

Cloud County Community College

BOARD OF TRUSTEES

January 25, 2022

Present: Bruce Graham, Richard Hubert, Jim Koch, Pat Macfarlane, Mark Matthew, 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, Cindy Lamberty, Kelly Cook, Matt Bechard, JD Koons, Brent Phillips, Susan Dudley, Jessica LeDuc, Stefanie Perret, Amanda Kendall, Joy Cunningham, Stephanie Downie, Heather Gennette, Will Kingsland, Amanda Wolf, Carleen Nordell, Mark Whisler, and Nick Jones.

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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** – Bruce Graham moved and Mark Matthew seconded to amend the agenda to include Community Priorities under Discussion Items. Motion passed.
 - IV. **Guest Comments:** None
 - V. **Introductions and Highlights**
 - A. **Cheer Team** – Coach Stephanie Downie shared that her team has been attending all home basketball games and will be cheering in their Annual Cheer Competition in Salina, KS on March 27th.
 - B. **Dance Team** – Coach Jolie Kasper was unable to attend tonight’s meeting, but her team was able to attend to introduce themselves.
 - C. **Wrestling Team** – Coach Julian Smith shared that he has a really good group of students. They have cancelled conference duel due to COVID-19 numbers rising, but they will still get to compete on February 2nd for their last duel.

VI. Consent Agenda – Pat Macfarlane moved and Richard Hubert seconded to approve the Consent Agenda which includes the minutes of the December 14, 2021 regular board meeting; the minutes of the January 12, 2022 special board meeting; Treasurer’s Report; Purchasing and Payment of Claims; Director of Auxiliary Services – Stephanie Downie; Bookstore Manager – Brent Cox; Nursing Instructor at the Geary County Campus – Michelle Schultze; Policy E7 – International Student Health Insurance; Policy F25 – Cloud County Community College Foundation. 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. She also shared the exciting news we received earlier today about how Cloud has been invited to continue to the interview portion of the 2023 Aspen Prize Process. This has been scheduled for Tuesday, February 15th at 4:00 p.m. The Aspen Institute does not publicize the number of institutions invited to participate in the interviews, but we were told that we should be proud of this accomplishment. Amber expressed her appreciation for all that our faculty and staff do to support student equity and success. This recognition is a direct result of their hard work and commitment to our students.

1) Legislative Updates – There is a Kansas Promise Act Trailer Bill to address some of the gaps which includes that the additional program chosen by each institution would now include all degrees offered within that field of study rather than only one specific degree. For us, that would mean all Agriculture Programs, not just Ag Production Services. This will also address the “donut hole” created by the language used, “must have graduated high school in the last year or be 21 years of age” to “must be a Kansas resident of 3 years”. This will also extend the program length from 30-48 months to cover programs that may take longer. The Governor’s proposed Higher Education Budget for two-year institutions includes: an additional \$2.5 million to fully fund Excel in CTE; an additional \$6 million to help fund the cost model; \$15 million for One-Time Projects; \$1.5 million for K-12 transportation for CTE courses. There is a Community College/Legislative Breakfast at the Capitol on Thursday, January 28th at 8 a.m. and a Technical Education Authority (TEA) Meeting at 10:00 a.m. that Amber will be attending in person.

2) Marketing – We started using the short 15 second video on the Facebook ads and it’s getting great traction. We’re also doing Aspen Award ads. On Google we are still maintaining a 35% complete view rate, which JNT Marketing says is “phenomenal.” We’ve had 27,174 impressions of those Google ads and 1,644 clicks. Currently are marketing Spring Visit Days from January 24th through February 28th. Any visitor gets entered into a drawing to win 1 of 7

\$1,000 scholarships. Jessica LeDuc has been working on marketing materials for the Annual Scholarship Auction and an updated Fact Sheet. Fun Fact of the Month is we'll be advertising during the Super Bowl pregame and postgame, so people will see our ad a total of 6 times.

- 3) Foundation – The Foundation is currently working on several grants for the Technical Education and Innovation Center. There are currently four grants that are works in progress for this project with two more prospective grant opportunities that still need to be vetted. The Foundation Executive Committee approved a proposal to award up to \$300,000 of unrestricted funds to the Children's Center expansion project. The Foundation will continue to look for additional funding to help supplement the request. Currently, we have submitted a pre-application to a USDA Rural Development grant that could go towards the project. The Foundation has awarded \$143,000 for the 2022-2023 academic year. The theme for this year's Annual Scholarship Auction is Jockeys and Juleps. It is a Kentucky Derby theme that will be held March 26th in Arley Bryant Gymnasium.
- 4) Athletics – Brett Erkenbrack earned his 700th win after defeating Coffeyville Community College on January 5th. This past Sunday, 25 local youth took part in the 2022 Knights of Columbus Free Throw Championships in Arley Bryant Gymnasium. Winners qualified for the District competition in Clyde on February 6th.
- 5) Upcoming Meetings and Events – There will be an Annual Mandatory Negotiations Training Opportunity hosted by KACCT on February 7th at noon.

