

Cloud County Community College

BOARD OF TRUSTEES

October 26, 2021

Present: Greg Askren, Bruce Graham, Richard Hubert, Jim Koch, Pat Macfarlane (ZOOM), Jesse Pounds, President Amber Knoettgen, Dr. Kim Zant, Caesar Wood, and Samantha Pounds-Board Clerk.

Others Present:

Attorney-Justin Ferrell, Jim Lowell - Blade Empire, Toby Nosker – KNCK, Chris Wilson, Jennifer Zabokrtsky, Kelly Cook, Jessica LeDuc, Susan Dudley, Jonah Hardacre, Carleen Nordell, Stefanie Perret, Sara Beikman, Mark Whisler, and Joy Cunningham

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- I. The meeting was called to order by Chairman Jesse Pounds at **4:00** pm in Room 257 of the President's Addition.
 - II. **Pledge of Allegiance**
 - III. **Adoption of the Agenda** – Jim Koch moved and Bruce Graham seconded to adopt the amended agenda to include the name of Amanda Kendall for the Nursing Instructor position under personnel. Motion passed.
 - IV. **Agriculture Arena Open House**

The Board of Trustees attended the Agriculture Arena Open House to participate in a ribbon cutting ceremony at 4:15 pm. Greg Askren met the rest of the board at the Ag Arena and Pat Macfarlane was unable to attend this portion due to joining the meeting via ZOOM. Amber welcomed everyone and introduced Jaime Gross as he spoke about the arena and how it will enhance the opportunities to grow the Agriculture Program. He thanked all the people involved in this project and the donors. There were students from the Equestrian Team riding their horses in the outdoor arena and students from the Judging Team in the pig barn showing their animals and answering questions. There was a great turnout for this event from faculty, staff, community members, and industry partners.
 - V. **Guest Comments:** None

VI. Introductions and Highlights

A. JNT Commercial

Amber shared that Jessica LeDuc has been really instrumental in getting our commercial filmed. We have been working with JNT Marketing out of Manhattan, KS which is actually owned by an alumnus, Jeff Hake. This video has been shared out on all of our social media and it will be aired on KSNT. JNT is currently working on a 15 second and a 30 second clip to use. Amber continued with saying that there are so many things to capture at Cloud that it was very difficult to choose what would be available at the time of filming. We would have loved to feature more things that the Music & Theatre Department have been doing or our CDL Program at the Geary County Campus. What we tried to encapsulate was why students should choose Cloud with the classroom experience and the services available to our students. The last time we did a commercial was about 10 years ago. We hope to do another one in the future. We currently advertise on KSNT which includes NBC, FOX, ABC, and CW. This has been very cost effective for us so far. If we were to use WIBW, it would cost \$3,610.00 per month which would be about \$44,000 a year. JNT will let us know where to advertise this commercial to give us the “biggest bang for our buck”. We then shared the Commercial with the group. It currently has over 16,000 views.

Bruce Graham asked if it would be a good idea to send this video out to individual schools in our service area with a coffee cup and some coffee as a marketing tool for them to show their students. The Admissions Team is eager to begin using the video as a recruiting tool. Everyone thought this was a great idea. Jessica said she would share the idea with Admissions and work on getting this put together.

VII. Consent Agenda – Greg Askren moved and Jim Koch seconded to approve the Consent Agenda to include the minutes of the September 28, 2021 regular board meeting; the October 15, 2021 special board meeting; the Treasurer’s Report; the Purchasing and Payment of Claims; Nursing Instructor – Amanda Kendall; Policy F29 – Campus Security; and Policy AP6 – Retirement. 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) *President’s Report* – Amber thanked all that attended the Ag Arena Open House. A lot of work went into getting this event ready. Jaime Gross does an amazing job with the program. We’ve had numerous college events this month that she’s

