

Cloud County Community College

BOARD OF TRUSTEES

October 24, 2023

Present: Bruce Graham, Dave Garnas, Amber Hanson, Richard Hubert, Jesse Pounds, President Amber Knoettgen, Dr. Brandon Galm, Caesar Wood, and Samantha Pounds (ZOOM) – Board Clerk.

Others Present:

Justin Ferrell – Attorney, Toby Nosker – KNCK, Jim Lowell – Blade Empire, Chris Wilson, Jennifer Zabokrtsky, Matt Bechard, Stefanie Perret, Jessica LeDuc, Heather Gennette, Stephanie Downie, Tom Roberts, Danae Buschkoetter, Haley Menci, Cindy Lamberty, Keela Andrews, Kelly Kemp, Matt LaMair - McCownGordon.

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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. **Moment of Silence for Lee Gale**
 - III. **Pledge of Allegiance**
 - IV. **Adoption of the Agenda** – Dave Garnas moved and Bruce Graham seconded to adopt the amended agenda to remove the Systems Administrator due to not being available. Motion passed.
 - V. **Guest Comments:** None
 - VI. **Introductions and Highlights**
 - A. **Student Activities Board at the Geary County Campus**

Keela Andrews introduced herself as one the advisors for the student activities board at the Geary County Campus. There are 6 total representatives in this group.
 - B. **Student Senate**

Zoe Merz shared that this week is Horror Week for Halloween and that there are a lot of events going on this year that she is very excited to host. Some of those events include

karaoke night, scarecrow making, pumpkin carving, and the haunted forest on the nature trail.

C. Student Ambassadors

The student ambassadors introduced themselves. They have had a lot of prospective student events so far and have more planned for the remainder of the academic year.

D. Residence Assistants

Daniel Hill, our newest Coordinator of Residence Life, introduced himself. He shared that he is glad to be a part of the Cloud Team.

VII. Consent Agenda – Bruce Graham moved and Amber Hanson seconded to approve the Consent Agenda which includes the minutes of the September 26, 2023 regular board meeting; Treasurer’s Report; Purchasing and Payment of Claims; Admissions Counselor at the Geary County Campus - Savannah Cooper; Policy D12 – Copyright and Fair Use. Motion passed.

VIII. 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) *Meetings Attended* – Cloud County Community College received our Economic Impact Study from Lightcast today for draft review. We create a significant positive impact on the business community which generates a return on investment to major stakeholders – students, taxpayers, society in Kansas.
 - 2) *Marketing* – The Topping Out Ceremony for the Technical Education and Innovation Center was held on Thursday and the social media reach for those photos was nearly 5,000. There was also a nice spread on the front page of the Blade Empire in Friday’s paper about the event.
 - 3) *Foundation* – The Employee Giving Campaign has had a total of \$31,849 pledged and donated with 62% participation. The scholarship application opened for the 2024-2025 academic year on October 1st and we have nearly 50 applicants. The first awarding will take place next week with there being \$333,000 to be awarded. The Foundation has also been working on several grants. Gracie Rudolph completed two grant applications last week for the Cloud Cares Food Pantry. Requests were made to the Community Foundation of Cloud County and the Duclos Foundation. Heather Gennette completed a grant to the Dane G. Hansen Foundation for Early Childhood Staff Support. Other grant opportunities we will be working on is the JIIST Grant for drone for Renewable Energy, Career Skills Training Program grant through the

Department of Energy for trainers for Renewable Energy, and a KBOR Innovative Technology grant for headboards for Nursing. The Foundation held an ice cream topping party after the “topping out” celebration on October 19th.

