

Cloud County Community College

BOARD OF TRUSTEES

July 23, 2019

Present: Ellen Anderson (by ZOOM), Larry Henry, Patricia MacFarlane, Jesse Pounds, Tom Tuggle; President Adrian Douglas, Diane Leif, Clerk.

Others Present:

Attorney-Justin Ferrell; Jim Lowell - Blade Empire, Toby Nosker - KNCK; Quentin Breese, VP Amber Knoettgen, Jim Koch, Heather Morgan, Chris Wilson, Beth Whisler, Tom Roberts, Jennifer Zabokrtsky

Not Present: Greg Askren, VP Pedro Leite

- I. The meeting was called to order by Chairman Larry Henry at **5:03** pm in Room 257 of the President's Addition.
- II. **The pledge of allegiance.**
- III. **Adoption of the Agenda** - Jesse Pounds moved and Pat Macfarlane seconded to amend the agenda with a vendor change to *Action Item B*. The College received a lower bid offer from CDW-G for replacement desktop computers. Motion passed.
- IV. **Guest Comments:** None
- V. **Introductions and Highlights:**
 - A. *Quentin Breese, USD333 Superintendent* reported on the USD's expense numbers and perspectives of their operations. He suggested that the high school, just like us here at the College, must adapt to today's learning styles. We are no longer the "sit and get of yesterday", that method of teaching no longer applies to today's student. Zeroing in on the soft skill sets is vital for student success.
 - B. *Heather Morgan, Executive Director for KACCT* informed the Board the KACCT is the bridge between the state and our institution. Her presentation packet included.
- VI. **Consent Agenda** – Pat Macfarlane moved and Tom Tuggle seconded to approve the Consent Agenda to include the approval of the June 25, 2019 regular board meeting minutes and the July 8, 2019 special board meeting minutes; the Treasurer's Report; the Purchasing and Payment of

Claims. In Personnel, the appointment of Caesar Wood as the Director of Auxiliary Services effective August 5, 2019 and the appointment of Doug Moore as Assistant Wrestling Coach effective August 15, 2019.

VII. Reports:

- A. *President Dr. Adrian Douglas* – reminded us of the guiding values of the institution. *In College News* – we are in the final stages of renewing our contract with CCHC for our student health. Pending approval tonight, we’re bringing a development agreement to donate our parcel of land to CCHC in support of their site for the new hospital. Congratulations to the Nursing Department who received a grant from the Dane G. Hansen Foundation in the amount of \$100,000 to establish a nursing scholarship fund for our Nursing Program. Scholarship recipients must commit to staying in a rural setting for 1 year for each year of scholarship dollars they receive. *In GCC News* – the Geary County folks recently attended Fort Riley’s Education and Career Fair on Post; the Red Cross Blood Drive was held on campus July 2; Rachel Ohmes, adjunct instructor taught a Community Enrichment Workshop entitled, “What in the World Wide Web?”; GCC recently hosted a CDL Job Fair; School Bus License Training started July 8 and finally we continue planning with SAVE Farm Administration to plan fall courses for continuing and new SAVE Ag students. *In Employee News* – we are gearing up for the fall semester, we will welcome back faculty and plans for the fall Convocation on August 12 are underway.
- B. *Vice President for Academic Affairs & Student Success, Pedro Leite* – Dr. Douglas gave Pedro’s report in his absence.
- 1) *Academic Affairs* – Pedro is finalizing Faculty In-service and establishing an industry advisory board to look into the GIS certification program. Pedro has finalized a survey to collect input regarding strategic planning, survey to be emailed the week of August 29.
 - 2) *Student Success* – the focus right now is student enrollment. Staff are calling and/or texting all returning students who have not enrolled yet. Thank you to Mitch Stimers for his work on a dashboard providing everyone access to the latest data relative to enrollment, retention and projections. The dashboard is being piloted this month. Currently, as of July 15, 2019 compared to same time last year, we are down 19 students, approximately 263 credit hours. That figure does not include the 70 new international students slated to come this fall.
 - 3) *HLC* – Pedro is in the process of updating the timeline and training schedule for the Board of Trustees, Faculty, Staff and Students. We will start the campaign to educate the campus community and the community at large about the HLC accreditation process that is scheduled for Oct 26-27, 2020.

