CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

May 31, 2011

Present: Gregory Askren, David Clemons, Marsha Doyenne, Daniel Gerber, Roger Koester and Charles Lowers; President Danette Toone and Marilyn Martin, Clerk.

Others Present: Amy Hadachek, KNCK and Brad Lowell, Blade-Empire; Attorney David Swenson; Larry Henry, Board Member-Elect; Susan Cantine-Maxson and Glenda Clemons; Jenny Acree, Holly Andrews, Shane Britt, Brenda Edleston, Nick Elniff, Janet Eubanks, Joel Figgs, Lou Frohardt, Bruce Graham, Kim Krull, Bob Maxson, Everett Miller, Brent Phillips, Wonda Phillips, Calvin Shope, Susan Sutton, May Walta, Beth Whisler, Mark Whisler and Chris Wilson, staff.

Chairman Roger Koester called the meeting to order at 7:00 p.m. in Room 257 of the Student Center.

Charles Lowers moved and Gregory Askren seconded to amend the agenda by adding Item 16A(4), Ductwork; motion passed.

Marsha Doyenne moved and David Clemons seconded to amend the agenda by moving Item 14 to between Items 19 and 20; motion passed.

Gregory Askren moved and Charles Lowers seconded to approve the agenda as amended; motion passed.

Guests’ Comments: None.

Recognitions: Kim Krull recognized Tara Shrake-Sjogren for completing her Bachelor’s degree. She recognized Everett Miller and the Great Society for their accomplishments at the Lone Star Showcase. We received a seal of approval from AWEA on our Wind Energy Technology program. We are one of only seven colleges given this seal. Brenda Edleston said the Beta Eta Xi chapter of Phi Theta Kappa was named a five-star chapter and Peter Pellegrin was honored as a ten-year advisor. Joel Figgs recognized Kimberly Reynolds for completing her Master’s degree. Jenny Acree recognized the track athletes for their performance at the NJCAA track meet. Harry Kitchener was the honorary starter at the meet.

Program Highlights: Bruce Graham told the Board about the current status of the Cloud Power Wind Farm and the Wind Energy Technology Program.

President’s Message: Dr. Toone said James Lukacevich starts June 1 as the Director of the Cloud County Community College Foundation. Prior to the June 28 meeting, there will be a reception for Marsha Doyenne, Daniel Gerber and Charles Lowers honoring them for their service as Trustees of Cloud County Community College. A special meeting will be scheduled for July 5 for the reorganization of the Board. She recognized Kimberly Krull for attaining her Ph.D. in Higher Education.

Meeting Reports: None,

Kim Krull presented the Strategic Plan Annual Report.

Geary County Campus Update: Brenda Edleston reported enrollment numbers for fall at the Geary County Campus are up substantially. Registration for summer classes starts tomorrow.

Daniel Gerber moved and Charles Lowers seconded to approve the minutes of April 26, 2011 and May 13, 2011; motion passed.

Gregory Askren moved and Charles Lowers seconded to approve the Treasurer’s Report as of April 30, 2011 with a cash balance of $5,360,880.71; motion passed.

Bob Maxson presented an overview of the College’s finances. We have received 87% of revenues. Auxiliary enterprises are doing very well.

Daniel Gerber moved and Gregory Askren seconded to approve the transfer of remaining balances in the Post-secondary Education Infrastructure Projects 3 and 5 of $4,216.00 and $577.74 respectively to Project 4, Remodeling of Apartment Buildings 1 and 3 and authorize Trustee Koester and President Toone to sign the PEI-2 for Projects 3 and 5; 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 $5,000 or more.

Gregory Askren moved and Marsha Doyenne seconded to approve the (A) List and the addendum (numbers 9-10); motion passed.

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

Daniel Gerber moved and Charles Lowers seconded to renew the contracts for full-time and part-time administrative personnel for 2011-2012; motion passed.

Daniel Gerber moved and Gregory Askren seconded to approve the 2009-2010, 2010-2011 and 2011-2012 Master Contract for Fiscal Year 2011-2012; motion passed.

Gregory Askren moved and Daniel Gerber seconded to approve a salary increase of $975 to the base salary of each administrative employee for 2011-2012 fiscal year; motion passed.

Charles Lowers moved and Gregory Askren seconded to approve a wage increase of $.47 to the base wage of each support staff employee; motion passed.

Daniel Gerber moved and Charles Lowers seconded to accept the resignation of Alison Farnham as Librarian effective June 30, 2011 and authorize the administration to fill the position vacancy; motion passed.

Charles Lowers moved and Marsha Doyenne seconded to accept the resignation of Kevin Cook as Wind Energy Technology Instructor effective May 26, 2011and authorize the administration to fill the position vacancy; motion passed.

Marsha Doyenne moved and Gregory Askren seconded to approve the appointment of Tonya Merrill to the position of Instructor in English/Speech on a full-time, KPERS-covered, faculty contract effective August 15, 2011, at the nine-month salary of $32,000 plus fringe benefits, motion passed.

