

Cloud County Community College

BOARD OF TRUSTEES

April 26, 2022

Present: Bruce Graham, Richard Hubert, Pat Macfarlane, Mark Matthew, Jesse Pounds, President Amber Knoettgen, Dr. Kim Zant, Caesar Wood, and Samantha Pounds-Board Clerk.

Others Present:

Attorney – Justin Ferrell (for executive sessions), Jim Lowell - Blade Empire, Toby Nosker – KNCK, Chris Wilson, Jennifer Zabokrtsky, Matt Bechard, Heather Gennette, Jessica LeDuc, Susan Dudley, Don Benjamin, Stefanie Perret, Kevin Lutes, Nick Lenhard, Beth Whisler, Joy Cunningham, Chris Atkins, JD Koons, Stephanie Downie, Kelly Cook, Cindy Lamberty, Maricela Gallardo, Shelly Farha, Tom Roberts, Amy Lange, and Quentin Breese.

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- I. The meeting was called to order by Chairman Jesse Pounds at **5:00** pm in Room 257 of the President’s Addition.
 - II. **Pledge of Allegiance**
 - III. **Adoption of the Agenda** – Pat Macfarlane moved and Richard Hubert seconded to amend the agenda to move Policies E12, E15, and E16 under Discussion Items. Motion passed.
 - IV. **Guest Comments:** None
 - V. **Introductions and Highlights**
 - A. **Softball Team** – Coach John Kelly is on his 1st year as Head Coach here at Cloud. He shared that his team has had great growth throughout their season. They have had 16 wins this year which is huge accomplishment from the 8 games the team won last year. Assistant Coach, Kevin Rule, also introduced himself as a 1st year Assistant Coach.
 - B. **Baseball Team** – Coach Eric Gilliland is on his 6th year as Head Coach. His team has had a phenomenal year as they are set to open the Region VI Tournament at home. If they win the best-of-three series, they will advance to the NJCAA Plains

District Tournament in Manhattan, Kansas. This will be their first KJCCC West Division Title in program history. Assistant Coaches, Mike Parr, Zach Gerch, and TJ Segebart also introduced themselves to the Board of Trustees.

VI. Consent Agenda – Richard Hubert moved and Mark Matthew seconded to approve the Consent Agenda which includes the minutes of the March 22, 2022 regular board meeting; Treasurer’s Report; Purchasing and Payment of Claims; Contract Renewal Recommendations for Faculty – 2022-2023; and Admissions Counselor at the Geary County Campus. Motion passed.

VII. Reports:

A. President - Amber Knoettgen – Opened her report with the mission statement and guiding values. She reminded us of the role and impact the College has within the community.

- 1) *Legislative Updates* – The Governor signed the budget last week and higher education was fully funded. This is great news! We are still waiting on cleanup language for the Promise Act.
- 2) *Other Updates* – On March 31st, Kim, and Amber both attended the Technical Education Authority (TEA) meeting in Topeka where they presented on all that Cloud is doing in regard to technical education. Our Cloud HLC team attended the Higher Learning Commission annual conference in Chicago April 2nd – 5th. Amber attended a day early for the president’s session. Cloud hosted the Chamber Coffee on April 12th where we presented and discussed the Technical Education and Innovation Center project. The Foundation board met on Thursday, April 15th for their quarterly meeting. Kansas Board of Regent, Wint Winter, visited our campus on April 19th and met with a group of students and faculty to learn more about Cloud. There was also a Campus Community Meeting via ZOOM on Friday, April 22nd with 82 participants to provide college updates, and open discussion among all faculty and staff. Matt Bechard and Amber attended the KJCCC meetings in Hutchinson April 25th – 26th.
- 3) *Marketing* – The Facebook page in the last 28 days has reached 41,700 which is up 18.5% over last month. The following items are currently being worked on by our Marketing Department: the spring music concert on May 3rd, promoting upcoming enrollment days and enrolling for fall, graduation press release; summer scholarship promotion, recruitment materials for 2022-2023, Geary County enrollment events, promoting CDL, new signage for a billboard south of town, program sheets for advising on the website, fact sheet, and a press release – Big news coming tomorrow! The top posts for the month were the \$4 million Facebook post that has reached 10,000. The

Foundation Auction night post that reached 3,800. The Aggie Day post that reached 3,720.

