

Board of Trustee Minutes of March 21, 2022 Meeting

I. Trustee Chair Mike Koler called the meeting to order at 6:04 p.m.

II. Pledge of Allegiance was led by Trustee Michele Hamm

Trustees Present: Mike Koler, Chair, Ed Barrett, Vice Chair (VC), Michele Hamm, and Eric Killough, and Stan Reimer

Trustee(s) Absent: Kim DeClue and Dwane DeWeese

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 Donna Meier Pfeifer, Admin. Asst. to President and Clerk of the Board

Administrative(s) Absent:

Media Representation: No representation

III. **Introduction of Guest(s) – Dr. Calvert**

No guests were introduced.

Recognition of Awards of Excellence – Dr. Calvert

Baseball: Cason Long – Pitcher Week 1 and Mitchell Smith – Player Week 2
Todd Reller was also present

Circles: Christy Wright, Amy Jackson, Lelanne Zimmerman, Janie Whitman, Lisa Perez-Miller, Audra Rogers, Emily Yell, Elizabeth Britton, Tim Renner, and Donna Meier Pfeifer

Wrestling: 10 National Qualifiers and NJCAA National Tournament 9th Place Finish

NJCAA All-American:

Jacob Mitchell
Jacob Beeson
Cayden Atkins
Devon Dawson

NJCAA National Qualifiers:

Jason Henschel Scott Radke
Samajay Alboyd Cayden Winter
Deston Miller
Drews Miller

V. **Discussion:**

A. Legislative – Budget – Heather Morgan, KACCT Executive Director

Heather Morgan, KACCT Executive Director, presented to the Board via Zoom, the following recommendation in association with the state's community colleges. Detail information is on pages 2 and 3.

Governor's Budget
\$24,500,000

House Sub-Committee
\$28,380,899

Senate Sub Committee
\$24,500.00

	Governors Budget Rec.	House Sub-Committee Recommendation	Senate Sub-Committee Rec.
Fully Fund the Excel in CTE program (SB 155)	\$2,500,000	\$2,500,000	\$2,500,000
Fund a portion of the state's share of the cost	\$6,000,000	\$6,000,000	\$6,000,000
Career Technical Education Capital Outlay (All Tech One Time Projects)	\$1,000,000	\$1.0 million + additional \$7.0 million divided evenly between	\$1,490,094
Fully Fund the Tiered and Non-Tiered Formula	\$0	\$0	\$0
Fully Fund the Tiered and Non-Tiered Formula	\$0	\$11,880,899	\$14,509,906
TOTAL	\$24,500,000	\$28,380,899	\$24,500,000

