

Cloud County Community College
BOARD OF TRUSTEES
November 19, 2019

Present: Greg Askren, Ellen Anderson, Larry Henry, Patricia Macfarlane, Jesse Pounds, Tom Tuggle (by ZOOM - on at 4:48/off at 5:17); President Adrian Douglas, Diane Leif, Clerk.

Others Present:

Attorney-Justin Ferrell; Jim Lowell - Blade Empire; Toby Nosker - KNCK; Gwen Carnes, Dr. Crystal Davis, Kristina Frost, Richard Hubert, Jim Koch, VP Amber Knoettgen, Chris Langsford , VP Pedro Leite, Brent Phillips, Tom Roberts, Jennifer Zabokrtsky

Academic Excellence/Quiz Bowl Team: Dr. Bruce Douglas,Hannah Owens, Kyle Sadler, Abigail Staton, Joshua Tubbs

Residence Assistants: Susan Dudley, Aden Shorney, Adhika Ezra, Anne Schlaefli, Baylie Dunstan, Dylan Fry, Laurin Caine, Morgan Poole, Quayd Burkhart, Semaj McGhee, Shelby Senger, Sophie Jebose

- I. The meeting was called to order by Chairman Larry Henry at **5:01** pm in Room 257 of the President's Addition.
- II. **Moment of Silence for Joe Sorell**
Pledge of Allegiance
- III. **Adoption of the Agenda** – Greg Askren moved and Ellen Anderson seconded to move #6-Consent Agenda-D2 (Personnel, *Counselor* position) to #8-Discussion Items. Motion passed. Greg Askren then moved an Ellen Anderson seconded to adopt the agenda for November 19, 2019 as presented. Motion passed.
- IV. **Guest Comments:** Beth Whisler spoke of the great need and high demand of a mental health counselor. Several of her students are utilizing the current part-time counselor and she has seen dramatic improvement in their coursework and overall outlook. She was hopeful the Board would approve the full-time counselor position. Brent Phillips and Chris Langsford came forward to publically thank Trustee, Ellen Anderson for her generous donation of her piano to the Music Department. Langsford presented Anderson with a thank you card signed by the students. Vice President, Amber Knoettgen came to the podium to recognize the contributions and the 11 years of loyal service from Joe Sorell, evening maintenance/custodial employee who recently passed away. Amber highlighted Joe's love of Cloud County Community College. Especially the Children's Center, where he was fondly known by the children as 'King Joe'. He also was very proud and loved watching Cloud Men's basketball of which his son Zach is currently a part of. Joe's smile and warm heart will be greatly missed.
- V. **Introductions and Highlights:**
Dr. Bruce Douglas came forward to introduce the Academic Excellence Team. He stated they still need an official Quiz Bowl coach but he wanted to ensure the students had the opportunity to compete at this level.

Susan Dudley brought her Residence Assistants forward for introduction. She explained they are a vital part of student housing. They help in ensuring students have a good experience and also act as emergency intermediaries. She stated she could not do her job without this group of student workers.

- VI. Consent Agenda** Greg Askren moved and Jesse Pounds seconded to approve the Consent Agenda to include the approval of the October 22, 2019 board minutes; the Treasurer's Report; the Purchasing of Claims; the Contract Renewal Recommendation for *Fall Coaches for 2020*; the appointment of *Dr. Brandon Galm* to the full-time, KPERS-covered position of Instructor of English/Speech effective on January 13, 2020; the appointment of *Robert Zima* to the full-time, KPERS-covered position of Instructor of Mathematics effective on January 13, 2020; the appointment of *Jonah Hardacre* to the position of Information Technology Technician on a full-time, KPERS-covered professional services contract effective on December 9, 2019. Motion passed.

VII. Reports:

- A. **President Dr. Adrian Douglas** reminded everyone of the College's mission statement and guiding values.
- 1). *College* – Dr. A. Douglas and VP Knoettgen had an interview with a reporter from Kansas News Service (a collection of public radio stations in KS) regarding low tuition costs. The reporter is working on a story about Kansas colleges that have managed to keep their price from rising. Cloud tuition is significantly lower than other Kansas schools and has been consistently lower for over 10 years. Due to conflicts with our hometown Senator and Representative, we are postponing the Legislative Summit originally scheduled for December 4. We are working to plan a new date in the near future, new SAVE THE DATE cards will be mailed.
 - 2). *Employees* – Congratulations to our Ag Department who was named Department of the Month. The All Staff Holiday Luncheon is scheduled for Friday, December 13 from 12-2:00 in the President's Addition. The President is also hosting her Holiday House Party on Saturday, December 14 from 7-10:00 pm. RSVP's need to go to Diane for both events by December 6. The Foundation sponsored and Dr. Douglas hosted the President's Soiree last week where they celebrated donors in the 500 Club. It was an evening filled with fun and fellowship.
 - 3). *Community* – Dr. Douglas has called on the community once again to serve as Thanksgiving Hosts to our international and out of state students who can't go home for the holiday. Everyone is to sign up by Friday, November 22. Last year's host program was a huge success and we are hoping to build more lasting relationships. The College recently sponsored the JC Chamber event – 'The Game of Life' and it was a huge success. As the 'exclusive college', we had naming and staging rights as the only college in the game of LIFE that evening. Our Cloud logo was included on all publicity for the event and our TBird Logo was on the currency used during the game. It was a fun night and we are becoming JC's hometown college. The College plans to sponsor a table for the Christmas Tree Lane on December 7. The Foundation Office will be making a beautiful wreath to be auctioned off. Dr. Douglas invited the trustees to attend and RSVP to Diane. Tickets are \$30. On November 29, the College will be participating in the Junction City Christmas parade. Dr. Douglas along with some staff and students will participate to represent the College.

