

# Cloud County Community College

## BOARD OF TRUSTEES

### September 24, 2019

**Present:** Greg Askren, Ellen Anderson (joined by Zoom at 5:07), Larry Henry (joined by phone at 5:02, hung up at 5:09), Patricia MacFarlane, Jesse Pounds, Tom Tuggle (joined by Zoom at 5:39); President Adrian Douglas, Diane Leif, Clerk.

**Others Present:**

Attorney-Justin Ferrell; Jim Lowell, Blade Empire, Toby Nosker, KNCK; Susan Dudley, Heather Gennette, Jim Harbert, Harry Kitchener, VP Amber Knoettgen, Jim Koch, VP Pedro Leite, Beth Whisler, Mark Whisler, Chris Wilson, Caesar Wood, Jennifer Zabokrtsky

The 2019-2020 Cross Country team, 2019-2020 Men's and Women's Soccer teams and 2019-2020 Volleyball team

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I. The meeting was called to order by Acting Board Chair, Greg Askren at **5:00** pm in Room 257 of the President's Addition. The meeting was held up for lack of a quorum until 5:02 when Larry joined by phone. Once Ellen was able to connect by Zoom at 5:07; Larry hung up at 5:09.

II. **Pledge of Allegiance**

III. **Adoption of the Agenda** – Jesse Pounds moved and Pat Macfarlane seconded to adopt the agenda as presented; motion passed.

IV. **Guest Comments: None**

V. **Introductions and Highlights:**

*Coach, Charles Long* brought his assistant coaches and his 2019-2020 Men's and Women's Soccer teams forward for introduction to the Board. Coach Long claimed he has nearly 100 student athletes in his program. His teams are active in the local youth soccer program.

Currently the Men's and Women's teams are ranked #2.

*Coach, Drew Mahin* brought his 2019-2020 Men's and Women's Cross Country teams forward for introduction to the Board. He highlighted runner Dais Malebana as the recipient of the USTFCCCA NJCAA Runner of the Week all three weeks he has ran this year for Cloud. The team will work the Concordia Elementary School Marathon starting tomorrow.

*Asst. Coach Amy Bridwell* introduced the 2019-2020 Volleyball team to the Board. Head Coach Deb Monzon was out of town recruiting. Cloud Volleyball is currently 12-2 on the season and ranked 15<sup>th</sup> in the NJCAA top 20 volleyball poll.

VI. **Consent Agenda:** Jesse Pounds moved and Pat Macfarlane seconded to approve the Consent Agenda to include the approval of the August 27, 2019 board minutes; the Treasurer's Report; the Purchasing and Payment of Claims; and the appointment of Tristen Leiszler to the position of Assistant Softball Coach on a full-time, KPERS covered professional services contract effective on

October 1, 2019; and the appointment of Jason Pelkey to the full-time, KPERS-covered position of the Network Administrator effective on September 25, 2019.

**VII. Reports:**

- A. ***President Dr. Adrian Douglas*** reminded us of our mission statement the guiding values of the institution.
- In College* related items, Dr. Douglas recently attended the Kansas Association of Community College Trustees quarterly meeting September 13 & 14 and Kansas Board of Regents (KBOR) meeting last week. There is a lot of discussion surrounding Excel in CTE (formerly SB 155). We are responding to many data requests from legislators and KBOR for information regarding Excel in CTE, athletics, and adult education. It's important to note that the information being requested is only being requested from the community college sector. The universities and technical colleges are not having to provide this information. There is also discussions occurring about the local mill levy at the KBOR level. The local mill levy is on the November agenda of the Fiscal Affairs & Audit Committee and is scheduled to be included in the December meeting of the full board. The Regents also approved relaxed qualified admissions to the universities.
- In Employees* – Dr. Douglas reported the resignation from Laura Leite, Coordinator of Business & Industry. Laura has done a tremendous job in making contact with B&I and creating courses to meet their needs. She's been instrumental in securing over \$300k in grants since joining us. Her position is currently posted as we need someone to continue the work she has begun.
- In Community* – Dr. Douglas thanked the Nursing Department who partnered with the Kansas Lions Sight Foundation to provide FREE health screening at the Kansas State Fair. Last year our nursing students and Lions Club members screened over 500 fair visitors during the day. October 9th, we will host 7th graders from Concordia Jr/Sr High School for a Community Tour of the College. Thank you to Britni Tremblay and her staff, Brenda Hanson and Carleen Nordell for hosting the event. Other businesses/organizations helping with the community tour are CloudCorp and the Cloud County Health Center. Special thanks to those organizations as well. There will be a Career Day for grades 8–12 at the Concordia Jr/Sr High School. Several college employees including Steve Schroeder and a representative from our Wind Energy Program will be presenters.
- B. ***Vice President for Academic Affairs & Student Success, Pedro Leite***
- 1). *Academic Affairs* – The Strategic Plan is in draft form with the main initiatives being reviewed by the Executive Team. The HLC Site visit for the Composites Lab has been scheduled for November 6, 2019 from 12 Noon – 4:30 pm. We are still working on a date to visit LaHarpe. The final version of the Performance Agreement Report from AY17-18 has been submitted and we have finalized the Performance Agreements for AY19-20 and AY20-21. We are in early discussions with the Kansas Department of Corrections regarding collaborative efforts to

teach CDL and Renewable Energy at the Ellsworth Facility. In addition, we have been invited by KBOR and KDOC to join a consortium of colleges in support of KDOC's application for the Second Chance Pell Grant. Currently, we are focusing on entry level programming of the Coding Academy with aspirations to develop the second course to transition students into a program language course. We are currently developing a short term 3D Printing certificate (12-15 hours) and a short term Entrepreneurship certificate 12-15 hours under the Fab Lab umbrella. These two certificates will be aligned with the Remote Rural program.

