



# CENTRAL CHRISTIAN COLLEGE OF KANSAS

## COLLEGE COUNCIL – MINUTES

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**Wednesday, January 12, 2022 @ 1:00 p.m., RBC-AC-20**

**Present: Lenny Favara, Cathy Brown, Katy Potter, Matt Malone, LeAnn Moore, David Ferrell, Doug Vanderhoof, Jacob Kaufman, and Hannah Litwiller (zoom)**

**Not Present: Enrique Barreiro**

**I. Call to Order**

The President called the meeting to order at 1:18pm.

**II. Accept the December 22, 2021 minutes.**

**Motion to accept the December 22, 2021 as presented. Seconded. No Discussion. Unanimous Consent.**

**III. President's Report**

- A. The President had an official meeting with KCAC leadership (Commissioner Wagner and President Scott Rich from Sterling College). CCKK was informed that the KCAC Board made a decision, over the summer of 2021, to only accept schools who have football, which means CCKK is not eligible to apply for membership. President Favara informed the College Council that unless someone (or group) wants to chase working on bringing football to CCKK, the President has taken the pursuit of KCAC membership off his immediate agenda.
- B. The President informed the Council that he will be traveling next week, January 16<sup>th</sup>-19<sup>th</sup> to Scottsdale, AZ for AFMEI and meeting with donors.

**IV. Old Business/Action Items**

- A. Refund Policy Recommendation [on hold until next meeting]

**V. New Business**

**A. COVID Play Policy**

- 1. The Athletic Director, Kyle Moody, shared that an emergency Athletic Director meeting with the Sooner Athletic Conference AD's to discuss what has been going on with COVID. Currently, there is a forfeit rule if a team does not play due to COVID. Each institution has the right to make its own decision. Upon request of the President, the Athletic Director met with the coaching staff to develop a forfeit policy to ensure consistency and communication with the SAC.
- 2. Each sport was discussed and outlined in the proposed policy. Golf and Wrestling were intentionally left out of the policy because there are no minimum roster, due to being an individual sport. The policy enforces the rule of playing when there is a healthy minimum

roster size. The policy also allows each coach to reserve the right to play with fewer than the minimum number, which was discussed by the members of the Council.

3. The Council affirmed the policy, with the following caveats:

- a) *That the All Athletics Council include specific language concerning the absence of viable coaching staff.*
- b) *That the All Athletes Council include clarification of the “right to reserve” language. Qualifying the language to abide by any NAIA/SAC rules that define a minimum number to field a team.*

## VI. 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. Student Affairs (Chief Student Engagement Officer)

- Twenty-Seven students have not submitted COVID test results. Col. Vanderhoof & Mrs. Brown are following up. Three students have tested positive on campus, and are quarantining. Seven students tested positive at home, and are quarantining at home.
- In light of the OSHA standards, the Office of Human Resources requested Student Life to submit a list of students that have record of vaccination. This will help reduce redundancy in tracking.
- Student Life is having an issue with international students (5) asking to live off campus and attending remotely. To clarify, students have not been given permission to be residential students and take 100% online courses, unless:
  - Permission has been granted by the Office of Student Life, as it relates to a mental health issue or part of a disciplinary decision.
  - The student drops their residential status and become a SPE student
- Spring 2022 - 17 new students (15 transfers and 2 First Time Freshmen)
  - Kudos to Admissions!

### B. Operational Affairs (Chief Operations Officer)

- New Admissions Counselor, Lisette Whiteside started today.
- The COO is working with campus pastor, Zach Fleming, who is the coordinator for sending a ministry team to camps this summer from CCCK. Plans are to have a team of five students, with each student receiving a stipend.
- Caleb Byron and Tricia Roots will be traveling and attending college fairs.
- Stewart 360 is working and receiving 25-30% click rate.
- COVID
  - 10 students in isolation (3 on campus and 7 at home)
  - 18 in isolation and quarantine which is a result from testing prior to returning. They will be in quarantine/isolation for 10 days. CCCK will continue to follow the 10 day guidance, related to students.
  - Two staff members are in isolation. We will follow CDC guidance for staff and faculty.
  - The cafeteria is having issues with students not wearing masks. Student Life is working toward reinstituting meal hosts to help with student management.
  - Update on Roofs: \$500K has been received to address shingled roofs. Doug Vanderhoof signed the agreement and is scheduling to get the roofs done.
  - Last week the campus planning team met and discussed the plan for the fencing by the soccer/softball fields. [See handout]

- Reestablish a fence (6 foot) to use the fencing for “branding” to put mesh on the fence coded in vinyl and blue mesh with our branding. Look more collegiate.
- Could charge an entrance fee to get into the game.
- Softball fields – add gates and new sidewalk
- Estimate cost - \$10K; does not include concrete or branding.

C. Business Affairs (Chief Financial Officer)

- No updates
- Human Resource Officer
  - Staff will be reminded that COVID testing kits ordered after Saturday, Jan 15, are reimbursable through CCKK insurance. Reimburse up to 8 kits per person each month.
  - Members of the Council were asked to remind constituent groups that International Student Workers cannot go over 20 hours/week.
  - Human Resources released the mandated OSHA policy and survey to approximately 150 employees, including student workers. The Office of Human Resources will track responses and contact those who are unresponsive. If no response by this Friday, individuals will be considered unvaccinated, as it relates to any regulations set forth in the policy.
  - Lifting the mask mandate [Code Orange] does not affect the OSHA policy, those not vaccinated will still need to stay masked.

D. Athletics (Athletic Director)

- Coach Cole Ouren has resigned and a search for a new women’s soccer coach has started. An internal notification of his resignation will go out today.
- Ongoing search for wrestling coach
- There will be a relaunch of the Athletics Survey due to low completion rate.
- Student Athletic Committee is meeting next week
- All Athletics Council meeting on Friday

E. Administrative Services (Chief of Staff)

- The President’s Office provided Hot Tea and cookies today in the hallway of Science Hall for National Hot Tea Day. Next week, Social Committee is partnering with CDS to celebrate National Popcorn Day. The goal is to continue to boost morale.
- The Chief of Staff sent out an email to all staff about the next quarter of Vector Solution trainings due in March.
- The President Office will partner with OIE to send out the Employee Satisfaction Survey. This will be on an annual basis.

VII. Integrated Planning Matrix

- A. Policy & Procedures: Packets due February 14<sup>th</sup>.
- B. Quadrennial Reports: two quadrennial reports are due on docket to give to AAAC next week.

VIII. Oversight Responsibility

A. Strategic Plan

- The President’s Office provided updated KPI data. The Council was asked to spend time looking over current KPI’s and submit any changes to Hannah Litwiller. The goal is to solidify all modifications so we have a firm plan moving into spring.

B. Assurance Argument – no update.

C. NSSE 2021 Consortium Report for Council for Christian Colleges & Universities

- The President's Office distributed copies of the NSSE 2021 Consortium Report, which included comparative data with other regional and CCCU institutions. The Council is encouraged to review that data, which will be reviewed corporately at a later date.
- The goal is to have the OIE to provide some analysis, combining data with the SSI, in order to drive planning and budgeting for the New Year. With multiple years of data, CCK now has good trend data to help inform decision-making.
- The President made special note of data that would be very useful in addressing retention, either through recruitment or adjustment of operations focused on freshman.
- Feedback is invited.

IX. Discerning no other business, the Council was adjourned at 3:06PM.

**Minutes submitted by Mrs. Hannah Litwiller**