

# Cloud County Community College

## BOARD OF TRUSTEES

### August 27, 2019

**Present:** Greg Askren, Ellen Anderson, Larry Henry, Patricia Macfarlane, Jesse Pounds, Tom Tuggle; President Adrian Douglas, Diane Leif, Clerk.

**Others Present:**

Attorney-Justin Ferrell; Jim Lowell Blade Empire, Toby Nosker KNCK; Keela Andrews, Stacey Baker, Matt Bechard, Amy Bridwell, Gwen Carnes, Michael Flavin, VP Amber Knoettgen, Craig Lamb, Chris Langsford, Jessica LeDuc, Doug Moore, Stefanie Perret, Laura Phillips-Zee, Tom Roberts, Craig Smith, Kim Smith, Mark Whisler, Chris Wilson, Caesar Wood

Not Present: VP Pedro Leite

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- I. The meeting was called to order by Chairman Larry Henry at **4:59** pm in Room 257 of the President's Addition.
- II. **Pledge of Allegiance**
- III. **Adoption of the Agenda:** Jesse Pounds moved and Pat Macfarlane seconded to amend the Consent Agenda 6D - Treasurer's Report to correct the balance for July 31, 2019 to be **\$8,817,062.72** due to a digit being left off (7). And in 6F - Personnel to include the approval of the appointment of Rebecca Woolever for the Admissions Counselor at GCC. In addition, to also include the approval of the Microsoft renewal as Action Item B. Motion passed.
- IV. **Guest Comments:** None
- V. **Introductions and Highlights:**
  - A. New Employees were introduced, those in attendance were: Stacey Baker, Instructor in Renewable Energy; Amy Bridwell, Assistant Volleyball Coach; Chris Langsford, Instructor in Music; Doug Moore, Assistant Wrestling Coach; Craig Smith, Instructor in Renewable Energy; Kim Smith, Instructor in Nursing and Caesar Wood, Director of Auxiliary Services; Laura Phillips-Zee, Youth Services Coordinator at GCC.
  - B. Presentation by Tom Roberst, Director of Information Technology on the updated website. Tom introduced individuals who have been instrumental in the update, those being, Jessica LeDuc and Intern, Michael Flavin. They proceeded to show us the updated look and features of the College's website.

**VI. Consent Agenda:** Ellen Anderson moved and Tom Tuggle seconded the Consent Agenda to include the approval of the July 23, 2019 regular board minutes and the August 7 and August 12, 2019 special board meeting minutes; the amended Treasurer's Report; the Purchasing and Payment of Claims; and the appointment of Rebecca Woolever to the position of Admissions Counselor on a full-time, KPERS covered, professional services contract. Motion passed.

**VII. Reports:**

A. *President Dr. Adrian Douglas* - reminded us of our College mission and guiding values which is to prepare students to lead successful lives and enhance the vitality of our communities. CONGRATULATIONS TO US!!! Cloud County Community College was named Best Community College in the United States by SmartAsset. The study was based on graduation and transfer rates and tuition. National average for graduation rates is 43% and ours is 89%. Kudos to our faculty and staff who work hard to make this possible. We will be celebrating our success all throughout the year! We celebrated Return Week welcoming back faculty and hosted our Fall Convocation and other activities throughout the week. Dr. Douglas presented the State of the College where lots of exciting things are happening. Celebrated our phenomenal employees with our T-Bird Choice Awards!

- Support Staff of the Year: RACHEL ZOHN
- Administrative Support Staff of the Year: MARY LABARGE (new this year)
- President's Council Award: DEEDEE COPPOC (new this year)
- Board of Trustees Award for Student Service: PEDRO LEITE
- Board of Trustees Award for College Service: STEFANIE PERRET

CONGRATULATIONS to all 2019 Employee Award Winners! 12 Geary County Campus faculty and staff participated in a Team Building Retreat at Rock Springs Ranch. Dr. Douglas held an Executive Retreat to discuss plans for the academic year. The GCC faculty and staff welcomed and "oriented" 57 new T-birds at their new student orientation; Concordia campus welcomed and oriented a theatre full of new students. We welcomed all students back and got classes kicked off last week! Campus has been buzzing with activity ever since. Dr. Douglas recently met with Central National Bank about a potential Junction City FabLab. We sponsored a table at the USD 475 New Teachers Breakfast. They met with the Geary County Sheriff's Department about potential course offerings. We are currently in conversations about becoming part of the Kansas Consortium for Correctional Higher Education. The College hosted Dr. Brandon Haddock for a Diversity and Inclusion presentation for staff and students.

