

# Cloud County Community College

## BOARD OF TRUSTEES

### January 24, 2023

**Present:** Bruce Graham (ZOOM), Richard Hubert, Jim Koch, Mark Matthew, Jesse Pounds, President Amber Knoettgen, Dr. Kim Zant, Caesar Wood, and Samantha Pounds – Board Clerk.

**Others Present:**

Justin Ferrell – Attorney, Toby Nosker – KNCK, Chris Wilson, Jennifer Zabokrtsky, Matt Bechard, Stefanie Perret, Jessica LeDuc, Susan Dudley, Heather Gennette, Stephanie Downie, Tom Roberts, Cindy Lamberty, Carleen Nordell, Ed Duegan, Kelly Cook, and Neil Phillips – Jarred, Gilmore, and Phillips P.A.

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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** – Mark Matthew moved and Richard Hubert seconded to adopt the amended agenda to update the request total for the approval to apply for the USDA Distance Learning and Telemedicine grant to \$417,066.00 under action items and to remove the approval to apply for the Kansas Department of Commerce BASE grant and provide matching funds under action items. Motion passed.
  - IV. **Guest Comments:** None
  - V. **Introductions and Highlights**
    - A. **Legislative Update – Heather Morgan, Executive Director**

Heather Morgan gave a legislative update from both a budget and policy perspective. She shared that the Governor released her budget last week and included an additional \$107 million for higher education. Unfortunately, for the two-year sector, both Community and Technical Colleges, the Governor cut the recommendation for capital outlay funds by \$3.8 million and recommended including \$6.5 million for cyber security. This is equivalent to about \$250,000 per college for one time funding to address cyber security needs. The percentage of funding for the two-year sector compared to the four-year sector its only about 3% of the recommended new money when we have about

51% of the headcount students. They will continue to work with the legislature and the Governors office to advocate for increased funding for Community and Technical Colleges. She went into detail on additional requests that were not granted. She then spoke about how last week at the Kansas Board of Regents Meeting, Fort Hays State University (FHSU) announced that they will now be affiliating with Northwest Technical College and Northcentral Technical College. This means that all of those employees at both institutions will become FHSU employees and will rebrand themselves as FHSU NW Tech and FHSU NC Tech. This was approved by both tech colleges boards, then brought to the Board of Regents where it was also approved. There will now have to be a bill introduced and will have to pass the Kansas Legislature for an affiliation agreement. The next step would be approval by the Higher Learning Commission (HLC). There are a lot of questions about how this might affect the other sectors of higher education. Our position is that we support what they are doing, but we want to make sure there are guardrails in the legislation making sure the funding streams are separate and that all of the authority and regulations that govern the two-year sector continue to govern those Technical Colleges.

**B. 2021-2022 Audit – Neil Phillips with Jarred, Gilmore, and Phillips P.A.**

Neil Phillips with Jarred, Gilmore, and Phillips P.A. presented the 2021-2022 Audit. The audit is being brought to this evenings Board of Trustee’s meeting for approval.

- VI. Consent Agenda** – Mark Matthew moved and Bruce Graham seconded to approve the Consent Agenda which includes the minutes of the December 20, 2022 regular board meeting; Treasurer’s Report; Purchasing and Payment of Claims; Coordinator of Fundraising and Alumni Relations – Gracie Rudolph; Head Softball Coach – Edwin Deugan. Motion passed with 4 votes; Jim Koch voted against.

**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.
- 1) *Updates* – We held a Campus Community meeting on Friday, January 20<sup>th</sup> and had 82 participants.
  - 2) *Legislative Update* – Heather Morgan touched on this during her Legislative Update for Introductions and Highlights at the beginning of the meeting. The Governor’s Budget recommendations were disappointing with little support for Community Colleges. Only 3% of the new money for higher educations is for Community Colleges while 97% is allotted for the Universities. The two-year sector consists of 51% of enrollment while the Universities have 49%.
  - 3) *Marketing* – The Spring Visit Campaign with Admissions allows students that visit either campus between January 18<sup>th</sup> through February 28<sup>th</sup> to be

entered into a drawing to win a \$1,000 scholarship for the 2023-2024 school year. There will be 6 winners drawn for this scholarship. Jessica LeDuc has also been working on ad campaigns for Second Session and Summer Session classes.

