CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

June 25, 2013

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

Others Present: Amy Hadachek, KNCK and Jessica LeDuc, Blade-Empire; Attorney Scott Condray; Kent Anderson, Gene Johnson and Linda Richard; Jenny Acree, Holly Andrews, Matt Bechard, Shane Britt, Brenda Edleston, Janet Eubanks, Joel Figgs, Kim Krull, Bob Maxson, Kim Reynolds, Tom Roberts, Christy Streeter, Beth Whisler, Mark Whisler and Christine Wilson, staff.

Chairman Gregory Askren called the meeting to order at 7:04 p.m. in Room 257 of the President’s Addition.

Ellen Anderson moved and Larry Henry seconded to adopt the agenda; motion passed.

Guests’ Comments: None.

Recognitions: Joel Figgs recognized Judy Bunting for co-publishing an article in “Mental Health Nursing”. Matt Bechard recognized all the athletes who have received Academic Awards. Chris Wilson recognized the twelve employees who have been participating in a four-week leadership training. Dr. Toone recognized the CCCC team which won the North Central Kansas Technical College golf tournament for the second year in a row.

Program Highlights: Christy Streeter, Director of the TRiO Program, presented the annual report on the achievements of the students in the TRiO Program. This grant-funded program serves first-generation, low-income and disabled students.

President’s Message: Dr. Toone congratulated Dr. Kim Krull for being named the President of Butler Community College. Dr. Toone, Kim Krull, Ellen Anderson and Linda Richard attended the KACCT/COP retreat at Dodge City Community College the first part of June. New Board member training was held during the retreat. She reported community colleges will not see a cut in State funding for 2013-2014 but will in 2014-2015. She suggested a study session with the Board to discuss the budget be held July 12. She thanked Roger Koester for serving on the Board of Trustees.

Vice-President’s Reports: Kim Krull, Vice-President for Academic Affairs, said the consortium with Manhattan Area Technical College to access Perkins grant money has been formed and submitted to the Kansas Board of Regents for approval. We are in the final stages of developing the courses for Kansas Energy Works (formerly Energy NET). They have been filling faculty positions. New performance agreements for the next three years are being developed. Faculty is in the process of converting to the Canvass Learning System. Bob Maxson, Vice-President for Administrative Services, reported the Business Office is busy with end-of-the year business. He reported three Directors attended the Jenzabar Annual Meeting (JAM) the first of the month. He told the Board almost all of the various insurances expire the end of June, and we will have to deal with these contracts. He is fairly optimistic that the operating revenues will exceed the operating expenses at the end of the fiscal year. Joel Figgs, Vice-President for Enrollment Management and Student Services, said we hope to improve our student loan default rate. Final numbers for the year just ending showed we were down 5.78% in credit hours.

Meeting Reports: Ellen Anderson reported on the KACCT/COP meeting in Dodge City.

Geary County Campus Update: Brenda Edleston, Campus Dean, reported they have 238 students enrolled in Summer School. Faculty and staff continue to promote the College in the Junction City and Geary County area.

Cloud County Community College Foundation Update: Kim Reynolds reported a monthly newsletter is going out to alumni by e-mail. They also are working on implementing the Development Module in Jenzabar. She was one of the Directors who attended the JAM conference. The Foundation office is working to make the inactive scholarships active again. Work has begun on two capital campaigns. The campaign in Junction City will support facilities at the Geary County Campus. The campaign for the Concordia Campus will support a multi-purpose facility. At the Foundation Spring Meeting she challenged the Foundation Board members to give to the Foundation. At this Board of Trustees meeting, she challenged the members of the Board of Trustees to give to the Foundation. She is also requesting more support of the other activities of the Foundation.

Larry Henry moved and Ellen Anderson seconded to approve the minutes of May 22, 2013 and May 28, 2013; motion passed.

Thomas Tuggle moved and Larry Henry seconded to approve the Treasurer’s Report as of May 31, 2013 with a cash balance of $3,895,504.52; motion passed.

Bob Maxson presented an overview of the finances. Operating revenues are at 90% of the budget and expenses at 89% of the budget. He stated there are several end-of-the-year transfer entries on the (A) List.

Larry Henry moved and Thomas Tuggle seconded to approve the renewal with EMC Insurance from Peoples Insurance, Concordia, Kansas, for fiscal year 2014 at $101,183 and authorize payment; motion passed.