- 4) *Athletics* – The Men’s and Women’s Cross-Country teams are in their final preparations for postseason competition, which will begin this Friday with the NJCAA Region VI/KJCCC Championships in Iola, Kansas. The women are currently ranked #10 in the latest USTFCCA poll while the men are ranked #23. The NJCAA Division I XC Championships will then take place on Saturday, November 11th in Huntsville, AL with the 1/2 Marathon Championships to take place on November 14th at the same location. The Wrestling team has been practicing since October 1st in preparation for their first meet of the year on November 4th which will take place at Hartman Arena in Park City, KS. They will have three home dates this season, with home duals on January 17th, 24th, and 31st. The Women’s Basketball team is taking part in their final preseason scrimmage this evening against Bethany College and will open their season on November 4th at Northern Oklahoma-Tonkawa. The first home game will be on November 8th when CCC hosts Concordia University JV. The Men’s Basketball team has finished their preseason portion of their schedule and will continue practicing ahead of their season opener which will be at home on November 1st against McPherson JV. CCC will have three home games and two road games in the non-conference ahead of their KJCCC opener on Saturday, November 18th. The Baseball and Softball teams both recently completed their fall seasons. Both squads will return to action in the spring with the baseball team set to begin on February 8th while the softball team will have their first game February 16th.

B. Interim Vice President for Academic Affairs - Dr. Brandon Galm

- 1) Brandon Galm had the opportunity to sit in on a couple of faculty classes: Dennis Smith’s Meteorology and Jeffrey Metzler’s Pharmacology. He shared that it has been great to see how faculty teach courses outside of the areas of my teaching background, and he appreciates their invitations. On October 6th, Faculty attended the annual Kansas Core Outcomes Group (KCOG) to review systemwide transfer (SWT) course outcomes. Each October representatives from all KBOR institutions meet in their respective curriculum areas to review course outcomes and generate outcomes for any new courses being added to SWT. This year 20 faculty participated in KCOG. One of Amy Kern’s design students, Bulat Ochirov, started and manages the Cloud Basketball team’s Instagram and X (formerly Twitter) pages. He taught himself a video editing program called “Davinci Resolve” for making action sports videos with added visual effects, music, and sound. The Business

Department hosted a Business Professional Panel Discussion on October 18th. Presenters were Ryan Haworth, Military Sales Specialist, employed by Lawson Products; Karla Damman, Auction Event Marketing Manager, employed by Purple Wave Auction; and Lindsay VanMeter, Registered Branch Associate, employed by Edward Jones. According to Shelly Farha, Business Department Chair, "We were extremely fortunate to host these business professionals who graciously shared their personal, academic, and career journeys with us. They shared all facets—the good, the bad, and the ugly, which is invaluable for our students to hear at this point in their own lives. The CCCC Business Department strives to provide learning opportunities, like this one, to aid in the growth of every single student. And an extra bonus with this panel of professionals: all Cloud alumni! A sign of a successful event is when 60+ students arrived early to campus at 7:45 a. m. and were forming a line after the event to speak to our guests!" Adult Education received their FY2024 Quarter 1 Snapshot. According to the Snapshot, "Data Snapshots are sent to Adult Education programs after the first, second, and third quarters of the fiscal year. These snapshots give a brief picture of the program's performance to date and are an opportunity to celebrate the care and effort Adult Education staff members pour into the program and the students. These moments of reflection are also a chance to consider additional ways of recruiting and serving learners. In the first quarter, the primary focus is enrollment. "Learners" are all students who enter the program, while "participants" are those students retained for 12 or more hours." Cloud has 68 Learners so far and 51 Participants, for 1.69% of the total state Adult Ed enrollment (increased from 1.52% over last year).

- 2) The Geary County Campus held a faculty/staff meeting on September 29th which included some of the following topics: 2024-2025 Academic Calendar, Spring and Summer 2024 Course Schedules, SER Corp opportunities for students from ag backgrounds, and representation at upcoming community events. The second session of Adult Education/ESL courses began the week of October 16th, and orientation sessions were held on October 10th and 11th.

C. Vice President for Administrative Services – Caesar Wood

- 1) *Children's Center* – They are still waiting for review of DCF Provider Incentive Payment which is a one-time payment of \$10,000. On September 21st and 22nd, staff attended the Conscious Discipline training in Salina, KS. This was a great collaboration and sharing of ideas. They have also been applying for scholarships to have the training paid for next year.
- 2) *Information Technology* – The IT staff has finished a special collection report for KBOR and the IPEDS Fall report. They are also in the interview process for the System Administrator role and are hoping to fill that position soon.

