of Participation

Series 2021 A

Savings Report

Period Ending 30-Jun	Total Payments	Issuer Cash	Outstanding Debt Service	Cash Savings
2020	0.00	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00
2022	196,106.65	0.00	246,582.50	50,475.85
2023	226,460.00		226,960.00	500.00
2024	205,800.00		207,460.00	1,660.00
2025	210,100.00		208,020.00	-2,080.00
2026	209,075.00		208,270.00	-805.00
2027	207,742.50		208,200.00	457.50
2028	101,000.00		102,800.00	1,800.00
2029	0.00		0.00	0.00
2030	0.00		0.00	0.00
2031	0.00		0.00	0.00
2032	0.00		0.00	0.00
2033	0.00		0.00	0.00
	1,356,284.15	0.00	1,408,292.50	52,008.35
	Accrued Interest:			0.00
	Rounding Amount:			0.00
	Net Cash Savings			52,008.34
	Present Value of Savings:			51,815.00
				4.03%

Table 4

\$1,325,000
Pratt Community College
Refunding Certificates of Participation

Series 2021 A

Sources and Uses of Funds

<u>Sources</u>		
Certificates		1,325,000.00
Original Issue Discount		0.00
Forward Purchase Contract		0.00
Issuer Cash		0.00
Accrued Interest		0.00
Total Sources of Funds		1,325,000.00
<u>Uses</u>		
Escrow Deposit		1,288,860.08
Deposit to Bond Fund		0.00
Underwriter's Discount	1.00%	13,250.00
Costs of Issuance	1.73%	22,889.92
Rounding Amount		0.00
Total Uses of Funds		1,325,000.00
Special Counsel		8,000.00
Financial Advisor		8,000.00
Trustee		2,500.00
Official Stmt		2,000.00
Misc		2,389.92
Rating		0.00
Totals		22,889.92

➤ **Personnel Report:** *Dr. Calvert, (Information provided Rita Pinkall, Director of Personnel)*

May 2021

APPOINTMENTS

Pake Sipes	Computer Specialist (Support)
Jaret Johnson	Head Tennis Coach (1.0 FTE)

CHANGE IN STATUS

Al Wiese **to** Director of Maintenance, from Maintenance/HVAC/Plumbing & Electrical
Richard Villanueva **to** Asst. Baseball Coach (.50 FTE)/Instructor (.50 FTE), from Asst. Baseball (.50 FTE)

RESIGNATIONS/TERMINATIONS

Martha Cortes	Registrar
Sarah Babson	Assistant Registrar
Josh Campbell	Head Track/Asst Cross Country/Residential Supervisor
Jirah Simpson	Asst Track Coach, Field Events/Custodian
Justin Schwab	Daytime Security Officer
Ritchy Hitoto	Head Athletic Trainer/Instructor

RETIREMENTS

Dan Petz, Director of Maintenance

ONLINE SPRING 2021 CONTRACTS

Dave Campbell	EPD124-O-1E Electrical Theory
Dave Campbell	EPD251-O-1E/2E Transformers & Meter
Dave Campbell	EPD126-O-1E/2E Underground Systems
Dave Campbell	EPD150-O-1E/2E Electrical Essentials

SUMMER 2021 CONTRACTS

Mark Freeman	Course Development - ART133/EDU133 Elementary School Art
Ken Kepley	HPR-123-O-1E Concepts & Applications of Exercise Science
Ken Kepley	HPR125-O-1E Psychology of Sport

FALL 2021 CONTRACTS

Mark Freeman	ART139-O-1E Art Appreciation
Mark Freeman	ART133-O-1E/EDU133-O-1E Elementary School Art
Jason Ghumm	BIO278-O-1E Anatomy & Physiology
Sarah Jackson	MTH178-O-1E College Algebra
Ken Kepley	HPR123-O-1E Concepts & Applications of Exercise Science
Ken Kepley	HPR125-O-1E Psychology of Sport
Chris Nelson	INT109-O-1E Introduction to Network Technology
Chris Nelson	INT107-O-1E CompTIA A+ Essential
John Patton	BUS235-O-1E Microcomputer Office Applications I
Carol Ricke	BUS236-O-1E Business Communications
Carol Ricke	BUS249-O-1E Medical Terminology
Frank Stahl	PHL123-O-1E Comparative Religion
Frank Stahl	PHL276-O-1E Introduction to Ethics
Jerry Thompson	PSY132-O-1E Developmental Psychology

Stephanie Wiese
Stephanie Wiese

ENG176-O-1E English Composition I
ENG135-O-1E Writing for the Workplace

ADJUNCT 2021 CONTRACTS

Nikki Schmitz HOC104-O-1E Certified Medication Aide Update

FACULTY CONTRACT RENEWALS FOR 2021 – 2022

Misty Beck (1.0 FTE)	Jerry Haskell (1.0 FTE)	Jason Ratcliffe (1.0 FTE)
Dave Campbell (1.0 FTE)	Bradley Herndon (1.0 FTE)	Anna Reid (1.0 FTE)
Dave Chambers (1.0 FTE)	Jeff Hoffman (1.0 FTE)	Carol Ricke (1.0 FTE)
Roy Clark (1.0 FTE)	Michael Jackson (1.0 FTE)	Rocky Robinson (1.0 FTE)
Brandon Cummins (1.0 FTE)	Sarah Jackson (1.0 FTE)	Elmo Dean Senter (1.0 FTE)
Valarie Dellrocco (1.0 FTE)	Daryl Lucas (1.0 FTE)	Barrett Smith (1.0 FTE)
Flora Diaz (1.0 FTE)	Daniel Meng (1.0 FTE)	Angie Tatro (1.0 FTE)
Jenny Egging (1.0 FTE)	Lori Montgomery (1.0 FTE)	Jerry Thompson (1.0 FTE)
Carmen Forest (1.0 FTE)	Chris Nelson (1.0 FTE)	Tyler Wells (1.0 FTE)
Mark Freeman (1.0 FTE)	Otto Orosco (1.0 FTE)	Stephanie Wiese (1.0 FTE)
Jason Ghumm (1.0 FTE)	John Patton (1.0 FTE)	Ralph Williams (1.0 FTE)
Amy Giefer (1.0 FTE)	Paul Primrose (1.0 FTE)	Heather Wilson (.80 FTE)
		Alan Ziegler (1.0 FTE)

SEARCHING

Assistant Registrar
Asst Track Coach, Field Events (.51 FTE)/Custodian (.49 FTE)
Automotive/Welding Instructor, Pratt Campus
Clerical Support, Winfield
Custodian (part-time)
Daytime Security Officer
Evening Security Officer (part time)
Evening Security Officer (full time)
Maintenance Specialist (TBD)
Maintenance/ Bus Driver
Registrar
Snack Bar Assistant
Welding Instructor – Kingman
Adjunct Nursing Instructors – PN Program
Adjunct Nursing Instructors – ADN Program
Adjunct Clinical Instructors, Allied Health
Asst. Baseball Coach/Instructor (on hold)
Data Services Assistant (on hold)
eSports Coach (.25 FTE) (*new position*) – (on hold)
Head Athletic Trainer (on hold)
Head Track/Asst Cross Country (.51FTE) Residential Supervisor (.49 FTE) (on hold)
Office Assistant – Student Services (on hold)

