

## Board of Trustee Minutes of April 18, 2022 Meeting

- I. Trustee Chair Mike Koler called the meeting to order at 6:00 p.m.
- II. Pledge of Allegiance was led by Trustee Kim DeClue  
  
**Trustees Present:** Mike Koler, Chair, Ed Barrett, Vice Chair (VC), Michele Hamm, Kim DeClue, Duane DeWeese, Eric Killough, and Stan Reimer  
  
**Trustee(s) Absent:**  
  
**Administrative Present:** 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, Jerry Sanko, Chief Information Officer, Barry Fisher, Executive Foundation Director, Institutional Advancement, Alumni Relations, and  
  
**Administrative(s) Absent:** Donna Meier Pfeifer, Board Clerk  
  
**Media Representation:** No representation
- III. **Introduction of Guest(s) – Dr. Calvert**  
Janie Whitman , Finance and Operations Assistant
- IV. **Recognition of Awards of Excellence – Dr. Calvert**  
Rodeo: Coach Rocky Patterson  
Josie Bollman – placed 6<sup>th</sup> Barrell Racing at the Garden City Rodeo event  
Avary Brown – Champion Break Away Roper at Kansas State  
  
Cheer Squad: Coach Shae Napier and the Cheer Squad competed at Nationals in Florida and placed third. Cheer Squad Team:  
Hailey Curran, Shelby Cunningham, Sarah Briggs, Coleman Wright, Adalynn Wells, Kyler Ward, Audry Vorabough, Hogan Thompson, Jallen Sullivan, Jacelyn Rios, Nayely Quinonez, Jaquelyn Quinonez, Gina Olivas, Grant Murray, Jacob Mitchell, Betty Jo McNett, Jazmin Levario, Nissa Leon, Stephanie Kerst, and Keith Caleb.
- V. **Discussion:**
  - A. **COVID-19 – Dr. Calvert**  
Campus is doing good, will continue to monitor any variances and following CDC guidelines.
  - B. **PCC KPI Dashboard – Dr. Calvert and Lisa Kolm**  
Institutional Aims: Enrollment Stability – Student Success – Financial Viability  
This dashboard report keeps the Board informed.
  - C. **MIS Report(s) – Kyle Jackson, Coordinator of Institutional Research & Effectiveness**  
Average Section Size, Student/Faculty Ratio & Faculty Load
  - D. **PCC 2022 / 2023 Budget Calendar – Kent Adams**  
Mr. Adams explained the Budget Calendar with the dates of when to notify the county clerk if exceed the Revenue Neutral Rate and Public Hearing on Resolution

to Exceed Revenue Neutral Tax-Rate, Public Hearing of Final Legal Budget and vote to adopt Resolution and final legal budget.

Board Administration Budget Planning Session will follow the regular May 16, 2022 Board of Trustee meeting.

June 21, 2022 Board will need to determine if planning to exceed Revenue Neutral Rate.

July 15, 2022 to notify County Clerk of intent to exceed Revenue Neutral Rate.

August 22, 2022 Regular Board Meeting moved from August 15, 2022.

VC Barrett requested to get verification if posting the budget on the institution's website meets the public notification requirements. Mr. Adams will look into this.

**VI. Communication to the Board – *Janie Whitman in Board Clerk's Absence***

Dr. Calvert read to the Board the letter from USD 382 Superintendent Tony Helfrich and Dave Schmidt expressing their gratitude to PCC for using the Dennis Lesh Sports Arena to hold the Memorial Service for Jason May.

**VII. Calendar of Events – *Dr. Calvert, President***

May 6, 2022 – Annual Scholarship Auction – Dennis Lesh Sports Arena

May 13, 2022- Commencement – 1:00 p.m. and 3:00 p.m.

May 16, 2022 – Board meeting and Budget Planning Session following

VP DePew announced the Boyd Davies Executive of Residence is on hold for this year.

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

Chair Koler asked for a motion to approve the consent agenda as presented. Trustee DeClue made the motion to approve the consent agenda as presented. Motion was seconded by Trustee Hamm.

Chair Koler asked if there is an item or items that would like pulled from the agenda. No requests were made.

With no further discussion motion carried unanimously.

**Minutes:**

Minutes of the Board Trustee Meeting of the March 21, 2022 were presented.

