

# Cloud County Community College

## BOARD OF TRUSTEES

### April 23, 2019

**Present:** Greg Askren, Ellen Anderson (by ZOOM), Larry Henry, Jesse Pounds, Tom Tuggle; President Adrian Douglas, Diane Leif, Clerk.

**Others Present:**

Attorney-Justin Ferrell; Jim Lowell - Blade Empire, Toby Nosker - KNCK; Matt Bechard, Janet Eubanks, VP Amber Knoettgen, Cindy Lamberty, VP Pedro Leite, Marc Malone, Brent Phillips, Ryan Roat, Beth Whisler, Mark Whisler, Chris Wilson, Jennifer Zabokrtsky, VP Nancy Zenger-Beneda  
Women's Softball Team – Mattison Hogrefe, Mikayla Bletscher, Kelsey Bowers, Jacie Marcotte, Payton Gillen, Shania Schraad, Emily Wells, Skye Stanley, Kara Chisolm, Mikayla Leakey, Kennedy Doherty, Alyssa Corpus, Sarah Mccown, Head Coach Aaron Acree, Asst. Coaches Madi Bryant and Nikki Chacon

**Not Present:** Dr. Patricia Macfarlane

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- I. The meeting was called to order by Chairman Larry Henry at **5:03** pm in Room 257 of the President's Addition.
- II. **Pledge of Alliegiance.**
- III. **Adoption of the Agenda** - Greg Askren moved and Tom Tuggle seconded to amend the Agenda with a correction to the March 26, 2019 board minutes; added Item D to the Action Items to approve Building Controls and Services Software Migration to Desigo CC; and added the approval of expenditures to the A List to Central National Bank for Buyback Cash. Motion passed.
- IV. **Guest Comments: None**
- V. **Introductions and Highlights** - Matt Bechard introduced the Women's Head Softball Coach, Aaron Acree. Coach Acree brought his assistant coaches and team forward for introduction to the Board. Matt also explained the Men's Baseball Team was unable to attend, Coach Gilliland sent his apologies.

**VI. Consent Agenda** - Tom Tuggle moved and Jesse Pounds seconded to approve the Consent Agenda to include the approval of the March 26, 2019 minutes as corrected; the Treasurer's Report; the Purchasing and Payment of Claims; and the Contract Renewal for Faculty for the 2019-2020 contract year. Motion passed.

**VII. Reports:**

**A.** *President Dr. Adrian Douglas* - reminded us of the Colleges Mission Statement and the Guiding Values of the Institution and how that affects our role in the community. She thanked the Foundation Office and Auction crew for putting on a fantastic 'Big Show', with record attendance and raising more than \$80,000.00. It was a huge success! She congratulated the Quiz Bowl for their third place finish at the Kansas Collegiate Quiz Bowl State Championship with special recognition to James Allen who won the first place individual award for correctly answering the most toss-up questions. Geary County student, JaelAnn Hoover and Dr. A. Douglas recently attended the American Association of Community Colleges (AACC) Conference where JaelAnn was named the Coca-Cola New Century Scholar, she was also recognized as the top scoring Kansas All-Academic Winner. Congratulations to JaelAnn! In addition, she congratulated the Geary County Beta Eta Xi PTK chapter for their recent Distinguished Honors in Action Project Hallmark Award presented at the PTK Catalyst Convention in Orlando, FL. This project took first place in the Honors in Action category at the Kansas-Nebraska PTK Regional Conference in March and has been selected for publication in the PTK Journal. Students who worked on the project include, JaelAnn Hoover, Jared Johnson, Maram Soden and Gabrielle Clayton. In personnel, Dr. Douglas recognized the Social Sciences as the Department of the Month. She also announced the resignation of Marc Malone, who will be leaving us to join Garden City Community College as the Vice President of Academic Affairs. With 8 years of service, Marc has been instrumental in launching the CloudNow app as well as preparing us for our upcoming HCL visit. His last day will be May 10. She wished Marc the very best! Dr. Douglas reported she and Jennifer Zabokrtsky met with the Flint Hills Job Corps leadership to discuss expanded offerings. GCC hosted their Art Show and reception which showcased student artwork and also pieces created by alumni, faculty and staff. Thanks to Suzette Ghent for coordinating the event. The Business After-Hours with JCHS highlighted academic programs, short-term training and student support services. Dr. Douglas recently attended the Western Region with Presidents of independent colleges to discuss ways to enhance partnerships and streamline programs. The Black and Gold Awards Banquet will be held Friday, April 26 in Junction City to honor students on the fall 2018 Honor Roll and President's Honor Roll, Honor Graduates and Art Show winners. PTK awards, Student of the Year

and the C.L.O.U.D. Student Award will also be recognized. Dr. Douglas attended the Concordia City Commissioner's meeting earlier this month to share various activities at the College. During the Listening Tour, a concern was voiced that the College was not involved in the community, specifically, "the College needs to do a better job of getting involved in the community. Every workplace should encourage employees to join at least one organization to improve involvement." Dr. Douglas polled the College employees and compiled a list of boards, sponsorships, donations, events hosted & student/staff volunteer activities that we are involved in. A 4 page document was compiled, substantiating the fact our employees are very civic and community minded. This information was shared back with the Commissioners and there are plans to share it directly with the individual that sited us for not being involved. To help curb such questions, Dr. Douglas will be inviting representatives from the various governmental entities to the College BOT meetings to hear what we're doing and also to keep up with community happenings.