➤ **Financial Reports – Kent Adams. VP of Finance and Operations**

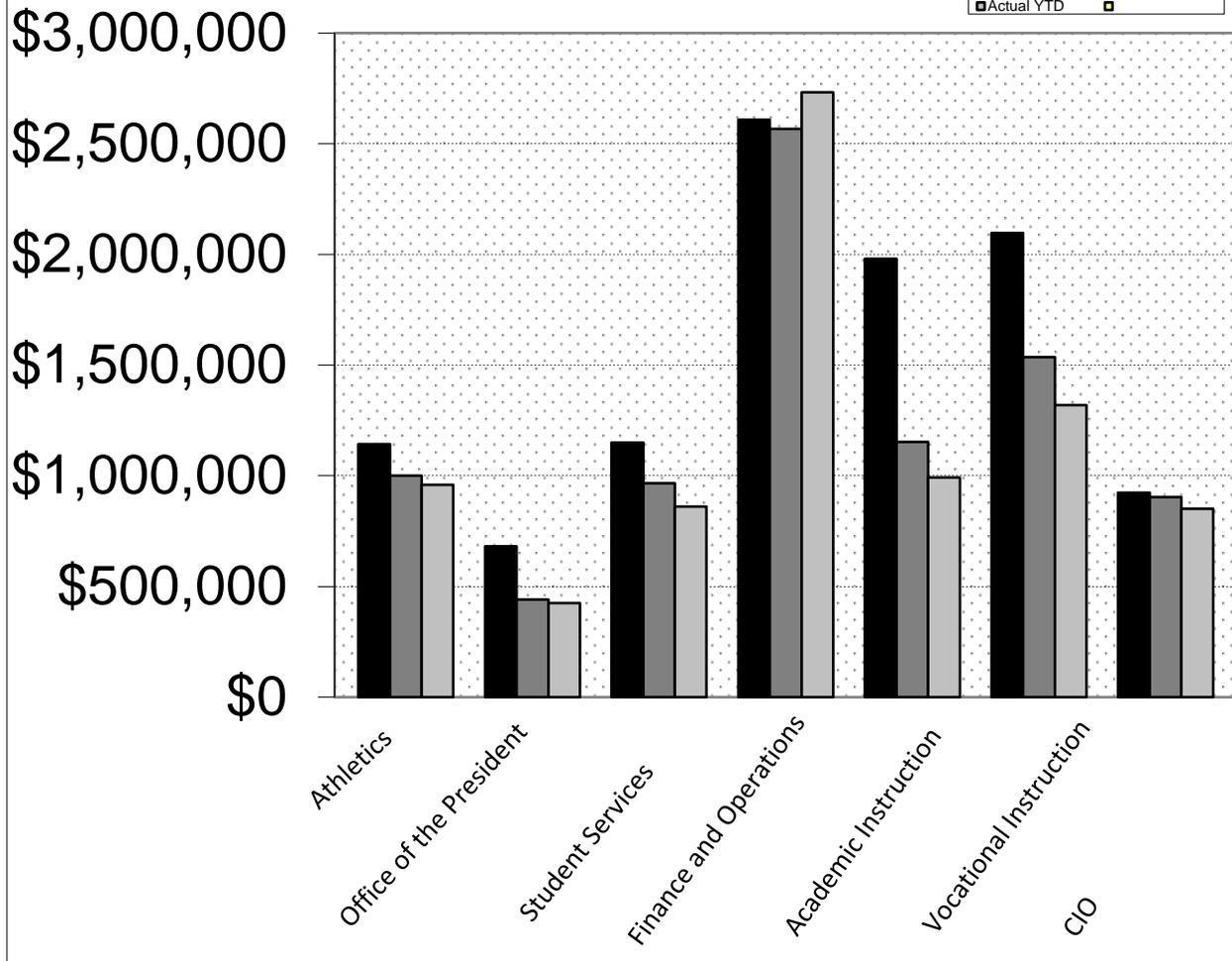
Combined General and Vocational Funds

	YTD BUDGET	YTD ACTUAL	DIFFERENCE	
REVENUES:				
GENERAL FUND	\$6,860,336	\$6,829,495	(\$30,841)	Unfavorable
VOCATIONAL FUND	\$2,145,250	\$2,235,912	\$90,662	Favorable
TOTAL COMBINED	\$9,005,586	\$9,065,407	\$59,821	Favorable
EXPENDITURES:				
GENERAL FUND	\$6,960,149	\$6,450,175	\$509,974	Favorable
VOCATIONAL FUND	\$1,663,765	\$1,446,072	\$217,694	Favorable
TOTAL COMBINED	\$8,623,915	\$7,896,247	\$727,668	Favorable
NET REVENUE (LOSS)	\$381,672	\$1,169,160	\$787,488	Favorable

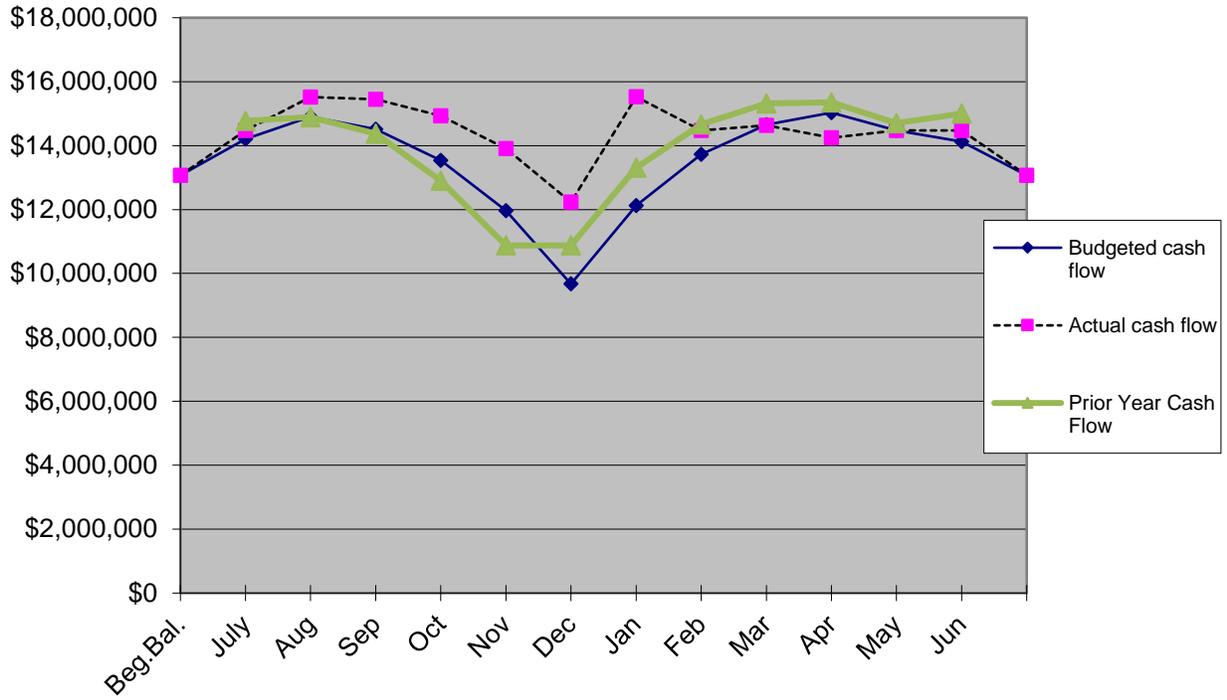
Revenue through April is running \$60K favorable. This compares to a favorable \$95K in March. Tuition is \$170K over budget. Ad valorem property tax is \$113K under budget. The ad valorem property tax underrun appears to be budget time-phasing and should catch up to budget in June. Motor vehicle tax is \$30K over budget. Delinquent tax is \$29K favorable. CTE funding is running \$118 unfavorable. Miscellaneous income is over budget \$63K due to payment plans.

Expenditures are running \$728K favorable through March. This compares to an underrun in March of \$537K. The underrun is good for this point in the budget year.

Budget Performance April YTD



Net Revenue & Expenditures Budget/Actual



Pratt Community College

Board of Trustees

May 17, 2021

For The Month Ended

April 30, 2021

ANALYSIS OF BUDGET OVER RUNS 10% OVER YEAR TO DATE

11-5500	(47,895)	OB – Intercollegiate Athletics
	850 – (\$37,175)	

EXPLANATION: \$37K over annual budget. Fund raising to cover scoreboard

11-6125	(\$ 9,508)	OB – Development
	613 – (\$ 7,398)	Printing
	700 – (\$ 2,298)	Supplies

EXPLANATION: \$10K over annual budget for printing and supplies

**PRATT COMMUNITY COLLEGE
BOARD OF TRUSTEES**

May 17, 2021

FINANCE COMMITTEE MINUTES

The finance committee met with the Vice President of Finance and Operations, electronically. The committee reviewed the cash disbursements for the month of April 2021.

Recommendation: The committee recommends the cash disbursements for the month of April 2021 be approved. No major trends were identified.

The presidential and board travel expenses were reviewed.