2). *Student Success* – The T-Bird Shuttle service has resumed, this in-house service provides rides to Walmart and downtown area in the evenings. The 81 Connection Bus Service provides transportation to students who show their ID cards. This service runs from Belleville to Concordia to Salina. If students go to Salina they are able to ride free on their local bus service. We have a mental health counselor on campus Mondays and Thursdays and her schedule is completely full. There is a 2-3 week wait to get in now. Pedro reiterated the desperate need to increase this service to our students. Trustee, Tom Tuggle asked that we do our research to ensure there is truly a need. Trustee, Pat Macfarlane vouched for the great need. "Kids at this age are at very high risk for mental health issues". Pat strongly agreed we need to provide services to the students more than two days a week. Beth Whisler highly agreed from the audience. We are working with Pawnee Mental Health to have a similar service at Geary County but just one day/week. The enrollment numbers are down by 2.5% totaling 437 credit hours but not declining at the same rate as previous years. We have a team looking into our admissions and business office processes to see if we can streamline something to facilitate admissions and enrollment.

3). *HLC* – Committees are working on mapping their drafts to the revised HLC criteria. Drafts are due October 31. Committees are also identifying supporting materials and evidence to be uploaded to the HLC assurance system. The visit is scheduled for October 26-27, 2020. The team will have a breakfast or a lunch with the Board of Trustees which is yet to be determined.

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

1). *Financials* – Auditors were here the week of September 16<sup>th</sup>. Overall, the visit went well. The Financial Aid Office had a finding on verification, but they've already put something in place to ensure the checks and balances are in place in the future. The Business Office had no findings nor did the Foundation Office. The auditor will come to our December board meeting to present the audit to the trustees.

2). *Facilities* - The company, Facility Programming and Consulting will be on campus tomorrow to visit about future campus planning. They offer a full range of services to precede the design process for smoother, less expensive options. This will be integral as we prepare for our HLC visit. We will have a bid opening for the Ag Facility on Thursday, September 26, 2019 at 2:30 pm. The outdoor staircase has gone out for bid and the bid opening is scheduled for October 16, 2019 at 2:30 pm. The library ventilation project is also being bid out as well.

This is a remedy to the humidity issues experienced last fall. The college has worked with an engineer in Wichita that specializes in HVAC to identify the specific unit and duct work changes to fix previous issues. This project is planned to be completed by the end of the year. The entrance design concepts, which includes some stone facing will be an upcoming project as well. The facility committee is scheduled to meet October 3. Amber was happy to report that Housing is 98% full. We are up 47 students from last year. Amber recognized Susan Dudley and Caesar Wood for all their efforts in working with our students in housing.

3). IT - All of our e-waste got picked up for recycling. It was 3 pallets worth. They've completed rollout of the new computers. They are currently handling mid semester stuff.

There will be a flu immunization clinic (health department) at the College from 2-4 pm on October 7<sup>th</sup> in Conference Room SC105. CCHC is holding their health fair at the college on October 12<sup>th</sup> in the President's Addition.

- E. Meetings the Board Members attended – Jesse attend the recent Pro's of Con meeting, they have raised \$43,000 toward outdoor speakers for the downtown area.

**VIII. Discussion Items:**

Dr. Douglas gave an update on the local TIF District which included notes from City Manager, Amy Lange.

**IX. Action Items:**

Jesse Pounds moved and Pat Macfarlane seconded to approve the 2020-2021 Academic Calendar; motion passed.

Jesse Pounds moved and Pat Macfarlane seconded to waive Polices C7 and E4 to allow the consumption of alcoholic liquor in the Dunning-Hamel Baseball Training Facility at Cloud County Community College on October 18, 19 and 20, 2019 for the Baseball Alumni Event on October 19, 2019; motion passed.

Pat Macfarlane moved and Jesse Pounds seconded to approve the authorization to allow Cloud County Community College to become part of the Kansas Consortium for Correctional Higher Education; motion passed.

Jesse Pounds moved and Pat Macfarlane seconded to approve the Percussion subscription of \$21,000 for FY20 and FY21 and authorize payment from Tech Fees; motion passed.

- X. **Other:** Tom Tuggle made his opinion known on the cities TIF funds. According to Tom, his 'constituents' are telling him there are hard feelings on how the TIF funds are being used. His opinion is the money was to be used for economic development, he does not agree with how the city is allocating these TIF funds.

- IX. **Executive Session:** Jesse Pounds moved and Pat Macfarlane seconded to recess into executive session in room 259 for 30 minutes to discuss negotiations in order to protect the public interest

in negotiating a fair and equitable contract, and that we return to open session at 7:00pm with the five Board Members (Ellen and Tom by Zoom), Dr. Adrian Douglas, Pedro Leite, Amber Knoettgen, Chris Wilson and Justin Ferrell present in the executive session; motion passed.

No action was taken.

Jesse Pounds moved and Pat Macfarlane seconded to adjourn the meeting at 6:54 pm. Motion passed.

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