Marsha Doyenne moved and Gregory Askren seconded to approve the full-time, support staff, KPERS-covered position of Marketing Communications Specialist; motion passed 5-1 (Clemons voting no).

Dr. Toone talked with the Board about using the “360” method of doing evaluations. Consensus of the Board was this is not a Board decision but an administrative decision.

Gregory Askren moved and David Clemons seconded to accept the resignation of Lucas Brown as Instructor in English effective May 13, 2011 and authorize the administration to fill the position vacancy; motion passed.

Daniel Gerber moved and Gregory Askren seconded to appoint Joel Figgs to the position of Vice President for Enrollment Management and Student Services effective July 1, 2011 at a 12-month salary of $70,000; motion passed.

Bob Maxson presented an up-to-date budget for the HVAC replacement project. Gregory Askren moved and Marsha Doyenne seconded to approve Change Order 1 in the amount of $11,071.00 for asbestos removal from New Horizons for the total ceiling removal in Rooms 304-306 and 308 and authorize payment with funding coming from the HVAC project; motion passed.

Daniel Gerber moved and Charles Lowers seconded to approve the change order from Hood Air, Plumbing and Electric in the amount of $17,262.00 for carpeting in faculty and administrative offices, drop ceilings in Room 232, the IT office and Room 308 and vinyl composition tile in the gym stairway landings and authorize payment with funding coming from the HVAC budget; motion passed.

Gregory Askren moved and Charles Lowers seconded to approve Change Order 15 in the amount of $5,396.49 for ductwork in classrooms and Room 231 and authorize payment; motion passed.

The Chairman called a five-minute break at 9:07 p.m.

Gregory Askren moved and Charles Lowers seconded to approve Change Order 002 on the Apartment Building 3 remodel for $5,278.38 and authorize payment with funding coming from Residence Life; motion passed.

Consensus of the Board was to go out for bid on the Classroom Remodeling project.

Marsha Doyenne moved and Charles Lowers seconded to approve Policy F-23 – Tobacco Usage; motion passed.

Charles Lowers moved and Marsha Doyenne seconded to authorize the President to request from the Cloud County Community College Foundation not more than $160,919.00 for the Scholarship Program; motion passed.

Information Items: Dr. Toone and the three trustees coming on the Board July 1 will be attending the KACCT and Council of Presidents Retreat to be held June 10 and 11 at Kansas City Kansas Community College. A new trustee workshop will also be held. The CCCC Foundation spring meeting will be June 21 on the Concordia Campus. Kid’s College will be July 11 to 14. The CCCC T-Bird Golf Tournament will be August 21. Fifty-five faculty and staff from the University of Kansas were on campus May 23 for the Wheat State Whirlwind Tour. Board orientation was tentatively set for June 22 at the Geary County Campus and June 23 on the Concordia Campus.

Marsha Doyenne moved and Charles Lowers seconded to recess into executive session at 9:49 p.m. in Room 251 for consultation with legal counsel and return to regular session in Room 257 at 10:19 p.m. with the six Board members, Dr. Toone and David Swenson present in the executive session; motion passed.

Daniel Gerber moved and Gregory Askren seconded to accept the low bid of $24,350 submitted by Womack Sunshine Ford, Concordia, KS, for a 2011 full-sized 15 passenger van and authorize payment with funding coming from the insurance payment received on maxi van #45 totaled in an accident and parking fees; motion passed.

Daniel Gerber moved and Charles Lowers seconded to accept the low bid of $24,834.00 submitted by Heartland Scenic Studio, Omaha, NE, for a lighting system for Cook Theatre and authorize payment with funding coming from deferred maintenance tax credits and building fees; motion passed.

Daniel Gerber moved and Charles Lowers seconded to accept the low bid of $5,936.00 submitted by Hood Air, Plumbing and Electric for installation of the lighting system in the back of Cook Theatre and authorize payment with funding coming from building fees; motion passed.

No recommendation was made for classroom furniture at the Geary County Campus.

Marsha Doyenne moved and Gregory Askren seconded to table the bid on college insurance; motion passed.

Other: None.

David Clemons moved and Charles Lowers seconded to recess into executive session at 10:49 p.m. in Room 251 for consultation with legal counsel and return to regular session in Room 257 at 11:09 p.m. with the six Board members, Dr. Toone and David Swenson present in the executive session; motion passed.

David Clemons moved and Roger Koester seconded to recess into executive session at 11:10 p.m. in Room 251 for consultation with legal counsel and return to regular session in Room 257 at 11:20 p.m. with the six Board members, Dr. Toone and David Swenson present in the executive session; motion passed.

David Clemons moved and Charles Lowers seconded to recess into executive session at 11:21 p.m. in Room 251 for consultation with legal counsel and return to regular session in Room 257 at 11:26 p.m. with the six Board members, Dr. Toone and David Swenson present in the executive session; motion passed.

The Chairman adjourned the meeting at 11:27 p.m.

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Marilyn A. Martin, Clerk

Cloud County Community College

Board of Trustees