Recommendation: No problems or exceptions noted.

Other Items: No other items were discussed.

➤ **Weekly Enrollment Report** – *Lisa Perez Miller, VP of Student Enrollment Management*

Enrollment Update & Board Report – May 10, 2021

1. **2020-2021 Academic Year** – Credit hour production for the academic year is 25,521 and -1.8% below the figure reported on May 11, 2020.
2. **Spring 2021 Semester Enrollment**
 - Spring Semester credit hour production is 10,907 and -3% less than the same period last year.
 - Student headcount is 1,013 and equal to the Spring headcount for the same period last year.
 - EduKan credit hour production is 1,666 and -5% less than the same period in 2020.
 - Pratt Online credit hour production is 1,511 or an increase of 146% for the same period in 2020.
 - Outreach credit hour production is 1,362 or 3% greater than the same period last year.
 - College Start/High School enrollment is 1,429 credit hours, a 2% increase in production compared to the same period in 2020.
 - Credit hour production for the “Nine Core County Region” (*Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, Stafford*) is 4,688 hours, a comparison with the 2020 Spring Semester total of 4,970 for the Nine Core County Region.
3. **Spring 2021 Residence Hall Occupancy**
 - Residence hall occupancy is 78% or 255 students compared to Spring 2020 final figure of 289.5 or 85%. *Note: Maximum occupancy is 356; spots available for a residence hall contract plan are 326.*
4. **2021-2022 Academic Year** – Credit hour production for the academic year is 6,824 or -0.4% for the same period in 2020.
5. **Summer 2021 Semester Enrollment**
 - Summer Semester credit hour production is 1,885 or +11% for the same period last year.
 - Student headcount is 347 or +10% for the same period last year.
6. **Fall 2021 Semester Enrollment**
 - Fall Semester credit hour production is 4,939 or -4% for the same period last year.
 - Student headcount is 388 or a +5 increase for the same period last year.
7. **Fall 2021 Early Enrollment Goal Tracking**
 - % of possible (non-grads) returners enrolled in fall classes: 35% compared to 34% in Fall 2020
 - % of student-athlete (non-grads) enrolled in fall classes: 41% compared to 38% in Fall 2020
8. **Residence Hall Contracts for Fall 2021**
 - Paid contracts received to-date: 147 of the 326 available occupancy

Academic Year Comparisons

Credit Hours by Term	AY 2020-21		AY 2019-20		AY 2018-19	
	YTD 5/10/2021	% Change from 2019-20 YTD	YTD 5/11/2020	FINAL	YTD 5/13/2019	FINAL
Summer	2,207	9%	2,022	2,022	1,801	1,801
Fall	12,407	-2%	12,711	12,711	12,985	12,982
Spring	10,907	-3%	11,262	11,265	12,057	12,066
Total AY Credit Hours	25,521	-1.8%	25,995	25,998	26,843	26,849

Credit Hours by Tuition Plan	AY 2020-21		AY 2019-20		AY 2018-19	
	YTD 5/10/2021	% Change from 2019-20 YTD	YTD 5/11/2020	FINAL	YTD 5/13/2019	FINAL
Kansas Rate	17,897	3%	17,398	17,387	18,371	18,377
Non-Kansas Rate	6,872	-8%	7,499	7,513	7,483	7,483
International Rate	752	-32%	1,098	1,098	989	989
Total AY Credit Hours	25,521	-1.8%	25,995	25,998	26,843	26,849

Spring Semester Comparisons

	Spring 2021		Spring 2020		Spring 2019	
	YTD 5/10/2021	% Change from SP20 YTD	YTD 5/11/2020	FINAL	YTD 5/13/2019	FINAL
Overall						
Total Credit Hours	10,907	-3%	11,262	11,265	12,057	12,066
F.T.E.	727	-3%	751	751	803	804
Headcount	1,013	0%	1,017	1,021	1,109	1,110
Pratt Campus/Outreach						
Pratt Campus	6,368	-16%	7,579	7,570	8,137	8,140
eLearning (all on-line, not video)	3,177	34%	2,365	2,380	2,675	2,677
Outreach (not on-line)	1,362	3%	1,318	1,315	1,245	1,249
By Division						
Arts & Sciences	7,061	-7%	7,630	7,633	8,373	8,379
Technical Education	3,846	6%	3,632	3,632	3,684	3,687

eLearning: Pratt On-Line & EDUKAN

	Spring 2021		Spring 2020		Spring 2019	
	YTD 5/10/2021	% Change from SP20 YTD	YTD 5/11/2020	FINAL	YTD 5/13/2019	FINAL
EDUKAN	1,666	-5%	1,751	1,751	1,917	1,917
Pratt On-Line	1,511	146%	614	629	758	760
Total PCC eLearning	3,177	34%	2,365	2,380	2,675	2,677

Outreach

Ground courses that are not on the Pratt Campus	Spring 2021		Spring 2020		Spring 2019	
	YTD 5/10/2021	% Change from SP20 YTD	YTD 5/11/2020	FINAL	YTD 5/13/2019	FINAL
Outreach by Location						
Concurrent Ground*	417	-32%	611	611	579	579
Attica	101	53%	66	66	0	0
Coffeyville	187	-15%	221	221	306	306
Dodge City	210	121%	95	95	0	0
Medicine Lodge	48	129%	21	18	38	42
Wichita (WATC @ Wichita)	279	19%	234	234	170	170
Winfield	120	71%	70	70	152	152
Total Outreach by Location	1,362	3%	1,318	1,315	1,245	1,249

*Concurrent Ground = Concurrent Enrollment Partnership (subtype of NP - classes taught at the hs, during the hs day, by a hs instructor)
AND Concurrent (subtype of N [ex: automotive at Kingman] - classes taught at the hs, during the hs day, by a college instructor)

College Start / High School Enrollment by High School

This breaks out credit hour productions by High School enrollees in any course (to include CEP, EDUKAN, Pratt Campus, Online, etc.) by the High School in which the student is enrolled	Spring 2021		Spring 2020		Spring 2019	
	YTD 5/10/2021	% Change from SP20 YTD	YTD 5/11/2020	FINAL	YTD 5/13/2019	FINAL
High School						
Attica High School	12		6	6	6	6
Chaparral High School	41		39	39	56	56
Cunningham High School	57		17	17	30	30
Home School	44		13	13	43	43
Kingman High School	156		181	181	195	195
Kiowa County High School	50		75	75	122	122
Macksville High School	12		39	39	45	45
Medicine Lodge High School	222		165	162	124	134
Norwich High School	89		91	91	99	99
Pratt High School	402		328	324	465	465
Skyline High School	129		256	256	164	164
Stafford High School	33		12	12	15	15
The Learning Center at Pratt	5		18	18	40	40
All other High Schools	177		164	164	163	163
Total High School	1,429	2%	1,404	1,397	1,567	1,577

9 Core County Region

	Spring 2021		% Change from SP20 YTD	Spring 2020		Spring 2019	
	YTD 5/10/2021			YTD 5/11/2020	FINAL	YTD 5/13/2019	FINAL
County							
Barber County (BA)	347		N/A	374		N/A	387
Comanche County (CM)	60		N/A	32		N/A	62
Harper County (HP)	198		N/A	188		N/A	141
Kingman County (KM)	426		N/A	445		N/A	588
Kiowa County (KW)	198		N/A	218		N/A	205
Pratt County (PR)	1,856		N/A	2,036		N/A	2,298
Reno County (RN)	287		N/A	310		N/A	302
Sedgwick County (SG)	1,154		N/A	1,143		N/A	1,039
Stafford County (SF)	162		N/A	224		N/A	355
Total 9 Core County Region	4,688		N/A	4,970		N/A	5,377

Spring 2021 Enrollment Tracking

Spring 2021 Drop/Withdrawal Tracking & Residence Hall Status

			Week Classes Begin			
			Jan 20-22	Jan 25-29	Feb 1-5	Feb 8-12
	Spring 2021 YTD	Spring 2020 FINAL	Week 1	Week 2	Week 3	Week 4
Spring 2020 Comparison Stat - Full-time Drops + Withdrawals						
# of Full-time Complete Drops	11	16	4	1	1	3
# of Full-time Complete Withdrawals	11	4	0	0	0	0
Spring 2020 Comparison Stat - # Residence Hall Check-Outs						
# Residence Hall Check-Outs	16	0	4	0	0	1
# Residence Hall Occupants ¹	255	289.5	267	265	265	264
Occupancy Rate (326 available ²)	78%	85%	82%	81%	81%	81%