- 4) *Foundation* – The Annual Giving has seen a 22% increase overall compared to 2020-2021. The Year-End Campaign and the Annual Scholarship Auction both saw a 24% increase over last year’s totals. The 41st Annual Scholarship Auction, Jockeys and Juleps, was a tremendous success! More than 400 people were in attendance. The event netted more than \$70,000 to go towards scholarships. We are extremely fortunate to have an amazing group of volunteers to help us with the event. We have sent all who donated and attended a thank you card to let them know how much we appreciate their support. The Foundation has completed and continues to work on several grants which includes grants to Kansas Department of Commerce BASE, Sunderland Foundation, and Patterson Family Foundation for the Technical Education and Innovation Center. If approved this evening, we will be working on the Dane G. Hansen and Community Foundation for Cloud County grants. Congrats to Heather Gennette for all her hard work on all of these grants. Along with grants, they have continued conversations with several industry partners for the Technical Education and Innovation Center which include, ITC Great Plains, Enel Green Power NA, EDPR, Cloud County Health Center, and Salina Regional Health Center. They are initiating conversations about naming opportunities in the facility to entice them to be a part of the project. We are very thankful to our Foundation Board of Trustees for all their longstanding support on all the projects that the college does. The Foundation has awarded 268 scholarships for the 2022-2023 academic year totaling more than \$359,000. They have opened the application back up for a summer awarding and have more than \$226,000 to award.
- 5) *Athletics* – The Baseball team is currently 37-12 overall and 20-8 in the KJCCC with 5 regular-season games remaining. The team is currently receiving votes in the NJCAA Division I Baseball Top 20 poll and is still in contention for their first KJCCC West Division Title in program history. The T-Birds have already clinched a home playoff series in the upcoming NJCAA Region VI Tournament scheduled for May 11th, 12th, and 13th and will host Barton Community College for sophomore day on Saturday, April 30th. We appreciate and respect all the hard work these teams do each year. The Men’s Track and Field team is currently the #2 ranked team in the latest United States Track and Field Cross Country Coaches Association Poll while the women are ranked #5 in the poll. This past weekend, both teams hosted their only home meet of 2022 where one school-record was set by Freider Fornasari in the 100-meter dash at 10.28 seconds along with 29 event wins with 15 of the event wins setting new meet records. As a team, Cloud County has had 63

marks recorded by student-athletes that have qualified for the 2022 National Championship Meet held May 19th-21st at Hutchinson Community College. The T-Birds will be at the Rock Chalk Classic in Lawrence, KS on Saturday, April 30th before competing in the 2022 NJCAA Region VI Outdoor Track Championships May 5th-7th in Garden City, KS. Both teams recently completed their 2022 Youth Track Night, which took place each Monday night in April with the event introducing kids Kindergarten-6th grade to a variety of events in track and field. Thanks to all our volunteers and those who came out to support our students. The Softball team hosted sophomore day this past Sunday, dropping a pair of games to KJCCC foe Fort Scott. The T-Birds have one final home doubleheader scheduled for Saturday, May 7th when they host Neosho Community College. With 16 wins already recorded this season, CCCC has their most wins in a single season dating back to the 2018 season when Cloud County finished with 21 victories.

B. Vice President for Academic Affairs - Dr. Kim Zant

- 1) On the 31st of March, we had over 500 students on campus for Aggie Days. Jordan Murphy, one of our Horse Judging members, received the Academic All American horse judging Award from the National Collegiate Horse Judging Coaches Association. The play *Digging Up Dessa* under the direction of Dr. Julia Galm was attended by approximately 100 people the first weekend of April. The performance was excellent! The Annual High School Art Day was April 22nd under the direction of Amy Kern. Thirteen area schools attended, with approximately 100 students and 200 pieces of art. Awards in various categories were given. Thank you to everyone who helped make this event so successful. Our Jobs and Innovative Industry Skills Training Grant (JIIST) application was approved. We will receive funding in the amount of \$13,548.00 to fund the purchase of portable plasma cutting torches to increase the employability skills of our welding students. The units will be used at the Geary County campus and are also easily transported for use by our Agriculture and Industrial Technology programs. Beth Whisler and four of our international students spoke to the Concordia Elementary fourth graders last Friday. Students described their home country with pictures of native animals, customs, geography, and culture. The students were very engaged and even asked for autographs. Our Renewable Energy (RE) department provided tours to Tipton Middle and High school students, Beloit, Phillipsburg, Abilene, Smith Center High Schools as well as Salina Junior High School. They took the drone trailer to Osborne, Lakeside, Rock Hills and Beloit High Schools. Stacey Baker shared that at Lakeside Junior/Senior High School he spoke with approximately 75 students for over an hour and gave a drone demonstration. The RE team will provide Climb Rescue Training for our

