

SUMMIT CHRISTIAN COLLEGE

Board of Trustees Meeting September 9, 2017

PRESENT: Angie Arnold, Larry Berlin, Rick Derr, Academic Dean Scott Gribble, Jeff Holloway, Brad Korrell, President Dave Parrish, Chuck Schmidt, Jonathan Seng, Lola Weinreis, Directory of Recruitment Emilie Yates and Gerald Parriott.

Absent: Andy Gudahl, Lyle Hinebauch, and Jim Wetzel

Meeting was brought to order by President, Jeff Holloway.

Jonathan Seng opened with prayer.

Minutes of the past meeting on May 12, 2017, were presented for approval with motion by Jonathan and 2nd by Brad; accepted as written.

FINANCE COMMITTEE

The committee discussed the audit and shared that it has to be approved as long as there are no significant changes when the final audit is received. The final audit was to be ready for this meeting, but it was not. There were no glaring issues with the audit. If there are no changes, then the final copy of the audit will reflect the draft that we had to review. Rick made the motion to conditionally approve the audit on the basis that there are no significant changes when the final is received, 2nd from Chuck; unanimously approved.

The committee informed the board that the college will delay opting back into Social Security until January 1, 2018. We will opt back in to Social Security for all non-ordained employees.

EXECUTIVE COMMITTEE

Dave discussed his report with the committee.

Dave shared with the committee and the board the Mbore New Testament that he, Dave Robinson and Pioneer Bible Translators have been able to provide to the Mbore people and celebrate this past summer in Papua New Guinea. Dave thanked the board and college for the opportunity to complete this process for the Mbore people. The ability to maintain that relationship over these past years enabled the success of this project. 1,000 copies of the Mborena Kam New Testament Bible were made available at the celebration with additional copies possible. Digital copies are also available. A dramatized version is also being prepared. The census says there are 3,000-4,000 Mbore people but Dave believes there are many more than that. Over the last 35 years, the literacy rate has increased from 4% to 75%. He also thanked the college and board for encouraging faculty and staff to continue ministries outside of the college. Dave shared a passage from the Mbore scripture from Matthew 28:18: "All authority in heaven and on earth has been given to me....," which was the same scripture that was read at the celebration this past summer.

Dave also informed the board that the college is working on preparing a policy that needs to be put in place to better monitor potential international students. One possibility is that a reference from someone known by the college (mission or ministry from the Restoration Movement) may be required. This past year a lot of time was spent by the recruitment department working through inquiries from international students who were not necessarily interested in Christian study, but wanted to study in America.

DEVELOPMENT COMMITTEE

The committee shared that the Wide Horizons campaign closed out the year with \$175,000. We fell short of our goal, but many gains and new contacts were made. The goal for the college is for donor based income to be 75% of our budget. Some new donors came on but some regular giving fell short due to giving to the campaign. As a follow up to the campaign, the intent is that we can maintain that support by following up with phone calls, personal visits, continued personal notes on giving letters and social media. A new publication to come will be the Bi-Annual publication of a college newsletter. The first issue will be going out with the Christmas Wish list.

There is a plan to expand Love Month to 'Love Year' giving opportunities for churches to have professors visit and speak at churches to promote the college year round not just during one month. Dave did ask for board members who would be interested in helping speak and filling in where needed. After the Praise Banquet, Missi will be contacting churches to schedule college visits.

One of Dave's goals is to specifically follow up with campaign donors as well as some who indicated they would give but for some reason did not. Many campaign donors will be in attendance at the Praise Banquet and the board was encouraged to meet and talk to as many people in attendance at the banquet.

Dave shared with the committee the possibility of TDA (targeted digital advertising) by the college. This is a form of advertising where online advertisers can use sophisticated methods to target the most receptive audiences. This can be very expensive but we are getting a quote to see if it is another way the college could use to get our name out there to interested people.

Emilie Yates, Director of Recruitment Services met with the Development Committee and was in attendance to present her report as well as answer any questions from the board. She technically started in her position in December and officially began in January. She shared that there are not more students due to contact neglect. She is in process of implementing and executing a more structured and strategic approach to making contact. Current seniors have been worked through the cycle and she is now beginning to work with the juniors. She has determined that the earlier a ministry minded student is contacted in their high school years the more likely they will be to make a decision to attend the school where consistent contact has been coming from, not just during their senior year.

