CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

October 30, 2012

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

Others Present: Amy Hadachek, KNCK and Jessica LeDuc, Blade-Empire; Attorneys Scott Condray and Bill Thompson; Angelo Alessi, Anthony Amaya, Josue Augustin, Charlotte Barnes, Stanley Benjamin, Ariel Buhr, Carrie Burnett, John Croasdale, Jake Currie, Evie Fagan, Sapphire Flax-Clarke, Laura Forde, Carly Grit, Averie Gritten, Kezia Gumbs, Adam Halliday, Walker Hanson, Madison Hoover, Laura Hughes, Brandi Jones, Alan Kelly, Hailey Kelly, Jamie King, Jordan Krohn, Anvi Lamprea, Chris Lavery, Kerbson Lubin, Prairee Marlier, Jasmine Meichle, Eddy Milien, Beth Millican, Chanelle O’Dwyer, Leonardo Palacio, Jeancarlo Pinto, Katy Plummer, Cindy Ponce, Andy Powers, Amber Pullen, Laura Romero Lugo, Autumn Slater, Jamal Tazi, Christopher Telemaque, Erin Terrell, Carley Tolle, Caitlyn VanEpps, Georgia Walters and Kendra Zabokrtsky, students; Everett Ford and Lyle Pounds; Jenny Acree, Holly Andrews, Matt Bechard, Ashley Douglas, Brenda Edleston, Joel Figgs, Cathy Forshee, Renea Gernant, Kate Hale, Kim Krull, James Lukacevich, Marc Malone, Bob Maxson, Marcia Pounds, Steve Ralos, Tom Roberts, Beth Whisler, Mark Whisler and Christine Wilson, staff.

Chairman Gregory Askren called the meeting to order at 7:01 p.m. in Room 257 of the President’s Addition.

David Clemons moved and Roger Koester seconded to adopt the agenda amended to add Item 14B – Glassware under Bids; motion passed.

Guests’ Comments: None.

Recognitions: Joel Figgs recognized DeeDee Coppoc for her article on advising in the NACADA publication. Bob Maxson recognized Marvene Gieber who is retiring after 32 years of service to the College. Matt Bechard recognized Kate Hale and the volleyball players and Steve Ralos and the women’s and men’s soccer teams.

Program Highlights: Ashley Douglas presented information received from Noel Levitz surveys and how the College uses that information.

President’s Message: Dr. Toone explained the eligibility issue with the men’s soccer team not qualifying for the National playoffs this year. She reported we will remove two of the blades from the Nordtank wind turbine and affix the third blade in a downward position. This gets the turbine under the maximum height limit with the FAA. She said this could be done for $6,300 or less. Consensus of the Board was to proceed. National American University has asked about teaching courses on our campus and having one of their people on our campus. They would only take students who already have an associate degree. Consensus of the Board was to look into this.

Vice-Presidents’ Reports: Kim Krull, Vice President for Academic Affairs, told the Board the Standing Affairs Committee at the Kansas Board of Regents will review our Performance Agreements on November 14. She reported 20+ people went to Kansas State University for a CORE Outcomes meeting. There will be more courses on the state-wide transfer list later this fall. Because of the repairs to be made at the Brown Grand Theatre, the Spectacast series will be in Cook Theatre. They have been working on the strategic goals and the Energynet grant to get the wind courses on line. Bob Maxson, Vice President for Administrative Services, shared a letter received regarding the HVAC project. An amendment to the grant increased the College’s award from $250,000 to $445,000 for the geo-thermal part of the project. He also reported they are tightening up the collection procedures in the Business Office. A draft audit was distributed to the Board. Neil Phillips will be present for the November meeting to answer any questions concerning the audit. Joel Figgs, Vice President for Enrollment Management and Student Services, reported high school sophomores were on campus for Career Day and seniors for Senior Preview Day.

Meeting Reports: None.

Geary County Campus Update: Brenda Edleston thanked the administration and staff who helped with moving into the new Building D. The ITV Art Appreciation class taught by Barbara Stevens is organizing an art show in Building A on November 7 at 2:00 p.m. Miriam Menendez and Jennifer Zabokrtsky have been recruiting at high schools. They have been asked to go to Ft. Riley for a large educational fair on November 13. Second Start classes have begun. One hundred twenty students who began in August are taking an additional course, and 37 new students are taking courses. The CDL and CNA classes continue to be full.

Cloud County Community College Foundation Update: Jim Lukacevich shared the ways of raising money through foundations. A high percentage of donations are made on-line.

David Clemons moved and Ellen Anderson seconded to approve the minutes of September 25, 2012; motion passed.