enjoyed supporting; Volleyball Alumni Reunion, International Student Potluck, Music Concert, Cook Series, KSBN Visit, Sophomore Day, etc. She presented to Pros of Con on Wednesday, October 20th and discussed the Technical Education Building and the Ag Arena Open House. There was a Campus Community Meeting via ZOOM on Friday, October 22nd with 70 participants to provide college updates, and open discussion among all faculty and staff. We submitted a letter of interest to the Patterson Family Foundation to submit a Grant Proposal for the Tech Ed Building. Their board meets in November, so we hope to have a determination by the end of next month. Kim and Amber met with Dr. Karen Goos, Vice Provost for Enrollment Management, from KSU to discuss academic success of Cloud's transfer students and ways we could work better together on transfer.

- 2) *Marketing* – Our Promotional Video has 16,152 views, 3,646 post engagements, and 128 shares. We are working on some new digital ad campaigns to utilize our shorter video cuts sometime next week. We have a total of 80,767 ad views and 1,079 clicks so far this month on our general college ad and our enroll for spring ad that just kicked off last week. The best performing posts, aside from the promotional video, were the Sophomore Day photos reaching 3,000, the Fall Music Concert photos reaching 2,100, and the Ag Arena Open House reaching 2,000. Projects in the words are the upcoming Tree Planting this Friday and the Senior Preview Day on November 18th.
- 3) *Foundation* – The Foundation Scholarship application opened October 1st and they have already awarded more than \$26,000 in scholarships. They've incorporated awarding students earlier to help make their decision by awarding every other week. Heather Gennette has been working to find funding for the Children's Center expansion project. There are funds through USDA and potentially additional funds through Dane G. Hansen that could help with the project. Child Care Aware of Kansas offered a second round of sustainability grants that we applied for. Progress is being made on the Technical Education and Innovation Center and the Athletic Facility. Meetings will be held tomorrow to finalize the layout for the Tech Building, that will allow GLMV to begin 3D renderings and marketing materials for donors. The Athletic Facility site plan is being refined. A meeting with GLMV is scheduled for this Friday. She has also been working closely with GLMV's grant writer on the EDA grant for the Tech Building. We met October 12th and spoke to our EDA representative who stated the project may be better suited for a different EDA grant. This may allow for the College to receive more funding towards the project.
- 4) *Athletics* – Head Volleyball Coach, Deb Monzon, will be competing for her 600th win Wednesday night against Pratt Community College at 6:30 pm. Post season begins next Wednesday, and we're expected to match up with Barton Community College. The Cross Country Teams will be competing in Colby, KS on

Saturday in the Region IX KJCCC Championships. The Women's team is currently ranked #4 and the Men's team is ranked #2 in the latest NJCAA poll. Women's and Men's Basketball open the season on November 1st as the women travel to Tonkawa, OK to take on Northern OK at 5:30 pm and the men will go to North Platte for a 7 pm tip-off. Wrestling kicks off their season in Rochester, MN on the 6th to compete in the Yellowjacket Open.

- 5) *Upcoming Meetings and Events* – We have been meeting with USD333 monthly on our partnerships with the next one on Friday, October 29th. Kim Zant and Amber will present at the BAASC meeting on November 2nd to change performance indicator #6. They will travel to Junction City High School's First Annual Business Partner Appreciation night on November 4th. Reminder that the November meeting is on Tuesday, November 16th and the December meeting is on Tuesday, December 14th.