	Feb 16 20th Day		Mid-Term Week			N/A - NO SPRING BREAK	
	Feb 15-19	Feb 22-26	Mar 1-5	Mar 8-12	Mar 15-19	Mar 22-26	
	Week 5	Week 6	Week 7	Week 8	Week 9	SPRING BREAK	Week 10
Spring 2020 Comparison Stat - Full-time Drops & Withd.							
# of Full-time Complete Drops	0	1	1	0	0	N/A	0
# of Full-time Complete Withdrawals	0	0	2	0	1	N/A	0
Spring 2020 Comparison Stat - # Res. Hall Check-Outs							
# Residence Hall Check-Outs	0	1	1	0	0	N/A	0
# Residence Hall Occupants ¹	265	264	263.5	263.5	263.5	N/A	263.5
Occupancy Rate (326 available ²)	81%	81%	81%	81%	81%	N/A	81%

	Last day for W						
	Mar 29-Apr 2	Apr 5-9	Apr 12-16	Apr 19-23	Apr 26-30	May 3-7	May 10-14
	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Finals
Spring 2020 Comparison Stat - Full-time Drops & Withd.							
# of Full-time Complete Drops	0	0	0	0	0	0	0
# of Full-time Complete Withdrawals	1	2	4	0	1	0	0
Spring 2020 Comparison Stat - # Res. Hall Check-Outs							
# Residence Hall Check-Outs	2	1	2	0	2	2	2
# Residence Hall Occupants ¹	261.5	261	259	259	257	255	255
Occupancy Rate (326 available ²)	80%	80%	79%	79%	79%	78%	78%

¹ Students assigned an 8-week dorm plan are counted as .5 (1/2) here

² Max possible occupancy is 356. Currently, 30 spots are being used by staff who are not paying for a residence hall dorm plan or are set aside as COVID-19 quarantine rooms. Spots available for a residence hall dorm plan=326

* In Spring 2020, due to the situation with COVID-19, the dorms were closed and the occupancy rate was locked in as of 03/13/2020.



Nursing Program Enrollment Tracking

Column A	Column B	Column C	Column D	Column E	Column F	Column G	Column H	Column I
Academic Year	Term	Unduplicated Headcount of students coded as a nursing major during the academic year	Credit Hour Production by students in Column C in any/all courses	Credit Hour Production as a % of Total PCC Credit Hour Production	Credit Hour Production by students in Column C in courses that are NURSING ¹ related	Credit Hour Production as a % of Total PCC Credit Hour Production	Credit Hour Production by students in Column C in courses that are NOT NURSING ¹ related	Credit Hour Production as a % of Total PCC Credit Hour Production
2017-18 FINAL	Summer 2017		-	0%	-	0%	-	0.0%
	Fall 2017		289	2%	280	2%	9	0.1%
	Spring 2018		297	3%	273	2%	24	0.2%
	Total AY 2017-18	26	586	2%	553	2%	33	0.1%
2018-19 FINAL	Summer 2018		-	0%	-	0%	-	0.0%
	Fall 2018		543	4%	524	4%	19	0.1%
	Spring 2019		489	4%	466	4%	23	0.2%
	Total AY 2018-19	44	1,032	4%	990	4%	42	0.2%
2019-20 FINAL	Summer 2019		-	0%	-	0%	-	0.0%
	Fall 2019		445	4%	422	3%	23	0.2%
	Spring 2020		420	4%	395	4%	25	0.2%
	Total AY 2019-20	39	865	3%	817	3%	48	0.2%
2020-21 YTD	Summer 2020		-	0%	-	0%	-	0.0%
	Fall 2020		491	4%	487	4%	4	0.0%
	Spring 2021		434	4%	431	4%	3	0.0%
	Total AY 2020-21	45	925	4%	918	4%	7	0.0%

¹Nursing related coursework = any courses with KSPN or NUR prefix, HOC125, HOC182, IDS297.



Weekly Enrollment Report SUMMER

Academic Year Comparisons

Credit Hours by Term	AY 2021-22		AY 2020-21		AY 2019-20	
	YTD 5/10/2021	% Change from 2020-21 YTD	YTD 5/11/2020	YTD 5/10/2021	YTD 5/13/2019	FINAL
Summer	1,885	11%	1,699	2,207	2,248	2,022
Fall	4,939	-4%	5,153	12,407	5,932	12,711
Spring	0		0	10,907	0	11,265
Total AY Credit Hours	6,824	-0.4%	6,852	25,521	8,180	25,998

Credit Hours by Tuition Plan	AY 2021-22		AY 2020-21		AY 2019-20	
	YTD 5/10/2021	% Change from 2020-21 YTD	YTD 5/11/2020	YTD 5/10/2021	YTD 5/13/2019	FINAL
Kansas Rate	4,963	3%	4,838	17,897	5,526	17,387
Non-Kansas Rate	1,738	-7%	1,868	6,872	2,312	7,513
International Rate	123	-16%	146	752	342	1,098
Total AY Credit Hours	6,824	-0.4%	6,852	25,521	8,180	25,998

Summer Semester Comparisons

	Summer 2021		Summer 2020		Summer 2019	
	YTD 5/10/2021	% Change from SU20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
Overall						
Total Credit Hours	1,885	11%	1,699	2,207	2,248	2,022
F.T.E.	126	11%	113	147	150	135
Headcount	347	10%	315	441	397	393
Pratt Campus/Outreach						
Pratt Campus	139	0%	139	151	261	269
eLearning (all on-line, not video)	1,650	10%	1,504	1,988	1,875	1,657
Outreach (not on-line)	96	71%	56	68	112	96
By Division						
Arts & Sciences	1,448	10%	1,321	1,677	1,799	1,603
Technical Education	437	16%	378	530	449	419

eLearning: Pratt On-Line & EDUKAN

	Summer 2021	% Change from	Summer 2020		Summer 2019	
	YTD 5/10/2021	SU20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
EDUKAN	1,183	-7%	1,275	1,438	1,752	1,481
Pratt On-Line	467	104%	229	550	123	176
Total PCC eLearning	1,650	10%	1,504	1,988	1,875	1,657

Outreach

Ground courses that are not on the Pratt Campus	Summer 2021	% Change from	Summer 2020		Summer 2019	
	YTD 5/10/2021	SU20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
Outreach by Location						
Concurrent Ground*	0		0	0	0	0
Coffeyville	44		16	36	72	56
Dodge City	20		0	8	0	0
Greensburg	0		0	0	0	0
Kingman	0		0	0	0	0
Medicine Lodge	0		0	0	0	0
Wichita - WSU Tech	32		40	24	40	40
Winfield	0		0	0	0	0
Total Outreach by Location	96	71%	56	68	112	96

*Concurrent Ground = Concurrent Enrollment Partnership (subtype of NP - classes taught at the hs, during the hs day, by a hs instructor)
AND Concurrent (subtype of N [ex: automotive at Kingman] - classes taught at the hs, during the hs day, by a college instructor)

College Start / High School Enrollment by High School

This breaks out credit hour productions by High School enrollees in any course (to include Concurrent, EDUKAN, Pratt Campus, Online, etc.) by the High School in which the student is enrolled	Summer 2021	% Change from	Summer 2020		Summer 2019	
	YTD 5/10/2021	SU20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
High School						
Attica High School	0		0	0	0	0
Chaparral High School	0		0	0	0	0
Cunningham High School	0		0	5	5	3
Home School	0		3	3	3	9
Kingman High School	21		12	61	13	10
Kiowa County High School	0		0	0	0	0
Macksville High School	0		10	21	0	0
Medicine Lodge High School	0		11	14	0	0
Norwich High School	5		5	5	3	3
Pratt High School	24		22	17	10	5
Skyline High School	46		23	26	32	40
Stafford High School	0		0	10	0	0
The Learning Center at Pratt	10		10	10	15	10
All other High Schools	20		24	43	15	15
Total High School	126	5%	120	215	96	95

