CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

May 27, 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; James Douglass and Gene Johnson; Jenny Acree, Chet Anson, William Backlin, Matt Bechard, Shane Britt, Brenda Edleston, Josh Englebert, Brett Erkenbrack, Janet Eubanks, Joel Figgs, Cathy Forshee, Mary Gantz, Lisa Goldy, Suzi Knoettgen, Amy Lange, Diane Leif, Todd Leif, Karen Leiszler, Ann Lowell, Brent Phillips, Wonda Phillips, Marcia Pounds, Kay Reed, Kim Reynolds, Joan Robison, Ted Schmitz, Beth Whisler, Mark Whisler and Christine Wilson, staff.

Chairman Larry Henry called the meeting to order at 7:03 p.m. in Room 257 of the President’s Addition.

David Clemons moved and Gregory Askren seconded to adopt the agenda amended to add Item 13D, Change Order for the Roofing Project; motion passed.

Guests’ Comments: Karen Leiszler, President of the Support Staff and representing the Administrative Staff and the Support Staff, requested a meeting with three members of the Board of Trustees to discuss the proposed policy changes. Mark Whisler presented remarks regarding early retirement. Trustee Thomas Tuggle responded to the comments. Chairman Larry Henry thanked everyone for their comments.

Recognitions: Matt Bechard recognized the track teams for their outstanding performance at the NJCAA national meet. Also, there were 36 spring KJCAA all academic athletes and 11 NJCAA athletic All-Americans.

President’s Message: Dr. Toone reported we are moving forward with the Jenzabar update. She will be asking the Board to extend the training hours we have left with Jenzabar. She has been meeting with area public school superintendents, principals and concurrent coordinators to get their input on the processing of classes in their schools.

Vice President Reports: Vice President for Academic Affairs: William Backlin said the Marine Band will be on campus September 13. This will be co-sponsored by the Blade-Empire. He met with CloudCorp about work force development. There has been a change in credentialing our faculty in high schools. Vice President for Administrative Services: Amy Lange reported the updating of Entry Two will be finished this week. The roofing project is underway. The remodeling of the Student Health Center will start the end of this week. She has been evaluating the bids we have received. She will be attending her first KACCBO meeting next week. Vice President of Enrollment Management and Student Services: Joel Figgs reported they are continuing to focus on enrollment. Four Freshman enrollments days have been held with 159 incoming new students.

Meeting Reports: None.

Geary County Campus Update: AVID – Advancement Via Individual Determination – was on campus this afternoon. They also are working with enrollment. Advanced Call Center Technologies is opening in Junction City. They will begin with 35 employees and expect to grow to 650 jobs.

Cloud County Community College Foundation: Kim Reynolds said the Foundation needs to look at software to manage the incoming scholarship applications and the awarding of them. They have been having some demonstrations on this type of software. The Annual meeting is June 10.

Ellen Anderson moved and Linda Richard seconded to approve the minutes of April 29, 2014 and May 5, 2014; motion passed.

Thomas Tuggle moved and Gregory Askren seconded to approve the Treasurer’s Report as of April 30, 2014 with a cash balance of $5,486,819.53 at Central National Bank; motion passed.

Amy Lange reviewed the statement of revenues and expenses. There will be end of the year transfers brought to the June meeting.

Linda Richard moved and Gregory Askren seconded to authorize the President to execute a contract with Jenzabar for $24,000 to provide remote server management services (RSMS) for the 2014-2015 academic year, beginning July 7, 2014 and authorize payment; motion passed.

Linda Richard moved and Ellen Anderson seconded to authorize the President to execute an amendment to the 2013-2014 contract with Jenzabar providing an extension of time to use the remaining onsite training and support and remote database administration (RDBA) hours at the stated discounted rates for the 2014-2015 academic year and authorize payment; motion passed.

There was no (A) List for expenditures or transfers of $10,000 or more.

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

Gregory Askren moved and Ellen Anderson seconded to approve allowing Administrative Services to solicit quotes directly from contractors and enter into a contract for painting of the fascia and trimwork as permitted by Board policy; motion passed.

