

Cloud County Community College

BOARD OF TRUSTEES

January 22, 2024

Present: Dave Garnas, Amber Hanson, Richard Hubert, Kevin Muff, Jesse Pounds, Kevin Pounds, President Amber Knoettgen, Dr. Brandon Galm, Caesar Wood, Brandt Hutchinson and Samantha Pounds – Board Clerk.

Others Present:

Toby Nosker – KNCK, Jim Lowell – Blade Empire, Chris Wilson, Jennifer Zabokrtsky, Stefanie Perret, Jessica LeDuc, Heather Gennette, Stephanie Downie, Tom Roberts, Cindy Lamberty, 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 **5:01** pm in Room 257 of the President’s Addition.
 - II. **Pledge of Allegiance**
 - III. **Adoption of the Agenda** – Dave Garnas moved and Kevin Pounds seconded to amend the agenda to remove Band and Choir Students from introductions and highlights and to remove the IT Technician under personnel due to not being available. Motion passed.
 - IV. **Guest Comments:** None
 - V. **Introductions and Highlights**
 - A. **2022-2023 Audit - Neil Phillips with Jarred, Gilmore, and Phillips P.A.**

Neil Phillips with Jarred, Gilmore, and Phillips P.A. presented the 2022-2023 Audit. The audit will be brought back to the January Board of Trustee’s meeting for approval.
 - VI. **Consent Agenda** – Richard Hubert moved and Amber Hanson seconded to approve the Consent Agenda which includes the minutes of the December 19, 2023 regular board meeting; minutes of the January 10, 2024 special board meeting; Treasurer’s Report; Purchasing and Payment of Claims; Policy F4 – Crisis Management. 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.
- 1) *President's Updates* – A Campus Community Meeting was held on Friday, January 19th with nearly 65 in attendance. Amber will be attending Governor Kelly's Kansas Day Reception with Heather Gennette on Monday, January 29th. Amber also attended the Weekly KACC President's meetings, KBOR meetings on January 17th, Donuts with Legislators and KBOR Mid-Year Retreat on January 18th, and the Chair and Vice-Chair meeting on January 19th.
 - 2) *Marketing* – Marketing has been working on a number of press releases this month including honor rolls, fall certificate recipients, the economic impact study, Homecoming/Hall of Fame, and the Ndada Mandela Cook Series event. The social media posts about the honor roll reached nearly 10,000 people.
 - 3) *Foundation* – The Foundation has been working on the Alumni Day events scheduled for this Saturday, January 27th. The day will include a brunch at Jitters Coffeehouse, pep rally, tours, and the basketball games. The End of Year campaign was a huge success raising more than \$146,760. This included contributions to the annual fund, scholarships, and the Technical Education and Innovation Center. The Foundation has awarded \$144,000 in scholarships for the 2024-2025 academic year and is working on the Dane G. Hansen grant for the second part of the Pyxis equipment for the Nursing department.
 - 4) *Athletics* – The Track and Field teams competed this past weekend at the Washburn University Rust Buster Classic. The women finished 2nd as a team and the men finished 5th against 21 other teams from NCAA Division I, II, the NAIA, and NJCAA. A total of 21 national qualifying marks were set and one meet record at the event. The Women's Basketball team has won five of their past six games including a 77-66 win this past Saturday against NW KS Tech to improve to 11-6 overall and 7-5 in the KJCCC. The Men's Basketball team currently holds an 8-4 record in the KJCCC following an 86-75 win over NW KS Tech on Saturday. The T-Birds were the only team to defeat top-10 Cowley in the first 12 games of the KJCCC season and currently are in 5th place in the 13-team KJCCC. The Wrestling team had their home opening duals last Wednesday, falling to #10 ranked NW KS Tech and #11 ranked Labette. The T-Birds are at #2 Pratt this evening for a KJCCC dual before hosting Cowley on Wednesday night. The Baseball team was picked 2nd in the KJCCC West Division Preseason poll. CCCC's season opener is on Thursday,

February 8th at Kansas Wesleyan JV before hosting their home opener on Friday, February 9th with a doubleheader against Des Moines Area Community College. The Softball team was picked to finish 9th in the KJCCC Division II Softball Preseason poll. The T-Birds will look to continue the momentum built last season under second-year head coach Ed Deugan after earning their most wins since the 2018 season by winning 20 games last year.

- 5) *Upcoming Meetings and Events* – Negotiations Training scheduled for January 31st and the monthly KBOR Meetings scheduled for February 14th-15th.

B. Interim Vice President for Academic Affairs - Dr. Brandon Galm

- 1) Faculty started back on January 16th and the first day of classes began on January 18th. Danae Buschkoetter, welding instructor, was recognized as one of the “30 Under 30” by the Society of Manufacturing Engineers. Last November, a profile on Danae was published in a special issue of SME’s magazine. Concordia student Brooklynn McCormick was automatically nominated for PTK’s All-Kansas Team due to her academic performance. Brandon encouraged everyone to attend the Cook Series event being held at the Brown Grand tonight where Nelson Mandela’s grandson, Ndaba Mandela, will be presenting his program, “From Prisoner to President: The Mandela Legacy Lives On.” 20 Community Education classes are scheduled for this spring semester. Kelly Cook is looking for people to teach “iPhone for Seniors” and “American Sign Language” classes in Concordia. Applications for admissions for Fall 2024 are currently open for our Nursing program. A “Be the Match” bone marrow transplant drive is being held in collaboration with Student Services to support Nursing student Abbie Floyd, who is currently hospitalized with AML. Nursing received their 2023 NCLEX report and finished the year with a 90% pass rate for first-time test takers. These results aren’t official until after KSBN’s March meeting, but an unofficial report was received.
- 2) During January alone, the Geary County Campus netted 34 new enrollments and 279 additional credit hours.

