

# SUMMIT CHRISTIAN COLLEGE

## Board of Trustees Meeting

September 14, 2019

PRESENT: Angie Arnold, Larry Berlin, Rick Derr, Academic Dean/Director of Operations Scott Gribble, Andy Gudahl, Del Hamon, Jeff Holloway, Brad Korell, President Dave Parrish, Chuck Schmidt, Jonathan Seng and Jim Wetzel

ABSENT: Roger Curry, Lyle Hinebauch, David Troutman and Lola Weinreis

Meeting was brought to order by Jeff Holloway and Larry opened with prayer.

Minutes of the past meeting on May 10, 2019, were presented for approval with motion by Rick and 2<sup>nd</sup> by Larry; accepted as written.

### PERSONNEL COMMITTEE

Board of Trustee members whose terms expire in January 2020 include Rick Derr, Brad Korell, Jeff Holloway, Lola Weinreis and Jim Wetzel. Lola has decided to not continue as a trustee. Rick and Jeff will continue. Brad and Jim have not made a decision as of this meeting.

The Personnel Committee provided a copy of the book "Lessons from the Nonprofit Boardroom" to each trustee member and administrative staff. Those not in attendance should be receiving a book by mail. The committee suggests taking the time to read and review the book.

The committee did discuss having a retreat at the January meeting, January 17-18, 2020, and Rick explored some possible locations. The committee suggests that the retreat be put on hold at this time.

Prior to the meeting, the board was provided with the Conflicts of Interest Policy. Each member was asked to sign and date the signature page and give to Angie. The copies will be provided to Missi and stored in the board member file at the school. The Policy is reviewed annually. Missi will contact those not in attendance to get their signature page.

Prior to the meeting, the board was provided with a copy of the ABHE Tenets of Faith. These Tenets of Faith have to be affirmed annually. Nothing has changed from previous years. Jonathan so moved with 2<sup>nd</sup> from Rick. The ABHE Tenets of Faith were affirmed.

Angie distributed to all board members present a copy of the Board Evaluation, Self-Evaluation and President Evaluation, to be completed and returned to her no later than December 8, 2019. Everyone was encouraged to complete and return the evaluation. Those not in attendance will be forwarded a copy of the evaluation packet. Employees will be asked to evaluate the President as well and Dave will be asked to complete a self-evaluation. Results will be presented at the January meeting.

### FINANCE COMMITTEE

As per the Director of Operations report, Scott presented a Policy change Proposal: Time Off for Part-time Professional Employees. The existing policy stated that only full-time employees are entitled to Personal Time Off (PTO) and holiday pay. The proposed policy addresses a change in the full-time status of the Bookkeeper and the Publications & IT Specialist, to part-time status. With the policy change, these two positions would not earn vacation, but would earn a small amount of PTO and be paid for holidays. Jim moved and Rick 2<sup>nd</sup> that the proposed policy for PTO and holidays be approved; all approved.

Scott shared that financially today the college is one paycheck behind for two people; there are some large bills coming due which the Praise Banquet offering will help with. As of the 30<sup>th</sup>, we are off the budget about \$42,000. We are down some on spending. Praise Banquet funds will be spent quickly. With drop in student enrollment, we are down about \$18,000 this semester and will also be down that same amount next semester.

The receipt of the land donation from Wes Gudahl has been moved to mid November, awaiting some Glenrock, Wyoming city decisions. The initial intent would be to pay the bank loan off right away with part of the funds.

## EDUCATION COMMITTEE

Decision for expanding the faculty has been delayed to Fall 2020, awaiting potential student numbers before bringing another faculty person on. Aaron's resignation means we must replace Aaron as an OT professor. Two resumes have been received and one person will be interviewed next week.

Scott shared several items included in his Academic Dean report.

The school has been exploring the possibility of dual enrollment with WNCC (Western Nebraska Community College) and transfer/degree completion degree options. Syllabi will be submitted to WNCC to see if classes we teach will fit their criteria for acceptance of our classes into their AA degrees. Also proposed is a new AA degree (Major in Biblical Studies) and a new Bachelor of Science Degree (Major in Christian Studies), for transfer and degree completion students.

As requested at the May meeting, the financial assessment team reviewed SCC's scholarships and tuition waivers and the Academic Dean report made recommendations of scholarships to drop (Dean of Students, Bible Bowl, Spouse of full-time student and Barnabas Award) and changes to be made to several scholarships (Academic Dean, David Scholarship, Senior Scholarship, Missionary Dependent, Minister Dependent and Phoebe).

Jonathan so moved to accept all the proposed degree changes and additions and the scholarship changes; Jim 2<sup>nd</sup> the motion. Rick questioned if there was an idea of what the financial impact would be on changing the scholarships. This year, we are planning to write off \$20,000 which is less than average. Scott did remind the board that there is a scholarship committee (Academic Dean, President, rep from Dean of Students Committee and rep from Recruitment Department) that would assist in determining proven need for scholarships.

STUDENT LIFE COMMITTEE: As per the submitted report, there was nothing of concern to share with the board.

ALUMNI COMMITTEE: There was no report shared with the board.