- B. **Vice President for Academic Affairs & Student Success, Pedro Leite** introduced Dr. Crystal Davis, Coordinator of Student Retention and Academic Support at the Geary County Campus.

1). *Academic Affairs* – Pedro thanked the board for approving both the English and Math instructor hires, he hopes the Counselor position will also be approved. Pedro went on to thank the faculty and the staff on both campuses for their dedication, we truly have an amazing staff. The Strategic Plan will be implemented by December 2. We have five chapters in, we are ready to send a draft to the consultant. Projects underway in Junction City are: OSHA 10, EMT Training, welding, woodworking, automotive. We are currently reviewing Procedures in Section D of policy.

2). *Student Success* – Advising is working on enrollment for SP20, in addition Advising is working on retention and ways to improve our services to students. We are increasing recruitment efforts, we are averaging 10 students/week. If we can get 10 on campus, we can sell ourselves to 7-8 students. The Student Success is also reviewing Procedures for section E of policy.

3). *GCC* - Pedro is currently working on several projects with Jennifer Zabokrtsky to reestablish our relationship with Junction City High School. Both GCC and Con faculty attended the JCHS Pathway Practicum event on October 22. GCC staff members attended the JC Middle School College Fair on October 22. Jennifer Z. represented Cloud at the Fort Riley Trunk-or-Treat handing out Cloud swag and candy to 1000+ kids on post. Dr. Mitch Stimers and the Beta Eta Xi students attended PTK Honors in Action Conference in Lincoln, NE on November 1-3. GCC staff and faculty from Renewable Energy attended Fort Riley Education and Career Fair on November 7. Jennifer Z. attended the National Academic Advising (NACADA) annual conference in Louisville, KY October 20-23. Pedro wanted it to be on the record, “GCC may be out of sight but certainly no out of our minds”.

4). *HLC* – We recently had the site visit to our Composites Lab on November 6. We have now received the report from HLC and it was a very successful visit – they have no recommendations. LaHarpe is next for a site visit. Pedro reminded us of the HLC visit October 26-27, 2020. A detailed agenda will be provided as the date draws closer.

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

1). *Financials* – Amber recently attended KACCBO (Kansas Association of Community College Business Officers) on November 7-8, 2019. KBOR Workforce Development is working with us on the extraordinary cost project. The data will be due in February. The Auditor, Neil Phillips will be at the December meeting to present the audit to the Board. The Board will take action in January. The Administration is bringing Tuition and Fees for FY20-21 to the Board for action tonight.

2). *Facilities* - There is a preconstruction meeting to begin the outside staircase replacement project tomorrow morning. The Library ventilation project is moving along. In Auxiliary Services, the Bookstore is making efforts to save students money, currently they are working with *RedShelf* to move to digital books for next year. A committee has been formed for the FA20 implementation. The Title IX Team and Caesar (the colleges

Clery reporter) attended a conference last week. The Cafeteria will be serving a traditional Thanksgiving dinner this Thursday, November 21, 2019.

3). *IT* – The administration is bringing an IT Technician recommendation for approval tonight. The IT Department had a retreat last week to discuss projects and priorities. They are in the early stages of the Jenzabar EX upgrade. Plans are underway to get the RFP out for the network before the years end.

4). *Athletics* – The Colleges Men’s Cross Country Team won the National Title on November 9, Coach Drew Mahin was named National Cross Country Coach of the year. The Basketball and Wrestling teams are currently in season. Wrestling’s home opener is scheduled for Thursday, November 7 against Wayland Baptist University.

- D. Student Senate Representatives - NONE
- E. Meetings the Board Members attended - NONE

- VIII. **Discussion Items:** Discussion was continued on the Consent Agenda Item for Personnel regarding the Counselor position. Greg raised questions regarding the salary and what percentage of students need this service. Per Justin Ferrell’s recommendation the discussion was to be moved into an executive session at the end of this meeting.
- IX. **Action Items** – Jesse Pounds moved and Pat Macfarlane seconded the approval of the recommended tuition, fees and housing rates for the 2020-2021 academic year as presented. Motion passed.
- X. **Other:** NONE
- IX. **Executive Session** – Pat Macfarlane moved and Jesse Pounds seconded to move into executive session in room 259 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 that we return to open session in room 257 at 6:24 pm with five board members, Attorney Justin Ferrell, Dr. Adrian Douglas, VP Amber Knoettgen and VP Pedro Leite. Motion passed.

The five board members, along with Justin Ferrell, Dr. Adrian Douglas, VP Amber Knoettgen and VP Pedro Leite returned to open session at 6:24. Pat Macfarlane moved and Ellen Anderson seconded to appoint Aubrey Anderson to the full-time, KPERS-covered position of Counselor effective on January 1, 2020. The motion passed with 4 votes in favor from Ellen Anderson, Larry Henry, Pat Macfarlane and Jesse Pounds while 2 votes were against, with Greg Askren and Tom Tuggle (by proxy) voting no.

Jesse Pounds moved and Pat Macfarlane seconded to adjourn the meeting at **6:34** pm. Motion passed.