



CENTRAL CHRISTIAN COLLEGE OF KANSAS

COLLEGE COUNCIL – MINUTES

Wednesday, August 25, 2021 @ 1:06 p.m., RBC-AC-20

Present: Lenny Favara, David Ferrell, Enrique Barreiro, Kyle Moody, Matt Malone, Katy Potter, LeAnn Moore, Jacob Kaufman, Doug Vanderhoof, Cathy Brown, and Hannah Litwiller (Recorder)

Absent: SGA Representative

I. Call to Order

Dr. Favara called the meeting to order at 1:06 pm, welcoming members to the inaugural meeting of the College Council

II. Devotion

Dr. Favara shared a devotional thought from Ecclesiastes 3:1-8 and Romans 5:6, followed by prayer.

III. General Business

A. Review Purpose

Dr. Favara reviewed the basic structure and purpose of the College Council, focusing on five specific foci: 1) Discuss issues brought forward by constituent groups; 2) Formulate recommendations, take action, and develop policy related to appropriate issues or topics; 3) Guide the work of the College through Governance Committees and in accordance to the Integrated Planning timetable; 4) Assess the work of the College and align strategic initiatives; and 5) Communicate back to different constituent groups concerning the business of the Council

B. President's Report

After a brief update on his health, the President reviewed enrollment projections and related income forecasts. The Integrated Planning Matrix recognizes that this span of time, prior to needing to submit a final budget to the Board in September, requires that the current tentative budget be aligned with enrollment and income projections.

The current budget shows a positive accrual result. However, that positive number is a reflection of additional COVID funding that will be realized in this fiscal year. The real gap is approximately 1.2M (to the negative). Members of the Council reviewed Fund 01 (Current) and Fund 02 (Professional Education).

Members of the Council were asked to review all budget assumptions, in light of the lagging enrollment numbers. While COVID funding may help, the institution cannot rely on this funding, as its absence in 2022 will create significant gaps in operational capital. Members of the Council have been asked to work with budget managers to make adjustments that 1) allow for possible COLA increases; 2) allow for greater investment in admissions; and 3) reduce the deficit caused by low residential enrollment numbers in fall of 2021.

The President entertained questions related to possible enrollment fixes. The President will be working with Admissions, SPE, and the Graduate program staff to identify possible initiatives.

IV. Constituent Reports

Constituent Reports provide an opportunity for principal liaisons to provide succinct updates that may be of importance to the collective interests of the college community. Specific matters may be discussed or tabled to ensure that there is opportunity for inclusive and transparent dialog designed to enhance the mission, vision, and core values of the institution.

A. Faculty Senate (Faculty Senate President)

Dr. Barreiro sought the input of the Council regarding the current status of the academic calendar (CVOID). Admissions, Athletics, Operations, Financial Aid, and Student Life all felt negatively affected by choosing to keep the early start date in 2021. Discussion continued looking at different aspects of the risk and reward of the current COVID calendar. Dr. Barreiro will represent these insights to the Faculty Senate. The Council will await a recommendation from the Faculty Senate.

It was suggested that Calendar development be added to the integrated Planning Matrix.

B. Student Affairs (Chief Student Engagement Officer)

Mrs. Brown expressed concern about the calendar and the need to make adjustments.

C. Business Affairs (Chief Financial Officer)

The 2021 audit is currently underway. Auditors are on campus this week. The Business Affairs Committee will begin meeting in a few weeks to launch discussion about Tuition and Fees for 2022-2023, as well as discuss the potential modifications in Health Insurance being proposed by the provider.

D. Academic Affairs (Chief Academic Officer)

No Report

E. College Advancement/Foundation (Director)

A number of projects are currently in the works, including: 1) Proposed Indoor Facility; 2) Working with the Foundation Board to ensure investment of the remaining \$500,000 that followed the sale of Kids Kampus.

F. Athletics (Athletic Director)

Mr. Moody expressed concern about the calendar and the need to make adjustments.

G. Administrative Services (Chief of Staff)

Twenty-nine members of the staff/faculty have not yet completed FERPA and TITLE IX training. Reminders have been sent out and Chief Officers notified.

H. Student Government (SGA Representative)

No Report

I. Institutional Effectiveness (Analyst)

No Report

J. Operational Affairs (Chief Operations Officer)

Currently there are 12 students in isolation and 60+ in quarantine. There are two staff and one faculty in isolation, and an additional two faculty and one staff in quarantine. Brad Crown is doing daily updates to the website as he receives numbers. The COO entertained questions related to current and proposed protocols. Currently, the College remains committed to *enforcing* mask mandates and encouraging vaccinations. The Student Life Office is looking to host a vaccine clinic. However, there is no current plan to further *require* vaccinations. The Council spent considerable time discussing enforcement related

issues. Col Vanderhoof and Mrs. Brown will be working on creating appropriate mechanisms for enforcement, though all current energy is on decelerating current spread trends.

V. New Business

None

VI. Integrated Planning Audit

The President is focused on reviewing the Strategic Planning data from Workshop. This was delayed due to President's convalescence. Dr. Barreiro and Dr. Kaufman have been tasked with collecting faculty related goals and outcomes. According to the Integrated Matrix, the next few weeks will focus on budget adjustments, modifying the Strategic Plan with short-term goals, and solidifying Tuition and Fees.

VII. Oversight Responsibility

Assurance Argument: The President is working on a draft of Criterion 01, which should be ready for review in September

VIII. Questions

A question was asked about the governance structure. Members of the Council were reminded that work on the Governance Manual is ongoing, and evolving. The current *interim structure* will define the College governance structure, until the full ratification of the Governance Manual, in whatever form it eventually takes. Governance Committee Chairs were reminded that each committee will need to decide what sub-committees are needed and how their work (and membership) will be defined.

Responsibilities for the Assurance Argument and organizational documents are illustrated in the Policy & Procedure Manual. Governance Committees should keep in mind their individual committee responsibilities.

IX. Adjournment

The meeting was adjourned at 2:45 p.m.