



CENTRAL CHRISTIAN COLLEGE OF KANSAS

COLLEGE COUNCIL – MINUTES

Wednesday, March 8, 2023 @ 12:10 p.m., RBC-AC-20

Present: Lenny Favara, LeAnn Moore, David Ferrell, Matt Malone, Katy Potter, Doug Vanderhoof, Kyle Moody, Enrique Barreiro, Cathy Brown, Lyndsi Romero, Lara Vanderhoof, Ashton Travis, and Hannah Litwiller (recorder)

- I. Call to Order
- II. Devotion & Prayer
- III. Consent Agenda
 - A. The February 8, 2023 minutes were approved by unanimous consent.
 - B. The Constituent Reports were received by unanimous consent.
 1. The President reiterated to the Council that the purpose of these reports is to enhance communication, foster transparency, and provide needed information to encourage discussion. By not submitting reports, minutes of meetings, or operational summaries the entire purpose of what we are striving to achieve here, breaks down.
- IV. Tabled Items
 - A. SIS Recommendation [SIS Review Committee] – **Pending**
- V. Old Business/Action Items
 - A. Window & Door Policy [President/HR] – **Completed**
 1. The President and HR have worked on policy regarding office doors and windows. The policy outlines that windows provide a certain level of safety and security to campus activities, with a primary focus on individual accountability. Generally speaking all doors should remain open or in the case of closed doors, windows should remain unobstructed. The guidelines does speak to the question of privacy, best practice and possible threat and risk of having closed doors/windows.

The new policy has been included in the draft version of the 2023-2024 Policy & Procedures Manual for review.
 - B. Post Season Play Drug Testing Proposal [Student Affairs] – **Pending**
 1. No Update.
 - C. General Drug Test Policy [Student Affairs] – **Progressing**
 1. College Council had asked Student Affairs to re-evaluate the drug testing policy and create two policies: institutional and athletic.
 2. The Coaches Council, Student Affairs and SGA were asked to all provide feedback and vote on the policy.
 - a) Coaches Council has approved, but the minutes have not been provided to College Council.
 - b) SGA has not reviewed the policies. The Council of Student Athletes requested an athletic drug policy. In the development of that, we realized there needed to be a general campus policy as well as an athletic drug policy. Since this affects the student body, we could vote today, however, the Chair was reluctant. Preference is Student Council to review and provide feedback.

- c) If a meeting cannot be scheduled with SGA, the Chair encouraged the CSEO to grab 10 students and talk through it, for instance RA's. The CSEO will work with the SGA Representative.
 - (1) No Action on the Institutional Drug Policy to wait for student feedback and evidence of committee approval.
- d) The Athletic Drug Policy Recommendation comes on motion from Student Affairs, approved by the Coaches Council and the Council of Student Athletes which includes the addition to 1st and 2nd offenses. Voted by unanimous consent to be added to the Athletic Handbook, effective immediately.

D. Increase of Lost Key Fees [President/COO] - Pending

- 1. No Update.

E. Lifestyle Covenant – Progressing

- 1. The President's Office collated the questions and comments submitted. The President and CSEO met to develop responses and consider modifications to a fourth draft.
- 2. The College Council reviewed the Q/A document and proposed revisions, providing feedback to be included in draft four.
- 3. The CSEO will work with the Chief of Staff to get the revisions and Q/A Document uploaded for another round of public comment. It will be added to the College Council website for one last opportunity before possible presentation to the Board.

F. Institutional Calendar

- 1. Dates have been provided by the necessary departments. The President opened the floor for discussion. Discussion of Homecoming dates, but it depends on the Volleyball Schedule.
- 2. The President's Office will send out a link to the calendar to All Staff. The Chief of Staff will serve as the clearing house for the Institutional Calendar.
- 3. **Barring any objections, the Institutional Calendar was approved by unanimous consent.**

G. Tuition Proposal [President/CFO] – Progressing

- 1. In the last meeting, the College Council articulated general consensus of the increase of overall price by 2.5% minimum, consideration of an athletic fee to be added to underwrite Athletic funding, and support for pursuing a KS Scholarship.

Since then, the President met with Business Affairs and the Director of Enrollment and is returning to the Council with the need to consider an increase no less than 3%. Currently, Cost of Attendance is being considered at:

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Tuition & Fees	\$28,600	\$28,700	\$29,000	\$29,800	\$30,400	\$30,600
Room	\$3,860	\$4,000	\$4,500	\$4,500	\$4,500	\$4,730
Board	\$2,500	\$3,160	\$3,500	\$3,500	\$3,500	\$4,220
Total						\$39,550

This is a 3% in overall cost (\$1,150), excluding the addition of the Athletic Fee. However, this is still below COLA lower or on par with surrounding colleges.

- 2. In the last meeting, the President asked the College Council to consider a realignment of our scholarship structure to a *stackable* model, using GPA and Talent Based criteria for awarding. This would not erase, but perhaps modify comprehensive scholarships such as Legacy.