House										
Tiered and Non-Tiered Gap	Combined Gap 22	Tiered 23 Base Appropriation	Non-Tiered 23 Base	New Money to Fully Fund	Total Tiered & Non-Tiered	Capital Outlay Base	New Capital Per Formula	New Cap. Outlay \$	Total Capital Outlay	Additional Capital Outlay
Allen	(\$467,026)	\$1,327,658	\$3,557,200	\$0	\$4,884,858					
Barton	\$2,184,938	\$3,519,749	\$5,086,886	\$2,184,938	\$10,791,573					
Butler	\$3,356,734	\$4,210,634	\$11,246,168	\$3,356,734	\$18,813,536					
Cloud	(\$429,776)	\$1,364,522	\$3,063,686	\$0	\$4,428,208					
Coffeyville	(\$822,755)	\$1,221,598	\$1,798,887	\$0	\$3,020,485	\$122,455	\$22,029	\$437,500	\$581,984	\$459,529
Colby	\$646,748	\$877,805	\$1,379,179	\$646,748	\$2,903,732					
Cowley	(\$1,510,004)	\$2,522,575	\$4,410,683	\$0	\$6,933,258	\$142,555	\$41,749	\$437,500	\$621,804	\$479,249
Dodge City	(\$521,570)	\$1,175,503	\$1,512,063	\$0	\$2,687,566	\$117,870	\$17,531	\$437,500	\$572,901	\$455,031
Flint Hills Tech	\$104,059	\$1,837,319	\$532,205	\$104,059	\$2,473,583	\$147,090	\$46,198	\$437,500	\$630,789	\$483,698
Ft. Scott	(\$307,817)	\$1,508,066	\$1,935,369	\$0	\$3,443,435					
Garden City	\$171,255	\$1,058,862	\$1,731,655	\$171,255	\$2,961,772					
Highland	(\$677,251)	\$1,833,613	\$3,984,114	\$0	\$5,817,727	\$144,339	\$43,499	\$437,500	\$625,339	\$480,999
Hutchinson	\$2,513,803	\$4,341,047	\$5,304,419	\$2,513,803	\$12,159,269	\$221,642	\$119,338	\$437,500	\$778,480	\$556,838
Independence	(\$987,182)	\$558,687	\$1,429,492	\$0	\$1,988,179					
Johnson Co	\$2,360,428	\$6,750,474	\$15,637,795	\$2,360,428	\$24,748,697	\$363,285	\$258,297	\$437,500	\$1,059,083	\$695,797
KCK	(\$1,139,854)	\$4,371,269	\$5,988,313	\$0	\$10,359,582	\$233,787	\$131,252	\$437,500	\$802,539	\$568,752
Labette	\$19,879	\$1,129,158	\$1,705,732	\$19,879	\$2,854,769					
Manhattan Tech	\$203,952	\$1,942,694	\$519,857	\$203,952	\$2,666,503	\$121,835	\$21,421	\$437,500	\$580,757	\$458,921
Neosho	\$404,538	\$1,387,305	\$1,639,180	\$404,538	\$3,431,023					
N.Central Tech	(\$97,162)	\$2,824,381	\$774,707	\$0	\$3,599,088	\$118,415	\$18,066	\$437,500	\$573,981	\$455,566
Northwest Tech	(\$119,758)	\$2,167,114	\$681,387	\$0	\$2,848,501	\$115,986	\$15,683	\$437,500	\$569,169	\$453,183
Pratt CC	\$182,102	\$1,189,790	\$1,244,496	\$182,102	\$2,616,388	\$114,672	\$14,394	\$437,500	\$566,567	\$451,894
Salina Tech	(\$50,560)	\$1,902,328	\$240,190	\$0	\$2,142,518	\$118,762	\$18,406	\$437,500	\$574,668	\$455,906
Seward	(\$744,707)	\$1,186,472	\$1,831,297	\$0	\$3,017,769	\$129,543	\$28,983	\$437,500	\$596,026	\$466,483
Washburn Tech	\$39,560	\$3,077,922	\$226,887	\$39,560	\$3,344,369	\$157,797	\$56,702	\$437,500	\$652,000	\$494,202
WSU Tech	\$5,692,903	\$5,680,903	\$2,533,192	\$5,692,903	\$13,906,998	\$249,277	\$146,449	\$437,500	\$833,226	\$583,949
Underfunded	\$17,880,899	\$60,967,448	\$79,995,039	\$17,880,899	\$158,843,386	\$2,619,311	\$1,000,000	\$7,000,000	\$10,619,311	\$8,000,000
Overfunded	(\$7,875,422)									
TOTAL NEW \$	\$25,880,899									

CTE Capital Outlay Aid, according to statute, distributed based on need & facility condition. Since FY 2005, this formula used. Each given a base distribution of \$100,000, remaining distributed based on enrollment. By proviso, Legislature has required a 50% local match. Capital outlay aid had to be spent within the fiscal year. To assist institutions Board now allows carryover by the institution of up to 3 years

