

Cloud County Community College

BOARD OF TRUSTEES

February 23, 2021

Present: Ellen Anderson, Greg Askren, Richard Hubert, Jim Koch, Pat Macfarlane, Jesse Pounds, President Amber Knoettgen, Dr. Kim Zant, Samantha Pounds-Board Clerk.

Others Present:

Attorney-Justin Ferrell, Jim Lowell - Blade Empire, Toby Nosker – KNCK, Chris Wilson, Jennifer Zabokrtsky, Jessica LeDuc, Susan Dudley, Dr. Brian Stark, Heather Gennette, Jonah Hardacre, J.D. Koons, Gwen Carnes, Cathy Forshee, Amanda Wolf, Suzi Knoettgen, and Carleen Nordell.

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- I. The meeting was called to order by Chairman Jesse Pounds at **5:02** pm in Room 257 of the President’s Addition.
 - II. **Pledge of Allegiance**
 - III. **Adoption of the Agenda** – Richard Hubert moved and Jim Koch seconded to adopt the amended agenda to move the approval of Procedure B9 to Discussion Items, action may be taken at the conclusion of the discussion. Motion passed.
 - IV. **Guest Comments**
 - V. **Introductions and Highlights**
 - A. **Cheer and Dance Teams** – Both Cheer and Dance Teams will be attending their annual competition on March 7th. They are very excited to finally get to showcase their talents this year since they haven’t gotten to perform as much as usual due to COVID-19 restrictions.
 - VI. **Consent Agenda** – Ellen Anderson moved and Pat Macfarlane seconded to approve the Consent Agenda to include the minutes from January 26, 2021 board meeting; the Treasurers Report; the Purchasing and Payment of Claims; Contract Renewal Recommendations for Cody Cole and Doug Moore; Dean of Student Affairs; Policy B8 – Standard of Good Practice; Policy D25 – Assessment; Policy F6 – Tuition and Fees, Policy

F12 – Weapons, Policy F14 – Institutional Publications Logo, and Policy F28 – Institutional Review Board (IRB) for Treatment of Human Subjects. 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. The spring semester is almost half over and things have been going great. Amber expressed how proud she is of the students, faculty, and staff this year as we have navigated the pandemic and followed the safety protocols the college has in place. Reiterating the importance of recognizing the mental toll these times have taken and to offer grace, encouraging words, or even just a smile when possible.
- 1) *President's Report* – Congratulations to J.D. Koons on being approved as the Dean of Student Affairs. He brings depth of experience in student affairs coming from the Kansas community college system. We are very excited to add him to our cloud team. The search for a Vice President of Administrative Services has begun. The committee will be meeting later this week to begin reviewing applications. Amber and Kim have been a part of various productive meetings throughout this month. On February 8th, they conducted a meeting with all superintendents with nearly 75% participation from the 27 high school the college serves. They also met with USD 475 Junction City for a Career and Academic Partnership meeting on February 17th to discuss expanding concurrent offerings within the high schools as well as how Cloud can expand service to the Junction City community. On February 15th, the Concordia City Commissioners meeting was attended and on February 22nd, the Geary County Commissioners meeting was attended where there were presentations at both about why to support, choose, and trust Cloud. The monthly Campus Community Meeting was held via ZOOM on Friday February 19th that was well attended with around 90 faculty and staff. These meetings provide the opportunity for college updates, open discussion, and transparency among all faculty and staff. Amber always mentions how appreciative she is of the strong participation within these meetings.
 - 2) *Marketing* – Currently working on a commercial with KSNT out of Topeka that includes NBC, ABC, FOX, and the CW stations in Northeast Kansas. Jessica LeDuc has been a huge part of this project to gain positive exposure to the College.
 - 3) *Enrollment and Student Services* – Senior Preview Day was today with 28 seniors signed up from 18 different high schools. A Cloud Counselor Connection meeting will be Thursday March 4th. New Student Enrollment Event letters will begin going out later this week and will be reaching about

1,400 prospective students. Admissions Counselors have been conducting high school visits to those schools that are allowing outside visitors. The schools who are not allowing visitors, the counselors are conducting virtual visits. Fall 2021 New Student Enrollment Days have been set and new students are able to register for those dates now.

