CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

June 24, 2014

Present: Ellen Anderson, Gregory Askren, David Clemons, Larry Henry, Linda Richard and Thomas Tuggle; President Danette Toone and Marilyn Martin, Clerk.

Others Present: Amy Hadachek, KNCK and Jessica LeDuc, Blade-Empire; Attorney Scott Condray; Debbie Brevik, IMA; Jenny Acree, William Backlin, Shane Britt, Joy Cunningham, Brenda Edleston, Janet Eubanks, Joel Figgs, Amy Lange, Kim Reynolds, Tom Roberts, Beth Whisler, Mark Whisler and Christine Wilson, staff.

Chairman Larry Henry called the meeting to order at 7:05 p.m. in Room 257 of the President’s Addition.

David Clemons moved and Gregory Askren seconded to adopt the agenda amended to add Items 11E and 11F; motion passed.

Guests’ Comments: None.

Recognitions: Dr. Toone recognized Jenny Acree, Shane Britt, Janet Eubanks and Jessica LeDuc for their work in organizing and carrying out the “Live Shooter” drill.

President’s Message: Dr. Toone reported she is working on the information requested by the Department of Energy on the grant.

Vice President Reports: Vice President for Academic Affairs: William Backlin reported they are working on “Credit for Prior Learning.” He is also working on an HLC report and on the credentialing current faculty. Vice President for Administrative Services: Amy Lange reported she attended the KACCBO meeting. She and members of the Emergency Preparedness Committee toured the Salina West Education Center to view their security system. She has met with the bus drivers for their input on the buses. Vice President of Enrollment Management and Student Services: Joel Figgs reported the fifth enrollment day was last week. Enrollment is a little behind last year.

Meeting Reports: Ellen Anderson and Linda Richard along with Dr. Toone attended the KACCT/COP meeting in Garden City. Larry Henry attended the Cloud County Community College Foundation Executive Committee meeting earlier today. Gregory Askren reported the Benefits Committee has been working on the early retirement policy.

Geary County Campus Update: Work is being done to develop classes on campus for Junction City High School students in Allied Health and Agriculture. Updated figures show 193 students are enrolled for summer. There will be some more with Second Session in July. Advertising of the TRAC-7 grant is now being aired on television. They are hoping the TRAC-7 grant will be extended for a fifth year.

Cloud County Community College Foundation: Kim Reynolds reported the Foundation Board met June 10 and approved transferring the scholarship money to the College. A consultant will look at the feasibility of a capital campaign. They are working on the T-Bird Golf Tournament to be held in August. She told the Board thank you notes are required from the students to the donors of their respective scholarships.

Gregory Askren moved and David Clemons seconded to approve the minutes of May 27, 2014; motion passed.

Gregory Askren moved and David Clemons seconded to approve the Treasurer’s Report as of May 31, 2014 with a cash balance of $4,158,381.23 at Central National Bank; motion passed.

Amy Lange reviewed the statement of revenues and expenses. End of the year transfers are on the (A) List and addendum. We will be receiving the property tax payment by the end of June. A transfer from the Auxiliary Fund to the General Fund will not be necessary at year end. They are looking at Fund 82 Children’s Center.

Ellen Anderson moved and Linda Richard seconded to approve the change order to Loeffler Construction for additional items to improve functionality of the Student Health Center space at a cost of $1,020.00 and authorize payment for work from Dane G. Hansen Foundation funds; motion passed.

Dr. Toone told the Board the College is applying for a grant to the Dane G. Hansen Foundation to provide Arley Bryant Gymnasium upgrades. Thomas Tuggle moved and Gregory Askren seconded to approve Resolution 1314-3 supporting application of a grant from the Dane G. Hansen Foundation to provide Arley Bryant Gymnasium with new bleachers, rebrand the floor, improve the elevator and install a sound system; motion passed

Dr. Toone told the Board the Ft. Riley Education Center has requested we make a proposal to provide on-post training and education. Gregory Askren moved and Thomas Tuggle seconded to adopt Resolution 1314-4 supporting a proposal to provide on-post training and education at Ft. Riley; motion passed.

Two separate lists of purchases and payment of claims were presented to the Board for approval. List (A) requested approval of expenditures or transfer of college funds of $10,000 or more.

Linda Richard moved and Ellen Anderson seconded to approve the (A) List and the addendum (numbers 3-6); motion passed.

The (B) List contained those checks/claims that had approval and or met the requirements of state law. Ellen Anderson moved and Gregory Askren seconded to approve the (B) List; motion passed.

Thomas Tuggle moved and Linda Richard seconded to approve the bid of IMA for college property, inland marine, general liability, business automobile, crime, umbrella and linebacker insurance in the amount of $65,542 plus the options of Law Enforcement Professional in the amount of $1,035 and Crime in the amount of $628 and the bid of IMA for worker’s compensation insurance coverage in the amount of $78,349 for the 2014-2015 fiscal year and authorize payment; motion passed.