Senate											
Tiered and Non-Tiered Gap	Combined Gap 22	Tiered 23 Base Appropriation	Tiered Gap Appropriation	Non-Tiered 23 Base	Non-T Gap Appropriation	Total Tiered & Non-Tiered	(+/-) House Position	Capital Outlay Base	New Capital Per Formula	New \$490,093	Total Capital Outlay
Allen	(\$467,026)	\$1,327,658	\$0	\$3,557,200	\$399,432	\$5,284,290	\$399,432				
Barton	\$2,184,938	\$3,519,749	\$0	\$5,086,886	\$2,997,984	\$11,604,619	\$813,046				
Butler	\$3,356,734	\$4,210,634	\$337,626	\$11,246,168	\$3,019,108	\$18,813,536	\$0				
Cloud	(\$429,776)	\$1,364,522	\$0	\$3,063,686	\$0	\$4,428,208	\$0				
Coffeyville	(\$822,755)	\$1,221,598	\$0	\$1,798,887	\$0	\$3,020,485	\$0	\$122,455	\$22,029	\$11,015	\$155,499
Colby	\$646,748	\$877,805	\$365,367	\$1,379,179	\$281,381	\$2,903,732	\$0				
Cowley	(\$1,510,004)	\$2,522,575	\$0	\$4,410,683	\$0	\$6,933,258	\$0	\$142,555	\$41,749	\$20,874	\$205,178
Dodge City	(\$521,570)	\$1,175,503	\$0	\$1,512,063	\$49,781	\$2,737,347	\$49,781	\$117,870	\$17,531	\$8,766	\$144,166
Flint Hills Tech	\$104,059	\$1,837,319	\$0	\$532,205	\$274,099	\$2,643,623	\$170,040	\$147,090	\$46,198	\$23,099	\$216,388
Ft. Scott	(\$307,817)	\$1,508,066	\$0	\$1,935,369	\$0	\$3,443,435	\$0				
Garden City	\$171,255	\$1,058,862	\$0	\$1,731,655	\$214,471	\$3,004,988	\$43,216				
Highland	(\$677,251)	\$1,833,613	\$0	\$3,984,114	\$0	\$5,817,727	\$0	\$144,339	\$43,499	\$21,750	\$209,589
Hutchinson	\$2,513,803	\$4,341,047	\$1,151,562	\$5,304,419	\$1,362,241	\$12,159,269	\$0	\$221,642	\$119,338	\$59,669	\$400,649
Independence	(\$987,182)	\$558,687	\$0	\$1,429,492	\$0	\$1,988,179	\$0				
Johnson Co	\$2,360,428	\$6,750,474	\$447,717	\$15,637,795	\$1,912,711	\$24,748,697	\$0	\$363,285	\$258,297	\$129,149	\$750,732
KCK	(\$1,139,854)	\$4,371,269	\$0	\$5,988,313	\$0	\$10,359,582	\$0	\$233,787	\$131,252	\$65,626	\$430,665
Labette	\$19,879	\$1,129,158	\$0	\$1,705,732	\$248,016	\$3,082,906	\$228,137				
Manhattan Tech	\$203,952	\$1,942,694	\$12,151	\$519,857	\$191,801	\$2,666,503	\$0	\$121,835	\$21,421	\$10,711	\$153,967
Neosho	\$404,538	\$1,387,305	\$0	\$1,639,180	\$429,120	\$3,455,605	\$24,582				
N. Central Tech	(\$97,162)	\$2,824,381	\$0	\$774,707	\$73,925	\$3,673,013	\$73,925	\$118,415	\$18,066	\$9,033	\$145,514
Northwest Tech	(\$119,758)	\$2,167,114	\$0	\$681,387	\$232,513	\$3,081,014	\$232,513	\$115,986	\$15,683	\$7,842	\$139,511
Prati CC	\$182,102	\$1,189,790	\$11,940	\$1,244,496	\$170,162	\$2,616,388	\$0	\$114,672	\$14,394	\$7,197	\$136,264
Salina Tech	(\$50,560)	\$1,902,328	\$0	\$240,190	\$486,934	\$2,629,452	\$486,934	\$118,762	\$18,406	\$9,203	\$146,371
Seward	(\$744,707)	\$1,186,472	\$0	\$1,831,297	\$0	\$3,017,769	\$0	\$129,543	\$28,983	\$14,492	\$173,018
Washburn Tech	\$39,560	\$3,077,922	\$0	\$226,887	\$146,961	\$3,451,770	\$107,401	\$157,797	\$56,702	\$28,351	\$242,851
WSU Tech	\$5,692,903	\$5,680,903	\$2,770,667	\$2,533,192	\$2,922,236	\$13,906,998	\$0	\$249,277	\$146,449	\$73,224	\$468,950
Underfunded	\$17,880,899	\$60,967,448	\$5,097,030	\$79,995,039	\$15,412,876	\$161,472,393	\$2,629,007	\$2,619,311	\$1,000,000	\$500,000	\$4,119,311
TOTAL NEW \$	\$22,009,906	\$3,097,030		NT & T GAP \$20,509,906	\$11,412,876						
				21.0 in budget \$21,000,000							
				Move to Cap.O \$490,094							

Total New \$
\$203,694

B. IPEDS Feedback Report 2021 – Lisa Kolm, Data Coordinator



IPEDSDFR2021_155
715.pdf

C. MIS Report(s) – Kyle Jackson, Coordinator of Institutional Research & Effectiveness

The following MIS Reports were presented:

- Student / Student Services and Staff Ratio
- Minority Participation – Part A; Service Area Participation – Part B
- Developmental Course Section Retention & Success Rates
- Core Academic Skill Areas Course Section Retention & Success Rates
- Developmental/Remedial Student Retention & Success in First College – Level Course

D. COVID-19 – Dr. Calvert

Zero cases on campus at the time of this meeting.