La Harpe students this Saturday. NextEra Energy presented on campus to 23 RE students and interviewed 6 students. Enel Green Power interviewed 6 students. WindCom provided a presentation to the RE students. We also recently had 6 area employers on campus recruiting our Nursing students. Our two Business teams were selected to compete in the Kansas Entrepreneurship Challenge at K-State. The competition is tomorrow, so we wish them and Shelly Farha the best of luck.

- 2) Maricela Gallardo is our new Admissions Counselor at the Geary County Campus. She was previously the WIOA Grant Coordinator and we are excited to have her in this new position. Victoria Hessler, Keven deCunha Marques and Aleeya Williams, were recognized for being on the Phi Theta Kappa All Kansas Academic Team. The award presentation was attended by each of the awardees, Aero Kierstan, Mark Whisler, Jen Zabokrtsky, Cindy Lamberty, Caesar Wood and Kim. They are immensely proud of each of them and wanted to say Congratulations again. Fifteen of Fort Riley Middle School's Advancement Via Individual Determination (AVID) students toured our Geary campus on Friday. Don Benjamin attended Junction City High Schools CTE Advisory Board meeting this morning.
- 3) Aubrey Anderson and Zoe Merz are hosting a De-Stress Fest on the 3rd of May, students will get to make their own stress balls, receive study tips, snacks, pet dogs, and other tips to de-stress. We had 24 students enroll at the first New Student Enrollment Day on the 13th. The second New Student Enrollment Day is tomorrow and as of last week, we had 21 registered. Postcards will go out to potential students after tomorrow's enrollment date to encourage them to register for one of the remaining enrollment days. The Concordia Campus had 22 campus visits in March and 25 so far in April. The Geary County Campus had 2 campus visits in March. It will be great to have an admissions coordinator in place at Geary to help. 38 applications for admission for GCC have been processed since January 1st, compared to 12 during the same timeframe last year. Junior Day was on April 7th with 22 juniors attending which is up from the 10 juniors that attended during the Spring 2021 combined on Junior/Senior Day. We have 267 total students that have applied to graduate this year with 185 students attending the commencement ceremony on May 13th at 5:00 pm in the gym. The Nursing pinning is also on the 13th at 2:00 pm in the gym. We want to extend a huge thank you to all our faculty and staff for all their efforts to increase enrollment. We greatly appreciate everyone being all in!
- 4) Kim started her HLC Update saying thank you to Cindy Lamberty and all our department chairs. Each program and department has identified ways to improve their areas. As part of our continuous quality improvement, every year each academic and co-curricular program completes the program

review process and each department completes the department evaluation process. The process ensures every program and department completes a comprehensive program review every third year. This comprehensive program review cycle covers 2018-19, 2019-20, and 2020-21. Highlights from the comprehensive program reviews demonstrated that overall students are meeting student learning outcomes. Faculty and Cindy, as our Director of Assessment, are also doing a great job of increasing participation in assessment by all faculty members to include adjuncts and concurrent instructors. These efforts help confirm that all Cloud courses are taught at the same academic rigor and quality. The co-curricular programs illustrated the importance of student support services to our students' success.