Roger Koester moved and David Clemons seconded to approve the Treasurer’s Report as of September 30, 2012 with a cash balance of $5,562,073.58; motion passed.

Bob Maxson presented an overview of the revenues and expenses for the first three months of the year. The health insurance changes are not reflected yet. The auxiliary funds are doing well. Included with the agenda is the 2012-2013 operating budget.

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.

Ellen Anderson moved and Roger Koester seconded to approve the (A) List and addendum (numbers 6 through 16); motion passed.

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

Roger Koester moved and David Clemons seconded to accept the resignation of John Chapin as the Instructor in Radio Broadcasting effective December 14, 2012 and authorize the administration to fill the position vacancy; motion passed.

Roger Koester moved and David Clemons seconded to accept the resignation of Josh Coltrain as an Instructor in Agriculture effective December 21, 2012 and authorize the administration to fill the position vacancy; motion passed.

David Clemons moved and Roger Koester seconded to accept the resignation of Jameson Beckner as an Admissions Counselor effective October 16, 2012 and authorize the administration to fill the position vacancy; motion passed.

Ellen Anderson moved and Roger Koester seconded to approve the appointment of Joshua Engelbert to the position of Information Technology Technician on a full-time, KPERS-covered, professional services contract effective December 17, 2012 at the twelve-month prorated salary of $31,000 plus fringe benefits; motion passed.

Thomas Tuggle moved and David Clemons seconded to approve the appointment of Samantha Johansen to the position of Admissions Counselor on a full-time, professional services contract effective November 5, 2012 at the twelve-month prorated salary of $28,000 plus fringe benefits; motion passed.

David Clemons moved and Ellen Anderson seconded to not renew the contract of James Lukacevich as the Executive Director of the Cloud County Community College Foundation effective November 30, 2012; and that Chris Wilson, Director of Human Resources, or her designee, deliver written notice to him on October 31, 2012 and authorize the administration to fill the position vacancy; motion passed.

Ellen Anderson moved and Thomas Tuggle seconded to waive the requirement to bid in Policy F7 to purchase a grand piano; motion passed 4-1 (Koester voting no).

Ellen Anderson moved and Thomas Tuggle seconded to approve the purchase of a fully reconditioned 2001 Steinway L. Satin Ebony Grand Piano for Cook Theatre including fitted cover, delivery, tuning after delivery and a five-year new Steinway warranty from Piano’s Unlimited, Inc., Hutchinson, KS and Tom’s Music House, Concordia, KS in the amount of $28,000 and authorize payment with funding from the “Make Cook Theatre Grand” tax credit program; motion passed.

Roger Koester moved and Ellen Anderson seconded to rescind the vote on September 14, 2012 to accept the bid from Science Kit and Boreal in the amount of $13,300 for labware and supplies and approve the purchase of labware and supplies from Sargeant Welch in the amount of $14,767.08 and authorize payment; motion passed.

Roger Koester moved and Ellen Anderson seconded to contract with Instructure’s Kansas wide consortium in partnership with National American University to acquire the Canvas Learning Management System for course management, course delivery and analytics in the amount of $89,450 and authorize payment with funding from Technology Fees; motion passed.

Dr. Toone presented a recommendation from the Fleet Vehicle Team. David Clemons moved and Ellen Anderson seconded to approve the proposal of the Fleet Vehicle Team; motion passed.

Facilities: Bob Maxson reported the sign on the east side of the Concordia Campus is up and a contract had been issued for the greenhouse repair.

Roger Koester moved and Ellen Anderson seconded to approve the EMT and Advanced EMT Certificates and the Paramedic Associate of Applied Science degree; motion passed.

Roger Koester moved and David Clemons seconded to approve the Electric Power Substation Certificate; motion passed.

Kim Krull explained the Open Pathways accreditation process which we will be using in the future.

Revisions to Policies B1 through B8 were presented and will be brought back to the November meeting for approval.

Information Items: The items were special nights at the basketball games, the Phi Theta Kappa induction, NCK Band concert, Geary County Campus open house and the Great Society Fall Fling.

Other: Bob Maxson said the draft audit was included in the agenda and that Neil Phillips will be present at the November meeting to answer any questions.

Roger Koester moved and David Clemons seconded to recess into executive session at 9:49 p.m. in Room 259 for consultation with legal counsel and non-elected personnel and return to regular session in Room 257 at 9:59 p.m. with the five Board members, Dr. Toone, Scott Condray and Bill Thompson present in the executive session; motion passed.

It was announced there would be no decisions made following the executive session.

The meeting adjourned at 10:00 p.m.

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Marilyn Martin, Clerk

Cloud County Community College

Board of Trustees