- 4) *Foundation* – They are gearing up for the annual scholarship auction which will be held on Saturday, April 15<sup>th</sup>. The End of Year Giving Campaign raised more than \$150,000 which contributes to the overall giving for the year that is currently \$1,850,129.17. The tax credit campaign raised \$44,500 and is still ongoing. Heather Gennette is continuing to work on finding grants and connecting with industry partners and individuals interested in giving to the Technical Education and Innovation Center. The Foundation just established a new \$50,000 scholarship this month. The Foundation has also awarded more than \$200,000 with \$282,000 remaining for the 2023-2024 academic year.
- 5) *Admissions* – They are consistently sending our SignalVine texts to encourage campus visits, scholarship applications, and FAFSA information. There have been 1,326 postcards mailed out to seniors who have not visited campus yet. High School visits are starting back up this semester.
- 6) *Advising/Retention* – They are finishing up enrollment for the Spring semester and will continue enrollment for Second Session classes through Thursday, March 23<sup>rd</sup>. They are also currently working to prepare for the Fall 2023 New Student Enrollment Days. Dual Advising with the area high schools has been going great. They are scheduled to meet with Mistie Knox from Clifton-Clyde next Thursday and met with Concordia at the beginning of the month and plan to meet again in March. They have discussed positive feedback from our first Concordia High School/Cloud County Community College Orientation from Fall 2022 and decided to schedule another orientation for Thursday, August 11<sup>th</sup> for the Fall 2023 semester. They have reached out to Clay Center and Riley County about meeting sometime in February. Zoe Merz has been collaborating with offices across campus to offer ‘20 events in 23’ to start the Spring semester for student engagement activities. On January 19<sup>th</sup>, we kicked it off with ‘Pastries with the Prez’ where we handed out donuts to students on their way to their second day of classes for the semester.
- 7) *Student Mental Health and Accessibility* – Aubrey Anderson has been providing training to students, faculty, and staff through a subscription service called ‘JED’ that helps students build resiliency and life skills, promotes social connectedness, and encourages help-seeking and help-giving behaviors through nationally recognized programs, digital checks, and partnerships. She is also planning to host a ‘Love Yourself’ event with Student Engagement on February 14<sup>th</sup>.

- 8) *Athletics* – Both Women’s and Men’s Basketball teams have 10 games remaining in the regular-season and are 12-8 overall. Within the KJCCC, both teams are currently in line to host a home NJCAA Region VI Tournament game which would take place on Saturday, March 4th. The Wrestling team has already competed in nine duals in 2023, with a 7-2 record. They recently hosted their final two home competitions of the season. They will be at Colby on Wednesday night for duals with Colby and Otero before competing in the KJCCC duals in Salina this Sunday. The Track and Field teams have competed in their first two meets of the season, including this past Saturday at the Washburn University Rust Buster Classic. Through two meets, the T-Birds have had 14 marks meet the national qualifying standards for the National Championship meet in March and have 13 marks that rank inside the top-10 in the NJCAA this season. Baseball practice has begun for the upcoming season which will begin on February 14<sup>th</sup>. They have 14 players returning from last year’s team and will have their home opener at Lee Doyen Field on February 25<sup>th</sup> against Marshalltown Community College.
- 9) *Upcoming Meetings and Events* – Amber will be attended the Kansas Board of Regents Dinner on February 15<sup>th</sup> in Topeka.

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

- 1) Amy Kern’s Digital Photography class will be taking photographs of food items prepared by Maverick’s Steak House staff on January 31<sup>st</sup>. The best photos will be used for new menus, Maverick’s Facebook page, and other social media. The students will also get to eat the food. Chris Langsford and the Rolling Thunder Pep Band will be on recruiting tours to area high schools February 6<sup>th</sup>-10<sup>th</sup>. Brent Phillips is conducting another non-credit film class. This year’s theme is “Nuclear Nightmare and Cold War Paranoia Films of the Early 1960s.” Six films will be discussed beginning February 9<sup>th</sup> on Thursday evenings at 7:00 pm in Cook Theatre. Julia Galm is rehearsing a play with students called *Murder Mystery at the Murder Mystery*. Production dates are March 3<sup>rd</sup>-5<sup>th</sup>. On January 17<sup>th</sup>, the Title IX Team, Rob Zima, Julia Galm and Beth Whisler, presented information to our new spring semester students and the Resident assistants. The presentation focused on comparing Title IX scenarios and reminding students that some situations can involve both Title IX and Code of Conduct violations. We continue to expand CNA offerings and are now up to a total of eight high school partnerships which includes Concordia, Abilene, Clay County, Minneapolis/Bennington, Lynn/Washington, Sylvan Grove, Clifton-Clyde/Kensington, and Junction City. EMT is being offered at both campuses. In April, the EMT Students will be working with the Kansas Army National Guard aircraft, crew, and flight medics for Aeromedical Evacuation Training. This event will occur at the Concordia