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

- 1) Kim began her report by introducing Gracie Rudolph, Admissions Counselor, and Will Kingsland, English Instructor, to the Board. They are both very excited to join the Cloud Team. The semester began with our All College In-Service that included both faculty and staff assessment workshops lead by Cindy Lamberty and Kim. The Geary County Campus also hosted an Adjunct Faculty In-Service that provided professional development for the faculty members. Spring semester classes began last Wednesday. Caesar Wood, Don Benjamin, Jen Zabokrtsky and Kim met with both the Plant Manager and Plant Superintendent of Watco and gave them a tour of their railcar repair facility. They shared that they are in full support of our Welding program. One of their employees has joined our team as one of the adjunct Welding instructors. This contest awards a \$500 scholarship in the Poetry category. Brandon Galm took his Theatre Appreciation students to tour the Brown Grand Theatre last Friday. Brandon is also the sponsor for the ESports Club that has 8 students as of now. They will be competing in Super Smash Brothers weekly on Thursday's at 6:00 p.m. beginning this week. Chris

Langsford worked with Kenny Johnston of Tom's Music House and our IT Department to set up a recording Arts Studio in the Music Room. Students will be able to record their rehearsal sessions to improve their skills. Nursing students and Instructors have been volunteering to help clinical sites during the increase in COVID-19 numbers. Kim thanked them all for being all in the Cloud. We currently have 11 CNA/CMA classes transpiring. Great work to Stefanie Perret, Amanda Wolf, and the entire Nursing team. Curt Weatherhead completed his OSHA 500 and OSHA 510 training and is now certified to do OSHA training for us. He is also working to assure our wind turbines are in working order. Our Adult Education department scored higher than the state's average regarding participants to learners and had a much lower than the state average of participants with 60+ hours who did not finish their post-testing.

- 2) Our Geary County Campus satellite nursing location was successfully launched with 14 students enrolled. We also have 18 in the fall with advanced standing admissions. We are currently accepting applications for Concordia to start in the Fall semester. We brought the EMT program back this semester, both at the Geary County Campus and concurrently with USD333. Angela Murray worked diligently to assure the EMT program meets the expectations of the state board.
- 3) Upcoming Academic Events begin on Saturday, February 5th at 6:00 pm when we will be hosing our Youth for Music Festival at the Brown Grand Theatre. On February 9th, there will be an Open House at the Geary County Campus for the new Nursing program. Brent Phillips is teaching a short non-credit course titled "Boxed-In: The One-Set Films of Alfred Hitchcock." on February 17th, February 24th, and March 3rd at 7:00 p.m. in Cook Theatre. Students from Salina USD305 will visit the Concordia Campus for a Renewable Energy tour on Wednesday, February 16th. The department also has Enel and NextEra scheduled as guest lecturers this semester. We are sending a team, led by Shelly Farha, to participate in the Kansas Entrepreneurship Challenge at Kansas State University this Spring. The event has just opened the possibility of entries from Community Colleges and we are excited to participate, not just observe as in the past. In addition, Kim will be acting as one of the judges for Concordia High Schools Youth Entrepreneurship Challenge this semester.
- 4) Our regular High School campus visits have resumed. The Spring visit campaign began yesterday and will end on February 28th. Finally, Student Senate is planning a Homecoming Dance for February 5th and are coordinating for half-time activities with the Athletic department.