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

**IX. Action Items**

➤ **Ratify Waiver of Board Policy No. 3-07 – *Kent Adams, VP of Finance and Operations***

Chair Koler asked for a motion to accept the administration request for the sole-source purchase of laptop computers for checkout to students in the amount of \$7,587 from Dell Computers. Dell is the computer provider for PCC. This is paid out of the institutional HEERF money. Trustee Hamm made the motion to Waive Policy No. 3-07 for laptop computers from Dell in the amount of \$7,587. Motion was seconded by Trustee VC Barrett.

With no further discussion motion carried unanimously.

- **KSAG Filing-Third Amended and Restated Interlocal Agreement** – *Dr. Calvert*  
Chair Koler asked for a motion to Ratify the Third Amended and Restated Interlocal Agreement as presented.

VC Barrett made the motion to Ratify the KSAG Filing - Third Amended and Restated Interlocal Agreement as presented. Motion was seconded by Trustee Hamm.

Dr. Calvert informed the Board Barton County Community College dropped out of EDUKAN this year. Current institutions are: Dodge City Community College, Pratt Community College and Seward Community College.

With no further discussion motion carried unanimously.

- **Policy Reading(s)** - *Dr. Calvert, President*  
No policy was presented

## **X. Oral Reports**

### **Faculty Report** – *Carol Ricke, PHEA President*

No report was submitted

### **Staff Senate Report** – *Charles Keefer, Senate President*

Nathan Buchmueller, Staff Senate member reported. Members were questioning /discussing what their role and function with the college is. What is the purpose of Staff Senate? Is there a need to present at Board meetings? By Dr. Calvert's perspective it is providing Staff Senate a voice to share and it is a courtesy request, not a requirement. Trustee Hamm expressed as a Board it is good to have this avenue of communication to know how things are going and knowledge of events. Updates are good. Nathan will pass this information to the Staff Senate Board.

### **Athletic Report** – *Tim Swartzendruber, Athletic Director*

Tennis Team went to Fort Dodge, Iowa and played against the #9 ranked Iowa Central team and won. PCC will be hosting the Region VI Tennis Meet in Wichita on April 29 - 30, at the South Maze High School due to the Pratt tennis courts are not completed.

4<sup>th</sup> Annual Beaver Backer Golf Tournament at Park Hills – August 20, 2022

### **Chief Information Officer** – *Jerry Sanko*

Did not have any sufficient changes or updates to report

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

Goal is \$90,000 current sponsorship donation amount is \$50,500. This does not include ticket sales or Fund The Need gifts. Mr. Fisher explained a Gold sponsor of \$3,000 with an additional \$2,000 for 5 years becomes an endowed scholarship.

### **KACCT** – *Michele Hamm, KACCT Past President*

Trustee Hamm and Dr. Calvert filled out the evaluation form for Heather Morgan, KACCT Executive Director.

**ACCT/NLS – Dr. Calvert, President**

Trustees Ed Barrett and Eric Killough and Dr. Calvert will be attending the ACCT Leadership Congress in New York City, October 26 – 29, 2022.

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

Dr. Calvert is going to attend April 28 – May 3, 2022.

**Other:**

Nothing was presented

**XI. Wrap Up**

**Comments from the Public** – No representation from the public

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

Kent Adams presented to the City of Pratt Commission the PCC's Annual Impact Report

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

Chair Koler had nothing to report.

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

Trustee DeClue moved that the Board recess for Executive Session and not to exceed 30 minutes for the purpose of discussion of non-elected personnel starting at 6:55 p.m. Motion was seconded by Trustee Killough. With no further discussion the motion passed unanimously.

6:55 p.m. Chair Koler called the executive session to order. Dr. Calvert and Kent Adams were requested to stay.

7:07 p.m. Kent Adams left the executive session

7:10 p.m. Dr. Calvert left the executive session

7:18 p.m. Dr. Calvert returned to the executive session

7:20 p.m. Chair Koler asked for a motion to adjourn the executive session. Motion was made by Trustee DeClue to adjourn the executive session. Motion was seconded by VC Barrett. Motion carried unanimously.

7:21 p.m. Chair Koler called for a motion to go back into general session. Motion was made by Trustee DeClue to go back into general session. Motion was seconded by VC Barrett. Motion carried unanimously.

**XIII. Meeting Adjourned**

7:21 p.m. Chair Koler asked for a motion to adjourn the general session. Trustee DeClue made the motion to adjourn the general session. Motion seconded by VC Barrett. Motion carried unanimously.

Minutes Recorded by:

Janie Whitman, Finance and Operations Assistant