9 Core County Region

	Summer 2021		Summer 2020		Summer 2019	
	YTD 5/10/2021 ▲	% Change from SU20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
County						
Barber County (BA)	47		16	44	N/A	51
Comanche County (CM)	36		8	14	N/A	0
Harper County (HP)	41		45	33	N/A	13
Kingman County (KM)	60		43	134	N/A	65
Kiowa County (KW)	37		44	85	N/A	67
Pratt County (PR)	233		181	261	N/A	255
Reno County (RN)	47		29	47	N/A	29
Sedgwick County (SG)	176		147	156	N/A	110
Stafford County (SF)	9		23	61	N/A	35
Total 9 Core County Region	686 ▲	28%	536	835	N/A	625



Weekly Enrollment Report FALL

Academic Year Comparisons

Credit Hours by Term	AY 2021-22		AY 2020-21		AY 2019-20	
	YTD 5/10/2021	% Change from 2020-21 YTD	YTD 5/11/2020	YTD 5/10/2021	YTD 5/13/2019	FINAL
Summer	1,885	11%	1,699	2,207	2,248	2,022
Fall	4,939	-4%	5,153	12,407	5,932	12,711
Spring	0		0	10,907	0	11,265
Total AY Credit Hours	6,824	-0.4%	6,852	25,521	8,180	25,998

Credit Hours by Tuition Plan	AY 2021-22		AY 2020-21		AY 2019-20	
	YTD 5/10/2021	% Change from 2020-21 YTD	YTD 5/11/2020	YTD 5/10/2021	YTD 5/13/2019	FINAL
Kansas Rate	4,963	3%	4,838	17,897	5,526	17,387
Non-Kansas Rate	1,738	-7%	1,868	6,872	2,312	7,513
International Rate	123	-16%	146	752	342	1,098
Total AY Credit Hours	6,824	-0.4%	6,852	25,521	8,180	25,998

Fall Semester Comparisons

	Fall 2021		Fall 2020		Fall 2019	
	YTD 5/10/2021	% Change from FA20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
Overall						
Total Credit Hours	4,939	-4%	5,153	12,407	5,932	12,711
F.T.E.	329	-4%	344	827	395	847
Headcount	388	5%	371	1,153	450	1,180
Pratt Campus/Outreach						
Pratt Campus	3,274	-14%	3,795	7,350	4,296	8,313
eLearning (all on-line, not video)	655	85%	354	3,143	395	2,356
Outreach (not on-line)	1,010	1%	1,004	1,914	1,241	2,042
By Division						
Arts & Sciences	2,713	-1%	2,741	8,091	3,481	8,346
Technical Education	2,226	-8%	2,412	4,316	2,451	4,365

eLearning: Pratt On-Line & EDUKAN

	Fall 2021	% Change from	Fall 2020		Fall 2019	
	YTD 5/10/2021	FA20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
EDUKAN	118	-54%	259	1,673	216	1,574
Pratt On-Line	537	465%	95	1,470	179	782
Total PCC eLearning	655	85%	354	3,143	395	2,356

Outreach

Ground courses that are not on the Pratt Campus	Fall 2021	% Change from	Fall 2020		Fall 2019	
	YTD 5/10/2021	FA20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
Outreach by Location						
Concurrent Ground*	111		247	700	398	1,091
Attica	6		0	116	0	84
Coffeyville	489		349	333	565	407
Dodge City	102		136	256	0	115
Kingman	16		0	42	0	0
Medicine Lodge	0		0	8	0	0
Wichita - WSU Tech	286		272	306	278	251
Winfield	0		0	153	0	94
Total Outreach by Location	1,010	1%	1,004	1,914	1,241	2,042

*Concurrent Ground = Concurrent Enrollment Partnership (subtype of NP - classes taught at the hs, during the hs day, by a hs instructor)
AND Concurrent (subtype of N [ex: automotive at Kingman] - classes taught at the hs, during the hs day, by a college instructor)

College Start / High School Enrollment by High School

This breaks out credit hour productions by High School enrollees in any course (to include CEP, EDUKAN, Pratt Campus, Online, etc.) by the High School in which the student is enrolled	Fall 2021	% Change from	Fall 2020		Fall 2019	
	YTD 5/10/2021	FA20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
High School						
Attica High School	0		0	12	0	15
Chaparral High School	0		0	94	6	141
Cunningham High School	0		0	91	81	72
Home School	36		18	24	0	27
Kingman High School	113		96	172	162	154
Kiowa County High School	17		0	64	21	56
Macksville High School	0		17	49	0	119
Medicine Lodge High School	0		0	216	177	320
Norwich High School	94		33	84	72	92
Pratt High School	279		255	395	67	412
Skyline High School	57		21	204	39	288
Stafford High School	0		0	42	9	27
The Learning Center at Pratt	0		0	15	11	40
All other High Schools	88		0	157	40	95
Total High School	684	55%	440	1,619	685	1,858

9 Core County Region

County	Fall 2021		Fall 2020		Fall 2019	
	YTD 5/10/2021	% Change from FA20 YTD	YTD 5/11/2020	FINAL (grades still pending)	YTD 5/13/2019	FINAL
Barber County (BA)	70		46	345	N/A	501
Comanche County (CM)	56		18	88	N/A	36
Harper County (HP)	52		106	251	N/A	281
Kingman County (KM)	337		203	515	N/A	530
Kiowa County (KW)	32		23	231	N/A	239
Pratt County (PR)	868		849	2,174	N/A	2,145
Reno County (RN)	131		148	260	N/A	382
Sedgwick County (SG)	607		463	1,360	N/A	1,250
Stafford County (SF)	17		86	218	N/A	231
Total 9 Core County Region	2,170	12%	1,942	5,442	N/A	5,595



Fall 2021 Enrollment Tracking

Residence Hall Contract Status for Fall 2021

	Fall 2021 ¹ as of 5/10/2021	Fall 2020 as of 5/11/2020	Fall 2019 as of 5/13/2019
Total Available	326	N/A	N/A
Contracts	147	N/A	N/A
%	45%	N/A	N/A

¹Max possible occupancy is 356. Currently, 30 spots are being used by staff who are not paying for a residence hall dorm plan or are set aside as COVID-19 quarantine rooms. Spots available for a residence hall dorm plan=326.

²There are no comparison figures for Fall 2019 or Fall 2020.

*Students assigned an 8-week dorm plan are counted as .5 (1/2) here

FALL EARLY ENROLLMENT GOAL TRACKING

As of:	% of Possible Returners (Non-Grads) ¹ Enrolled in Fall Classes			% of Student-Athlete (Non-Grads) ² Enrolled in Fall Classes		
	Fall 2021	Fall 2020	Fall 2019	Fall 2021	Fall 2020	Fall 2019
	29-Mar	8%	N/A	7%	14%	N/A
5-Apr	15%	N/A	17%	19%	N/A	16%
12-Apr	19%	22%	23%	25%	27%	23%
19-Apr	25%	26%	28%	33%	30%	32%
26-Apr	29%	30%	40%	37%	36%	45%
3-May	35%	34%	45%	41%	38%	51%
1-Jun		43%	49%		47%	57%
6-Jul		48%	51%		52%	55%
26-Jul		55%	51%		59%	54%
2-Aug		59%	52%		65%	53%
9-Aug		60%	53%		66%	54%

¹Spring 2021 degree seeking students enrolled in 8+ crhrs that have not applied for graduation.

²Spring 2021 students coded with a sport that have not applied for graduation.

X: Action Item(s)

➤ **RATIFY WAIVER OF BOARD POLICY NO. 3-07 - Kent Adams**

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of WatchGuard Software Licensing in the amount of \$10,785.68 from Tavtech. This is a sole-source due to Tavtech being the licensed distributor of the software in this area.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of kneepads and backpacks for Volleyball in the amount of \$1,900.00 from Graphic Edge. This is a sole-source due to the contract with Graphic Edge.

The administration requests the ratification of the waiver of Board Policy No. 3-07 for the sole-source purchase of RN and PN Comprehensive Assessment Review in the amount of \$14,025.00 from ATI. This is a sole-source due to ATI being the vendor selected by nursing for the nursing student review. This cost is paid from nursing student fees.