C. Vice President for Administrative Services – Caesar Wood

- 1) *COVID-19 Updates* – The safety of our campus community is our number one priority and the Emergency Response Committee has continued to meet bi-weekly. The Concordia Campus has had 28 positive cases with 0 active and the Geary County Campus has had 7 positive cases with 0 active. This committee will no longer meet as of April 25th, due to reduced number of cases and KDHE has suspended all tracking for COVID-19.
- 2) *Finance/Reports Updates* – All budget requests and presentations for 2022-2023 were held April 7th, 8th, and 11th. From the budget requests, the Deans and Vice President's will develop a priority list to make recommendations to support the strategic goals for FY 2023. The budget study session in June will include these priorities as we prepare the budget for FY 2023. Also, the Business Office staff distributed the final round of HEERF III funding on April 22nd, which mandates all funds go directly to students. We have been working on the Annual Insurance Renewals for the college and for Athletic Insurance. There is an action item tonight to renew Athletic Insurance for 2022-2023 academic year.
- 3) *Children's Center* – The Children's Center was notified on March 30th of a funding award from the Childcare Aware Sustainability Grant, round 3. This grant will award CCCC \$9,000 per month from April through November 2022, with an allocation of \$72,000. This grant will help support the needs of the Children's Center expansion and to help offset expenses. In addition, the Children's Center will be eligible to receive an extra \$5,000 (2 payments of \$2,500 each) from KDHE as a group home during the summer months. The staff have been preparing and organizing for the move to building #4 during the renovation project this summer. The center will close as of May 25th and the summer hours will begin on June 1st at building #4.
- 4) *Information Technology* – The Annual IPEDS survey was completed this month. IR is working on a data model to help the retention committee, which

we hope will be very useful. Progress is being made on network closets, as equipment is delivered. Also, some new WIFI access points have been installed around the main building, which should help with WIFI signal quality.

- 5) *Auxiliary Services Update* – The Bookstore is working on a POS upgrade to happen over the summer with PrismRBS. The upgrade is a required update with the company but will provide a smoother transaction process. Housing has over 190 applications for the Fall semester. They have 3 summer applicants, but we expect this to go up closer to the end of the Spring semester. Summer projects will include new roofs on Building 9, the LaBarge House, and repairs on Thunder Heights roof. The Residence Life Coordinator is working on the summer cleaning and facility projects for this summer.
- 6) *Human Resources* – Rachel Zohn and Chris Wilson attended an online HR Academy presented by the Kansas Association of School Boards. The Nursing Department provided CPR training to employees at the Concordia Campus and the Geary County Campus. Rachel Zohn and Chris Wilson met with the insurance broker from Hub International to review the current claims status. The annual evaluations for all staff were completed and were due by March 31st, 2022.
- 7) *Facilities Updates* – The Civil Rights Compliance Audit conducted by the Career Technical Education Unit of the Kansas Board of Regents is taking place on April 27th and 28th. The KBOR staff will be on-site at the Concordia Campus and Geary County Campus to interview staff and students. This site visit will also include inspection of the campus facilities to ensure we are meeting specific regulations. The Facilities Master Plan process will begin on May 4th as there an action item in the packet tonight to approve GLMV Architecture to help the college develop this long-term plan. It is important to include the Technical Education and Innovation Center and Athletics Facilities as part of this process, GLMV will serve as a consistent option to help us develop this Master Plan. The facilities and grounds staff have been helping Athletics move into their new wrestling space and will be sprucing up the campus this week during beautification week. New plants, flowers, and mulch will be added to different areas of campus, including the front sign.

D. Meetings the Board Members attended

- 1) Mark Matthew completed a Sexual Harassment Training this month.
- 2) Pat Macfarlane completed a Sexual Harassment Training this month.
- 3) Bruce Graham attended a Renewable Energy Advisory Council meeting this month.
- 4) Richard Hubert completed a Sexual Harassment Training this month.

5) Jesse Pounds attended the CloudCorp meeting and Pros of Con meeting this month.

VIII. Discussion Items

A. Policy C6 – Communicable Diseases

Amber shared that we have been trying to update our policies every 2-3 years and keep our language consistent in all of them. The only change was to include “Coronavirus Disease.”

B. Policy E12 – Student Employees

There were minor wording changes made but does not change the context of the policy.

C. Policy E15 – Residence Life

There were also minor wording changes made but does not change the context of the policy.

D. Policy E16 – Textbook Selection and Deadlines

The recommendation is to rescind this policy because it duplicates Policy D20.

IX. Action Items

A. Doyen Field Turf Project

Jesse Pounds asked about the timeline for this project and what future projects we would like to see completed. Coach Eric Gilliland shared that they plan to begin this project in Fall 2022 and will be completed in Spring 2023. Future projects that they would like to see completed are new seating, press box, concessions, locker-room, and shed storage for equipment. Eric also stated that our Alumni have stepped up immensely and have expressed how they are willing to do more to improve our facilities. Amber shared that Eric has done any amazing job building those relationships with our Alumni to solidify their continuous support. She felt that it was important that the college, USD333, and the city put money into this project first. This allows for Alumni to see that we are all in before we reach out to them for more support. Pat Macfarlane mentioned her support of the improvement of the facilities. We have a great program, and she would think that this would help with recruitment efforts in the future.