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

Nothing to report to the Board

VII. Calendar of Events – Dr. Calvert, President

PTK Luncheon – Junction City and KACCT meeting following

Chariah Daniels and Riley Washington are the Honoraria's

Wizard of OZ – April 1, 2 and 3, 2022 Carpenter Auditorium

Higher Learning Commission Conference – Dr. Calvert, Lisa Perez Miller and Monette DePew will be attending.

VIII. Consent Agenda – Mike Koler, Chair

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

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

VC Barrett asked for clarification on the Analysis of Budget Over Run 10% Over Year-To-Date asked what the strategy is? Mr. Adams explained there are some auxiliary funds that are moved from the Beaver Backers accounts in the Foundation. Budgets are in the lower half of the Jayhawk conference. Travel tends to be the national tournaments, and there are auxiliary funds for those expenditure. Using donated funds is better instead of taking it out of the general fund. Coaches and activity sponsors throughout the year have fundraisers. This is an intentional strategy budget knowing it will be covered with auxiliary funds. There are also other athletic programs that are not over running their budget which offsets that do show up here.

With no further discussion motion carried unanimously.

Minutes:

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

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

Personnel Action – *Information provided by Rita Pinkall, Director of Personnel*
Verbal Addition: Diana Jones – Head Athletic Trainer / Sports Medicine Instructor

Financial Report – *Kent Adams, VP of Finance and Operations*

Revenue through February is running \$87K favorable. This compares to \$3K favorable in January. Tuition is \$84K under budget due to low enrollment. Ad Valorem tax is \$80K unfavorable due to budget time-phasing. Delinquent taxes are running \$19 over budget. Motor vehicle taxes are \$49K over budget. Excel CTE is \$110K favorable due to increased high school CTE courses. Miscellaneous income is over budget \$74K due to payment plan revenue.

Expenditures are running \$988K favorable in February. This compares to an underrun of \$938K in January. Current trend is favorable, offsetting the 2.5% enrollment shortfall.

Weekly Enrollment Report – *Lisa Perez Miller, VP Students/Enrollment Management*
Enrollment Update & Board Report – March 14, 2022 (Updates as of March 21 are noted in red below)

1. 2021-2022 Academic Year – Credit hour production for the academic year is 24,873 or -2.5% less than the figure reported on March 15, 2021. (24,920 or -2.4%)

2. Spring 2022 Semester Enrollment

- Spring Semester credit hour production is 10,644 or -2% less than the same period last year. (10,691 or -2%)
- Student headcount is 1,001 or -2% less than the same period last year. (1,004 or -1%)
- EduKan credit hour production is 1,683 or 1% greater than enrollment for the same period in 2021. (1,720 or 3%)
- Pratt Online credit hour production is 1,256 or -18% less than the same period in 2021. (1,266 or -18%)
- Outreach credit hour production is 1,234 or -8% compared to the same period last year.
- College Start/High School enrollment is 1,478 credit hours or a 5% increase compared to the same period in 2021. (1,468 or 5%)
- Credit hour production for the “Nine Core County Region” (*Barber, Comanche, Harper, Kingman, Kiowa, Pratt, Reno, Sedgwick, Stafford*) is 4,597 credit hours or -2% decrease compared to the same period in 2021. (4,593 or -2%)

3. EduKan Spring Term start dates:

- Spring Term 1 & Spring Term 2 Last Date to Enroll: January 7 - **completed**
 - Spring Term 3 Last Date to Enroll: January 28 - **completed**
- Spring Term 4: Last Date to Enroll: March 3 - **completed**

4. Spring 2022 Residence Hall Occupancy

- Residence hall occupancy is 79% or 270 students compared to 78% or 255 students for the Spring 2021 final. *Note: Maximum occupancy is 356; currently 16 spots are*

being used by staff or set aside for COVID-19 quarantine/isolation rooms. Spots available for a residence hall dorm plan=340.

