

# SUMMIT CHRISTIAN COLLEGE

## Board of Trustees Meeting May 11, 2018

PRESENT: Angie Arnold, Larry Berlin, Rick Derr, Director of Operations Scott Gribble, Lyle Hinebauch, Jeff Holloway, Brad Korrell, President Dave Parrish, Academic Dean Aaron Prohs, Jonathan Seng, Chuck Schmidt, David Troutman, Lola Weinreis, and Jim Wetzel

ABSENT: Roger Curry and Andy Gudahl

Meeting was brought to order by President, Jeff Holloway. Larry Berlin opened with prayer.

Jeff introduced David Troutman to the board. Board members had previously received a copy of his bio. David shared that most recently he has served for 2 years as the senior pastor at Northglenn Christian Church in Northglenn, Colorado, and had previously been the youth/associate pastor there for 14 years. The Personnel Committee presented David for approval as a board member. Angie so moved, 2<sup>nd</sup> by Jim; all approved. David has been assigned to serve on the Education and Alumni Committees.

Aaron was welcomed to his first board meeting as Academic Dean. Scott will continue in his duties as Director of Operations.

Minutes of the past meeting on January 20, 2018, were presented for approval with motion by Jim and 2<sup>nd</sup> by Lola; accepted as written.

### PERSONNEL COMMITTEE

Angie shared copies of the Alumni Committee Description for the Trustee Handbook to board members. This committee is to assist in establishing a relationship between the board and the Alumni Association. No changes to the Alumni Association will occur other than the need to move the Alumni Association financial account in house and change the signers on the account to in house. Rick moved to accept the description for inclusion in the Handbook, 2<sup>nd</sup> by Jonathan; all approved.

The committee updated the board of the status of some people under consideration for the board. Terry Leathermon let Dave know that he has decided not to serve at this time but would like to be considered in the future. James McKean has also contacted Dave that due to some family obligations he is unable to serve at this time. Dave chose not to contact Mike Andrews at this time. Del Hamon from Lyman Christian Church, Lyman, Nebraska, is interested in serving and a bio from him has been requested. The committee does have a few others under consideration at this time. The committee did request that any potential names of board members be passed on. The name Chip Findley, First State Bank (Vice President-Investment & Trusts), Elder @ Westway was mentioned. Jeff will contact Chip to see if he has any interest in serving.

Larry questioned who makes the contact with potential board members and interviews them and wondered if there was a list of pertinent questions to ask potential board members? Dave and Jeff usually make contact and speak to those being considered. Larry shared that the board needs to make sure that people that are being considered are in agreement with the qualifications listed in the Trustee Handbook, including their stand on baptism. All potential members are provided with a copy of the Trustee Handbook that includes further explanation of those qualifications.

### FINANCE COMMITTEE

The 2018-19 Budget was presented for approval and final copies of the budget were distributed. It was pointed out that under Development Income there is a Cultivated Gifts amount of \$219,693 that will have to be raised over and above identified streams of income. The question was raised if that amount needs to be increased to include an amount for reserve. ABHE wants 6-month reserve but in the past we have attempted to have \$25,000 in reserve and that has been acceptable to ABHE. It was shared that Intermountain Bible College has indicated the possibility of a gift, at a maximum of \$175,000. If that amount is received, the line of credit would

be paid off, a reserve of \$25,000 set aside and be able to end the year with at least a positive of \$90,000. The question was raised on what is owed on the building and it is approximately \$165,000. We need to be financially strong year-end for accreditation. We need to show if cash is low, that steps were taken to put funds into recruitment and then we may be put on probation. We are looking to the potential of increasing the giving of current donors, increasing student income, and continuing to find new donors.

The most recent capital campaign total funds received was \$175,000. The question was raised if it was too internally focused? Was the goal amount too small? At the ABHE conference, Dave learned, on average a capital campaign is spread over a three-year period and we limited ours to one year. Attempts need to continue to be made to go after new money. Suggestion made that we could include the annual budget amount multiplied by 3 to allow people to see what the target needed by the college over a three-year period would look like.

It was pointed out that recruiting needs and reserve could be added to the budget at a future date. This budget is based on 10 incoming new students and 14 returning students on campus and 12 bridge students. Altogether it totals a little over 500 credit hours sold. No question student enrollment needs to increase and there needs to be an increase in donations. We need more students to in turn increase donations to show donors an active and growing enrollment.

The board was reminded that with approval of this budget we will be approving a budget with a shortfall of \$219,693. That fund total, as received will be dispersed and put into categories as assigned.

