

# SUMMIT CHRISTIAN COLLEGE

## Board of Trustees Meeting September 8, 2018

PRESENT: Angie Arnold, Larry Berlin, Rick Derr, Director of Operations Scott Gribble, Jeff Holloway, President Dave Parrish, Academic Dean Aaron Prohs, Jonathan Seng, Chuck Schmidt, Lola Weinreis, Jim Wetzel and Director of Recruitment Emilie Yates

ABSENT: Roger Curry, Andy Gudahl, Lyle Hinebauch, Brad Korrell, and David Troutman

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

### RECRUITMENT REPORT

Emilie Yates, Director of Recruitment, shared a document of Recruitment Pool, Admission Status and Ministry Minded Totals. Included also were the Admission Status Definitions that are used to identify and follow recruits. Emilie presented a power point of the past, present and future of the recruitment department. Included were suggestions of what we as a board can do to assist recruitment. Texting and social media have made current recruiting easier and the goal is to build personal relationships with potential students. She also distributed 'Recruiting Do's & Don't's,' a template that she and the recruiting team have used but also good information for the board if given the opportunity to speak or share with a potential recruit. Emilie distributed a recruiting packet that included brochures and fliers that are used as recruiting tools. Board members were encouraged to invest in the potential students that we may be in contact with and to use some of these tools in recruiting. Emilie invited board members to invite her to their churches if she does not already have a visit scheduled to meet with potential students.

Minutes of the past meeting on May 11, 2018, were presented for approval with motion by Jim and 2<sup>nd</sup> by Rick; accepted as written.

### PERSONNEL COMMITTEE

Del Hamon, pastor at Lyman Christian Church, is being considered as a trustee. You should have all received a copy of his bio and information. He joined us for lunch today and those at his table had opportunity to visit a little more extensively with him. He has a history with the school and is excited to be back in the area and working with Summit. No one raised any concerns about asking Del to serve. Dave will be contacting him as a follow up. He will be invited to come onto the board and will be voted on at the January 2019 meeting.

The Board was provided with the Conflicts of Interest Policy. Each board member was asked to sign and date the signature page and give to Angie. The signed copies will be provided to Missi. Annually, the policy is reviewed and each board member is required to complete the signature page for their board member file that is kept at the school. Missi will contact those members that were absent from the meeting to get their signature page.

The Board was provided with a copy of the ABHE Tenets of Faith. Annually, the board has to affirm these Tenets of Faith. Nothing has changed from previous years. Jonathan so moved with 2<sup>nd</sup> from Larry. The ABHE Tenets of Faith were affirmed.

This year the Board is due to affirm the Summit Christian College Mission Statement: Summit Christian College, an institution of higher learning, educates leaders for Christian service. Dave shared that administration and faculty agree that the Mission Statement continues to represent the school's purpose and focus. Jim moved to affirm the statement, Jonathan 2<sup>nd</sup>; SCC Mission Statement affirmed.

Angie shared with the board that three board member's terms are set to expire in January 2019. Larry Berlin, who has not decided whether to continue serving; Angie Arnold who also has not decided due to the possibility

of her husband taking a temporary job in New Zealand next year; and Andy Gudahl, whose health issues have prohibited him from attending the past few meetings. Andy would like to continue to serve. It was the consensus of the Personnel Committee that Andy be asked to continue serving, being aware of his health issues but knowing the asset that he is to the board. Dave did share that he also had a conversation with Andy and they discussed Andy possibly taking a leave of absence but at such time when his health allows him he would come back on the board. The question was raised of him being able to 'Zoom' in to meetings. Angie will contact Andy and see what he would feel most comfortable doing.

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 1, 2018. 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

Rick presented that the Finance Committee is recommending that Scott be allowed the freedom to renegotiate the maintenance and cleaning of the facility in the budget, which would mean a possible \$6,000 increase. The potential employee would not have to be licensed but would have general knowledge of plumbing, electrical and construction. The duties would also include outside maintenance and repair. It is known that some repairs would have to be done by a licensed person. This position could also be combined with regular custodial duties, including setting up for banquets and other activities in the building. Rick so moved, Jim 2<sup>nd</sup> ; motion approved.

