

# SUMMIT CHRISTIAN COLLEGE

## Board of Trustees Meeting May 12, 2017

PRESENT: Angie Arnold, Larry Berlin, Rick Derr, Academic Dean Scott Gribble, Andy Gudahl, Jeff Holloway, Brad Korrell, President Dave Parrish, Chuck Schmidt, Jonathan Seng, Lola Weinreis, Gerald Parriott and Jason Thompson with Carpenter's Plan.

Absent: Lyle Hinebauch, Jim Wetzel

Meeting was brought to order by President, Jeff Holloway.

Jeff also opened with prayer.

Minutes of the past meeting on January 21, 2017, were presented for approval with motion by Chuck and 2<sup>nd</sup> by Rick; accepted as written.

### EXECUTIVE COMMITTEE

Dave shared with the committee that the majority of his time since January has been spent on Development – traveling, meeting and corresponding with potential donors for the Wide Horizons campaign. Correspondence regarding the campaign for churches, donors and alumni will be drafted today by the Development Committee to be mailed out next week. The Strategic Plan does not need to be changed yet, but adjustments may need to be made if Wide Horizons and recruitment goals are not met. The recruitment office is progressing and still has a long way to go to meet the needed numbers. Rick shared the proposal from the Finance Committee to opt back in to Social Security.

#### finance Committee

The budget for 2017-18 has to be approved. It does show we are in the black. Many figures are based on historical figures. It is based on projected student income; fairly accurate for returning students; based on 12 new students, but not all are committed. Rick pointed out that regarding the budget we are prayerfully depending on a certain amount of students that may or may not show up and prayerfully depending on a certain amount of donations which may or may not come in. Before approving the budget, the committee presented the Social Security proposal.

Rick presented the proposal for the college to opt back in to Social Security. The college would withhold, collect and remit the employee's contribution of Social Security. The Finance Committee is suggesting that each employee (not minimum wage employees) take a 7.65% decrease in wages. The committee is recommending a 2% increase in wages to help cover any hidden expenses that may be effected. As far as minimum wage employees, the college would cover all of Social Security. We don't want to see any employee ending up with less take home pay.

The question was raised as to what brought about this change? In the past, it was very commonplace for pastors to opt out of Social Security. At this time we do not have any employees who are opting out. When the college is hiring new employees, we have to explain the unusual way of doing Social Security. The question was raised how this would effect bookkeeping. It should make it easier than what is having to be done now. The goal would be to opt back in by the July 15 payroll.

Rick made the motion for the college to opt back in to Social Security. All employees, excluding minimum wage, would take a 7.65% decrease in wages and a 2% increase in wages. 2<sup>nd</sup> by Andy; unanimously passed.

The 2017-18 budget will be impacted by this increase in wages. We can amend the individual contributions under development income by \$8,000 (the 2% increase in wages) in order to have a balanced budget. The motion was made by Chuck to accept the budget with the \$8,000 change in income and expenses; 2<sup>nd</sup> by Andy. Rick did want to make the board aware that the IT budget will have to be increased soon to replace

hardware at the college. Budget accepted.

## DEVELOPMENT COMMITTEE

Jason distributed a Wide Horizons report entitled Wide Horizons Campaign: Finishing Strong. It included the current status of the campaign as well those who have indicated they will give. Many have said yes. Gerald Parriott has agreed to serve with the Development Committee for the next 45 days as possible donors and supporters of the college are contacted. He shared that since 1962 he has been going to meetings for the college concerning accreditation. Every year the college was academically sound and every year finances were a stumbling block for accreditation. Gerald expressed his appreciation to faculty and staff to become accredited. It is important not just for transfer credits but for students to say that they are a part of an accredited college. The anticipation is great that finances will not be a stumbling block as the college moves toward accreditation and the site visit in the fall.

Jason shared that he reviewed the names and amounts and approximated an amount of \$100,000 to be given. Chuck reminded the committee that is not what we prayed for. We set a goal of \$350,00 and that is what we have been praying for. Jason asked the board to pray for this process harder than they have ever prayed for anything before. He has poured his heart into this process as have many others. He has traveled with Dave and knows Dave's heart is with missions, not asking for money.

There is a plan to solicit alumni, area congregations and all donors with letters, emails and social media. A letter that will be sent to churches was shared with the board. A similar letter will be sent to alumni and donors.

Dave shared that they have been holding ice cream socials to invite local businessmen and community members to come hear more about the college and the campaign. Information about the college is shared as well as a presentation about the college. Everyone was encouraged to consider holding something similar in our respective areas and Dave offered to come to present information.

Jason's agreement with us ends June 30, but Jason will stay in touch with Dave. Jason shared that he first joined us in February of last year. He praised the board for our giving. Jason said thank you for letting him share in this process. Chuck Schmidt shared that it looks like we are up against some insurmountable odds; when God gives us the victory at the end we will rejoice.

Chuck questioned if there should be a plan in place to recognize the giving. Jonathan moved that the board assemble on Sunday, July 2, to gather for a celebration planned by Chuck and Dave. After discussion and conflicts with the date, Jonathan rescinded his motion. It was agreed that during the monthly conference call for prayer on July 5, the results of the final push for the campaign could be shared with the board and prayers of thanksgiving and rejoicing given.