airport. We have several upcoming Renewable Energy tours and a NextEra Training and recruiting event. We currently have 43 high schools with 632 students registered for 46 cadaver tours. The first tour transpired last Friday. Thank you for all the work to schedule and provide the recruiting tours.

- 2) Don Benjamin, Cindy Lamberty, Nursing faculty and Kim attended the Stormont Vail Flint Hills Campus Open House, formerly Geary Community Hospital. Our Geary County Campus ADN Spring start class is full of 18 new students with our total enrollment in the program now at 82 students. In January and February, 18 facilities signed up to visit with our Nursing & Allied Health students on the Concordia and Geary County Campuses. These facilities are not only in our service area, but are statewide, Nebraska and Missouri. We are currently accepting program applications for our Concordia ADN Fall 2023 class. Application priority deadline is January 31<sup>st</sup>.
- 3) We received our final report from our HLC site visit team and are working to address their recommendations. Our next steps include writing a response to the report and then a couple of our team members will present before the Institutional Actions Committee (IAC) in mid-April.

**C. Vice President for Administrative Services – Caesar Wood**

- 1) *Finance/Reports Updates* – The ARPA application has been submitted and the initial \$2 million dollars has been received. The remaining \$2 million will be distributed after we provide receipts of expenses. The business office has been working to produce and distribute tax forms, such as 1098's and W-2's that will be distributed by January 31<sup>st</sup>. We received an initial payment for the insurance claim due to the water line breaks in December.
- 2) *Children's Center* – We received Child Care Aware Sustainability Grant Round #3 extension. Beginning January 2023 through May 2023 we will receive a monthly payment of \$3,800.00 towards operation of the Children's Center. Currently, we have 21 children and we are looking to hire new teachers in order to accommodate additional children.
- 3) *Information Technology* – The IT infrastructure project has been completed as of December 31, 2022. The IT staff is working to get the switches here by the end of February. The KACCBO annual survey information was submitted on January 20<sup>th</sup>.
- 4) *Auxiliary Services Update* – Kade Wallace is the new Residence Life Assistant and a volunteer Baseball coach. Kade attended Cloud, was an RA, and played on the Baseball Team a couple of years ago. Glad to have him back with our Cloud Family.
- 5) *Human Resources* – 10 employees are registered to attend leadership training at the Kansas Leadership Center this Spring. The has been grant

funded and a great professional development opportunity for our faculty and staff. Chris Wilson has also been working to advertise current position openings.

- 6) *Facilities Updates* – The facilities staff have been working with the insurance broker to settle the water pipe claim at the Concordia and Geary County campuses. Huge thank you to the Nursing staff, Jen Zabokrtsky, Brad Avery, Steph Downie, and everyone else who stepped into help during this incident over Christmas break. We anticipate building B at the Geary County campus and BL 231 at the Concordia campus to be offline all semester. We have been working on the Master Plan changes and we will give the board an update at the mid-year retreat this evening. We continue to meet with GLMV and McCownGordon on the Technical Education and Innovation Center project. The college has installed the new Xerox printers at both campuses and there has been no major issues as we have transitioned to the new copiers. Thank you to Kevin Lutes and Carleen Nordell for all their help throughout this process.

**D. Meetings the Board Members attended**

- 1) Mark Matthew attended the Cloud County Commissioners, Cloud County Chemical Dependents, and the Community Health Needs Assessment meetings this month.
- 2) Jim Koch attended the Foundation Executive Committee meeting this month.
- 3) Jesse Pounds attended CloudCorp and Pros of Con meetings this month.

**VIII. Discussion Items: None**

**IX. Action Items**

**A. Waiver of Policies on Alcohol on Campus**

Jim Koch moved and Richard Hubert seconded to waive policies C7 and E4 to allow the consumption of alcoholic liquor in Arley Bryant Gymnasium at Cloud County Community College on April 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup> 2023 for the Cloud County Community College Foundation Scholarship Auction on April 15<sup>th</sup>. Motion passed.