- 4) *Financial Aid* – They are working on Disbursements this week with refund day being on Friday February 26th. Disbursing the following approximate amounts to the Business Office: \$660,000 in Scholarships (institutional scholarships at \$478,000 and outside scholarships at \$182,000), \$727,000 in Pell Grants, \$600,000 in Direct Loans. This is all totaling nearly 2 million dollars.
- 5) *Foundation* – The 40th Annual Scholarship Auction will be taking place on April 24th in the Arley Bryant Gymnasium. There will be several changes made to minimize the spread of COVID-19. An action plan will be sent with invitations, on the event page, and the website. The scholarship application will be closing March 1st. Currently there are 178 applicants. The Agriculture Facility is undergoing what we hope will be the final phase to fix the moisture issue within the building. The concrete will be poured and finished this week and the exhaust system will be installed next week. The Foundation has solicited a second opinion from architect, Mark Regier of Salina, to ensure the problem is fixed. The hope is to be able to gift the building to the College at the March Board of Trustees meeting. The reasoning for this was because Campbell and Johnson could not guarantee the exhaust and concrete would fix the moisture issue and had no other solutions to the problem. However, we are still waiting to hear back from the architect. Heather Gennette will be reporting on this topic more in the Vice Presidents for Administrative Services Report.
- 6) *Upcoming Meetings* – KJCCC meeting will be on Monday, March 1st with the Presidents. They are planning to discuss how the 25% allowance for fans has been going for all schools and make changes if needed. KACCT meeting will be on Saturday, March 6th. The next Career and Academic Partnership meeting with USD 475 Junction City on March 8th. Institutional Actions Council (IAC) Meeting will be held on Monday, March 15th.

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

- 1) Kim thanked everyone at Cloud for the work that has been completed so far to address the recommendations received from the HLC team's final report. She wanted to specifically acknowledge Brand Galm, Cindy Lamberty, and Jen Schroeder for their efforts in helping put together the responses and the applicable evidence. The response was 117 pages with 98 of the pages being evidence, so they can note there has been a lot of work that has transpired over the past three months. There has also been the great opportunity of further implementing the recommendations we received over the next

months, as well as sustaining those recommendations over the years to come. There were 2 media students that entered the Kansas Association for Broadcaster's media contest. This is hosted each year where students at member schools can be submitted for consideration and the winners are announced in April. The Special Topics class in Criminal Profiling will be visited in early March by the US Army Colonel and several Sergeants to talk to student about combing a 4-year criminal justice degree with carious Army Military occupation specialties as well as other career opportunities. The Agriculture Department will be selling the piglets that were born on January 1st-10th beginning on March 13th at a live auction at the Cloud County Fairgrounds for local 4-H and FFA youth to purchase to show at the fair. A public invite will be shared on the Agriculture Department Facebook Page. Virtual and in-person tours have begun in the STEM area. This year the number of schools that were invited was expanded to approximate 390 schools. The schools are all within a 2- hour range of us. Both the virtual and in-person tours are planned in the areas of Math, Renewable Energy, Agriculture, Nursing, Allied Health, and Science to include both the Observatory and the Cadaver Lab. The Renewable Energy Department is also working to create simulated virtual tours that are like that of an in-person tour. These could prove very beneficial to us with so many schools not being able to visit due to COVID-19 restrictions.

- 2) Amber and Kim presented to the Geary County Commissioners yesterday and today, there was a presentation via ZOOM to approximately 150 Junction City High School seniors about why they should choose Cloud. Kim mentioned she is really hoping to continue to grow this relationship with Junction City High School. They are also working on increasing visibility with Junction City area businesses by reaching out to them as well as further disbursing Cloud swag to them. Additionally, the Geary County campus team conducted 9 campus visits this month. We are working to assess demand for prospective technical programs that would primarily service the Geary County student population.

C. Vice President for Administrative Services - Amber Knoettgen

- 1) *Financials* – As mentioned earlier, they are currently accepting applications for the Vice President for Administrative Services. The finances look good, especially given the circumstances surrounding the pandemic. We are awaiting guidance on this round of CARES money before pulling down those funds. Guidance on the funds is expected by the end of this week.
- 2) *COVID-19 Updates* – The Concordia campus is at 4 positive cases and the Geary County campus is at 2 positive cases. This is a great start since January 4th.