Jesse Pounds moved and Bruce Graham seconded to approve \$50,000 contribution to the Doyen Field Turf Project from Fund 61 – Capital Outlay.

- B. Approval to Apply to the Community Foundation for Cloud County for the Baseball Field Turf Project**
Pat Macfarlane moved and Richard Hubert seconded to accept the request to apply to the Community Foundation for Cloud County for \$50,000.00 for the Doyen Turf Field Project. Motion passed.
- C. Approval to Apply for the Dane G. Hansen Foundation Childcare Center Start Up or Expansion Grant Opportunity**
Pat Macfarlane moved and Mark Matthew seconded to accept the request to apply to the Dane G. Hansen Foundation for up to \$150,000.00 for the purchase and installation of playground equipment for the CCCC Children's Center. Motion passed.
- D. Rejection of Bid for the Renovation of Building #12 and #13**
Mark Matthew moved and Richard Hubert seconded to respectfully reject the bid of Budreau Construction, Inc. in the amount of \$442,049.00. Motion passed.
- E. Approval of the Consolidated Management Food Services Agreement**
Caesar Wood shared that we have a valuable partnership with Consolidated Management. Amber stated that they are a big employer of our student, especially for our international students. The most important thing is to have a good arrangement of food options and that is a high expectation moving forward. Motion passed.
- Bruce Graham and Mark Matthew moved to approve the extension of the Consolidated Management Company agreement in the amount of \$840,000.00 for the next ten (10) years, beginning on July 1, 2023. Motion passed.
- F. Approval of Athletic Insurance**
Mark Matthew moved and Bruce Graham seconded to approve the bid of Dissinger Reed in the amount of \$69,500.00 for basic and \$5,866.00 for catastrophic student athletic insurance coverage for the 2022-2023 fiscal year and authorize payment from the General Fund. Motion passed.
- G. Approval of Professional Services with GLMV Architecture**
Pat Macfarlane moved and Richard Hubert seconded to approve the Professional Services Agreement with GLMV Architecture in the amount of \$40,375.00 and authorize payment from Fund 61 – Capital Outlay. Motion passed.
- X. Other**
- A. Schedule President's Evaluation for May 2022** – President's Evaluation was scheduled for Monday, May 9th at 11:00 am in Room 257 of the President's Addition.

- B. Schedule Board of Trustees Retreat & Budget Study Session for June 2022 –**
Board of Trustees Retreat and Budget Study Session was scheduled for Wednesday, June 8th at 9:00 am at the Geary County Campus.

XI. Executive Session

A. Attorney/Client Privilege

Pat Macfarlane moved and Richard Hubert seconded to recess into executive session for 20 minutes with the 6 Board members, Amber Knoettgen, Kim Zant, Caesar Wood, Chris Wilson, and Justin Ferrell to consult legal counsel on matters protected by the attorney-client privilege in order to protect the attorney-client privilege and the board's position in litigation, potential litigation, and administrative proceedings and that we return to open session in this room at 7:40 pm. Motion passed. No action taken.

Pat Macfarlane moved and Bruce Graham seconded to return into executive session for 10 minutes with the 6 Board members, Amber Knoettgen, Kim Zant, Caesar Wood, Chris Wilson, and Justin Ferrell to consult legal counsel on matters protected by the attorney-client privilege in order to protect the attorney-client privilege and the board's position in litigation, potential litigation, and administrative proceedings, and that we return to open session in this room at 7:51 pm. Motion passed. No action taken.

A. Negotiations

Mark Matthew moved and Richard Hubert seconded to recess into executive session for 5 minutes with the 6 Board members, Amber Knoettgen, Kim Zant, Caesar Wood, Chris Wilson, and Justin Ferrell 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 7:58 pm. Motion passed. No action taken.

XII. Adjournment

Mark Matthew moved and Richard Hubert seconded to adjourn the meeting at 8:00 pm. Motion passed.