## EXECUTIVE COMMITTEE

Dave shared about the trip he and Alice made to India this summer, letting the board know that he will be expanding on the experience at the Praise Banquet tonight. Dave shared that there is a restoration movement happening in India; he and Alice each spoke 4 times and shared with families every day who are excited about seeing India won to Christ. They visited Cornerstone College in Shillong, India, who is interested in sending students here to attend classes as well as sending faculty here to attend classes. We could in turn send students there for internships. With help from Abstar Diengdah (alumni of SCC), funding for internships would be provided. The college in Swaziland also has the possibility for ministry and internship opportunities.

Dave mentioned the possibility of encouraging churches to fund students educations at Summit and in turn those students returning to those churches to serve in ministry.

## DEVELOPMENT COMMITTEE

Chuck reported for Development. He informed the board that the dashboard has added a new Recruitment table to specifically identify the number committed to be here. Emilie indicated she is currently working with 21 ministry minded potential students for Fall of 2020. At this time last year she was working with 3 students, so numbers have increased. Emilie is improving the way she is approaching working with students including sophomores, juniors and seniors. One of her desires is to take current students with her on recruiting trips to allow them to share of their experiences at Summit. One issue would be missing classes so bridging would be needed and will be discussed with Scott and Dave. She has not set a goal for the next year but it was stressed that the standards cannot be lowered so that she can meet her goal. 15 FTE was the goal for this year, but we only got 7. It was stressed that if we had a professor here that is not teaching adequately, they would be let go. Rick again asked why are we not getting students. An answer was not forthcoming. Andy stressed we can't keep doing things the same and expect

different results. Andy suggested preparing a pamphlet about the school and putting them in all churches for information and contact purposes.

Jeff, with the support of the Executive Committee, shared that this is utter failure, when we aren't increasing in number of students. The Executive Committee has asked Dave to send a copy of his plan/schedule for the day to the board: people he will be meeting with, potential supporters, students, etc., as a matter of prayer and also follow up reports of those meeting. Emilie is the Recruiter but responsibility goes back to Dave. We can't continue to say that Emilie will figure recruiting out or another donation will come in to assist with fundraising. If at the end of the day and at this time next year, we don't see a change, then we will have to re-evaluate. Now is the time to make a change. There has to be a sense of urgency on seeing a change in direction. Jonathan shared that a lot of churches are seeing kids on Wednesday evenings, but it is not translating to Sunday morning attendance, usually due to lack of parent involvement. The question was asked if parents are being contacted as part of recruitment? In many cases, they are. Jeff stressed that all avenues need to be explored to find ministry minded students. Larry questioned if Dave can hold Emilie accountable or speak to Emilie as he has been spoken to? Dave responded that yes he could. The question was raised as to what age students are being approached by the recruiting department. Emilie focuses on juniors and seniors for recruitment as well as sophomores. She is looking for potential students, so doesn't look at students that are too young. The question was raised if financial Bonuses for recruiting can be given, which they cannot, but an increase in salary can be offered. Rick shared that in his time on the board there have been at least four recruiters and each time there is a new hire it seems like we take steps back, so we need to encourage and support Emilie.

Staff was questioned if the college can go into churches other than Restoration Movement churches? Many churches will not agree doctrinally and there would be an impasse, but the college is open to it. Andy stressed that we as a board need to step up too, in all areas. It was also pointed out that we have to constantly be in a capital campaign mode with major urgency.

Jim shared that one person doing fundraising and recruitment is a lot to ask. Dave stressed that trying to communicate the importance of this college to others is a priority and he is open to suggestions to accomplish that.

Chuck shared that accountability goes both ways and requested that when we as a board gather monthly for prayer that as many people as possible participate and maybe rather than using just a conference call, try to do a zoom meeting and have more face to face interaction as a board.

Dave did share that in his report of his meeting with Terry Munday, Terry suggested that board members not be asked to make financial appeals on behalf of the college, but if there are individuals or groups to be contacted that Dave or someone with more experience in making those appeals do it. Board members are encouraged to assist with recruitment in passing along names of potential students to Dave and the recruiting department and be willing to meet with those potential students.

Larry asked if help is needed to visit people for recruitment? Dave responded yes, with adequate information help would be welcomed. Emilie can speak to traditional students coming out of high school and relate to them, but there may be adults who are looking for a Bible college education that board or faculty could speak to and relate to. Larry stressed that he does not feel skilled to ask for money but could approach others about coming here as a student.

Chuck moved and Jim 2<sup>nd</sup> that the 1<sup>st</sup> Tuesday of each month at 8:30 MST be designated as a time of prayer for the board, using zoom instead of a phone call. Dave will send out a list of prayers on Monday for prayer time on Tuesday, including a link for Zoom. Board members were reminded that the quality you will get on Zoom depends on the internet speed. People who have had issues are trying to join Zoom using public Wifi. Motion passed. October 1 will be the next scheduled day for prayer. We will use Zoom in October and see how it works.

**MISCELLANEOUS BUSINESS:** Jeff asked for any additional business and no one had anything to share.

Everyone was reminded of the Praise Banquet tonight at 6 pm. The next Board meeting was scheduled for Saturday, January 18, 2020, at the school. Jeff closed with prayer.

Respectfully submitted,

Angie Arnold, Secretary  
Summit Christian College Board of Trustees