

Cloud County Community College

BOARD OF TRUSTEES

November 17, 2020

Present: Ellen Anderson, Greg Askren, Richard Hubert, Jim Koch, Pat Macfarlane, Jesse Pounds; Interim President Amber Knoettgen, Samantha Pounds-Board Clerk.

Others Present:

Toby Nosker – KNCK, Attorney – Justin Ferrell, Susan Dudley, Jessica LeDuc, Carleen Nordell, Tom Roberts, Dr. Brian Stark, Chris Wilson, Caesar Wood, and Dr. Kim Zant

Other Present Via ZOOM:

Jim Lowell - Blade Empire, Jennifer Zabokrtsky, Gwen Carnes, Cathy Forshee, Suzi Knoettgen, and Neil Phillips – Auditor for Jared, Gilmore, P.A.

- I. The meeting was called to order by Chairman Jesse Pounds at **5:00** pm in Room 257 of the President’s Addition.
- II. **Pledge of Allegiance**
- III. **Adoption of the Agenda** – Pat Macfarlane moved and Greg Askren seconded to amend the agenda to move the executive session prior to the action items. Motion passed.
- IV. **Guest Comments:** None
- V. **Introductions and Highlights:**
 - A. Fall Athletic Team
 - 1) Women’s Volleyball Team – Coach Deb Monzon came forward and shared that the team had just finished their 60-day window of practices. They were able to have some scrimmages this fall, but their season has been pushed back to the Spring due to COVID-19. She also introduced Courtney Monzon as her strength and conditioning coach and Hilda Pereira as a volunteer coach to help with the team.
- VI. **Consent Agenda** - Greg Askren moved and Pat Macfarlane seconded to approve the Consent Agenda to include the minutes from the October 26, 2020 special board

meeting, the October 28, 2020 regular board meeting; The Treasurer's Report; and the Purchasing of Payment Claims; the contract renewal recommendation for Volleyball Coach, Deb Monzon; the request for the Early Retirement Program for Head Women's Track Coach, Ted Schmitz; and the approve the appointment of Morgan Cool to the position of the Bookstore Manager effective December 8, 2020. Motion passed.

VII. Reports:

- A. Interim President, Amber Knoettgen** – opened her report with the mission statement and guiding values. She reminded us of the role and impact the College has within the community. Amber shared that the Fall semester has 5 class days left in person before students go remote following Thanksgiving. She reminded us how fortunate we have been to remain face to face the entire semester and considered it an accomplishment for all students, faculty, and staff for playing an integral role in the success of the semester.
- 1) *President's Report* - there was a board retreat on Saturday, November 14th. Executive Director of KACCT, Heather Morgan, gave a legislative update for the board. Goals for the college as well as goals for the board were discussed for the remainder of the academic year. The Higher Learning Commission (HLC) Review Team has been working hard on recommendations for the college that Dr. Kim Zant and Amber will be putting together a plan over the next couple of weeks. Enrollment for the Spring semester is currently ongoing. On Thursday, November 19th the college is providing a complementary Thanksgiving lunch for faculty and staff in lieu of our traditional Christmas gathering due to COVID-19. This will be available to go, or faculty and staff can eat in the cafeteria with limited seating.
 - 2) *Foundation* – Amber attended their annual quarterly meeting on November 12th. The foundation voted to transfer \$150,000 to the college to use towards technology and other COVID-19 expenses. She made sure to reiterate how vital the foundation has been to the college. The annual year-end appeal letters have gone out to all alumni and donors. She reported that the foundation gave "Cloud Proud" decals stickers out to local businesses to place on their windows and front doors to thank them for the support they've given. Area businesses are also able to offer discounts to students through our Cloud Now student app. There are currently 14 businesses participating. Amber held our Campus Community Meeting via ZOOM on Friday, November 13th that was very well attended. These meetings help provide a great opportunity for college updates, open discussion, and transparency among faculty and staff.
 - 3) *Upcoming Meetings* – The council of Presidents will meet for its quarterly meeting on December 7th. However, they continue to meet weekly due to COVID related topics. Next week's meeting is this Friday at 11:00 AM. The

next KJCCC meeting will be on November 30th at 1:30 PM to discuss Spring sports.

B. Vice President for Academic Affairs, Dr. Kim Zant reported

- 1) Excited to be gearing up for finals that begin in just over 20 days. Instructor evaluations are currently ongoing and student evaluations on their instructors and their classes will begin on the November 23rd. To help with future enrollment and retention efforts, there is work being done on creating flyers of current student's success stories to send out to high schoolers. Another effort to gain exposure to our programs and campus is the plans to prepare for a Spring STEM Day on campus for prospective students. TRIO celebrated First Generation Week from November 9th-13th. They shared faculty and staff stories about their experiences as first-generation college students on CloudNow, social media, as well as hosted a first-generation booth on both campuses. Tomorrow, November 18th, there will be a follow-up Fab Lab meeting to discuss possible opportunities that may benefit our community. Thursday, November 19th, Amber, Kim and Jen Zabokrtsky are meeting with Junction City High School to review current and future enrollment possibilities to several Career and Technical Education courses (CTE) and concurrent offerings. We hope to build a stronger partnership with Junction City. The Cook Series is currently working with the National Orphan Train Complex to develop an event for late spring.
- 2) The Geary County Campus is renewing our marketing and sponsorship contract with Fort Riley Morale, Welfare, and Recreation (MWR) to sponsor their on-Post Apple Day event next September.