Scott informed the board that the monthly Dashboard will be coming next week. Looking at it, it appears the recent financial issue has been resolved, but in reality, because we have borrowed from ourselves and are paying ourselves back, we are not as far ahead as we need to be. We will plan to pay dues now for COA, ABHE, and CHEA. If the funds for the audit are in place in October, the audit will be scheduled for October with Dr. Kroll's visit scheduled for the end of November. If the funds for the audit are not in place, the board will meet by zoom to make a decision about the next steps. Clarification from Scott was requested as to what the ramifications would be if we do withdraw from accreditation. October withdrawal: expenses for the audit saved and expenses for Dr. Kroll's visit saved. This would also mean halting the student's ability to apply for Financial Aid in the spring. Early February withdrawal: save expenses for attending the annual ABHE meeting in Orlando; with option to reapply at any time in the next three years and all eligible students will receive Federal Aid for spring. The negative would be that we would not have the benefit of hearing from ABHE their assessment of our accreditation being approved. If we do not withdraw and attend the ABHE Commission meeting in February, we will find out how we have measured up to their given standards, but if we receive a no from the Commission, we will be prevented from being able to return to our pursuit of accreditation for a minimum of three years which will include a thorough review from the Commission. The goal and prayer is to make sure that we are meeting the additional giving of \$18,000 per month going forward, not to specifically stress an amount, but to strive for the goal of staying in the black. This could show the Commission a good financial turnaround for the college.

#### EDUCATION COMMITTEE

Aaron reported that he shared with the committee that he and the faculty have been concentrating on academic rigor as encouraged by the ABHE team. Training is happening a couple times a month. Aaron also expressed appreciation to Scott and Andi Grant for all of the knowledge that they are sharing with him as he works as Academic Dean.

A total of 25 LOGOS licenses were purchased and 24 have been sold. Cost is \$350 per license.

#### STUDENT LIFE COMMITTEE

Eight men and four women are in the dorms. Since the girls are all freshman, Megan Hanson (a 2013 graduate and former RA) has graciously consented to serve as RA.

Student government is going well. Missi and Dave did express concern about their need to be in attendance at the Student Government meetings which are currently being held at 9 pm in the evening.

Alarm system still not working which would be about \$13,000 to replace. Building is secure and fire alarms are working but parts cannot be found to fix the current system.

#### EXECUTIVE COMMITTEE

Dave reviewed his report and the committee spent time discussing recruiting and financing. We know we need tuition paying students.

#### DEVELOPMENT COMMITTEE

“White Fields” scholarship fund has been established with funds already pledged for next semester. Intermountain Bible College has been approached to provide at least a \$25,000 challenge grant to help cover in-house scholarships and waivers that the college expects to cover this year.

Chuck mentioned bringing Terry Munday in soon to assist in some Development aspects for the school. Terry was in attendance at the ABHE conference in February and he serves as a consultant to Christian non-profits sharing his creative experiences as a fund raiser.

The Praise Banquet, scheduled for this evening, is set to be well attended and encouragement will be for attendees to come on board as regular donors to the college. Dave will be presenting the “White Fields” scholarship fund for those that may be interested. Based on past history of the praise banquet, we could possibly get \$10,000 above the budgeted amount with the number of table sponsorships in place.

#### ALUMNI COMMITTEE

There is nothing to report and the committee has not met since the May meeting.

Everyone was reminded that the Praise Banquet is tonight at 6 pm. There will be many in attendance at the Praise Banquet for the first time. Everyone in attendance is encouraged to meet and greet as many people as possible and welcome them.

The next Board meeting was scheduled for Saturday, January 19, 2018.

Jonathan closed with prayer.

Respectfully submitted,

Angie Arnold, Secretary  
Summit Christian College Board of Trustees