C. Vice President for Administrative Services – Caesar Wood

- 1) COVID-19 and Campus Security – The safety of our campus community is our number one priority and the Emergency Response Committee has continued to meet bi-weekly. The Concordia Campus has 20 positive cases with 8 active and the Geary County Campus has 1 positive cases with 1 active.
- 2) Finance/Report Update – The final audit report will be presented to the board tonight as an action item. Our team of Jen Zabokrtsky, Kim Zant, and Caesar presented on the Welding program that has started at the Geary County Campus and they were successful in securing a \$50,000 partnership to support this new program for the Spring and Summer semester. This continued partnership with the Geary County Commission has helped us provide the two new programs of Nursing and Welding. In addition, the 2021-22 KACCBO survey for data collection was submitted on January 12th.
- 3) Children’s Center – We are meeting with KDHE on Wednesday to seek approval for an alternate location for the Children’s Center as we prepare expansion to accommodate and meet the childcare needs of the community. The plan is to expand from 28 to 40 children. We have been working with the Foundation to finalize the additional funding needed to move this project forward and these steps will begin in February as these improvements will need to be sent out for bid.
- 4) Information Technology – Tom Roberts has been working with Envision and IT Outlet for the switch information needed for our network project. In addition, the IT staff has been working with faculty and staff on iCloud training and will be training staff on the web page development this week.
- 5) Residence Life – We have 255 students living on campus, which is an 85% occupancy rate. This past fall we had 286 students, so we are down 31 students. This is a normal turn around for our Spring semester.
- 6) Human Resources – Chris Wilson has been working to update our policies and she will be presenting some of those tonight for discussion. We have been making changes to our Title IX policy, with a review by KASB and ATIXA. We are bringing this policy to the board for an initial review for discussion tonight and then for an action item in February’s meeting.
- 7) Community and Alumni Relations – Carleen Nordell has been assisting with the Reunions for Men’s and Women’s Basketball, and the 50th year Reunion for Track that will take place this Saturday, January 29th. In addition, she has been working with Jamie Gross on space needed for the 4H event also being held on Saturday, January 29th.
- 8) Facility Updates – The facilities staff has been working with Athletics to identify an alternate location for the wrestling practice location. We anticipate a new location and agreement to be finalized as soon as we work through the contract process with our new location in place by April 1st. The

maintenance team designed and built new stairs for the welding trailer that will be used at the Geary County Campus. Thank you to Brad Avery, Kenton Bogart, Toby Gavette and Mike Collins.

- 9) Meetings Attended – On January 11th, we met with Bruno and Eric Voss to discuss the options and renovations for the Children’s Center. On January 13th, we met with the City and the DRT Committee to begin the process of the new Technical Education Facility. Finally, Caesar attended the Geary County Commissioners meeting with Kim Zant and Jen Zabokrtsky to secure funding for the Welding program.

D. Meetings the Board Members attended

- 1) Jim Koch attended the Foundation Executive Committee Meeting this month.
- 2) Richard Hubert attended the Benefits Committee Meeting this month.
- 3) Jesse Pounds attended the CloudCorp Meeting this month.

VIII. Discussion Items

A. Policy C9 – Harassment, Retaliation, and Discrimination

Chris Wilson presented this Policy stating that there were minor changes made to this policy. We moved the reference to Policy E17 to the top of this policy so that if the issue is Title IX related, they will just refer directly to Policy E17 rather than looking at the bottom.

B. Policy C16 – Hiring of Minors

Chris Wilson also presented this Policy stating that the only thing updated was minor language changes that did not change the meaning of the policy.

C. Policy E17 – Sexual Respect and Title IX

Amber Knoettgen shared that the federal regulations change regularly so she really appreciates all the work done to complete this policy. JD Koons presented this Policy stating that they used a template given by ATIXA. This document is long because it includes not only the policy, but two procedures combined together. Beth Whisler, Caesar Wood, and JD drafted the original document for this policy which then was sent to three different groups for review including KASB and the ATIXA Attorney. This document has been fully reviewed and revised to be brought to the Board for discussion tonight.

D. Community Priorities

Jesse Pounds began discussion on the importance of Community Priorities. The last time that this was discussed was 2018. Jesse shared that his list included: 1) Fostering Growth from Within; 2) Increase Entity Collaboration; 3) Community Outreach. Each board member then had the opportunity to speak on what they

felt were good community priorities. Mark Matthew spoke on entity collaboration. Jim Koch spoke on working together, instead of against each other on projects in the community. Pat Macfarlane spoke on the importance of enhancing the vitality of the community, which ties into the colleges mission and guiding values. Bruce Graham spoke on the importance of sustainability. Richard Hubert spoke on developing local businesses by support all their endeavors. There was great discussion with all of these topics. Jesse wants this to be voted on every year. Amber shared that she disagrees because it does not give us enough time to implement our priorities fully. Amber feels we need to make sure we are asking the community what they need and what we can do to create those needs in a productive way.

IX. Action Items

A. Accept the 2020-2021 Audit

Jim Koch moved and Pat Macfarlane seconded to approve the 2020-2021 Audit as discussed and reviewed at the December 14, 2021 board meeting. Motion passed.

X. Other: None

XI. Executive Session

A. Attorney/Client Privilege

Mark Matthew moved and Richard Hubert seconded to recess into executive session for 15 minutes with the 6 Board members, Amber Knoettgen, Kim Zant, Caesar Wood, and Justin Ferrell to consult legal counsel on matters protected by the attorney-client privilege in order to protect the attorney-client privilege and the board's position in litigation, potential litigation and administrative proceedings and that we return to open session in this room at 7:15 pm. Motion passed.

XII. Adjournment

Jim Koch moved and Richard Hubert seconded to adjourn the meeting at 7:15 pm. Motion passed.