Chuck moved to approve the 2018-19 budget as presented; 2<sup>nd</sup> by Rick; approved.

Rick made the motion to increase the Cultivated Gifts amount of \$219,693 amount to \$244,693 to include a reserve amount of \$25,000. ABHE is looking at our net income, assets and income. The amount listed under private contributions would increase to \$501,693 from \$476,693. 2<sup>nd</sup> by Jim; all approved.

Scott confirmed as reflected in his report that Dana Weber, CPA, has agreed to take the part-time position of Financial Controller, that Marcia Mehring had resigned from since our last meeting. It is the hope that this arrangement will satisfy ABHE's concerns about operational and academic functions as well as satisfy concerns expressed on past audits concerning deficiency of internal control over financial reporting.

## EXECUTIVE COMMITTEE

The Executive Committee presented the "Religious Freedom and Human Sexuality Position Statement" for approval by the board. The recommendation was that it be accepted as written since it has been approved by legal counsel for ABHE. This statement will be included in the bylaws, catalog and all handbooks of Summit Christian College. With this statement in our documents we do not have to apply for religious exemption (Title IX). This clarifies our view of scripture and makes it clear to students and employees. We know this subject will come up again in the future. This document came from ABHE and they have asked all participating ABHE colleges to adopt a statement similar to this in their college documents.

In the Trustee Handbook, it will be included under Section 4: Bylaws: ADD Chapter 11, "Position Statements", Article 1, Religious Freedom and Human Sexuality. It will also be referred to under Section 4: Bylaws, Chapter 2, Article 2, ADD #7. In agreement with the Position Statements of Summit Christian College (See Chapter 11 "Position Statements").

Lola moved to accept this Religious Freedom and Human Sexuality Position Statement for inclusion in all necessary documents at Summit Christian College, 2<sup>nd</sup> by Jonathan; all approved.

## STUDENT LIFE COMMITTEE

The committee shared that there have been no issues or problems with students. A decision does to be made on the repair of door alarms in the dorms. Parts are not available for repair on the current system. There is an audible alarm system on the dorms if someone leaves the dorm after hours. Internal security alarms are in place and emergency alarms are in place.

## DEVELOPMENT COMMITTEE

Dave shared that an inquiry was received from Burlington Northern to become a sponsor of a future Summit to Summit. An amount would be given for sponsorship and in turn free registration for the event would be offered to respective company employees. After this year's event the sponsorship package will be reviewed. Potentially, the Summit to Summit could be turned into a fundraising event to help cover a time of year that is usually a low financial time.

Emilie shared her recruitment report with the committee that she has eight student prospects for the fall with 1 accepted. For the summer the team has eight camps scheduled as well as 3 CIY events. Luke Muller, her assistant, is doing well. A trustee requested that Emilie come to a future board meeting and share the process of recruiting in written and oral form, possibly at the September meeting? Dave said he would make that request. Brad shared that at his request she has come to his youth group and other church events in Huron, keeps in contact with students and follows up. Emilie was walking by and shared that currently she or a team attends events and makes contacts. Currently ACT scores are coming in from students who have listed Summit as a college to receive their score and she is in process of making follow up contact to those students. She and her team are also currently going through the database of students that have been there for up to 5 years and working through it to update it. She also shared that she did take the camp teams to Westway and Central to allow them to make the presentation to their youth groups as a practice run through for the summer.

## EDUCATION COMMITTEE

Scott presented Catalogue Changes that he had previously shared with the board in his report including: changing the audit rate, increasing academic requirements for the Senior Scholarship, the Student Leadership Council description & responsibilities and updates to the catalog to reflect the number of General Education hours for bachelors and associates degrees as required by ABHE. Brad moved to accept the catalog changes as proposed, 2<sup>nd</sup> by Larry; all approved. These changes will all go into effect tomorrow, May 12, 2018.

Scott presented a List of Candidates for graduation for board approval: Bachelor of Science: Kyler A. Schmidt; Associate of Arts: Tristen Allen Bridges, Alexander LaVerne Fritzler, Scarlet Riley Houk, Hunter Nicole Rezanina; and Certificate in Christian Foundations: McKenna Christine Bridges, Shay Elizabeth Splattstoesser. All aforementioned students have financially and academically completed all obligations. Jonathan made a motion to approve the candidates as presented, 2<sup>nd</sup> by Brad; all approved.