➤ **Resolution to Approve Series 2021 a COP Resolution**

➤ **Resolution to Approve Homeland Security Region E Hazard Mitigation Plan**

Resolution # 20-002

Resolution #20-002: Adopting the Kansas Homeland Security Region E Hazard Mitigation Plan

Whereas, Pratt Community College recognizes the threat that natural hazards pose to people and property within our community; and

Whereas, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

Whereas, the U.S. Congress passed the Disaster Mitigation Act of 2000 (“Disaster Mitigation Act”) emphasizing the need for pre-disaster mitigation of potential hazards;

Whereas, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

Whereas, an adopted Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre- and post-disaster mitigation grant programs; and

Whereas, Pratt Community College fully participated in the FEMA prescribed mitigation planning process to prepare this Multi-Hazard Mitigation Plan; and

Whereas, the Kansas Division of Emergency Management and FEMA Region VII officials have reviewed the Kansas Homeland Security Region E Hazard Mitigation Plan, and approved it contingent upon this official adoption of the participating governing body; and

Whereas, Pratt Community College desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Kansas Homeland Security Region E Hazard Mitigation Plan; and

Whereas, adoption by the governing body for Pratt Community College demonstrates the jurisdictions’ commitment to fulfilling the mitigation goals and objectives outlined in this plan, and

Whereas, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan.

Now, therefore, be it resolved, that Pratt Community College adopts the Kansas Homeland Security Region E Hazard Mitigation Plan as an official plan; and

Be it further resolved, Pratt Community College will submit this Adoption Resolution to the Kansas Division of Emergency Management and FEMA Region VII officials to enable the plan’s final approval.

05/17/2021

Date

Certifying Official

➤ **Policy Review(s) – Dr. Michael Calvert**

 BOARD POLICY	Number	2-01
	Policy Type	Mission/Philosophy
	Adoption	10-14-1975
	Deletion	
	Revision	05-17-2010
	Review	04-13-2020
	Date	

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 state and private higher education institutions to provide additional, lower division, upper division and graduate instruction.
10. Foster an institutional environment that promotes the freedom of inquiry necessary for exceptional learning and teaching.

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



BOARD POLICY

Number	2-04
Policy Type	Mission/Philosophy
Adoption	06-21-2004
Deletion	
Revision	05-21-2018
Review Date	05-11-2020

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 entry-level 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 student success and support fiscal viability as well.

Revision Dates: 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.



BOARD POLICY

Number	3-08
Policy Type	Executive Limitations
Adoption	02-17-1997
Deletion	
Revision	05-16-2017
Review Date	05-20-2019

COMMUNICATION AND COUNSEL TO THE BOARD

The President will keep the Board appropriately informed.

The President will:

1. Monitor data requested by the Board and submit the data promptly and accurately addressing provisions of the Board policy(ies) being monitored.
2. Inform the Board of relevant trends, anticipated adverse media coverage, actual or anticipated legal actions, external and internal material changes, on Board policy(ies) previously been established.
3. Express concern when policies on Governance Process and Board-Staff Relationship are not in compliance pertaining to Board behavior causing disruption between the Board and the President.
4. Present information in an accurate, complete and timely fashion.
5. Provide a process of communication for the board, officer or committee.
6. Work with the Board as a whole, unless it is fulfilling individual request(s) for information, or responding to officer(s) or committee(s) duly charged by the Board.
7. Report an actual or anticipated non-compliance with any policy(ies) of the Board.

Revision Date: 05-16-2017



BOARD POLICY

Number	3-09
Policy Type	Executive Limitations
Adoption	03-17-1997
Deletion	
Revision	05-16-2017
Review Date	05-20-2019

ASSET PROTECTION

The President will ensure college assets are and adequately maintained.

The President will:

1. Insure against theft and casualty losses in amounts consistent with replacement values or against liability losses to Board members, staff or the college in amounts consistent with limits of coverage obtained by comparable organizations.
2. Prohibit personnel without bonding access to material amounts of funds.
3. Ensure that physical plant and equipment will be properly maintained and used as intended.
4. Not unnecessarily expose the college, the Board or staff to claims of liability.
5. Receive, process or disburse funds while maintaining controls sufficient to meet audit standards.
6. Invest in interest bearing accounts or in investments permitted by Kansas law. Further, no investments shall be made without compliance with, in order of priority, the following principles: (a) security of the investment; (b) receiving favorable consistent interest earned on the investment; (c) local financial institutions receiving favorable consideration where (a) and (b) are relatively equal.
7. Seek Board approval before acquiring, encumbering, or disposing of real property.
8. Protect property, information and data from loss or damage.

Revision Dates: 05-16-2017



BOARD POLICY

Number	4-11
Policy Type	General
Adoption	02-16-2004
Deletion	
Revision	11-21-2005
Review Date	05-20-2019

TRUSTEE / BOARD DEVELOPMENT & TRAVEL POLICY

1. The Pratt Community College (PCC) Board of Trustees recognizes that board education, advocacy before local/state/national legislators and government officials, fundraising, and support of PCC and community colleges in general are very important parts of the Board’s role and responsibilities. Furthermore, the PCC Board recognizes that there are legitimate reimbursable expenses associated with effectively discharging their responsibilities. Board members shall be reimbursed for travel expenses to include transportation, lodging, and meals, seminar/conference fees, and other reasonable expenses. Mileage will be paid at the prevailing college rate for use of personal vehicle. Travel by plane or other public transportation will not exceed the lowest quoted coach fare. If a trustee chooses to travel by personal vehicle, reimbursement for all expenses, i.e. mileage, meals, tolls and parking will not exceed the cost of the lowest quoted airfare.
2. The PCC Board strongly encourages its members to actively pursue and take advantage of opportunities for board education beyond the borders of Pratt County. Board education involves orientation to trustee responsibilities, college finances and local, state and national issues and trends affecting community colleges. Trustees are expected to utilize the resources of the Kansas Association of Community College Trustees (KACCT) and the Association of Community College Trustees (ACCT); attendance at association conferences and meetings and KBOR meetings is strongly encouraged as a means of becoming a more qualified trustee. The Board will assure that sufficient funds are budgeted for members to attend at least one state and/or national conference/meetings annually that furthers this objective.
3. The PCC Board strongly encourages its members to participate in efforts aimed at benefiting PCC, and community colleges in general, at state and national levels. Such encouragement also extends to advocacy activities at the state and national levels with legislators, governmental officials, national organizations, businesses and influential people when the college may benefit from that advocacy. The Board recognizes that such activity is not without expense, and therefore authorizes reimbursement for reasonable and legitimate expenses associated with these activities.
4. The PCC Board also encourages its members to actively participate in fundraising activities sponsored by Pratt Community College and/or Pratt Community College Foundation, or other fundraising activities, which may benefit Pratt Community College.

The Board authorizes reimbursement for reasonable expenses associated with fundraising activities.

5. The PCC Board recognizes that Board members may incur other legitimate expenses in pursuing the continued maintenance, growth, and development of Pratt Community College such as academic events, athletic events, awards ceremonies, and other such activities. The Board may authorize reimbursement for reasonable expenses incurred by Board members engaged in such activities, and for other activities not specifically addressed here, which may benefit Pratt Community College.
6. Board members' expenses associated with the activities described herein will be reviewed monthly by the Board's Finance Committee and noted in the minutes of that committee which shall appear as part of the agenda for monthly Board meetings.

Revision Dates: 11-21-2005.



BOARD POLICY

Number	5-03
Policy Type	Personnel
Adoption	01-13-2014
Deletion	
Revision	
Review Date	05-20-2019

Senior Level Administrative Residency Policy

The Board of Trustees deems it necessary for senior level administrative employees to establish residency within the boundaries of Pratt County throughout their period of employment. Residency promotes interest, loyalty, and knowledge of the county's conditions by creating a feeling of a greater personal stake in the college's progress. This policy will go into effect as new senior level administrators are hired; current administrators are exempt.

