

# Cloud County Community College

## BOARD OF TRUSTEES

### June 23, 2020

**Present:** Ellen Anderson, Greg Askren, Richard Hubert, Jim Koch, Jesse Pounds; Interim President Amber Knoettgen , Diane Leif-Board Clerk.

**Others Present:**

Attorney-Justin Ferrell; Jim Lowell - Blade Empire; Toby Nosker - KNCK; Carmen Brady, Gwen Carnes, Susan Dudley, Heather Gennette, Cindy Lamberty, Amy Lange, Jessica LeDuc, VP Pedro Leite, Andy Meyers, Heather Morgan, Hannah Owens, Tom Roberts, Maram Soden, Josh Urban, Chris Wilson, Amanda Wolfe, Beth Whisler, Caesar Wood, Jennifer Zabokrtsky

**Not Present:** Pat Macfarlane

---

- I. The meeting was called to order by Chairman Jesse Pounds at **5:02** pm in Room 257 of the President's Addition.
- II. **Pledge of Alligiance**
- III. **Adoption of the Agenda** – Ellen Anderson moved and Greg Askren seconded to adopt the agenda as presented. Motion passed.
- IV. **Guest Comments:**
  - A. Maram Soden and Hannah Owens came before the board to voice their concerns and disappointment in the board's decision to non-renew Dr. Adrian Douglas and Dr. Bruce Douglas. They viewed both the Douglas's as all-inclusive leaders of the college who listened to student concerns and advocated for all. Ms. Soden and Ms. Owens spoke in solidarity with a voice of no confidence in the current Board of Trustees based on the board's lack of professionalism and inability to provide clear communication to the college community.
- V. **Introductions and Highlights:**
  - A. Amy Lange – Concordia City Manager updated the Board with the city's intent to proceed with two public improvement projects to address blight and improve public infrastructure to support economic development

within the established boundaries of the Concordia Redevelopment District 2000, commonly known as the “TIF District.” A portion of the funds from the TIF Project Fund are required to complete the downtown alley/sewer project and the 6<sup>th</sup> street parking lot project.

VI. **Consent Agenda** – Greg Askren moved and Richard Hubert seconded to approve the Consent Agenda as presented. Motion passed.

VII. **Reports:**

A. **Interim President, Amber Knoettgen**

- 1.) *Mission and Guiding Values* – Amber opened her report with the mission statement and guiding values as a reminder of the impact and importance of the College’s role in the community.
- 2.) *Current Events* – the summer session is well underway and seems to be going well, College-wide efforts are currently happening through taskforces, committees, teams, and departments to prepare for FA20. The college will begin as scheduled with F2F classes for FA20. When students leave for Thanksgiving break, they will not return but will finish the semester online for the remaining 9 days.
- 3.) *Prez Report* – Amber reported on June 5<sup>th</sup> she attended the Council of President’s meeting and the Kansas Association of Community College Trustees meeting on June 6<sup>th</sup>. On June 17<sup>th</sup>, Amber and Jennifer Zabokrtsky attended Senator Tom Hawk’s Recovery SPARK Townhall” Zoom meeting. He is on the Governor’s SPARK Taskforce and was seeking input on what the needs and ideas are on how to best spend 400 million dollars in SPARK funds to be disbursed among counties throughout Kansas. Cloud County has identified a group to which the college will be a part of, to work on the local SPARK funds and how to allocate those dollars. On June 18<sup>th</sup>, the college held a Campus Community zoom meeting to promote open communication with 64 faculty and staff in attendance. Last month 93 staff and faculty attended. These open discussions have proven to be productive and the Administration plans to continue on a monthly basis. The Community College Presidents have been meeting weekly with the Director of KACCT, Heather Morgan. At the last meeting there was discussion the SPARK taskforce will likely put out a COVID-19 RFP. A sub group of presidents has been formed to identify transformative ways community colleges could impact the state over the next 5 years. Amber is part of this sub group. Amber plans to call for a brainstorming meeting on campus to help. The Governor recently put together a Higher Education Council to discuss the future of higher ed within the state. Nancy Ingram, the president of KACCT and Board trustee at JCCC is represents community colleges on this

council. They met for the first time on June 16 where they covered topics on service areas, cost models and mergers. They plan to meet monthly.

