



CENTRAL CHRISTIAN COLLEGE OF KANSAS

COLLEGE COUNCIL – MINUTES

Wednesday, June 29, 2022 @ 1:08 p.m., RBC-AC-20

Present: Lenny Favara, Katy Potter, Matthew Malone, Doug Vanderhoof, LeAnn Moore, Enrique Barreiro, Lara Vanderhoof, David Ferrell, Cathy Brown and Hannah Litwiller

Absent: Kyle Moody

I. Call to Order

- A. The Chair called the meeting to order at 1:08pm.
- B. Welcome to Dr. Lara Vanderhoof, the new Chief Academic Officer.

II. Devotion

- A. The Chair shared some insights from his current reading of Jonah.

III. Approve Minutes.

The Chair asked for any corrections or modifications to the May 11, 2022. Hearing no modifications or objections, the Minutes were approved through unanimous consent.

IV. President's Report

- A. KBOR – Kansas Comprehensive Grant
 1. KBOR decided KICA schools will receive 38% for Kansas Comprehensive Grant instead of 50%. However, there will be a requirement to have matched funds. We received this ruling so late, so we cannot adjust and do not have new funds to match.
 2. President is writing senators/representatives.

V. Old Business/Action Items

- A. Refund Policy Recommendation [Business Affairs Committee] – Pending BAC review.
- B. SIS Recommendation [SIS Review Committee] – Pending
 1. Update: Anthology – reported another scenario that breaks out the SIS student portion from the Finance (payroll/HR) as an implementation. It does reduce the cost, but it still would be \$40K a month over three years for implementation.
 2. Any way to include in the campaign – the SIS issue? Will donors give to this? President would like to discuss with the Executive Director of the Foundation.
- C. ERISA Compliance Verification – [Business Affairs] – Pending on Auditors
 1. Draft Charter possibly for the P&P Manual
- D. Earned Income Credit [Business Affairs – Benefits Committee]
 1. 5500 update: Due to a letter from the Department of Labor, the CFO has engaged an audit for 2019 and 2020 year and then 2021 current year, then will go back to doing old ones. We have a 45 day window.

E. Policies & Procedures Manual

1. GA Policy – [Business Affairs]
 - a) The Business Affairs Committee provided a finalized GA Policy to the College Council. After a few questions and discussion, the policy was affirmed by the College Council to be added to the Policies and Procedures Manual.
2. MLK Day vs. President’s Day Off
 - a) The President provided a response to the decision of the College Council to keep MLK Day as a “Day Off”. His response was received by the College Council, with agreement to intentionally seek program opportunities around MLK Day to engage the campus community on the intent of MLK Day.

VI. New Business

A. BPU Policy

1. CCK maintains a standing agreement with BPU to assist with the demands for when local electricity becomes too great. This is for cost savings and stewardship. It’s never been stated to employees or in policy.
2. The COO will check BPU’s agreement and see if RD apartments, 4-plex and tri-plex are included. Could this give credence to have asking to not shut down since it’s a living space?
3. The College Council affirmed the policy to be added to the Policies & Procedures Manual.

B. Endorse College Catalog

1. The Chair has asked to table the Catalog until the Faculty Senate can confirm acceptance. Without objection, the endorsement of the Catalog has been tabled.

C. Juneteenth

1. Juneteenth has become a Federal recognized holiday. It is a day of remembrance and celebration, the Chair has requested the Council to recognize it like any other federal holiday that is on a weekend. Discussion followed.
 - a) A motion was made to recognize Juneteenth in alignment with other federal holidays, allowing employees to commemorate following a weekend date. The motion was seconded. Unanimous Consent. Go to President for approval.

D. Clarifications

1. Meal Options – no changes for 22-23. Call attention to meal options for 23-24 school year within the first few months of school. How can we utilize the cafe and keep open longer during the day?
2. Lifestyle Covenant
 - a) The CSEO and President are looking at the current lifestyle covenant. This comes from FMCUSA and mandates that our hiring policies are in alignment with denominationally held lifestyle expectations.

VII. 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 - CSEO

1. Code of Character
 2. Athletic Handbook – need to review
 3. Working on hiring of full-time Athletic Director and SID
 4. Need to hire a RD (family or spousal situation)
 5. Working on Student Success Coordinator job description
- B. Athletics - CSEO
1. Price increase for game day officials and it may affect budget.
 2. New score board on soccer fields.
 3. President recognized pockets of funds for softball, baseball, soccer, etc., and finish projects for volleyball, basketball and wrestling. We are in the process.
 4. President asked AD to bring coaches together to discuss possible responses to the perceived increase of costs that will be realized this year.
- C. Business Affairs
1. End of year – PLEASE bring invoices or cash to business office.
 2. July 1 doesn't mean NEW cash. Funds are tight through July-August.
 3. July 13th – preaudit remote work, September on campus.
 4. Audit – FA Audit – new title IV finding and need an additional LOC with bank.
 5. Annual RAN Loan – finalized - \$500K
 6. Aware: New update: Potential Dept of Labor – Oct 22 FLSA Salary Minimum – waiting for adjustments for January 1, 2023.
- D. Operational Affairs
1. Admissions
 - a) Enrollment Numbers: Cautiously optimistic – net active deposits are high.
 - b) Incentive idea – hitting the mark – est. 155 new students and 146 returning
 - c) Losing a week for FMYC
 - d) New Admissions Counselor – Hilario Garcia is going at it.
 - e) No serious inquiries for Enrollment Director.
 2. General Operations
 - a) Purchase orders for score boards and scorer tables.
 - (1) Gift from Odermann family for entire cost of scorer table in memory of Ellis Odermann.
 - b) Work Week – 250 Hours
 - c) 2 accepted offers on houses to sell
 - d) Little movement on claims of roofs.
 3. IT
 - a) Windows 10 updates
 - b) Wiring for Kline and Gillespie for security cameras
- E. Administrative Services – Social Committee Policy and Workshop

VIII. Adjournment at 2:36pm