- 3) *Auxiliary Services – Bookstore:* The use of T-Books for Spring 2021 is at 87.3% adoption rate for students. Morgan Cool has done a fantastic job working through getting all the T-Books set up with faculty. *Residence Life:* 104 students have already applied for housing for Fall 2021. *Food Services:* Survey has been distributed to all faculty, staff, and students. *Children’s Center:* Parent Teacher Conferences are scheduled for March 1st-3rd. *Facilities:* A meeting was held to discuss moving forward with the Facility Programming and Consulting visit that we originally had scheduled for last March. The plan is for them to come this March to start the facility study. The Agriculture Facility had a brief update given by Heather Gennette. She reported they are in the final phases of this project and are planning on having another architect give a second opinion on the moisture issue to make sure it gets completed correctly.
- 4) *IT – Classroom upgrades* are happening every week with the SPARK fund equipment that was purchased. Has been working with maintenance and doing cleanup of cabling as they go. Will be continuing trainings for faculty to teach them how to use the new equipment. There is a new system to setup software on computers. This is based on tools provided by our current Microsoft contract. It simply means we have a more customizable way of deploying software to computers in the college. This will hopefully provide time saving and effort in the future. The plan is to start rolling out this system college-wide. Jim Harbert took the lead and made this happen, so big thank you to him. Deb Taylor is continuing to work on improving the CloudNow App and adding content.
- 5) *Athletics – Nationally Ranked #1 Women’s Indoor Track* were Region VI and KJCCC Champions. Ted Schmitz was named Women’s Coach of the Year and Drew Mahin was named Women’s Assistant Coach of the Year. Sophomore Mercy Ntia-Obong was named Women’s Athlete of the Meet for winning the 60m and the 200m. Nationally Ranked #2 Men’s Indoor Track were also Region VI and KJCCC Champions. Awet Beraki was named Men’s Athlete of the Meet. Volleyball is on the road tonight in Fort Scott and will be playing at home on Saturday. Men and Women’s basketball are on the road to Coffeyville tomorrow night. Softball has their home opener on Thursday versus Bethany College. Baseball has their home opener Friday and Saturday versus Marshalltown Community College. The 24th Annual T-Bird Golf Classic is set for June 12th.

D. Meetings the Board Members attended

- 1) Jim Koch attended the Foundation Board of Trustees Meeting this month.
- 2) Ellen Anderson mentioned she did a lot of things this month with the college.
- 3) Jesse Pounds attended the Pros of Con meeting this month.

VIII. Discussion Items:**A. Procedure B9 – President's Evaluation**

Ellen Anderson presented the changed discussed in this procedure. It was mentioned by Jesse Pounds that it has been greatly improved and appreciates all the hard work that has gone into creating this evaluation. Ellen asked if the President's Cabinet members could be included in this process to allow more feedback for the Board of Trustees to review. They would like to have the evaluation given to Cabinet members to be like what the Trustees have, but not the exact same. Chris Wilson has received samples from other schools President's Evaluation that has been a tremendous help to this process. Greg Askren moved and Richard Hubert seconded to approve Procedure B9 as mentioned in the amended agenda to have action to be taken at the conclusion of the discussion.

IX. Action Items: None**X. Other: None****IX. Executive Session:****A. Negotiations**

Greg Askren moved and Pat Macfarlane seconded to recess into executive session at 6:14 pm for 15 minutes to discuss negotiations in order to protect the public interests in negotiating a fair and equitable contract with the 6 Board members, Amber Knoettgen, Kim Zant, Chris Wilson, and Justin Ferrell, and to return to open session in this room at 6:29 pm. Motion passed. No action taken.

B. Non-Elected Personnel

Greg Askren moved and Jim Koch seconded to recess into executive session at 6:33 pm for 25 minutes with 6 Board members, Amber Knoettgen, Kim Zant, Chris Wilson, and Justin Ferrell to discuss personnel matters pertaining to non-elected personnel in order to protect the privacy interests of the person(s) to be discussed, and return to open session in this room at 6:58 pm. Motion passed. No action taken.

Greg Askren moved and Pat Macfarlane seconded to adjourn the meeting at 7:00 pm. Motion passed.