

Cloud County Community College

BOARD OF TRUSTEES

April 27, 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, Russell Gagnon - Blade Empire, Toby Nosker – KNCK, Chris Wilson, Jennifer Zabokrtsky, Caesar Wood, Stefanie Perrett, Amanda Wolf, Jessica LeDuc, Susan Dudley, Keela Andrews, Cindy Lamberty, Beth Whisler, Mark Whisler, Heather Gennette, Carleen Nordell, JD Koons, Brian Stark, Josh Urban, Brent Phillips, Tom Roberts, Taryn Cipra, Kristen Kruse, Sara Beikman, Kim Smith, Linda Champlin, Suzi Knoettgen, Christy Wood, Courtney Stensaas, Mary LaBarge, Joy Cunningham, Kayla Discard, Jaime Wills, Cynthia Foley, and Robert Forman.

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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** – Jim Koch moved and Ellen Anderson seconded to adopt the amended agenda to remove the Softball Team from Introductions and Highlights due to a rescheduled away game, to include the approval of the April 23, 2021 Special Board Meeting minutes, and to also include the approval for Director of Workforce Development and Outreach as number 5 under personnel in the consent agenda. Motion approved.
 - IV. **Guest Comments** – Beth Whisler commended the administration and Caesar Wood for helping mitigate the spread of COVID-19 during this past year and a half. She was very grateful for everything that has been done to help better our student learning environment and faculty and staff work environments.
 - V. **Introductions and Highlights**

VI. Consent Agenda – Pat Macfarlane moved and Richard Hubert seconded to approve the Consent Agenda to include the minutes from March 23, 2021 regular board meeting; the minutes from April 23, 2021 special board meeting; the Treasurer’s Report; the Purchasing and Payment of Claims, Contract Renewal Recommendations for Faculty – 2021-2022; Instructor in Science; Early Retirement Request; Vice President for Administrative Service; and Director of Workforce Development and Outreach. 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 ending soon with one more week of classes after this week and then we’re into finals. Graduation is set for May 14th at 7 p.m. in Arley Bryant Gymnasium. Amber is excited to celebrate the accomplishments of our students with families, faculty, and staff.

1) *President’s Report* – Amber offered congratulations to Caesar Wood on being approved as Vice President for Administrative Services. She has had the pleasure of working with him closely in administrative services since he started at Cloud and he is a great addition to our administrative team. Kim and Amber met with USD 475 Junction City for a Career and Academic Partnership meeting on again on April 12. They’ve been working with this group to discuss expanding concurrent offerings within the high schools as well as how Cloud can expand service to the Junction City Community as brought forth in our action items tonight. Amber, Kim, Brian Stark, and Jen Zabokrtsky toured the new Junction City high school on April 15th. This is an incredible \$130 million project and they were honored to be a partner. There was a Campus Community Meeting via zoom on Friday April 23rd that was well attended with 75 faculty and staff. These meetings provide the opportunity for college updates, open discussion, and transparency among all faculty and staff. HB2064 Passed and the Governor signed it last week, which is the Kansas Promise Scholarship Act. This will help any recent Kansas High School graduate within the preceding 12 months and any adult 21 and over that has lived in Kansas for 3 or more consecutive years that has an outstanding bill after financial aid and scholarships have been applied. The Promise Act will cover the remaining costs, but they must be in eligible programs at a community or technical college or Washburn Tech. Heather Morgan is compiling all the information on behalf of the community college. This is an exciting opportunity for Kansans.

2) *Marketing* – We going to develop a commercial with a marketing firm out of Manhattan called JNT Company, Inc. that is owned by an alumnus, Jeff Hake. We meet again on Thursday, April 29th.

- 3) *Foundation* – The 40th Annual Scholarship Auction was held Saturday, April 24, with more than 230 individuals in attendance. More than \$51,000 was raised that evening with an additional \$16,000 in monetary donations, bringing the gross total to \$67,000. CCCC alumnus of 1979 and a New Foundation Board member, Bruce Dyson, will be awarded the Distinguished Alumni Award at commencement on May 14th. He will be making the journey from Spring Hill, Tennessee. Bruce has been a longtime supporter of the CCCC Foundation and has willingly volunteered for many tasks as one of the newest Board members. The Foundation has awarded nearly \$295,000 in scholarships for the 2021-2022 academic year thus far. A summer award cycle will likely open in June to spend the remaining funds and potentially help enrollment.
- 4) *Athletics* – Matt Bechard and Amber attended the KJCCC Spring conference meeting yesterday, Monday, April 26th. Wrestler Zach Ferris won the National Championship for 197lbs. He is a freshman from Chapman, KS went 21-0 this season. Men’s track is ranked #1 and women are ranked #6. Men’s Track athlete Courtney Lawrence has been named United States Track and Field Cross Country Coaches Association NJCAA Division I Outdoor Athlete of the Week for his performance in the shot put at the 2021 Friends University Spring Open in Wichita, Kansas on Saturday, April 10th. The women's track team has added another Kansas Jayhawk Community College Conference Athlete of the Week as sophomore Marie Forbes has been named KJCCC Field Athlete of the week for week five following her performance at the Emporia State University Midwest Classic. 24th Annual T-Bird Golf Classic set for June 12. Contact the Athletic Department for more information.
- 5) *Upcoming Meetings and Events* - Trifles Play is on May 1st at Broadway Plaza and is free. Band Concert is Monday, May 3rd and Choir Concert is Tuesday, May 4th. USD 333 Community Vision Planning Session on Wednesday, May 5th. Traveling to KSU Polytechnic on Thursday, May 6th to meet with CEO Alysia Starkey. Campus Beautification Day is Friday, April 30th. Graduation Ceremony will be Friday, May 14th in Arley Bryant Gymnasium.