Gregory Askren moved and Ellen Anderson seconded to approve the bid of The Baker Agency in the amount of $58,529 for basic and $5,608 for catastrophic student athletic insurance coverage for the 2014-2015 fiscal year and authorize payment; motion passed.

Ellen Anderson moved and Linda Richard seconded to approve the appointment of Stephanie Tschetter to the position of Instructor in English/Speech/Theater on a full-time, KPERS-covered, professional services contract effective August 11, 2014; motion passed.

There was no recommendation for Assistant Women’s Basketball Coach.

Amy Lange reported the work in Entry Two is done. The health center should be done next week. Thunder Heights will be getting a new roof.

Linda Richard moved and Ellen Anderson seconded to approve the following policies as amended: Policy B4 –Professional Development and Travel; Policy B9 – President; Policy C1 –President; Policy C3 – Classifications; Policy C10 – Problem Resolution; Policy C12 – Benefits; Policy 13 – Declared Holidays; Policy 14 – Employee Tuition and Comprehensive Fee Benefit; Policy 18 – Shared Sick Leave Pool; Policy C20 – President’s Travel; Policy C11 – Emeritus Status; Policy E7 – International Student Health Insurance; Policy AP1 – Institutional Policy; Policy AP2 – Administrative Personnel; Policy AP3 – Salary and Payroll; Policy AP4 – Benefits; Policy AP5 – Leaves of Absence; Policy AP6 – Retirement; Policy AP7 – Resignation, Termination and Nonrenewal; Policy AP8 – Vacation and Holidays; Policy AP9 – Evaluations; Policy AP10 – Hiring Practices; Policy SS1 – Support Staff Personnel Definitions; Policy SS2 – Hiring New Employees; Policy SS3 – Wages and Salaries; Policy SS4 – Benefits; Policy SS5 – Employee Relations; Policy SS6 – Separation of Employment; Policy SS7 – Evaluation; motion passed.

A recommendation on conceal carry was brought from the Emergency Preparedness Committee. Following discussion, Ellen Anderson moved and Thomas Tuggle seconded to table action on conceal carry for further study; motion passed 5-1 (Richard voting no).

Thomas Tuggle moved and Linda Richard seconded to adopt a resolution affirming the Board of Trustees continues to request the conceal carry exemption for another year; motion passed.

Gregory Askren moved and Ellen Anderson seconded to waive Policies C7 and E4 to allow the consumption of alcoholic liquor in Arley Bryant Gymnasium on the Concordia Campus of Cloud County Community College for the Cloud County Community College Foundation Scholarship Auction April 10-12, 2015; motion passed.

Information Items: The items were Kids College, Cloud County Fair and the NCK Free Fair, Cloud County Community College T-Bird Golf Tournament and the ACCT Community College Leadership Conference.

Ellen Anderson presented the report from the Nominating Committee. Ellen Anderson moved and Gregory Askren seconded to accept the Nominating Committee’s report for the organization of the Board for 2014-2015; motion passed. The following Board members were elected or appointed and meeting times set: Chair – Thomas Tuggle; Vice-Chair – Ellen Anderson; Clerk of the Board – Marilyn Martin; Treasurer of the Board – Gene Johnson; College’s Law Firm – Condray and Thompson, LLC; KACCT Representative – Ellen Anderson; CloudCorp Representative – Thomas Tuggle; Audit/Finance Committee; Ellen Anderson, Larry Henry and Linda Richard; Nominating/President’s Evaluation Committee – Ellen Anderson and Gregory Askren; Facilities Committee – David Clemons and Thomas Tuggle; Institutional Planning Team – Larry Henry and Linda Richard; Benefits Committee – Gregory Askren and David Clemons; Negotiating Team – Ellen Anderson and Thomas Tuggle with Gregory Askren, Alternate; Emergency Task Force – Ellen Anderson and Gregory Askren; and CCCC Foundation – Larry Henry. The regular Board of Trustees meetings will be held the last Tuesday of the month in Room 257 of the President’s Addition except the December meeting which will be December 16 because of the Christmas holiday and set the time at 6:00 p.m. for the November through March meetings and 7:00 p.m. for the April through October meetings

Linda Richard moved and Ellen Anderson seconded to move the November 2014 meeting from November 25 to November 18 due to the Thanksgiving holiday; motion passed.

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Linda Richard moved and David Clemons seconded to recess into executive session at 9:22 p.m. in Room 259 to discuss negotiations and return to regular session in Room 257 at 9:32 p.m. with the six Board members, Dr. Toone, William Backlin, Chris Wilson and Scott Condray present in the executive session; motion passed.

It was announced no action would be taken following the executive session.

The Chairman adjourned the meeting at 9:33 p.m.

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Marilyn A. Martin, Clerk

Cloud County Community College

Board of Trustees