(1) The President and Director of Enrollment has met multiple times, as well as the Business Affairs Committee. There is push back on starting a stackable model for 2023-2024. The President remains committed to the importance of making the shift sooner, rather than later. However, if the general consensus is to wait, he has instructed those working with the model to meet the goal of \$12,000 to \$12,500 Net Tuition/student.

(a) The President has a strong commitment to support program development, both academic and athletic. The decision to forestall the move to stackable scholarships is frustrating in that it undermines the ability to make targeted improvements. It is further confounding in that advice from external sources are suggesting this shift.

(i) *Comprehensive Athletic Consulting, which are scheduled to visit campus to help inform our athletic strategy (April 17-18), implied that moving to stackable and making targeted improvements is a sound move.*

3. No action by the Council is needed.

VI. New Business

A. RA/SGA Compensation Proposals

1. These proposals came from the Student Affairs Committee.

a) For RA's – Single room (no guarantee) with a stair step room price remission.

(1) 85% room for year 1 RA

(2) 90% room for year 2 RA

(3) 100% room for year 3 RA

(4) The recommendation includes that if the school balance is \$0, that RA's will receive a stipend for the amount.

b) For SGA's – 50% discount on rooms with a roommate. For those SGA members who live off campus, stipend given.

2. **The Chair requested the Council to read in preparation for next meeting and be ready to take action. The proposal was tabled.**

B. Governance Structure: Council of Student Athletes

1. On motion from the Student Affairs Committee it was requested that the Council of Student Athletes be added to the Governance Structure.

2. The Council discussed this addition. While the Council generally supported the modification of the Governance Structure, there was some question related to how membership was determined.

a) The chair asked the AD to contact NAIA to ensure Title IX compliance if, according to the nature of how membership is chosen, there was an imbalance of male and female representation.

3. Tabled.

C. Scholarship Drawing Proposal

1. The CFO informed the Council of a proposal from the Business Office for the use of four \$500 scholarships to use for a drawing for those returners who get all their registration done for 2023-24 by a date chosen by the FA Director. Registration completed would include registration in classes, financial aid completed, payment plan set up (if needed), housing selection and any other items that the main offices determine necessary.
2. **No Action Required.**

VII. President's Report

A. Work Week [COO]

1. The Chief Officers met and discussed the dates provided by the Operations Committee. There was consensus to continue with the approved dates of May 8-11th. This is a "new" date for us. In addition to any guests, volunteer faculty and staff, we will also be utilizing students.
2. The Chief of Staff requested that Work Week begin as part of a 12pm Launch Luncheon for volunteers for Work Week. This would provide time in the morning for the President's Recognition Reception (9am on May 8th).
3. The Chief of Staff has connected with the Director of Marketing on getting an informational website going with sign up, details, etc.

B. College Council Agenda Items

1. The Chief of Staff is in the process of creating a process for College Council to submit agenda items via Alchemer (Survey Gizmo) with supporting documentation, i.e. minutes, etc. The process has gotten messy and we're trying to find a way to clean it up so there is CLEAR evidence of process for HLC.

VIII. Integrated Planning Matrix

A. Policies & Procedures

1. The Chief of Staff has compiled changes from the College Council and has uploaded the P&P Manual Draft 2 to the College Council website. The President's Office will send out a link to the P&P Manual along with a feedback survey for All Staff to interact and provide feedback to the manual.

B. Request from Academic Officer

- a) The Chief Academic Officer presented the College Council with a memo requesting consideration for the Faculty to have the entire Fall Break and Spring Break off.
- b) Executive Director of the Foundation and Faculty Senate President spoke in favor of the memo.
- c) The Institutional Effectiveness Analyst shared that there are currently faculty that do not have quadrennial reports completed. He questioned what happens if a faculty member does not have their assessments done. Dr. Vanderhoof will keep faculty accountable.
- d) Dr. Vanderhoof and President will discuss and take appropriate action.

C. Budget Process

1. The College Council needs to review the budget before submitting to the President for final review and consideration. The budget will be presented at the next College Council meeting.

IX. Assurance Argument - Oversight Responsibility

- A. Thank you for engaging in the full preliminary read through. We will continue incorporate all the feedback.

1. The Chair reminded the Council Members that these reading sessions are for the entire staff, not just administrative staff. There was a noticeable gap. Please make sure all faculty and staff are aware of dates and make it a point to participate.

X. Governance Structure

- A. The College Council has a responsibility to review the governance structure and ensure that it is meeting its intended ends. In the last meeting, the President asked does membership on committees reflect and support effective representation. Members were asked to review the governance structure, talk with constituents, and provide feedback.

1. The Chief Officers met and it was suggested that members of the institution may not feel comfortable sharing their view on the governance structure within their constituent group. The Chief Officers discussed creating a feedback survey. No specific decision was made.

XI. Adjournment @ 2:40pm