IX. Action Items

- **Ratify Waiver of Board Policy No. 3-07 – Kent Adams, VP of Finance and Operations**
Chair Koler asked for a motion accept Administration recommendation to ratify Policy No. 3-07 for the sole-source purchased of Microsoft Office Defender in the amount of \$3,696.00 from Bell Technologies and the Bid for Chemistry Lab Furniture Equipment in the amount of \$74,197.69 from PSA Laboratory Furniture for the total of \$77,890.69.

VC Barrett made the motion to accept Administration recommendation to ratify Policy No. 3-07 for the sole- source purchase of Microsoft Office Defender in the amount of \$3,696.00 and the bid from PSA Laboratory Furniture in the amount of \$74,197.69 for the total of \$77,890.69 as recommended by Administration. Motion was seconded by Trustee Hamm.

Mr. Adams explained this is a sole-source because the Microsoft Site License with Bell Technologies an additional product must be added to the current license. PSA Laboratory Furniture was the only bid that met bid specifications.

With no further discussion motion carried unanimously.

- **Approval of Lease Agreement with Pratt Airport Authority – Kent Adams**
Note: The lease agreement with Pratt Airport Authority was presented at the February 21, 2022 meeting and tabled for approval until the March 21, 2022 meeting to have adequate time to review the document.

Chair Koler asked for a motion to approve the lease agreement with Pratt Airport Authority as presented. Trustee Killough made the motion to approve the lease agreement with Pratt Airport Authority as presented. Motion was seconded by Trustee Hamm. With no further discussion the carried unanimously.

- **Policy Second Reading(s) – Dr. Calvert, President**
Chair Koler asked for a motion to approve policy 1-07 *Disclosure of Substantial Interests by Trustees* with no recommended changes by administration. Motion was made by VC Barrett to approve policy 1-07 *Disclosure of Substantial Interests By Trustees* and accept the policy as presented and to waive the second reading. Motion was seconded by Trustee Hamm. With no further discussion motioned passed unanimously.

X. Oral Reports

Faculty Report – Carol Ricke, PHEA President

Performing Arts – The Wizard of OZ – April 1 – 2 at 7:30 p.m., Sunday April 3rd at 2:30 p.m., PCC Carpenter Auditorium. On April 2nd *Over the Rainbow Dinner Theatre* at 6:15 p.m., \$20 per person for dinner and show.

Upcoming in March, April and May:

March 30, 2022 – Advisory Day
Academic Award Ceremony

Executive in Residence in Award
April 11 – PTK and KBD Induction Honor Society
April 21 – Beaver Building Day

Staff Senate Report – *Charles Keefer, Senate President*
No report submitted

Athletic Report – *Tim Swartzendruber, Athletic Director*
Mr. Swartzendruber gave a report on the various sports.
Wrestling placed 9th at the NJCAA National Wrestling Tournament in Council Bluffs, IA.
Jacob Miller won National Championship at 141 lbs. Jake Beeson was runner-up at 149 lbs. and Devon Dawson was runner-up at 285 lbs.
Tennis Team ranked #11 in nation. Currently 5-4 overall. Pratt will host Region VI Tournament April 29-30.
Jenitra Shields - Head Women's Flag Football Coach, started March 1st.
Mr. Swartzendruber plans to attend the NJCAA National Convention April 11-14, 2022

Other:

Montei Family was recognized during the half time on February 21 for their scholarship.

BTI – new Gator had been delivered to the track and soccer complex
Hospitality Room in the Hall of Fame has gone very well, opportunity to engage with people.

Cheer Team – They will be competing in Region VI competition and April 4 they will compete in Daytona. N'Caoots Coffee & Shoppe donated 10% of their profit that day for the team's trip as long with public donations.

Chief Information Officer – *Jerry Sanko*

Information Technology Project Update:

Updating media in room 312: (Receiving Equipment)

Approximately 75% of the equipment has arrived, last few pieces are estimated to arrive late May and we are planning installation around the June 6th. We expect three installers an estimated installation time of one week.

Computer Lab Upgrades: (EPT) Completed

Plan on installing them over Spring Break. (Scheduled for completion March 18)

Multi-Factor Authentication (MFA) project:

Reviewed several products,
Currently in the 30 day trial.

