

Status: _____

Form: _____



Central Christian College of Kansas

COLLEGE COUNCIL

Date: _____

Title of the Policy/Action: _____

Department Making Request: _____

Proposal: _____

Reasoning: _____

Proposed Start Date: _____

Actions

Date of Action

- **Overseeing Affairs Committee Approval:** _____
- **College Council**
 - **Affirmation:** _____
 - **Confer:** _____
 - **Recommendation:** _____
- **Presidential Response**
 - **Approve:** _____
 - **Refer:** _____
 - **Decline:** _____
- **Board of Trustees**
 - **Sent for Affirmation:** _____
 - **Date Affirmed:** _____

Minutes Attached Below.

Comments:

Page 2 is the Human Resource Proposal to Business Affairs.

Page 3 are the minutes from the BAC with the official motion to go to College Council.

I am proposing to suspend the graduate assistant program due to these reasons:

- Difficulty finding GAs
- Selling feature has become get a free master's degree instead of coaching
- Struggle with keeping GAs at part time and held accountable on time cards
- Master's program does not "start" if we don't have at least five paying students; can't start with only GAs and employees (Jan start didn't happen)
- International GAs that have applied require College to take on more risk (less hours can be worked too), 30 day arrival limit, what to do if there is not a start, etc.
- We aren't paying GAs (specifically athletics) enough to live and due to hours they usually cannot have another job to supplement
- Short term help

We can go back to finding assistant coaches for around the same pay as what we were doing to GAs.

If suspension is not supported by institution I am proposing to make an amendment to the current policy that says we cannot accept international graduate assistants.

We will re-visit the option of GAs once two-master's program "starts" have happened (after January 2024 according to schedule). Each start must have at least five new paying students.

Business Affairs Committee

April 5, 2023

Present: LeAnn Moore, Aaron Hoxie, Lyndsi Romero, Katy Potter, Michele August, Emily Mendez, and Hannah Litwiller

The Chair, LeAnn Moore, called the meeting to order and Lyndsi Romero led in prayer.

Approve Minutes

Michele August made a motion to approve the minutes from March 3, 2023. Seconded. There was discussion and one edit was made to the minutes. There was unanimous consent to approve the minutes as edited.

Budget

The CFO provided the committee with a copy of the budget with a \$133,960.40 net income. This is less than 1% in which the College should be between 3-5% net income.

It was noted that tuition for 23-24 was set at \$29,800 with a \$1,000 and room and board at \$8850 (GBR estimated at 61.32%).

One question came up about there being no budget for deferred maintenance. The CFO said that is a cash flow issue not an accrual budget issue. That is why there is nothing budgeted in this proposed budget that will go to the Board.

Another question came up about vehicle fuel having no budget in maintenance. It was determined that fuel is not charged to maintenance but a general institution budget.

Katy Potter made a motion to approve the 23-24 budget to be taken to College Council. Seconded. No further discussion. There was unanimous consent to approve the 23-24 budget.

Graduate Assistant Proposal

The Human Resources Officer brought a proposal to the committee to suspend the current Graduate Assistant program until the College has had two master program starts with at least five paying students. The current GA's would finish out the program and graduate. Coaches already approved to have a GA (but doesn't currently have one) would be able to have an assistant part time coach at \$3600/year.

The question was asked why suspend the program? Several issues: not enough paying students for starts, the master's program is not robust enough since it's new, international students are applying and we have nothing in place for dealing with that additional cost and work, there is no policy on what to do if there is no master's program start but there is a GA in the pipeline.

Hannah Litwiller made a motion to approve the proposal brought to the committee as outlined below and to go to College Council:

To suspend the current Graduate Assistant program until the College has had two master program starts with at least five paying students. The current GA's would finish out the program and graduate. Coaches already approved to have a GA (but doesn't currently have one) would be able to have an assistant part time coach at \$3600/year.

The motion was seconded. No further discussion. There was unanimous consent to approve the proposal and move to College Council.

SGS Scholarship/Discounts

Due to lack of time, this was moved to the April 17 meeting.

Meeting was adjourned by CFO at 11:59am. Meeting Minutes by Hannah Litwiller.