- 3) *Auxiliary Servies* – Almost all employees have completed the Vector Run, Hide, Fight training with continued training through the year the come. This training is for active shooter or lock-down situations if they occur on-campus.
- 1) *Human Resources* – We are actively searching for a system administrator, PC tech, children’s center teachers, custodial staff, and the division dean for math, science, and technical programs. Chris Wilson has been working to get these positions advertised.
- 2) *Facilities Updates* – The softball fencing project should be completed within the next two weeks. Room BL231 and GR205 have been completed and are being used for classes, and the stairs in the President’s addition are finished.
- 3) *Technical Education and Innovation Center Update* – Matt LeMair from McCownGordon gave the board an update on the project. He shared the building is 45% complete and the substantial completion date is still right on track. There has been great progress thus far. Steel erection is almost completed, which marks the end of the structuring phase of this project. Next will be beginning on the roof the first of November. Once this is completed, they will begin the framing inside the building. When the exterior framing is done, the mason will begin mid-November. They are currently putting on the base course of asphalt.

D. Vice President for Student Services – Brandt Hutchinson

- 1) Brandt Hutchinson was absent from this month’s meeting but shared his monthly report with the Board prior to the meeting.

E. Meetings the Board Members attended:

- 1) Dave Garnas attended the OAC construction meeting, Legislative Dinner, and the Foundation Board meeting on Thursday this month.
- 2) Bruce Graham attended the Topping Out Ceremony for the Technical Education and Innovation Center this month.
- 3) Richard Hubert attended the Concordia Senior Center meeting, Miltonvale Senior Center meeting, and the Topping Out Ceremony for the Technical Education and Innovation Center this month.
- 4) Jesse Pounds attended CloudCorp, Pros of Con, and the Topping Out Ceremony for the Technical Education and Innovation Center this month.

IX. Discussion Items

A. Policy C20 – Personal Relationships

Chris Wilson shared many other colleges have a policy like this one and it has been in discussion for a while. Policy C20 will be brought back to the Board next month for approval.

X. Action Items**A. Rejection of the Digital Billboard on Highway 81 and Lincoln Drive**

Bruce Graham expressed that this is a lot of money for a sign. He stated that a few months ago we borrowed money for the Technical Education and Innovation Center, the better use for those funds should be going toward that loan, not a sign. He expressed his concerns for this, although he thinks it's a great idea to partner with the hospital.

Amber Knoettgen responded that she is clarifying that she has never brought this forward for approval, there has just been conversation. She plans to go back to work with KDOT to see what the specifications need to be. She feels a digital sign is a great way to know where the college is at and to be able to promote the things that we do at the college. There are a lot of benefits to having this in a high traffic area and as a gateway to our campus.

Bruce Graham moved and Richard Hubert seconded to reject the bids from Apple One Media in the amount of 4292,260, and from Schurle Signs, Inc, in the amount of \$492,475.13 Dave Garnas abstained. Motion passed.

B. Approval for Welding Equipment in the Technical Education and Innovation Center

Dave Garnas moved and Richard Hubert seconded to approve the bid from Lampton Welding Company, Inc. in the amount of \$116,920.00 and authorize payment from Fund 63 - Building Fund. Motion passed.

C. Approval of the CDL trucks at the Technical Education and Innovation Center

Amber Hanson moved and Bruce Graham seconded to approve the bid for Kenworth in the amount of \$119,300.00 and authorize payment from Fund 63 - Building Fund. Motion passed.

XI. Other: None

XII. Executive Session: None

XIII. Adjournment

Dave Garnas moved and Richard Hubert seconded to adjourn the meeting at 5:58 pm. Motion passed.

XIV. Study Session

A. Tuition, Fees, and Housing Rates for AY2024-2025

Caesar Wood presented the change in Tuition, Fees, and Housing Rates for the 2024-2025 Academic Year.

Samantha Pounds, Clerk of the Board
Cloud County Community College
Board of Trustees