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

- 1) We want to extend a big thank you to the Agriculture team, facilities, the Foundation and everyone else that helped to make the Ag Arena Open House a big success. Our Agriculture Soils team placed 5th at the Regional Soils Judging Contest at Illinois State University. Our Equestrian Team placed 3rd at the All American Quarter Horse Congress and the Reserve High Point Team at the Colby Equestrian meet. Jaime Gross and his team were so excited because they beat Colby Community College at their own meet! Chris Langsford was asked by the Kansas State High School Activities Association to be the State Large Ensemble Music Festival Adjudicator next April. It is an honor to be asked to judge the State Music Festival because only one adjudicator is allowed for large ensembles at state festivals. So, congratulations Chris. One of Amy Kerns' photo titled "A Hard Days Work" was selected to be featured in the Amazing Kansas 2022 calendar. So, a big shout out to Amy on her excellent work. The photo is taken from inside the barn with the viewer admiring the clouds and stillness of the sky against the juxtaposition of the electrical poles making the sign of the cross. This Thursday and Friday, we are a host school for the state-wide Kansas Council of Associate Degree Nurse Educators Fall Conference that is being held at the Rolling Hills Zoo. The Science department has removed outdated chemistry equipment in our labs, and they continue to work to assure our facilities are up-to-date. Thank you to Bryan Bombardier, Vincent Isakson, Josh Urban and our facilities team for their work on this. The CCCC bands, choirs, and the new string quartet, Cloudburst, performed on the 11th. We had an excellent turnout, so thank you all who attended. Also, the Cloud Kicks Jazz Ensemble performed at Broadway Plaza on Sunday. The drone trailer was featured in Wichita's National Drive Electric Week event. The trailer allowed us to demonstrate the use of solar and battery power to provide technical training in remote locations. 25 of our

Renewable Energy students attended a presentation by Sunbelt Solomon representatives. Sunbelt Solomon overhauls high voltage equipment, and has both fulltime and internship openings for new technicians. Last week our Wind Energy students from the La Harpe Tech Center and our Concordia campus successfully completed their Climb Test. Several faculty and staff participated in professional development last week through the virtual NISOD conference.

- 2) On October 14th, our Geary Campus Kansas State Board of Nursing site visit transpired. We received a positive exit interview. The results will be presented at the December KSBN Board Meeting on the 14th and 15th. Thank you all who were instrumental to the success of the site visit. Kelly Cook, Maricela Gallardo, Mandy Kloth, and Jen Zabokrtsky attended a virtual Workforce Partner Meeting on the 13th and shared information about our programs and services to include CDL, Nursing, EMT, Spring enrollment, Youth Services, and Adult Ed. Kelly Cook took the CDL truck and represented Cloud at the annual Touch-a-Truck event sponsored by the Dorothy Bramlage Library. We met with Junction City High School leadership on the 21st to discuss weekly presentations by Cloud Departments at the High School, Concurrent enrollment challenges, and a Dual Advising Pilot.
 - 3) Enrollment began October 8th for Winter Term, Spring Term, and Summer Term! Raven Smith hosted 37 Fort Riley Middle School AVID students on campus October 1st to learn about college and to tour the campus. Our Geary faculty and staff met with Heartland Works/JC Workforce Center and shared our programs and services. Kris Farmer submitted a grant to the Kansas Leadership Transformation Center for 2022 and we were selected as a partner. Advising has developed a Pilot for Dual Advising. We are now working on implementing the pilot with Concordia and Junction City High Schools. Sophomore Day was a big success with 135 students from Concordia, Clifton-Clyde, Linn, Pike Valley, Wakefield and Washington in attendance. We had a record number of campus visitors during the month of September. It was the highest number we have experienced since 2013. We texted 643 seniors about FAFSA and scholarships opportunities with the new Signal Vine platform. Lastly, we hosted 36 Republic County juniors, 50 Minneapolis sophomores, 8 Juniors and Seniors from Clifton-Clyde as well as Concordia's 7th grade class.
- C. Vice President for Administrative Services – Caesar Wood**
- 1) *COVID-19 Update* – The safety of our campus community is our number one priority and the ERC committee has continued to meet bi-weekly. The Concordia Campus has had 18 positive cases and the Geary County Campus has had 8 positive cases. In addition, the 2021 Annual Security and Fire Safety Report has been published as required by the DOE and we have a copy for you tonight if you would like. The report outlines all reportable Clery crimes for the 2020 year.