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

- 1) April has been an exciting and busy month so far. The Cloud 9 Jazz Choir performed for Rotary last week and has also performed and recruited at Minneapolis, Concordia, Pleasant Ridge, Bennington, and Marysville. The virtual art showcase utilized an online format that displayed outstanding work created by area high school students. We had a total of 9 high schools participating with 90 art entries. The theatre department held the Night of the Chicken, episode 2 at the Brown Grand. Several students, community members and faculty comprised the cast. Numerous community members and faculty donated time and or resources to Violette Kjeldgaard to help

assure the success of the event. There will also be a show of Trifles on May 1st at Broadway park beginning at 5:00 pm. Reminder that there will be a Band Concert on May 3 and a Choir Concert on May 4 both begin at 7:00 pm in Cook Theatre. Annual Aggie Day was held here on campus with 32 high schools and 412 students in attendance. Positive feedback was received from the high schools that attended. We greatly appreciate the Agriculture team and everyone else that helped to make the event a success. Jamie Gross, Kevin Pounds, Brian Stark, and Kim met with K State and reviewed articulation opportunities and made updates to our classes to assure their transferability for our students. KVCO's Fund Raiser was a success generating a total of \$1,275 dollars. T-shirt sales are still active through the end of the month with \$5 of every purchase being donated to KVCO. Kim, Stefanie Perrett, and Brian Stark met with USD 475 Career Advisory committee week before last where Stefanie presented the proposal to add our ADN program to our Geary campus. Amber Knoettgen, Jen Zabokrtsky, Brian Stark and Kim also had the opportunity to tour Junction City High Schools' new high school on April 15th and it was amazing. Jen, Brian, Amanda Strait and I met with Mike Gross their CTE director and discussed and analyzed future class needs. We look forward to our continued collaboration with USD 475. The HLC Board Institutional Response was submitted on the 9th. The 16 credit hour CDL program was placed on hold status with KBOR when we lost our full-time instructor. We plan to move the status to active in the fall and begin offering the CDL program on our Geary Campus. The report was 142 pages with 104 of those pages being evidence of the work we have completed regarding assessment. Our projections are that by the Board meeting in late June, we will have addressed all but the two recommendations asking for a few years of data regarding our assessment efforts, which obviously will take time to perform. We at Cloud continue to be a team that is committed to being an institution that provides quality education to our students. Kim mentioned she is very thankful to everyone for their hard work and commitment.

- 2) Applications for both summer and fall for our Geary campus are significantly higher than they were during the same times last year. Becky Woolever has had 5 campus visits this past month. Becky Woolever, Aero MacWhinnie, Cindy Lamberty and Jen Zabokrtsky attended the monthly Military Affairs Council (MAC) Breakfast both in March and April in support of the guest speakers who were the superintendent of USD 475 and representatives from Irwin Army Community Hospital and the Geary Community Hospital. Both Jen Zabokrtsky and Brenda Hanson have been working with the Junction City Chamber of Commerce to place a student intern with them which will strengthen our partnership with the Chamber.