“Senior Level Administrative Employees” is defined as the President
and Vice Presidents of the College

X New Policy: 01-13-2014



BOARD POLICY

Number	6-01
Policy Type	Ends
Adoption	03-16-1998
Deletion	
Revision	05-12-2008
Review Date	05-11-2020

VISION

Pratt Community College will be recognized as a center of excellence for higher education.

Elaboration: PCC will be mission and market driven, geographically diverse, and known for its excellence in education, business/industry training and student/customer service. Students and customers will be able to choose from a menu of quality driven, value-added traditional and distance educational programs and services. Providing outcomes-driven instruction, and support services that enhance the growth and development of our students in a learning centered environment will be an institutional priority. The college will also be known as the region's higher education center for the delivery of upper division and graduate instruction through cooperating universities. PCC will use leading edge technology for delivery of instruction and services conveniently, efficiently and effectively. The college administration will assure that a participative management environment and healthy institutional climate exist for the benefit of all constituencies. Business, industry and community leadership will partner with the college to address educational and training issues.

X This replaces policy dated 05-12-2008, 05-15-2006, 05-17-2004.

XI. Oral Reports

- **Nursing** – *Diana Mitzner, Director*

Quarterly NCLEX-RN Pass Rates

	<u>1st Quarter</u> (January-March)	<u>2nd Quarter</u> (January-June)	<u>3rd Quarter</u> (January-September)	<u>4th Quarter</u> (January-December)	Kansas Average	National Average
2015	70.00%	73.24%	70.75%	66.94%	79.96%	85.49%
2016	100.00%	30.00%	31.25%	31.25%	78.56%	84.57%
2017	No 1st time testers	71.43%	81.82%	83.33%	82.10%	87.11%
2018	No 1st time testers	No 1st time testers	No 1st time testers	No 1st time testers	88.90%	88.29%
2019	No 1st time testers	70.59%	70.83%	70.83%	86.6%	88.18%
2020	No 1 st time testers	100.0%	64.71%	64.71%	86.18%	86.57% <i>No</i>
2021	No. 1 st time testers					

Pratt Community College Practical Nursing Students Quarterly NCLEX-PN Pass Rates

	<u>1st Quarter</u> (January-March)	<u>2nd Quarter</u> (January-June)	<u>3rd Quarter</u> (January-September)	<u>4th Quarter</u> (January-December)	Kansas Average	National Average
2015	No first time testers	75.00%	75.00%	76.92%	88.26%	82.14%
2016	No first time testers	71.73%	83.33%	83.33%	87.66%	83.73%
2017	No first time testers	88.89%	90.91%	90.91%	87.53%	83.85%
2018	No first time testers	92.31%	85.00%	85.00%	88.31%	85.91%
2019	No first time testers	88.89%	90.00%	90.00%	89.24%	85.63%
2020	No first time testers	100%	100%	90.19%		
2021	No. first time testers					

Nursing Program Information

Acronyms:

<u>Acronym</u>	<u>Terminology</u>	<u>Acronym</u>	<u>Terminology</u>
ACEN	• Accreditation Commission for Education in Nursing	KSBN	• Kansas State Board of Nursing
ADN	• Associate Degree Nurse	LPN	• Licensed Practical Nurse
APRN	• Advanced Practice Registered Nurse	MSN	• Masters of Science in Nursing
BSN	• Bachelors of Science in Nursing	NCLE X	• National Council Licensure Examination
DNP	• Doctorate of Nursing Practice	RN	• Registered Nurse

Accreditation:

- National: Pratt Community College is required by ACEN to have at least 80% for all first-time test-takers during the same 12-month period.
- State: Pratt Community College's PN Program has full approval and ADN Program has Conditional Approval by KSBN. Next site visit Fall 2020.

2019-2020 Program Graduates & NCLEX

Pass Rates:

Location	# Not Tested	Graduates	Pass Rate
• PN Pratt	0	-	-%
• PN Winfield	0	-	-%
• ADN Pratt	0	-	-%
• ADN Winfield	0	-	-%
• ADN Online	0	-	-%

Pass rates are specific to each location graduates and reflects first attempt.
KSBN reports pass rates for any graduate who take NCLEX within a given year.

2020-2021 Enrollment & Capacity:

Location	Enrollment	Capacity
• PN Pratt	7	20
• PN Winfield	4	20
• ADN Pratt	6	
• ADN Winfield	4	30
• ADN Online	14	
Totals	35	70

Nursing Team

Position & Location

Credentials

Contact Information

• Diana Mitzner	Director of Nursing	MSN-Ed/RN	dianam@prattcc.edu	• 620.450.2237
• Amy Giefer	PN Pratt Instructor	RN/BSN*	amyg@prattcc.edu	• 620.450.2157
• Anna Reid	ADN Pratt Instructor	BSN / RN / MSN**	annar@prattcc.edu	• 620.450.2242
• Christina Watters	ADN Winfield Instructor	RN/MSN	christinaw@prattcc.edu@prattcc.edu	• 620.229.5993

* to complete BSN – by September 2020

**to complete MSN –by May 2021

➤ **Nursing Report Cont'd.**

Student Updates:

Selections for the fall are complete for both programs. Acceptance letters have been slowly coming back in. June 1st is the deadline for letters to be returned. Will have a more accurate number of students for fall after that deadline

Current status of students:

- PN- all passed
- ADN- have one student yet to test
- NCLEX Review starts the week of the 10-13th for both programs. Will be done live, virtually.

Faculty/Staff Update:

- Still searching for someone to fill the secretary position at the Winfield campus.
- Cassandra Stein, RN, PN Pharmacology instructor in Winfield, has resigned

KSBN Update:

- No updates received to date regarding the virtual site visit on March 31st -April 1st .
- No first-time testers in the start of the second quarter (January -June)

➤ **Faculty Report:** *Carol Ricke, PHEA President*

Carmen Forest: Annually I have Stephanie Becker, our local dietician, come to my nutrition class to do a wrap-up with questions that the students presented in their first assignment in the class. I ask for 3 Burning Questions of potential myths, misunderstandings, or beliefs they may have relating to nutrition.

Other guest speakers/activities from Carmen Forest:

- ✓ Jodi Drake came to talk about frugal/thrifty shopping and spoke about eating for college students
- ✓ Motorcycle Mary McCune came to Personal/Community class to do her financial presentation
- ✓ Rocky Robinson did a presentation on guns for my Gun Control unit
- ✓ Joy Schwartz presented about Sexual Abuse and Date Rape Culture on College Campuses
- ✓ Justin Schwab did the ALICE training for potential intruder on college campuses
- ✓ Larrison Mortuary the class took a behind the scenes tour of Larrison's Mortuary, a class favorite!

Jason Ghumm: The results of the microbiology experiments with the charging stations proved successful. Exposure to UV light did in fact inhibit the growth of microbes. In most cases killing them.

Ralph Williams: Ag Power is proud to report we have 5 sophomores completing our program this year. Mitchell Becker, employed with Prairieland Partners Winfield. Brandon Tillotson working at Prairieland Partners, Anthony. Roylin Moore in the Carrico Implement shop in Ellsworth. Hunter McCurdy is at the KanEquip Ottawa location. Tanner Smith repairs construction equipment for Andale Concrete. These 5 and

thousands like them will keep America producing food, rolling and building with their diagnostic and repair skills.

Paul Primrose & Jason Ghumm: Jason Ghumm, a student and myself will be going to Hannah Barillo's 5th grade class at Skyline to put on a short 30 minute science demonstration, "Fun with Gases". We are going to have three demonstrations with the last one being an implosion of a 55 gallon barrel. Emily Yell, PCC Marketing, will thankfully be able to come and capture a few of the moments with the students.

Carol Ricke & Jenny Egging: Students from Jenny Egging's classes and my Microeconomics class were able to participate in a live Webinar titled **COVID-19 Effects on Institutions and Economic Policy** with Jim Gwartney and Tawni Hunt Ferrarini.

➤ **Staff Senate**– *Justin Schwab, President*

Work-Life-Enrichment

The Monthly Work Life-Enrichment Zoom presentation took place on April 14, 2021. Head Cheer Coach Shae Napier presented the In-Outs of Cheerleading and the challenges they face providing an inside look of PCC Cheer Program and Accomplishments.