- 2) *Budget Process* – The Auditors were here the week of September 20, 2021 and we should expect a draft of the audit to present to the board at the December board. Blue Cross Blue Shield gave us our Health Insurance rates for this next year. They include a 4.3% increase. The college budgeted for a 10% increase, so this is great news. The plan is to absorb the increase since there was a larger increase last year at 27%. In November, faculty and staff will sign up to renew their benefits for 2022. Mary LaBarge and Suzi Knoettgen have been working very hard on the HEERF III Funds. Part 1 of the money gave \$765,000 back to the students. There is a plan for another round in April of 2022. We have received the 2022 Leadership Transformation Grant from the Kansas Leadership Center to offer professional development opportunities for up to 30 faculty and staff. Thank you to Kris Farmer, JD Koons, Heather Gennette, and Chris Wilson for submitting the applications. We received 300 N95 masks to support our student nurses as they are required to wear the N95 masks at their clinical rotations. The masks were provided by the Kansas Beat the Virus Organization, which is grant supported.
- 3) *Children's Center* – Conducted Parent Teacher Conferences for Fall 2021 semester with 100% of parents participating. Applied for Sustainability Grant Round 2 through Child Care Aware for \$30,000 and also applied for the Frank and Leva Duclos Grant for \$681.77. Huge Thank you goes to Heather Gennette and the Foundation office for purchasing 12 new Trikes for us. The children are loving the new equipment. New Preschool cots, cot sheets and curtains were purchased through the Children's Trust Grant that was awarded. Early Childhood Students are starting to do their Lab classes this month.
- 4) *Information Technology* – The board approved the hire of Kevin Lutes on October 15th as the Network Administrator. Kevin plans to start on November 29, 2021. Tom is working to coordinate the Network Infrastructure project with Envision and the plan is to start the work in November. In addition, the IT team has begun to install the 84 new dell computers that were purchased and approved by the board.
- 5) *Facilities Updates* – The college received an anonymous donation to add trees at the college and the trees will be installed on Friday, October 29th. We are working with Don Benjamin and the Geary County staff to get estimates to install a Welding Lab at the Geary County Campus. We have been working with Matt Bechard to locate an alternate wrestling practice location and we should have an update at the next board meeting as we need to be out of the current practice location by May 2022.
- 6) *Meetings Attended* – JD Koons, Dean of Student Affairs, and Caesar attended the KBOR Desk Audit Seminar in Wichita, KS on October 4th that is required. They provided information on what to expect if we are selected for a Comprehensive On-Site Audit in 2022. Caesar also attended the KSBN Site Visit for Nursing at the

Geary County Campus on October 14th. Finally, staff who are on the area coordinators list participated in an active shooter training, held virtually on October 6th.

D. Meetings the Board Members attended

- 1) Richard Hubert attended the Benefits Committee meeting this month.
- 2) Bruce Graham attended a noncollege related Tour to NextEra Energy. He planned a tour for our renewable energy program students in November. This was a great way to continue the relationship with a possible industry partner.
- 3) Pat Macfarlane attended the KSBN Site Visit for Nursing at the Geary County Campus via ZOOM briefly. She also attended the standing monthly meeting with President Knoettgen and Chair Jesse Pounds.
- 4) Jesse Pounds attended the standing monthly meeting with President Knoettgen and Vice Chair Pat Macfarlane and also attended a meeting with Scott Sproul, CEO of Northwest Kansas Economic Innovation Center Inc. with Amber.

IX. Discussion Items: None

X. Action Items: None

XI. Other: None

XII. Executive Session

A. Non-Elected Personnel

Jim Koch moved and Greg Askren seconded to recess into executive session at 5:49 pm for 20 minutes with 6 Board members, Amber Knoettgen, Kim Zant, Chris Wilson, Caesar Wood, and Justin Ferrell to discuss personnel matters pertaining to nonelected personnel in order to protect the privacy interests of the person(s) to be discussed, and return to open session in this room at 6:09pm. Motion passed.

Bruce Graham moved and Richard Hubert seconded to adjourn the meeting at 6:11 pm. Motion passed.

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