C. Vice President for Administrative Services, Amber Knoettgen

- 1) *Financials* – Tuition and Fees for FY21-22 are up for board approval tonight with no changes. Policy F7 is also on the agenda tonight for board approval.
- 2) *COVID-19 Update* – Concordia Campus is at 44 positive cases with 10 being active. Geary County Campus has 3 positive cases with 1 being active.
- 3) *Auxiliary Services – Bookstore*: Excited to bring a new Bookstore Manager with a start date of December 8th. She will be a great addition to our Cloud Family. *Residence Life*: Susan Dudley has been working to identify which students will be here over break and thus far there are 6. *Facilities*: Staircase project is expected to be completed by November 24. The stairs are in the process of getting galvanized in Nebraska and finishing handrails. The Ag building is finished, but they are diligently working on a remedy for increase of airflow. The drainage project has started in the back of the facility and should be completed by December 21. Women's Basketball locker room project will begin on December 9th. Carleen Nordell has been responsible for

securing alumni donations for the Women's Basketball Team. The locker room and hallway floor will be completed. Currently waiting on an estimate for the visitor's locker room and official's room – rough estimate is \$5,000 so the projects can be done in conjunction with each other.

- 4) *T-Bird Café* – The cafeteria will be serving their last meal on November 24th. However, the Children's Center has coordinated with USD 333 for breakfast and lunch during the time the cafeteria is closed. This is a great example of community partnership.
- 5) *IT* – Tom Roberts and his team have also been heavily involved in the allocation of the SPARK funds awards through KBOR to Cloud. There is a new interactive board in Room 222 that is being utilized for our first innovation classroom. The interaction of the SPARK Committee together has been amazing and its awesome to see how everyone has worked so well together.
- 6) *Athletics* – The number two-ranked Cloud County Community College Women's Cross-Country Team would fall just one point short of winning a National Title to finish as 2020 NJCAA Division I National Runner-Up at the Cross-Country Championships in Fort Dodge, Iowa on Saturday, November 14. Totalling 76 points with four runners finishing inside the top-20, Cloud County would trail only National Champion Ranger College who would finish with 75 points to edge the T-Birds in one of the closest NJCAA Championship races to ever occur. This was a huge accomplishment for all athletes and coaches involved and we are so proud!

D. Student Senate Representatives - None

E. Meetings the Board Members attended

- 1) Jim Koch attended the Foundation Board of Trustees meeting. He then challenged the rest of the Trustee's to donate and be a part of the 'President's Club'.
- 2) Ellen Anderson attended the negotiations meeting and the Board Retreat.
- 3) Richard Hubert, Greg Askren, Pat MacFarlane, and Jesse Pounds all attended the Board Retreat.

VIII. Discussion Items: None

IX. Executive Session:

A. Non-Elected Personnel

Greg Askren moved and Jim Koch seconded to recess into executive session at 5:37 pm for 15 minutes with 6 Board members, Amber Knoettgen, Chris Wilson, and Justin Ferrell 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 this room at 5:52 pm. Motion passed.

Ellen Anderson moved and Pat Macfarlane seconded to return to executive session at 5:55 pm for an additional 15 minutes with 6 Board members, Amber Knoettgen, Chris Wilson, and Justin Ferrell to discuss personnel matters pertaining to non-elected personnel in order to protect the privacy interested of the person(s) to be discussed, and return to open session in this room at 6:10 pm.

Returned to open session at 6:11 pm. Jim Koch moved to approve the appointment of Amber Knoettgen to the position of President on a full-time, KPERS covered, Administrator contract effective from December 1, 2020 through June 30, 2022 and Greg Askren seconded. Motion passed.

President Amber Knoettgen gave her thanks to everyone for the opportunity to represent Cloud County Community College and is eager to continue her role from Interim to President.

X. Action Items:

A. Approval Policy F7

Amber mentioned creating a subsection to keep purchases over \$10,000 listed for transparency if this is approved. Jim Koch moved with the cavoite to list items between \$10,000 - \$25,000 shown in a subsection and Greg Askren seconded to approve with the cavoite of transparency as discussed and reviewed at the October 28, 2020 board meeting. Motion passed.

B. 2021-2022 Tuition, Fees, and Housing Rates

Greg Askren moved and Richard Hubert seconded to approve the recommended Tuition, Fees, and Housing Rates for the 2021-2022 academic year. Motion passed.

C. Approval of Kansas Hazard Mitigation Plan

Pat MacFarlane moved and Ellen Anderson seconded to approve Resolution #2021-02 adopting the Kansas Homeland Security Region I Hazard Mitigation Plan. Motion passed.

D. Approval of Resolution in Support of Public Health Efforts to Mitigate COVID-19 Disease Spread

Amber mentioned this is to show support with the city in their efforts to mitigate the spread. Jim Koch mentioned he would like the wording changed on the last section to say, "We strongly encourage Cloud County residents and businesses to do the same." Jim Koch moved with the amendment of wording change and Greg

Askren seconded to approve Resolution #2021-03 to support community efforts to mitigate COVID-19 disease spread. Motion passed.

XI. Other: None

XII. Executive Session:

A. Negotiations

Jim Koch moved and Greg Askren seconded to recess into executive session at 6:35 pm for 15 minutes to discuss negotiations in order to protect the public interests in negotiating a fair and equitable contract with the 6 Board members, Amber Knoettgen, Kim Zant, Chris Wilson, and Justin Ferrell, and to return to open session in this room at 6:50 pm. Motion passed.

Pat Macfarlane moved and Ellen Anderson seconded to adjourn the meeting at 6:51 pm. Motion passed.

Samantha Pounds, Clerk of the Board
Cloud County Community College
Board of Trustees