Chuck requested that in preparation for the monthly conference call in June, the board fast beginning at noon on Wednesday, June 7 through noon on Thursday, June 8.

Dave reported to the camp on the Recruitment Department. Emilie is showing growth in her understanding of what to do and how to do it. The staff has been appreciative of her attitude. She is always looking for ways to improve the recruiting department. She has a group of students that she will be working with this summer as camp teams. The teams recently gave their presentation and accepted some critiques. Brad shared that at Spring Thing Emilie was observed interacting with high school students, but most of the team was not. Brad questioned how many camps Emilie will be attending and Dave did not have the exact list but estimated 9. Rick said he has asked the question before – if students are saying no to Summit Christian College, why are they saying no? He has not received an answer to that question. The recruiter is the only person who can answer the question. That question should be asked of potential students and then the answer shared with others and determine how to turn a no to a yes. Gerald said he offered some suggestions for the recruiting department a year ago and reminded everyone that a recruiter alone can't do the job of recruiting. It takes a team of people: the board, the churches, parents, youth group, preachers, and relatives. For recruitment to go forward, it is the building of relationships between the incoming student and someone from the college. If a prospective student hears from more than one person about the school (the recruiter, a professor, a church member, a board member, etc.), their potential is greater to attend. This college has all the potential, we just

need to expand.

## STUDENT LIFE COMMITTEE

The Committee presented an addition to the Student Handbook: Drug/Alcohol Awareness/Education Program. This policy has been submitted to the Department of Education in order to comply with the Title 4 funding requirements but has to be approved by the board. Jonathan so moved that the policy as presented be accepted as an addition to the Student Handbook; 2<sup>nd</sup> by Brad. Rick questioned the alcohol policy that had been previously discussed and approved by the board. This policy does not change the previous policy and has to be in place to cover the education of students on drug and alcohol use. Policy accepted.

Dave Robinson shared with the committee that it has been a good year discipline wise. RA's are in place for fall. The security alarm system is currently not working but in process of being repaired. Questions were raised about the spiritual progress of students. They are getting the academic knowledge but is there progress being made spiritually. Suggested that students be encouraged by fellow students, professors and staff for continued spiritual growth.

## EDUCATION COMMITTEE

The committee shared that the faculty would like to begin requiring all degree seeking students to purchase a Logos Library. The college would purchase a certain number of licenses and the student could purchase the license from the school. If the student would leave, the license could be transferred to another student. It could be added as a student fee. Details of cost are not available at this time. Scott will be speaking with Logos at the end of the month and should get details of cost to the college and students. Everyone was in agreement that it sounds like a good idea, but would like to know cost before making a final decision. Scott questioned if the Executive Committee could make the decision in order to put the requirement in place for fall. The cost would be covered by a Pell Grant if it is in place as a required Student Fee. The accrediting association wants to see that distance students have the same access to research materials as the traditional student. Brad moved that the Executive Committee make the final determination to require that Logos be required by all degree seeking students; 2<sup>nd</sup> by Jonathan; accepted.

Scott presented the list of 2017 graduates: Bachelor of Science in Bible: Dustin Amack, KylieDean Gulley, Abby Torres, and Ryan Yates; Bachelor of Science in Ministry: Sarah Amack; and Associate of Arts in Bible: Emily Brown, Houston Capellen and Daniel Leathermon. Jonathan moved to approve the 2017 Graduates; 2<sup>nd</sup> by Chuck; unanimously passed.

## PERSONNEL COMMITTEE

Everyone received a copy of the Trustee Handbook. Grammatical corrections and updates to staff and trustees have been made to the handbook. The 'Message to the Chairman' will be added from Jeff. The committee does recommend that a statement be added under Section 4: Chapter 2: Article 2: #6 In agreement with the Statement of Faith of Summit Christian College. Jeff moved to add that statement; 2<sup>nd</sup> by Jonathan; accepted.

Chuck made the motion to approve the Trustee Handbook; 2<sup>nd</sup> by Rick. The question was raised if the handbook could be available digitally. Angie will check with Missi, but Scott did not think there would be an issue. Trustee Handbook approved.

Dave shared that Lyle is struggling with personal time constraints in order to serve on the board. He wants to focus more time to the Alumni Association. Dave suggested that an Alumni Committee be formed and Lyle oversee and continue to be a part of the board. Suggestion made that Lyle could choose members of board to serve on the Committee with him.

The committee discussed potential board members but did not have any names to share with the board at this time. Dave raised the question of inviting potential board members who may only be able to participate on the board via our Zoom Technology because of their distance from the school. It was suggested that they be required to attend at least one meeting a year out of three. It was agreed that it is hard to get to know

someone if you don't meet them in person. Andy Gudahl suggested George Keralis as a potential board member.

Gerald shared a thank you to the board for the time spent, money and prayers voiced on behalf of the college.

Closing prayer by Andy Gudahl.

The next Board meeting was scheduled for Saturday, September 9, 2017, the same day as the Praise Banquet.

Respectfully submitted,

Angie Arnold  
Secretary  
Summit Christian College Board of Trustees