- B.** *Vice President for Academic Affairs, Nancy Zenger-Beneda* – offered her words of praise to the Foundation Office for a great auction event! Nancy congratulated Marc Malone for his new position. Although saddened to lose him, she is happy he remains in the Kansas Community College system. Marc started as a speech and English instructor, served as Phi Theta Kappa advisory and his most recent position has been a fantastic support in developing assessment systems and leading preparation for our Higher Learning Commission visit. A reception for Marc is scheduled on his last day of May 10 in the Library from 2:30-4:00. Nancy recently attended the KBOR meetings and the RRTC Board Meeting. Equipment for the RRTC has been ordered. We are working on a classroom buildout design that will happen this summer. Nancy, along with others traveled to Chicago to attend the Higher Learning Commission Conference in early April. It is critical that our data is accurate and relevant all while asking the question "how can we prove it" when we submit our HLC assurance argument. Sara Smarsh author of the New York Times best seller, *Heartland* recently presented for our Cook Lecture Series at the Brown Grand. She is the fifth-generation Kansas farm kid who tells the story of working hard and being broke in the richest country on earth. A copy of her book has been placed in the College's Library and Brent Phillips had copies available for sale. Upcoming events, the Kicks Jazz Band, the community band and the community chorale will be performing May 7<sup>th</sup> in Cook Theatre at 7:00 pm. Business instructors are taking students to observe the Entrepreneurship Contest at KSU on April 30. Violette Kjeldegaard has planned a week long workshop, Commedia Dell'arte with guest instructor Sophie Goldstein, who has worked professionally as a choreographer and director. The workshop will be held

June 9-13<sup>th</sup>, and is for theatre students and teachers. Registration deadline is May 1<sup>st</sup>. UAV (Unmanned Aerial Vehicle) instructors, Monte Poersch and Stacy Baker are hosting a UAV workshop for High School instructors. Participants will receive a certificate from the Unmanned Safety Institute Ground School and a CCCC Flight School Certificate. Continuing Education hours will also be available. The signup deadline is May 10. Thanks to our instructors and Laura Leite for organizing this event.

- C. *Vice President for Administrative Services, Amber Knoettgen* – the financials look good. Revenue is at 92% of the budgeted amount through the end of March, which is up about 2% from last year at this time. Amber will be monitoring the next few months to ensure we finish this fiscal year strong. In facilities, we will start the bidding process for some summer projects. The Athletic Training room is 95% ready for bid. Also on the docket is to replace the cafeteria floor and update exteriors. In Auxiliary Services we will conduct a live training exercise in early May. Janet Eubanks is working closely with local emergency preparedness committee, law enforcement, hospital and emergency services. The goal of the exercise is to test the institution's response to a violent intruder, communication plan, our crisis response plan and it's our ALICE training. The Bookstore and Housing will host a retreat on Thursday, April 25, Amber will be attending. In IT, the redesign of the college's website has begun, we have seen mockups and are making necessary tweaks. The redesign group meets weekly. Currently, they're working on a business case draft for the proposed network plan will and be looking to schedule a study session to present to the BOT.
- D. *Interim Vice President for Student Services, Pedro Leite* – introduced the Marketing Plan for 2019-2022. The four marketing initiatives align with the Board's strategic priorities which in-turn lines up with the Board Thematic Goals to meet requirements for HLC. Tom Tuggle asked about a timeline for the plan to which Pedro reiterated it is a three year plan. Tom ascertained the long overdue need of a marketing plan and looks forward to its progress. We have received a lot of inquiries about the Cloud Coding Academy. We currently have 16 enrolled and have moved the registration date back to June 3 to allow opportunity for more High School students.
- E. Meetings the Board Members attended - None

**VIII. Discussion Items:** The members of the Board reserved May 22, 2019 at 10:00 for the evaluation of President, Dr. Adrian Douglas. Mitch Stimers will create a survey on Survey Monkey for the Board Members to be completed prior to the scheduled evaluation meeting.

**IX. Action Items:**

- A.** Greg Askren moved and Jesse Pounds seconded to approve the appointment of Pedro Leite to the position of Vice President for Student Affairs on a full-time, KPERS-covered administrator contract effective May 1, 2019.
- B.** Greg Askren moved and Ellen Anderson seconded to approve the contract with INCEPTIA in the amount of \$14,000.00 for default management services for the 2019-2020 fiscal year and authorize payment from Tech Fees.
- C.** Jesse Pounds moved and Greg Askren seconded to approve the renewal of the Support and Maintenance Plan, JICS/iCloud Custom Maintenance, Nelnet Enterprise Interface Custom Maintenance, Accuplacer Custom Maintenance, Certification Roster Custom Maintenance, Remote Server Management Services and Consulting Hours for the 2019-2020 academic year in the amount of \$155,588.00, beginning July 1, 2019 and authorize payment from Tech Fees.
- D.** Greg Askren moved and Tom Tuggle seconded to approve the software migration to Desigo CC with BCS in the amount of \$16,195.00 effective immediately and authorize payment from Tech Fees.

**X. Other: None**

- IX. Executive Session:** Larry Henry moved and Greg Askren seconded to move into executive session at 6:25 pm for the purpose of discussing employer/employee negotiations because if the matter were discussed in open session it might jeopardize resolution of the negotiation issues and that the Board reconvene in to open session at 6:45 with the 5 board members (Ellen Anderson on the phone), Dr. Douglas, Nancy Zenger-Beneda, Chris Wilson and Justin Ferrel present in executive session. Motion passed.

Larry Henry moved and Jesse Pounds seconded to adjourn the meeting at **6:48** pm. Motion passed.