C. Vice President for Administrative Services - Amber Knoettgen

- 1) *Financials* – Checks for student’s portion of the second round of the CARES Act have been distributed. This has been a team effort between the Financial Aid and Business office. Thank you to both areas. We are working to allocate the Institutional portion of the second round of CARES Act soon. They’re called HEERF funds (Higher Education Emergency Relief funds). We have until Fall of 2023 to spend round 3. Budgets will go out later this week in preparation of program review and budget request presentations for FY21-22. Those will be held May 17th and 18th.
- 2) *COVID-19 Update* – Concordia Campus is at 5 positive cases. GC Campus has 3 positive cases. This is a great start since January 4th. A reduced-restriction COVID plan for Summer and Fall will be coming to the Trustees for approval soon. Senate Bill 40 now requires board approval.
- 3) *Auxiliary Services – Bookstore*: Currently working on course materials with faculty and adjuncts for summer and fall of 2021. *Residence Life*: 160 Students have applied for housing for fall 2021. We are working on the summer maintenance and renovation plans. This includes the demo of building #8, the remodel of Building 9 and 10, as well as landscaping. Thunderheights will get washers/dryers, some new furniture and painting this summer. *Food Service*: We will be hosting a Faculty and Staff Appreciation Luncheon on Thursday, May 13th. This will be a come and go lunch to show appreciation for the work and accomplishments of the year. *Children’s Center*: Planning 1st family event since COVID – Preschool Graduation and Picnic set for May 7th at Broadway Plaza. All are welcome to attend! *Facilities*: The gym floor project will begin May 17 after graduation through June 6. New NJCAA rules require new 3-point line (21’9”) and center Arc to be changed. The AIA Facilities Consultant group will present options next week for the college to consider as we move forward with a facilities plan. Campus Beautification Day will be Friday, April 30th.
- 4) *IT* – IT did a great job supporting the technology needed for the Scholarship Auction. Working to fix the Housing WIFI this week. Continuing to upgrade classrooms with the new audio and camera system. Planning a lot of things towards the network infrastructure update.
- 5) *Human Resources* – Currently interviewing for Head Men’s Basketball Coach and For Renewable Energy instructors. Conducted 15 interviews for various positions in the last month.

C. Dean of Student Affairs – JD Koons

JD began his report by thanking everyone for the opportunity to serve Cloud County Community College in his new role. He is excited for the future and is very impressed with the team and the direction in student affairs. Enrollment days have started and will run through August. We are giving students the option

to attend virtually, but so far most are choosing to attend in-person with one guest each. The May, June, and July sessions will have an AM or PM option. Campus visits are happening, and we are encouraged by the turnout so far and positive feedback that has been received. Junior Preview Day was today, and we had a great turnout with students attend with guests. Rising juniors were invited to participate in today's event and we were encouraged by the numbers.

E. Meetings the Board Members attended

- 1) Jim Koch and Ellen Anderson attended Negotiations meetings this month.
- 2) Pat Macfarlane met one on one with Stefanie Perrett about the new program expansion that will be brought to the board for action tonight earlier this month.
- 3) Richard Hubert mentioned two different meetings he attended this month that were community related.
- 4) Jesse Pounds attended the Pros of Con meeting this month.

VIII. Discussion Items:

A. Board of Trustees Award Committee

Ellen Anderson moved and Jesse Pounds seconded to approve Greg Askren and Richard Hubert to be on the Board of Trustees Award Committee.

IX. Action Items:

A. Expansion of the Associate Degree in Nursing (A.D.N.) Program to the Geary County Campus

Kim Zant introduced the program and stated that the Nursing Department took this opportunity to a whole new level of dedication that she couldn't be prouder of all those involved in the hard work to bring this plan to action. Stefanie Perrett began by thanking the administration for their support throughout this process. The A.D.N. program at Cloud County Community College prepares graduates to practice as registered nurses upon successful completion of the National Council Licensure Examination (NCLEX-RN). The A.D.N. program will be expanded to the Geary County Campus beginning January 2022. Once approved, the proposal will go before the Kansas State Board of Nursing. Stefanie explain in detail the general need for this program and how Cloud County Community College is considered a Stand Alone Associate Degree Nursing Program. She continued with all the following: current number of Pre-Nursing students at Cloud, projected number of A.A.S Nursing students for 2022 and 2023, the current and proposed number of graduates based on the credit hours, a plan of study with all courses and clinical sites, simulations and skills needed, and a complete set up of how they would like their expansion for classroom space to look like. Discussion about questions that arose from the Board of Trustees were answered directly.

Ellen Anderson showed her true appreciation for all the amazing things that Stefanie Perrett and her team have done to expand our nursing program. Jim Koch moved and Pat Macfarlane seconded to approve the expansion of the A.D.N. Program to the Geary County Campus. Motion passed.

B. T-Bird Village Building 9 and 10 Renovation

Greg Askren moved and Jim Koch seconded to approve the bid of Budreau Construction, Inc. in the amount of \$232,300.00 which includes a 15% contingency and authorize payment from fund 85, Campus Housing. Motion passed.

X. Other:

A. Schedule President's Evaluation for May 2021 – President's Evaluation was scheduled for Wednesday, May 5th at 5:00 pm in Room 257 of the President's Addition.

B. Schedule Board of Trustees Retreat & Budget Study Session for June 2021 – Board of Trustees Retreat and Budget Study Session was scheduled for Tuesday, June 8th at 9:30 am at the Geary County Campus.

IX. Executive Session:

A. Non-Elected Personnel

Ellen Anderson moved and Pat Macfarlane seconded to recess into executive session at 6:23 pm for 20 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 6:43 pm. Motion passed.

Greg Askren moved and Jim Koch seconded to return to executive session at 6:47 pm for an additional 20 minutes with 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 7:07 pm. Motion passed. No action taken.

Ellen Anderson moved and Greg Askren seconded to adjourn the meeting at 7:10 pm. Motion passed.