Dr. Douglas also read an update from Jennifer Schroeder. This fall will mark the end of Jennifer's time in serving on the State Library Board of Kansas. She was appointed by the Governor of Kansas in 2011 and served two consecutive terms (8 Years) as the 2 year college representative on the State Library Board. Jennifer has been honored to represent CCCC and fellow two year institutions across the state. Jennifer's association at the state level has benefitted CCCC by providing a multitude of databases at little or no cost to the college. Jennifer thanked the Board and the Administration for allowing her to serve at the state level and to advocate on behalf of the college.

C. *Vice President for Administrative Services Amber Knoettgen –*

Financials - Fiscal Year 2019 closeout is complete and the college ended the year well. We have completed the FY20 budget and will ask the board to set a date for the public hearing tonight.

Facilities – the remodel of the athletic training/locker rooms is making progress and we look forward to completion in the next several weeks.

Auxiliary Services – As approved through the Consent Agenda, we will bring on a new Director of Auxiliary Services, Caesar Wood, with at start date of August 5. Housing occupancy is currently at 310 applicants.

IT – We plan to have a brief presentation on the updated website during the introduction and highlights portion of the August 27 board meeting.

Athletics – The College is partnering with CCHC for athletic physicals with the first round scheduled for August 5. A few weeks ago it was announced that CCCC had 54 student athletes who earned NJCAA All American honors (3.6 GPA or higher). Of those 54, 21 earned a first team selection (4.0 GPA). This is the most we've had recognized for this honor. The Athletic Office is partnering with USD333 to schedule a bonfire kickoff in August.

E. Meetings the Board Members attended

- 1). Tom Tuggle attended the CCCC Foundation meeting, stated the Foundation has been with Smith County Bank for 14 years, we are now seeking bids.
- 2). Jesse Pounds attended the Pro's of Con meeting – they are working on getting grant monies to install a wireless downtown speaker system for the 4 block area. They are very excited about this project.

VIII. Discussion Items: None

IX. Action Items:

- A. Jesse Pounds moved and Ellen Anderson seconded to authorize publication of the Notice of Public Hearing for the 2019-2020 certified budget, with the hearing scheduled for Wednesday, August 7, 2019 at 5:00 p.m. in Room 257 in the President's Addition. Motion passed.

- B. Ellen Anderson moved and Pat Macfarlane seconded to approve the purchase of 85 desktop computers from CDW-G in the amount of \$59,309.15 and authorize payment from Tech fees. Motion passed.
- C. Jesse Pounds moved and Pat Macfarlane seconded pursuant with KSA 71-201, approval to enter into a development agreement with Cloud County Health Center for Lot 6 on College Drive with the clause to re-acquire the land if it is undeveloped after 18 months. Motion passed.

X. Other: None

IX. Executive Session:

- A. Tom Tuggle moved and Jesse Pounds seconded to recess into executive session at 6:33 p.m. for 20 minutes to discuss personnel matters pertaining to non-elected personnel in order to protect the privacy interests of the person(s) to be discussed and return to open session at 6:53 p.m. with the five member Board, Justin Ferrell and Chris Wilson present in the executive session. Motion passed.
- B. Jesse Pounds moved and Pat Macfarlane seconded to recess into executive session at 6:55 p.m. for an additional 20 minutes to discuss personnel matters pertaining to non-elected personnel in order to protect the privacy interests of the person(s) to be discussed and return to open session at 7:15 p.m. with the five member Board, Justin Ferrell, Chris Wilson and Dr. Adrian Douglas present in the executive session. Motion passed.

No action was taken.

Jesse Pounds moved and Pat Macfarlane seconded to adjourn the meeting at 7:16 pm. Motion passed.

Diane Leif, Clerk of the Board
Cloud County Community College
Board of Trustees