Emilie shared that some students are not coming because of our narrow field of study. One of her goals is to identify more ministry minded students. She shared a copy of the contact card being used by the recruitment departments and it has been set up to be able to identify students. She is also trying to get to know church leaders and students by spending more time at churches and with youth groups.

She expressed thanks for the promotional material that has been provided to target students. She shared that she is looking ahead to enrollment for 2018. She indicated that using past numbers, out of the number of potential students, 10% actually attend. She has 204 students on the list now for next fall, so that would translate to a possible 20 students. This year 5 of our new students did not make contact until after January.

Emilie was questioned, What are roadblocks to recruitment? The current list has not been filtered so many may not be ministry minded. She was also asked if an effort is being made to find out why someone did not choose Summit and if there is any factual information or is it just speculation? The question is not always asked but when it is there is no answer given or the answer does not make sense. Dave shared that many contacts come from camps and when students return home the parents are not supportive of the decision to attend Bible college. Communication with parents is an important part of the recruitment process. Current college publications highlight Summit Bridge, #1 most affordable small college in the nation, and the fact that the college is on the verge of accreditation. None of these items were happening last year at this time, and these are all very positive points for the college going forward.

The board prayed over Emilie as the Director of Recruitment Services and asked for God's blessing on her and her work for the college.

Dave shared that the goal of the college is that 75% of our income is donor based, 30% or more of income from students and the 5% excess would be there to help build a reserve.

Before Emilie was dismissed from the meeting, Scott explained to the board the Recruitment section of the Dashboard and asked what numbers the board would like to see. Scott and Emilie explained the sections as they are listed in that section. Name Received: info from a source other than cards or emails; Inquiry: cards or emails; Prospect: high level of interest indicated; Pre-applicant: in process (may only be an application); Applicant: actively working toward acceptance; Accepted, Pre-registered, Enrolled: will happen quickly and usually not until August or January. The board requested that all of those numbers are helpful and asked if an explanation of each of those categories could be included on the excel file. There was a question about the numbers under Enrollment. 'Credit Hours Sold' are the number of hours that are sold to the students. The 'Credit Hours Taught' are the class hours being offered. Scott did share that the Monthly Headcount for Fall should read 39 and that will be corrected before sending out the Dashboard to the board.

STUDENT LIFE COMMITTEE

Dave Robinson shared his report with the committee. There are currently 7 boys and 5 girls in the dorm. One couple is getting married so those numbers will be decreasing. He shared that there is a plan in process to change the current student government of reps from each class to a student leadership council. This planned development of a student government has been discussed with the student body and is being pursued with interested students. This would not turn into a grievance committee. Interested students are aware it would give them a voice with the faculty and board.

EDUCATION COMMITTEE

Scott Gribble shared that the student headcount is 39 with an FTE of 28.5. That number does include four audit students as well as 6 new bridge students. On campus student enrollment is down.

Logos Bible Software is still working to develop a library specifically for Bible College students, so we cannot move forward with the recommendation that all students purchase the library. Current students will be requested to download the free portion of the Logos basic program. We do not want to require students to have to make a purchase mid-year and will not make Logos a requirement until Fall of 2018, on the assumption that it will be ready. Then it can be included in the materials fee for students.

Jonathan questioned if the Bridge is unique to Summit. Scott indicated that there are other schools using it but not in the same way we are. Two current Bridge students will be speaking at the Praise Banquet tonight about their reason for choosing the Bridge and the positive experience they are having with the program.

The ABHE site visit will be October 2 and 3. The board is invited to be here for lunch to meet with the team on October 3. A location is to be determined. At the conclusion of their visit they will provide the college with a list of recommendations and suggestions. We have eight weeks to respond to recommendations. Suggestions do not have to be responded to. The visiting team cannot indicate the success of the visit and February 21-23 in Orlando at the ABHE Annual Meeting is when the decision will be given. Board members are encouraged to attend the conference if possible or for just the banquet/award ceremony (usually on a Thursday). Our representative (Dr. Kroll) will be here for the site visit as part of the team and should be able to give us a good perspective on where we stand.