C. Vice President for Administrative Services – Caesar Wood

- 1) *Finance/Reports Updates* – The business office staff are working on end-of-year tax statements including W2’s, 1099, and 1098T’s. Neil Phillips presented the audit to our audit and finance committee and presented to the entire board tonight. The college received payment in January for the local ad valorem tax and state operating grant allocation.
- 2) *Information Technology* – We interviewed for the IT technician position last week and we are in the process of checking references. The IT staff will be

working on improving passwords and access for all faculty and staff as part of improving our cyber security process. This went into effect on January 3rd.

- 3) *Residence Life* – There will be 252 students living on-campus for the spring 2024 semester and last spring we had 253 students in housing. We had 266 in the fall semester, so we lost 14 students between semesters.
- 4) *Facilities Updates* – The sewer repair and cleanout was completed in the President’s Addition in December by Hoods Heating, Air, Plumbing, and Electric. We are working to repair the O/A air intake and fire dampers to correct the negative air concern in the facility. The burned-out gym lights were replaced, a wrestling light was installed, and the inside seals in the skylights were resealed in December.
- 5) *Meetings Attended* – The project is 62.17% complete with no delays and no injuries have occurred at the constructions site. Area A is scheduled to be completed May 28th. Area B is scheduled to be completed June 11th. Area C is scheduled to be completed on July 17th. The substantial completion date is still on schedule for July 17th which is great news.

D. Vice President for Student Services – Brandt Hutchinson

- 1) *Admissions* – Admissions has been calling students on the drop list to encourage payment arrangements for the spring semester. They are also in the process of cross training all admissions staff to process applications, enter transcripts, and ‘push’ students efficiently. Health Professionals Visit day has been rescheduled for March 7th. There were originally 12 schools scheduled with 142 students.
- 2) *Financial Aid* – Suzi Knoettgen, Director of Financial Aid, is retiring and her last day is January 31st. They are in the process of cross training and assisting students with their Spring 2024 Financial Aid.
- 3) *Student Records* – There were 83 Certificates and 31 Degrees conferred for fall.
- 4) *Retention* – Zoe Merz ran probation and suspension, notified students, and supported appeals in December and January. There was a new Student Orientation held on January 17th with approximately 20 students in attendance.
- 5) *Mental Health* – Aubrey Anderson has been preparing accommodation letters and counseling services for the spring semester.
- 6) *Other* – Brandt has been assisting international students with insurance, travel accommodations, TB testing, health department communication, appointments with NCK Medical Center. Britni Tremblay, Carleen Nordell, and Daniel Hill are setting up meetings to organize international travel accommodations and communications for future semesters.

E. Meetings the Board Members attended

- 1) Richard Hubert attended the CloudCorp meeting this month.
- 2) Dave Garnas attended the Community Foundation for Cloud County meeting this month.
- 3) Jesse Pounds attended the CloudCorp meeting this month.

VIII. Discussion Items: None**IX. Action Items****A. Waiver of Policies on Alcohol on Campus**

Dave Garnas moved and Kevin Pounds 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 19th, 20th and 21st, 2024 for the Cloud County Community College Foundation Scholarship Auction on April 20th. Motion passed.

B. Approval of Advanced Pediatric Simulator for the Technical Education and Innovation Center

Stefanie Perret shared that the pediatric simulator, HAL, would add to our 'family' of simulators. This will imitate a 4–6-year-old child and will be our highest fidelity simulator meaning it will have facial expressions, cry tears, and have a lot of movement. HAL will use the same IT infrastructure that the other simulators use. However, HAL is that much more advance and will be more mobile than the others allowing the Nursing department to take him to recruitment events. This is unique to our program within our region of North Central Kansas and will allow for increased partnerships with our area hospitals. Stefanie shared that this brings an avenue to not only support academic learning but giving the most hands-on training.

Kevin Muff asked if this would make our other simulators obsolete since the new one is more advanced. Stefanie explained that each simulator has their own functions that bring different training to the classroom. If we don't stay current with technology, then we are not preparing our students in the best way to practice on a national platform. Kevin continued by sharing that the Nursing Program is a foundational cornerstone of what we do here, so this is great way to enhance not only the equipment, but our Nursing program overall.

Amber continued the discussion by stating that this was a big part of the manifestation of the Technical Education and Innovation Center. The current facilities for the Nursing program did not match the stature and the direction of

where the program is going. It will be great to have a more official simulation lab and skills area at the caliber of students and faculty that we have here.

Kevin Pounds asked if the college will be reaching out to the hospitals in the area to let them know that we have these simulators to bring their nurses for retraining. Stefanie continued that we are currently utilizing those partnerships with clinical sites and the area hospitals to send their staff to use our equipment while also working with healthcare pathways for high schools to give exposure to our program in the local high schools and a gateway to Cloud. Dave Garnas said that this is all about helping find recruitment tools and technology is a huge part of that.

Dave Garnas moved and Kevin Pounds seconded to approve the sole source purchase of the Advanced Pediatric HAL Simulator in the amount of \$60,625.28 and authorize payment from Fund 63 - Building Fund. Motion passed.

X. Other: None

XI. Executive Session: None

XII. Adjournment

Amber Hanson moved and Kevin Pounds seconded to adjourn the meeting at 6:02 pm. Motion passed.

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