On May 12th, 2021 at 2pm a presentation on "Violent Critical Incidents" occurred discussing techniques used at PCC during violent critical incidents for faculty, students, and staff. We discussed the ALICE program (Alert, Lockdown, Inform, Evacuate).

The next Work Life-Enrichment Zoom presentation will occur on June 9th 2021. Jacquelyne Leffler from Leffler Prime Performance will present the pros & cons of selling directly beef to the consumer, talk about the market, and provide information about her family's operations pre-covid and after. We feel this will be an educational presentation that will discuss the benefits of buying direct vs that from a grocery store.

Staff Senate works hard throughout the year exploring new ideas for presentations, however it can be difficult to come up with ideas at times that draw an audience or are beneficial to our faculty & staff, therefore we are asking for your help. If you have an idea or connection to someone that has a subject or topic that may be beneficial or interesting to our faculty, and or staff here at PCC please feel free to email our chair of the "Work-Life-Enrichment" committee Donna Meir Pfeifer with your ideas. With the ability to utilize zoom, we can now reach out to outside agencies, organizations, and individuals that have interest in presenting.

2021 Goals

At our most recent meeting on Tuesday, May 11, 2021 the Senators discussed the current Maternity & Paternity Leave policy and are exploring options for changes that do not require an individual to use all vacation/sick time prior to FMLA.

Staff Senate is actively working to prioritize goals that have been discussed while in session. And are preparing to hold meetings with the Presidents Cabinet to present proposals and provide updates on issues presented during Staff Senate Surveys.

Officers

Staff Senate is in the process of electing officers, and preparing to hold elections for new members including that of the Vice President seat. Additionally, I would like to take this time to thank everyone for the opportunity and experiences that were afforded to me during my time at PCC. I will be passing on the President Position to Sarah Binford whom will resume all responsibility and duties of staff senate, as I have turned in my resignation and my last day at PCC was on May 15, 2021.

Thank you for allowing me to be a part of the PCC Family. – Justin Schwab

Staff Senate Meeting

Staff Senate is comprised of several talented and well-informed individuals from across campus that are committed to working for you and improving our workplace culture. Staff Senate meetings are open to all faculty, and staff at Pratt Community College. We welcome your attendance at meetings which are held biweekly via zoom or in person in room #312 of the Riney Student Conference Center @ 08:30am. You can request a meeting invitation by emailing justins@prattcc.edu or sarahb@prattcc.edu.

Please feel free to visit the Staff Senate webpage and submit any additional issues/concerns/suggestions that Staff Senate can clarify or help advocate on the behalf of all staff at Pratt Community College. The purpose of Staff Senate is to provide input to President's Cabinet on:

1. Work related issues/concerns/suggestions raised by staff in an effort to improve staff morale
 2. To recommend staff development activities which will provide opportunities for professional growth, enrichment, and improved productivity in the institution's working environment
 3. Assist all staff in supporting the college mission
- **Athletic Report** – *Tim Swartzendruber, Athletic Director*

News

- Wrestling: team placed fourth in NJCAA National Tourney in Council Bluffs, IA, April 20-21. Highest team finish ever for PCC. Michael Spangler, won second National Championship. Jake Beeseon, Dayton Porsch, and Jason Henschel all finished as National Runner-up. Seven wrestlers finished in top eight which deemed them All Americans.
- Baseball: 6-22 in conference, 13-29 overall.
- Softball: 1-25 in conference, 7-42 overall.
- Track: 12 athletes qualified for NJCAA National Track meet in Levelland, TX.
- Men's soccer: 5-1 in conference, 6-3 overall. Currently tied for first in conference and have tie-break advantage.
- Women's soccer: 4-2 in conference, 4-2 overall. Currently second in conference.

Social Media

- Gobeaversports.com – website
- Twitter: @PrattBeavers (1392 followers as of May 6; 1362 last month)

- Facebook: Pratt Community College Athletics
- Instagram: @PrattBeavers 401 followers as of May 6; 365 last month)

Other

- Jeret C. Johnson hired as tennis coach. Began duties May 7.
- Beaver Backer Golf Tournament August 29 @ Park Hills Country Club
- Michael Spangler and Jake Beeson voted “Co-Male Athletes of Year” by coaches.
- Morgan Schrag voted “Female Athlete of Year” by coaches
- Tentative Hall of Fame Induction October 9 during the “Back to Pratt Jamboree”

➤ **Chief Information Officer** - *Jerry Sanko, CIO*

Information Technology Project Update:

- **PowerCampus/Selfservice upgrade to version 9:** Departments are testing the system, and IT is working on additional configurations. We are still on target for rolling out the new version in June of 2021. This upgrade will involve downtime (upgrade/configuration/AD switch-over/Client Install).
- **Updating media in room 312:** We have received quotes from three vendors, and we are now working on developing plans to present setup options based on quoted pricing.
- **GreatPlains:** Now that the issues have been resolved, we are working on preparations for upgrading the GreatPlains system soon after the PowerCampus is completed in June.
- **Personnel:** We are excited to announce that we have hired a new person to fill the Computer Center Support position. Pake Sipes is currently a student in the INT program, and will be joining our team fulltime after graduation.
- **Prep for summer projects:** We are preparing for summer projects (computer lab upgrades, completing dorm wiring project, security camera upgrades, switch upgrades, PowerCampus upgrade, GreatPlains upgrade), as well as IT needs for the graduation ceremony and beaver building days.
- **Security Services:** We have signed a contract to leverage security operations services from OculusIT, and we are now in project discovery phase. We will be working throughout the summer to setup servers that will be used by our security team.
- **Security Auditing Services:** OculusIT will also be working with us throughout the summer to perform security audits. The result of these audits will be suggestions about policies and procedures to ensure that we remain compliant with cybersecurity regulations and standards.

Data Services Department Update:

- KBOR Excel in CTE (formerly SB155) Collection has been submitted
- Finalizing the SPuR Feedback Reports for the Academic and Technical Programs.

Foundation Report – Barry Fisher, Director

Scholarship Auction

As of 5/10/21 the total amount raised from the auction is \$55,235. We will be sending out an appeal by mail and email for additional donations to help us reach or exceed our goal of \$60,000.

We are pleased to report that every Trustee and all members of the PCC Administration made gifts to the auction as a donor and/or buyer. Every member of the Administration provided an auction sponsorship. Thank you!



Capital Campaign

We would like to say thank you to Michele and Kevin Hamm for their recent gift of \$2,000 in support of the Track and Soccer Project.

Now that the auction is complete, we will be in contact with Skyline to hopefully finalize an agreement to bring them into the community partnership on the Track and Soccer project.

- **KACCT (Kansas Association of Community College Trustees) - Michele Hamm, PP**
No report was submitted
- **ACCT/NLS (Association of Community College Trustees/National Legislative Summit)**
- **AACC (American Association of Community Colleges) – Dr. Calvert, President**
- **Other –**

XII. Wrap Up

- **Comments from the Public –**
- **Comments from the President – Dr. Calvert, President**
 1. Participated in Taxing Entities meeting.
 2. Participated in EDUKAN Board meeting.
 3. Participated in weekly Presidents meetings.
 4. Participated in NJCAA Board of Regents Zoom meeting.
 5. Participated in Campaign Leadership Council meeting.
 6. Attended KBOR meeting via Zoom.
 7. Participated in Special Board of Trustees meeting.

8. Attended Technical Education Authority meeting via Zoom.
9. Participated in AACC Virtual Conference which meets one day/week throughout May.
10. Participated in KJCCC President's meeting.
11. Met with Cowley College administrators to discuss Nursing partnership in Winfield.
12. Met with representatives from area community college to discuss partnership opportunities.
13. Participated in Virtual visit with Student Leadership Council.
14. Participated in meetings of Track/Field Management Committee.
15. Recognized EPT students along with ITC.
16. Facilitated All-Employee meeting.
17. Met with current ADN Nursing Students along with cabinet.
18. Met with President's Advisory Council.
19. Met with Technical Program Leads to discuss new Promise Act.
20. Grilled lunch for staff senate.
21. Helped cook and serve students at late night breakfast.
22. Participated at Commencement.

➤ **Comments from the Board Vice Chair** – *Mike Koler*

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

XIV. Adjourn Meeting