*Employees* - We received resignations from Jamie Durler, English Instructor; Kim Wagner, Coordinator of Student Retention and Academic Support at the Geary County Campus; Ryan Roat, Network Administrator; and Madi Bryant, Assistant Softball Coach (who has since been rehired as Advisement Office Manager); positions are currently posted or will be posted in near future.

B. *Vice President for Academic Affairs & Student Success, Pedro Leite – Dr. Douglas gave report in Pedro’s absence.*

- 1) *Academic Affairs* – Classes are back in session. We have established an industry advisory board to plan a GIS certificate program. Pedro is working with Dr. Todd Leif on possible technical courses and programs for both CON and GCC. We are working with USD 475 (Junction City) on increasing concurrent enrollment course offerings as well as technical courses. The Strategic Plan data has been collected via SurveyMonkey. We had 208 participants with 78 responses, 37.5% response rate. We are working on a draft plan with main initiatives being ready by Friday. Still working with HLC on a date for the site visit – Composites Lab and La Harpe. Pedro is finalizing Performance Agreement from AY17-18.
- 2) *Student Success* – We had a very successful New Student Orientation and New International Student Orientation. The Residence Halls are at capacity. Student activities are in full swing. The T-Bird Shuttle service will resume this coming week. The Mental Health Counselor is on-campus Monday and Thursdays. The enrollment numbers are being calculated (add/drop period).
- 3) *HLC* – The timeline and committees membership have been updated. Pedro has started a campaign to educate campus community and the community at large about the HLC accreditation process. The HLC Visit – October 26-27, 2020. A detailed agenda will be provided closer to the visit.

C. *Vice President for Administrative Services Amber Knoettgen -*

- 1). *Financials* – the budget was approved on August 7<sup>th</sup> by the Trustees for FY 20 and the closeout is complete for FY 19 with the year ending well. The auditors will be here the week of September 16<sup>th</sup>.
- 2) *Facilities* – We will be bidding for the outside staircase very soon. Engineer was out and deemed it irreparable, so looking at removal and rebuild. Auxiliary Services, housing is at 97% full. Currently we have a total of 326 students, with 9 spots still available. We had planned for 313. For increased security and safety of our students, we have implemented new facility access procedures. All faculty, staff and students must enter through doors 1,2,3 and 4 only, and all other doors are exit only. This went into effect as of August 9, 2019. The dining services are now operating their normal hours for Fall. 17 meals served a week. Mon-Friday are breakfast, lunch, and dinner. Saturday lunch and Sunday Buffet from 11-1.

- 3) *IT* – It's the time of year for a lot of software renewals. We are currently testing new wifi equipment in Cook Theatre and the Student Union. Recently, A new IT ticketing system has been deployed with over 500 tickets handled in the first two weeks.
- 4) *Athletics* - Community Kick Off (600+ in attendance served a meal to 550 people). 201 Community Members paid to eat. CCCC Track student-athlete Grace Chinonyelum won the triple jump at the African Games representing her home country of Nigeria (45' 1"). Volleyball is off to a 4-0 start. Their next home game is on September 4<sup>th</sup> against KCK. We have a Soccer Home Opener vs. York College this Wednesday at 2 and 4:30 pm. Our new Sports Information Director Matt Kinney starts tomorrow.

E. Meetings the Board Members attended – None

**VIII. Discussion Items:** None

**IX. Action Items:**

- A. Jesse Pounds moved and Ellen Anderson seconded to approve the date of November 9, 2019 for the Annual Board of Trustees Retreat. Motion passed.
- B. Jesse Pounds moved and Ellen Anderson seconded to approve the Microsoft renewal of \$19,575.20 and authorize payment from Tech Fees. Motion passed.

**X. Other:** Tom Tuggle recognized Stefanie Perret in the audience as being the recipient of the 2019 Board of Trustees Award for College Service. He stated his appreciation of her efforts in building the agreement with KU and Cloud's Nursing program.

**IX. Executive Session:** Jesse Pounds moved and Pat Macfarlane seconded to recess into executive session for 20 minutes to discuss negotiations in order to protect the public interest in negotiating a fair and equitable contract, and that we return to open session in this room at 6:05 pm. with the 6 board members, Dr. Adrian Douglas, VP Amber Knoettgen, Chris Wilson and Justin Ferrell present in the executive session. Motion passed.

**Executive Session:** Jesse Pounds moved and Ellen Anderson seconded to recess into executive session for 15 minutes to discuss negotiations in order to protect the public interest in negotiating a fair and equitable contract, and that we return to open session in this room at 6:27 pm. with the 6 board members, Dr. Adrian Douglas, VP Amber Knoettgen, Chris Wilson and Justin Ferrell present in the executive session. Motion passed.

**No Action was taken.**

Ellen Anderson moved and Pat Macfarlane seconded to adjourn the meeting at 6:28pm. Motion passed.