Gregory Askren moved and David Clemons seconded to reject all bids received for construction of an auxiliary parking lot for Thunder Heights and postpone the project; motion passed.

Ellen Anderson moved and Linda Richard seconded to approve the bid of Snack Express/Mahaska and enter into an annual contract with options for up to four (4) automatic annual renewals providing for the rights to exclusive snack and beverage service at Cloud County Community College’s Concordia and Geary County Campuses, with the initial contract beginning July 1, 2014; motion passed.

Ellen Anderson moved and Linda Richard seconded to approve the change order to Budreau Construction for additional foam on the roof in the amount of $12,000 and replacement of the guttering system on the west side of the gymnasium in the amount of $18,882, for a total of $30,882 and authorize payment for work to be allocated equally between Capital Outlay, Residence Life and the College Bookstore; motion passed 4-2 (Askren and Clemons voting no).

Linda Richard moved and Ellen Anderson seconded to renew the contracts for the full-time and part-time administrative personnel for 2014-2015; motion passed.

Linda Richard moved and Ellen Anderson seconded to approve the appointment of Kimberly Wagner to the position of Admissions Counselor/Military Liaison on a full-time, KPERS-covered, professional services contract effective June 1, 2014 through June 30, 2015; motion passed.

Thomas Tuggle moved and Gregory Askren seconded to accept the resignation of Katrina Sorell as the Library Associate Specialist effective May 29, 2014; motion passed.

Ellen Anderson moved and Linda Richard seconded to approve the appointment of Ragena Mize to the position of Director of Assessment and Accreditation on a full-time, KPERS-covered, professional services contract effective July 21, 2014; motion passed.

Gregory Askren moved and Thomas Tuggle seconded to accept the resignation of Brady Jasper as the Assistant Women’s Basketball Coach effective June 30, 2014; motion passed.

Thomas Tuggle moved and Ellen Anderson seconded to accept the resignation of Timothy Warkentin as Instructor in Mathematics effective May 20, 2014; motion passed.

Thomas Tuggle moved and Gregory Askren seconded to not renew the contract of Darrin Jones as the Coordinator of Online Services effective June 30, 2014; and that Chris Wilson, Director of Human Resources, or her designee, mail written notice to him by May 31, 2014; motion passed.

Summer Projects: Amy Lange reported we are requesting quotes for work in some of the campus apartments which will be brought to the June meeting.

Several policies were brought to the Board for review. They will be brought back to the June Board meeting for approval.

Gregory Askren moved and David Clemons seconded to authorize the President to request from the Cloud County Community College Foundation not more than $113,975 for the Scholarship Program; motion passed.

Information Items: The items were the KACCT/COP Retreat, Cloud County Community College Foundation Spring Meeting, summer camps, Kid’s College and the CCCC T-Bird Golf Tournament.

Other: Linda Richard moved and Ellen Anderson seconded to waive Policy B1 – Board Meeting and hold the organizational meeting of the Board for 2014-2015 during the regular meeting on June 24, 2014; motion passed.

Ellen Anderson moved and Linda Richard seconded to recess into executive session at 8:30 p.m. in Room 259 to discuss negotiations and return to regular session in Room 257 at 9:00 p.m. with the six Board members, Dr. Toone and Scott Condray present in the executive session; motion passed.

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

David Clemons moved and Gregory Askren seconded to recess into executive session at 9:04 p.m. in Room 259 to discuss negotiations and return to regular session in Room 257 at 9:19 p.m. with the six Board members, Dr. Toone, William Backlin, Chris Wilson and Scott Condray present in the executive session; motion passed.

David Clemons moved and Gregory Askren seconded to recess into executive session at 9:21 p.m. in Room 259 to discuss negotiations and return to regular session in Room 257 at 9:31 p.m. with the six Board members, Dr. Toone, William Backlin, Chris Wilson and Scott Condray present in the executive session; motion passed.

The Chairman adjourned the meeting at 9:32 p.m.

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Marilyn A. Martin, Clerk

Cloud County Community College

Board of Trustees