If everything seems to work as planned, product acquisition, complete setup, and rollout will start.

Comprehensive Leave Management and Time Matrix: (no change to the project)

Mobile Device Management

We are moving to a single platform to manage mobile devices (laptops, smartphones, and tablets) instead of multiple platforms or individual device management.

New Welding Building:

Ordering equipment (switch cabinet (in), 4 external security cameras (on order), 4 internal security cameras (on order), 1 NVR (on order), 1000ft CAT 6 (in), 25 RJ45 Wall Jacks (in)).

Using firewall and switch from Winfield and 12 computers from 438/EPT change out. Received quotes on internet access (Ideatek) and management of three access points.

Planning Summer Projects

Labs 32 and 34 (49 computers, 2 laptops, two printers) for machine replacement. Faculty and Instructional Technology are reviewing SMARTboard replacement options.

Lockable switch racks for EPT and Automotive.

Data Services Department Update:

KBOR Follow-up Data Collection has been submitted.

IPEDS Spring Collection due in April.

Providing SPuR Data for Academic Program review.

Compiling daily, weekly, and monthly reports for enrollment/recruiting processes.

Compiling Spring 20th day data.

Compiling MIS data.

Compiling a project priority list for Etrieve forms to be implemented.

Foundation Report – Barry Fisher, Executive Director

Sponsorship solicitations has started and requests for auction items. Pledges have come in for approximately \$24,000. Asked on the table total \$30,000 more.

Ed and Sharon Barrett donated framed photo titled “*Flint Hills Fall Wildflowers in the Fog*” by photographer John Morrison.

Tickets \$50 and to reserve a table for 8 is \$375 and includes 8 tickets. An option to upgrade a \$1,000 Silver Sponsorship to \$1,150 to include a reserved table and 8 tickets. A \$500 Bronze Sponsorship to \$725 to include a reserved table and 8 tickets.

Campaign

Three (3) new asks are on the table for Endowed Scholarships. The asks are part of a program that encourages the \$3,000 Gold Auction Sponsors to increase their gift to \$5,000 per year in order to establish an Endowed Scholarship in their name.

Focus will be the Rodeo and Ag Education project. Have a strategy on the completion of the track.

KACCT – Michele Hamm, KACCT Past President

Nothing additional to add to Heather Morgan’s presentation.

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 will be attending the AACC Annual 2022 in New York City, NY.

Other:

Nothing was presented

XI. Wrap Up

Comments from the Public – No representation from the public

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

- Attended CLC Management Meeting
- KBOR by virtual
- Welding Service Area Appeal – Dr. Calvert expressed his appreciation to Kent Adams Monette DePew and Daryl Lucas, Instructor for their time and effort for completing this document.
- Economic Impact Report presentation to the County Commissioners. Presentation to the City is scheduled for April 4, 2022.
- Pizza with the President on Tuesday, March 22nd and Thursday, March 24th
- Dr. Calvert expressed his appreciation to everyone for the support and understanding during his absence.

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

Chair Koler had nothing to report.

XII. Executive Session for Non-Elected Personnel Matters

7:18 p.m. Trustee Hamm moved the Board to recess for an Executive Session and not to exceed 60 minutes for the purpose of discussion on non-elected personnel. with a 5 minute break. VC Barrett seconded the motion. With no further discussion passed unanimously.

7:25 p.m. went into executive session and in attendance was Kent Adams, VP of Finance and Operations and Monette DePew, VP of Instruction.

7:51 p.m. Mr. Adams and Ms. DePew left executive session

7:55 – 8:20 p.m. Dr. Calvert was not in attendance of the executive session. Trustees present were Ed Barrett, Michele Hamm, Eric Killough, Mike Koler, and Stan Reimer.

8:25 p.m. – Motion was made by VC Barrett to adjourn from the executive session. Motion was seconded by Trustee Killough. Motion passed unanimously.

8:27 p.m. VC Barrett moved to return to the general session. Trustee Reimer seconded the motion. Motion passed unanimously.

XIII. Meeting Adjourned

8:27 p.m. VC Barret moved to adjourn the general session. Trustee Reimer seconded the motion. With no further discussion the motion passed unanimously. Meeting was adjourned.

Minutes Recorded by:

Donna Meier Pfeifer, Board Clerk