- 4.) Foundation – The Foundation met last Thursday evening and approved the transfer of over \$400,000 to the college in scholarship support. There was also discussions of an additional \$150,000 to assist the college with COVID-19 related expenses. The Foundation formally announced the cancellation of the scholarship auction for this year. They are considering alternative ways to creatively off-set the loss.

**B. Vice President for Academic Affairs & Student Success, Pedro Leite**

- 1.) Academic Affairs – after lengthy discussions with the academic affairs and student success leadership team and auxiliary services, it was determined Cloud will start on August 19 as originally planned and follow the calendar dates already established with the exception that when students leave for Thanksgiving break they will not return to campus but finish their course work online for the remaining 9 days. (4 days of instruction/5 days of finals). This seemed to be the least disruptive for all parties involved. Pedro and Amber continue to meet and foster relationships with external stakeholders previously established by Dr. Douglas. They recently met with Scott Sprouls of the Northwest Kansas Economic Innovation Center and Kade Wilcox of Rural and Remote. On Monday, Amber, Pedro and Jesse Pounds met with JP Metzler to discuss topics including entrepreneurship, welding, Rhenke, tech jobs, coding etc. Pedro remotely attended 3 different KBOR meetings including BAASC, SCOCOA and COCOA.
- 2.) Student Affairs – Pedro announced Britni Tremblay, Director of Enrollment Management as the colleges new PDSO. We have received SEVIS access and can serve our international students. Pedro thanked Britni and Diane for working through all the lingering paperwork and getting the college caught up. Ellen inquired about student visas, Pedro explained at this point there is a travel ban for most international students, therefore we will be offering online option to maintain enrollments.
- 3.) Enrollment – Pedro was happy to report the marketing initiatives “Stay Close, Go Far” appear to be helping. We are looking at an 11% increase for SU20 overall. He cautioned it is too early to forecast FA20 but anticipates a drop in enrollment but with the pandemic could see an increase by picking up students who initially planned to attend the universities. We have to be prepared for anything at this point.

- 4.) HLC – Pedro reported he and Amber met with Dr. Daniel Wright, chair of the visiting HLC team, they discussed logistics for the October visit. Pedro also explained Criterion 1, 2 & 3 are now up-loaded to the HLC system and we are in the process of double-checking all of our evidence. Pedro is working with Financial Aid Director, Suzi Knoettgen on the Federal Compliance document required by HLC. The Steering Committee will be doing final reads of each criterion next week. Pedro explained to the board that Dr. Wright said he and the HLC team would like to meet with some of the Trustees on Monday, October 26 for about an hour and a half, either for a breakfast or lunch meeting. Pedro reiterated Dr. Wright’s recommendation of having the Chair, Vice Chair and perhaps Ellen as the KACCT rep. Diane will set up the meeting details and let the Board know. Jim Koch noted that with only 6 members on the board he hoped all trustees could be involved in the HLC Board visit.

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

- 1.) COVID-19 – The College continues to work through our respective health departments for cleaning supplies and PPE orders for FA20 through the Kansas Department of Emergency Management. The Federal Stimulus money from the CARES Act was applied to student accounts June 8 to assist students with COVID-19 related costs.
- 2.) Financials – The Business Office is working on the end of year closeout. The budget process for FY20-21 is underway following the budget study session held on June 10 with the Board. We hope to know what our state allotment will be by next week to help formulate final budget numbers.
- 3.) Transportation – Vehicle #20 was involved in a deer accident and is considered “totaled” by the insurance company. The college will be receiving a check and may need to be looking at a replacement.
- 4.) Facilities – Parking Lot #3 outside staircase project is being fabricated off site and is anticipated to be completed by August 15.
- 5.) College & Community Relations – The College will host Rotary on Thursday this week where Dana Brewer will become the new District president for Rotary. We congratulate Dana on this honorary distinction. Carleen will be coordinating the Student Senate and Student Activities for FA20. They are currently holding Zoom interviews with incoming freshman to elect officers.
- 6.) Auxiliary Services – currently fall housing applications are at 220, we have a maximum occupancy of 271. Thunder Heights will undergo an upgrade on wifi to the rooms for FA20 to accommodate student needs and the increased demand for internet due to COVID-19