**B. Accept the 2021-2022 Audit**

Mark Matthew moved and Bruce Graham seconded to accept the 2021-2022 Audit. Motion passed.

- C. Approval of Tuition, Fees, and Housing Rates AY 2023-2024**  
Jim Koch moved and Mark Matthew seconded to approve the recommended tuition, fees, and campus housing rates for the 2023-2024 academic year as presented. Motion passed.
- D. Approval to apply for the USDA Distance Learning and Telemedicine Grant and provide matching funds.**  
Mark Matthew moved and Richard Hubert seconded to approve submission of the USDA Distance Learning and Telemedicine grant application for \$417,066.00. Motion passed.
- E. Approval of classroom furniture for GR205**  
Jim Koch moved and Mark Matthew seconded to approve the purchase from SOPA, Inc. and authorize payment in the amount of \$51,105 from Fund 61 – Capital Outlay. Motion passed.
- X. 2023 Board Organizational Meeting**
- A. Election of Officers**
- 1) *Chairman* – Jim Koch moved and Mark Matthew seconded to re-appoint Jesse Pounds as Chairman. Motion passed.
  - 2) *Vice-Chairman* – Mark Matthew moved and Jim Koch seconded to elect Richard Hubert as the Vice-Chairman. Motion passed.
  - 3) *Clerk-Secretary* – Mark Matthew moved and Jim Koch seconded to re-appoint Samantha Pounds as the Board Clerk/Secretary. Motion passed.
  - 4) *Treasurer* – Mark Matthew moved and Jim Koch seconded to appoint Caesar Wood as the Board Treasurer. Motion passed.
- B. Designation of Law Firm** – Richard Hubert moved and Mark Matthew seconded to designate Ferrell Law Firm as the College’s attorney. Motion passed.
- C. Designation of Depository** – Mark Mathew moved and Jim Koch seconded to designate Central National Bank as the College’s official depository. Motion passed with 4 votes; Jesse Pounds abstained.
- D. Committee Appointments**
- 1) *Delegate to KACCT* – Jesse Pounds moved and Richard Hubert seconded to re-appoint Bruce Graham as the Board’s delegate to the Kansas Association of Community College Trustees. Motion passed.
  - 2) *Representative to KASB Government Relations Network* – Jesse Pounds moved and Mark Matthew seconded to re-appoint Richard Hubert as the Board’s

representative to the Kansas Association of School Boards Government Relations Network. Motion passed.

- 3) *Representative to CloudCorp Board of Directors* – Mark Matthew moved and Bruce Graham seconded to re-appoint Jesse Pounds as the Board’s representative to CloudCorp Board of Directors. Motion passed.
- 4) *CCCC Foundation* – Jesse Pounds moved and Mark Matthew seconded to re-appoint Jim Koch to the CCCC Foundation Board. Motion passed.
- 5) *Board Committees/College Committees*
  - a. *Audit/Finance* – Jesse Pounds moved and Bruce Graham seconded to re-appoint Richard Hubert, Jim Koch, and Mark Matthew to the Audit/Finance Committee. Motion passed.
  - b. *Nominating/President’s Evaluation* – Jesse Pounds moved and Jim Koch seconded to re-appoint Bruce Graham and Mark Matthew to the President’s Evaluation Committee. Motion passed.
  - c. *Benefits* – Mark Matthew moved and Jim Koch seconded to re-appoint Pat Macfarlane and Richard Hubert to the Benefits Committee. Motion passed.
  - d. *Negotiating Team* – Jesse Pounds moved and Mark Matthew seconded to re-appoint Jim Koch, Bruce Graham, and Pat Macfarlane as alternate to the Negotiating Team. Motion passed.

**E. Set Day, Time, and Place of Board Meetings.** – Mark Matthew moved and Jim Koch seconded to continue to set the fourth Tuesday of the month at 5:00 pm in Room 257 of the President’s Addition as the regular monthly meeting time except for the December meeting which will occur on December 19<sup>th</sup>. Motion passed.

**XI. Executive Session:** None

**XII. Adjournment**

Mark Matthew moved and Jim Koch seconded to adjourn the meeting at 6:30 pm. Motion passed.

## **2023 Board of Trustees Retreat**

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