Gregory Askren moved and Thomas Tuggle seconded to rescind the motion made at the May 8, 2013 special Board of Trustees meeting authorizing President Toone to sign the contract with Dynamic Campus for the reimplementation of the Jenzabar computer system contingent on receipt of the grant money from the Department of Energy; motion passed.

Gregory Askren moved and Ellen Anderson seconded to authorize President Toone to accept and sign the Jenzabar Professional Services Statement of Work – Managed Services for services detailed in the Jenzabar Managed Services draft for an amount not to exceed $247,800 and authorize payment; 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.

Thomas Tuggle moved and Larry Henry seconded to approve the (A) List and the addendum (number 12); motion passed.

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

Bob Maxson reported bids for athletic insurance were opened on June 20. They are considerably higher than last year, and he is not ready to make a recommendation.

Larry Henry moved and Ellen Anderson seconded to accept the low bid from Kansas Association of School Boards for $64,628 with a $1,000 deductible for workers compensation insurance for fiscal year 2014 and authorize payment; motion passed.

Thomas Tuggle moved and Larry Henry seconded to accept the low bid of $18,491.17 from JourneyEd.com, Eden Prairie, MN, for the 2014 fiscal year Microsoft Agreement and authorize payment with funding from Technology fees; motion passed.

Ellen Anderson moved and Larry Henry seconded to accept the resignation of Samantha Stueder effective July 31, 2013 and authorize the administration to fill the Admissions Counselor position vacancy; motion passed.

There was no recommendation for the Director of Admissions.

Larry Henry moved and Gregory Askren seconded to approve the appointment of Tasha Riggins to the position of Instructor in Mass Communications on a full-time, KPERS-covered faculty contract effective August 14, 2013 at the nine-month salary of $33,750 plus fringe benefits and authorize the filling of the Admissions Counselor position being vacated by Ms. Riggens; motion passed.

There was no recommendation for Instructor in Animal Science.

Gregory Askren moved and Thomas Tuggle seconded to approve the appointment of John Austin to the position of Instructor in Chemistry on a full-time, KPERS-covered, faculty contract effective August 14, 2013 at the nine-month salary of $36,000 plus fringe benefits; motion passed.

Gregory Askren moved and Larry Henry seconded to approve the appointment of Brady Jasper to the position of Assistant Women’s Basketball Coach on a full-time, KPERS-covered, professional services contract effective July 1, 2013 at the pro-rated twelve-month salary of $30,000 plus fringe benefits; motion passed.

There was no recommendation for Head Cross Country and Assistant Track Coach.

Larry Henry moved and Ellen Anderson seconded to accept the resignation of Miriam Melendez effective July 5, 2013 and authorize the administration to fill the Student Services Specialist position vacancy; motion passed.

Facilities: Bob Maxson reported work in the agriculture classrooms will be completed by the end of July ahead of schedule. Tables and seating have been ordered for Rooms 302 and 304. He also reported the turbines are working fine. Consolidated Management Company will soon be starting on the upgrades to the cafeteria. They will pay $25,000 and the College $3,000. Budreau Construction will be doing the work. The manager has been hired, the past employees were interviewed and staff hired.

Information Items: The items were Board organizational meeting, Kid’s College, Cloud and Republic County Fairs, CCCC T-Bird Golf Tournament and the ACCT Community College Leadership Conference.

Other: None.

Larry Henry moved and Ellen Anderson seconded to recess into executive session at 9:20 p.m. in Room 259 for discussion on negotiations, non-elected personnel and consultation with legal counsel and return to regular session in Room 257 at 9:35 p.m. with the four Board members, Dr. Toone, Bob Maxson, Chris Wilson and Scott Condray present in the executive session; motion passed.

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

Larry Henry moved and Ellen Anderson seconded to recess into executive session at 9:37 p.m. in Room 259 for discussion on negotiations, non-elected personnel and consultation with legal counsel and return to regular session in Room 257 at 9:47 p.m. with the four Board members, Dr. Toone, Bob Maxson, Chris Wilson and Scott Condray present in the executive session; motion passed.

The meeting adjourned at 9:48 p.m.

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Marilyn Martin, Clerk

Cloud County Community College

Board of Trustees