- 7.) Bookstore – T-Books was officially launched this summer with an 85% opt in rate. We had planned for 70%.
- 8.) T-Bird Cafeteria – We are working through meal plan adjustments and changes needed for FA20. (no self-serve/buffet style eating allowed, implementing social distancing restrictions).
- 9.) IT – is working with Residence Life to get wifi upgraded in Thunder Heights giving us 17 new access points. They are also ordering equipment needed for FA20 including laptops, webcams and other classroom needs.
- 10.) Children's Center - the parents have adjusted well to the new drop-off routine and looking at changes for the winter months.
- 11.) Athletics – Annual Golf Tournament is scheduled for July 18, \$200/4 person team. Participants are asked to bring their own golf cart. The President's of the Jayhawk Conference recently met and voted for a 10% reduction in non-conference games/meets/matches. It was recommended NOT to have any basketball play between Thanksgiving and December 28<sup>th</sup>. The NJCAA has moved basketball up two weeks with practice starting 9/14. Games will begin 10/14. Wrestling moves to spring beginning January 1 with meets starting 1/20. All sports are scheduled as normal for now.

D. **Student Senate Representatives – NONE**

E. **Meetings the Board Members attended**

- 1.) Jim attended the Foundation meeting last week
- 2.) Ellen attended the KACCT meeting by Zoom on June 6
- 3.) Jesse attended Cloud Corp meeting and the Pros of Con

VIII. **Discussion Items** – the following policy was brought for discussion and will be brought back for board approval at the July 28, 2020 Board meeting. Chris Wilson explained the changes to the policy are Federal changes.

A. **Policy C19 – Workers Compensation.**

IX. **Action Items:**

- A. **Approve Policy D12 – Copyright and Fair Use –**  
Jim Koch moved and Greg Askren seconded to approve Policy D12 as discussed at the May 26, 2020 meeting. Motion passed

*ACTION ITEMS Cont' -*

**B. Approval of College Property, Liability, etc & Worker's Compensation Insurance Renewal Premiums for 2020-2021.**

Greg Askren moved and Ellen Anderson seconded to approve the renewal premium of IMA for college property, general liability, business automobile, educator's legal liability and excess liability insurance coverage in the amount of **\$148,112** plus the options of Crime in the amount of **\$576**, Cyber Liability in the amount of **\$4,929** and the renewal premium of IMA for worker's compensation insurance coverage in the amount of **\$57,700** for FY20/21 and authorize payment from the college's General Fund. Motion passed.

**X. Other:**

**A. Reschedule the October 27, 2020 Regular Board Meeting due to conflict with the HLC visit October 26 & 27, 2020.**

The Board agreed to move the regularly scheduled October Board Meeting to Wednesday, October 28, 2020 at 5:00 pm.

**XI. Executive Session – Non-Elected Personnel** - Jim Koch moved and Ellen Anderson seconded to recess into executive session at 6:10 PM for 20 minutes with 5 members of the Board, Interim President, Amber Knoettgen, VP Pedro Leite, Chris Wilson and Justin Ferrell and Heather Morgan, Executive Director of KACCT 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 this room at 6:25 PM. Motion passed.

No action taken.

**XII. Adjournment** - Greg Askren moved and Ellen Anderson seconded to adjourn the meeting at 6:25 pm. Motion passed.