PERSONNEL COMMITTEE

The Personnel Committee met with Lyle Hinebauch to discuss the formation of an Alumni Committee and his willingness to oversee that committee. Lyle is struggling with personal time constraints to continue serving on the board but does have a desire to focus time to improve the Alumni Association of the college. Lyle requested that he be relieved of duties as part of the Development Committee but will continue to serve on the Student Life Committee. The Personnel Committee thanked Lyle for his willingness to continue to serve on the board and expressed their appreciation for his continued need for input as an alumni of the school as well as a local pastor. Lyle will choose members of the board to serve on the committee with him. Lola agreed to serve and Lyle said another person he would ask to serve would be Brad who is currently the President of the Alumni Association. Lyle shared some ideas about communicating with alumni about the renewed focus of the Alumni Association and requesting dues (used for scholarships, praise banquet table sponsorship and Summit to Summit activities sponsored by the Alumni Association, as well as any future activities to be determined). It was also suggested that a section be included on the web site for Alumni. Lyle was requested to provide a committee description for the Trustee Handbook. The Personnel Committee suggested that the Alumni Committee meet and/or communicate at times other than Board meeting days so as not to add one more committee meeting to the regular board meeting day. Lyle did request that the bookkeeping for the Alumni Association be moved to the college to be overseen by the Jill Marsh. He has been serving as the Treasurer and he and Brad are the required signers. Angie moved that an Alumni Committee be formed from the Summit Christian College Board of Trustees with 2nd from Jeff. Lyle will oversee the committee and formal reports will be provided to the board for each meeting. The bookkeeping would be moved to the college; signers could be left the same or changed to the regular signers for the college. Angie will communicate with Lyle to plan to meet with Scott and Jill to discuss the bookkeeping. The formation of an Alumni Committee was approved.

The Board was provided with the Conflicts of Interest Policy in the Board e-mail packet. 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 by email. Annually, the board has to affirm these Tenets of Faith. Rick so moved with 2nd from Johnathan. The ABHE Tenets of Faith were affirmed.

The Personnel Committee shared with the board three names for possible consideration to serve on the board: Roger Curry (a dentist from Omaha as well as an alumni of the school and a current supporter); Marcia Mehring (from Scottsbluff, an alumni of the school and a current adjunct professor) and Dale Bartscher (resident of Rapid City and currently assisting with campaign for Marty Jackley for governor of South Dakota). The question was raised if zoom technology could be used for committee meetings as well as board meetings to allow someone from a distance to join. Scott indicated it could and if necessary there are two rooms available for use and plans are to improve the technology in the room that the board currently meets in. Dave will contact Roger and Dale and Jeff will contact Marcia to determine if they have interest in serving on the Summit Christian College Board of Trustees. Scott did indicate that it was reported to ABHE in the Compliance Document that we were waiting until after Wide Horizons campaign to fill in additional spots on the Board. The request was made of Dave and Jeff to make contact with these potential members before the ABHE site visit so if the question is raised about the need for additional members we can answer that additional prospective members have been contacted.

Trustee Evaluations were distributed to the board members in attendance and those not in attendance will receive their evaluations by email. Included is a board evaluation, trustee self-evaluation and a president evaluation. Board members were reminded to complete the evaluation and return to Angie by December 1. Missi will be distributing a president evaluation to all college employees and Dave will be requested to complete a self-evaluation as well. All evaluation results will be compiled and presented at the January meeting.

Gerald Parriott shared that he distributed copies of the July publication of *Christian Standard* to all student body members. The publication of *Christian Standard* was recently purchased by the Solomon Foundation from Standard Publishing. Jerry Harris is looking to purchase the publication from Solomon Foundation. Solomon Foundation is a Church Extension Fund that serves restoration movement churches by lending them money to build and expand their ministries. There are currently churches in Boulder, Aurora and Strasburg, Colorado, that are benefiting from the financing received from Solomon Foundation. Solomon Foundation is also gathering donations for Houston area restoration movement churches. Gerald shared that the restoration movement is #1 in church planting in the United States and the fastest growing foundation in the United States is Solomon Foundation.

The board was encouraged to continue to pray for the college, specifically increased finances and more students.

Dave shared that he recently spoke with Jason Thompson and Jason passed on his greetings to the board.

Gerald expressed his thanks to Dave and Scott for all the work and dedication they have made for the college to achieve accreditation.

Closing prayer was by Chuck Schmidt.

The next Board meeting was scheduled for Saturday, January 20.

Respectfully submitted,

Angie Arnold
Secretary
Summit Christian College Board of Trustees