Scott shared that the contract with the Library Consultant from York College was signed this week. He also shared that arrangements have been made with Logos to offer a library for \$350 for degree seeking students. Half will be collected from students in August with the remainder due in January. We plan to begin with 20 licenses. They will be offered to alumni, trustees, faculty and staff as well. If a license is turned back in it can be reassigned a total of 3 times. In July, the faculty will have some classes with a Logos rep to learn how to use the program. Faculty will be encouraged to use the various components of Logos in their classes.

Scott was asked to report on the status of the response to the ABHE Recommendations. With Dana Weber in place, their concern about a qualified financial officer should be satisfied. Also, Aaron taking the position of Academic Dean and Scott continuing as Director of Operations will help satisfy their request for separation of operational and academic functions. We will have to submit a report in November that will address their remaining concerns. The commission made some recommendations concerning academic rigor and efforts are being made through training in faculty meetings, meetings with adjunct professors and changes reflected on fall syllabi to include more rigor. The committee recommended that services need to be made available for Bridge students and requiring Logos for all degree students, as well as the library options through York College will help meet that recommendation. In addition, EBSCO (an online platform of 7,000 books and 1,500 journals) will be made available to all students. Also, all students will be made aware of the use of NebraskaAccess, an online library site. After today, all faculty will have a Master's degree, as recommended by ABHE, except the choir director. Ron Kroll stated that as choir is a performance class, the Master's degree would not be a concern. Currently our English teacher has a Master's degree not in the area of English, but does have 30 years experience in teaching in the area of expertise, and they are aware of it. ABHE was aware

of our plan to use the librarians from York College which should satisfy the Commission. The document is due November 15. Dave, Scott and Aaron plan to meet with the committee in February 2019 at the February ABHE conference with a review board similar to the group Dave and Scott met with this last February. Chuck shared he was there in February with Dave and Scott and a panel of 12 asking them questions. He complimented Scott and Dave's ability to answer all they were asked by the panel. They met with Dr. Kroll after the committee meeting and he shared that as a school we were close to being granted accreditation. It was pointed out that this year of working on these recommendations makes us stronger as a school and highlighted some things that needed to be addressed and worked on.

#### ALUMNI COMMITTEE

Brad reported that the Alumni Committee met at the school yesterday, with Dale Mason also in attendance. Time was spent brainstorming about getting alumni more involved with the current Alumni Association that was begun in 2006. Things went well for several years and at that time Andi Grant as a staff member was able to give some time to the Alumni Association. In recent years the Alumni Association has not been as active and Brad said most of the active Alumni are graduates of Platte Valley Bible College. A couple current students joined the committee meeting and were asked what an association could do for them but they weren't sure. The committee will explore suggestions of various ways to get more alumni involved, including using social media in a more active way.

#### COMMITTEE MEETINGS SCHEDULE

With the increased number of trustee members and committees it is difficult to schedule all members and committees in the three-hour span of time before the afternoon board meeting. The question was raised if it is possible for any of the committees to meet over the phone or by Zoom before the regularly scheduled meeting. It was agreed that the Personnel Committee and the Student Life Committee could do a phone meeting. Rick said his company could provide a number and ID for a conference call as needed. Scott said Zoom meetings at the school could be arranged as well if someone on the committee would be able to be at the school. If any other committees can meet before the scheduled board meeting day they are encouraged to let Dave know, so the agenda can be adjusted.

#### MONTHLY TRUSTEE PRAYER CONFERENCE CALL

Chuck was thanked for organizing and coordinating the monthly phone meetings. For many, Wednesdays has been difficult, due to other church obligations that evening. So, beginning in June, the monthly Prayer Conference Call will be on Thursdays: June 7, the 1<sup>st</sup> Thursday of the month, at 8:30 MT. The day before, all board members and designated staff will receive an email reminder with phone instructions as well as a list of specific items for prayer.

#### GROUP PRAYER TIME

Jeff led the group in a closing prayer time to close the meeting. He suggested that prayers be offered for the possible Intermountain Bible College scholarship funds, an increase in student numbers and financial issues for the school. All in attendance offered prayer for the school.

#### GERALD PARRIOTT RETIREMENT

Dave made the board aware that Gerald Parriott shared a letter with him today announcing his resignation as Chancellor and retirement from Summit Christian College. Angie will write a letter of appreciation from the board for Jeff to sign.

The next Board meeting was scheduled for Saturday, September 8, 2018, the same day as the Praise Banquet.

Respectfully submitted,

Angie Arnold, Secretary  
Summit Christian College Board of Trustees