

Cloud County Community College

BOARD OF TRUSTEES

December 20, 2022

Present: Bruce Graham, Richard Hubert, Jim Koch, Mark Matthew, Jesse Pounds, President Amber Knoettgen, Dr. Kim Zant, Caesar Wood, and Samantha Pounds – Board Clerk.

Others Present:

Justin Ferrell – Attorney, Toby Nosker – KNCK, Jim Lowell – Blade Empire, Chris Wilson, Jennifer Zabokrtsky, Matt Bechard, Jessica LeDuc, Susan Dudley, Heather Gennette, Tom Roberts, Cindy Lamberty, Mike Harttrup – McCownGordon Construction, Whitney Henle – McCownGordon Construction, and Brian Fuemmeler – McCownGordon Construction.

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- 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**

Jim Koch requested a moment of silence and prayer for Pat Macfarlane.
 - III. **Adoption of the Agenda** – Mark Matthew moved and Jim Koch seconded to adopt the agenda as presented. Motion passed.
 - IV. **Guest Comments:** None
 - V. **Introductions and Highlights:** None
 - VI. **Consent Agenda** – Bruce Graham moved and Jim Koch seconded to approve the Consent Agenda which includes the minutes of the November 15, 2022 regular board meeting; minutes of the December 5, 2022 special board meeting; Treasurer’s Report; Purchasing and Payment of Claims; Policy C19 – Workers Compensation. Motion passed.
 - VII. **Reports:**

- A. 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.
- 1) *Updates* – Fall 2022 is a wrap! We hosted our Holiday luncheon on December 16th with over 100 employees in attendance.
 - 2) *Marketing* – The overview for the year showed that we had 1.09 million Facebook Ad views, 16,716 clicks, and 7,964 clicks that led to the website. Our Google Ad had 278,900 views, and 17,401 clicks. We had 23,500 Facebook page visits and 10,200 Instagram visits.
 - 3) *Foundation* – The Foundation has awarded 89 scholarships totaling \$145,000 in academic and Foundation scholarships for the 2023-2024 academic year. That's more than double the amount from last month. The Foundation has received more than \$33,000 in contributions from the tax credit campaign for the Technical Education and Innovation Center. The Year End campaign is doing well with a total of more than \$90,000 raised compared to \$48,000 from this time last year. The 12 Days of Giving Campaign is running now on all social media platforms.
 - 4) *Admissions* – The admissions team is delivering holiday cards and cookies to the service area high school offices. Bulk mail postcards will be going out on Wednesday to 1,300 students. They also just recently awarded 98 Early Bird scholarships.
 - 5) *Advising/Retention* – The team is calculating academic probation, suspension, and good standing this week. Through the program review process, we have seen a decrease in the percentage of students who have been placed on probation/suspension and an increase in the number of students who have moved to good standing. These improvements are attributed to the relationships between our students and faculty/staff, the use of Dropout Detective for retention referrals, and the student support services that we have in place. The Enrollment Day Committee is preparing for Fall 2023 New Student Enrollment Days for the Concordia campus.
 - 6) *Student Engagement* – Farm Country Ford graciously donated money to support halftime entertainment during the men's basketball games. Zoe Merz is collaborating with athletics to coordinate these activities. Student Senate and other CCCC students rang the Salvation Army bell at Wal-Mart on Wednesday, November 30th.
 - 7) *Athletics* – Women's and men's Basketball finished their first semester of play on December 12th and will resume action on January 4th at Coffeyville Community College. The women's team is currently 9-5 overall while the men's team is 10-4 and ranked #21 in the country. The ranking is the first time that the men's team has been nationally ranked since January 2015. Wrestling had their home opening dual on December 9th and defeated

Northeastern Junior College while they lost to Carl Albert State. The team is currently ranked #15. Their next home dual will be January 11th against Barton Community College. Track and Field will begin their season on January 13th when they travel to Lincoln, NE to take part in the University of Nebraska Graduate Classic. Both teams are expected to be nationally ranked when the first poll of the season comes out in January.

B. Vice President for Academic Affairs - Dr. Kim Zant

- 1) We finished another successful semester last week. Great job to everyone! Kit Thompson provided a tour to eight Blue Valley High School students. Charles Henry visited St. John-Hudson High School and provided a series of presentations on our Renewable Energy programs. Paul Miller participated in the Chanute High School College & Career Expo and he toured the technical programs at Yates Center High School. Kit Thompson visited Southeast of Saline High School and provided a series of presentations on our Renewable Energy programs. Craig Smith, Curt Weatherhead, and 11 Renewable Energy students, as well as our nursing students assisted with the hospital move in Concordia. Thank you to all who helped with this. Jamie Gross and his students toured the Wagyu store and had an embryo transfer observation field trip. Amy Kern was contacted by an advertising firm in Kansas City, Walz Tetrick. The firm asked Amy to create murals next summer at their offices. She hopes to add them as an industry partner on her advisory board. This would expand networking opportunities for our graphic design students. Brent Phillips, Amanda Strait, April Benne and Kim made plans regarding next steps for our Early Childhood Program. We will be working to add online offerings for expanding the program with our high school partners. Chris Langford's Cloud 9 group sang carols and provided treats in the student commons area on December 14th and performed for Rotary on December 2nd.
- 2) Jen Zabokrtsky was asked to join the Geary County Local Health Equity Action Team (LHEAT). Through the Geary County LHEAT, Cloud receives ATA Bus passes to give to students. We greatly appreciate Jen for serving on the team as we have data demonstrating that transportation is a significant barrier for students in the Junction City area. Our Adult Education instructor, Mandy Kloth, is serving on the Junction City Workforce Center's Partnership. The Nursing Department conducted Orientation for the January Geary Associate Degree of Nursing class of 2024. The class is at capacity with 18 students. Several students who did not get in plan to attend our Concordia program in the fall.
- 3) We want to thank everyone including you all as our board for all your efforts to ensure the HLC site visit went well. As you are aware we received the

preliminary results and they are favorable. This is a great accomplishment for our team. We submitted our errors of fact to the team last week and are awaiting the team's final report. Once we receive the report, we will begin working to formulate our response to the Institutional Actions Council (IAC). A few of the taskforce members will then go to Chicago in mid-April to appear before the IAC to represent Cloud, update the council on our status, and answer any of their questions. Then the IAC will create a report for the HLC Board to which we will be asked to respond. Our response will go before the HLC Board in June where the final decision will be made. Again, the preliminary results are favorable and we are optimistic that the final decision will be as well. Thank you all for all your support and dedication to making Cloud County the best community college in Kansas.

C. Vice President for Administrative Services – Caesar Wood

- 1) *Finance/Reports Updates* – The auditor, Neil Phillips, will be making plans to present the audit report on January 24th during our next board meeting. The ARPA application has been submitted to receive the colleges \$4 million dollars for the Technical Education and Innovation Center, and we should receive the initial \$2 million by the end of December. The remaining \$2 million dollars will be received after we provide receipts for reimbursement of expenditures towards the construction of the new facility. Tonight, you will have in your packet's information for bid package #1 and McCownGordon Construction will be here in person to present the information to the board. The college received \$30,000 from the GEER II allocation from KBOR to be used for the student food pantry.
- 2) *Children's Center* – We are in the process of finishing up the outside playground equipment at the Children's Center and the plan is to be finished by the end of March, due to weather. The Children's Center gifted new teddy bears to the Concordia Fire Department as our Giving/Sharing Community Christmas Project. Thankful to the families that helped. Just received Child Care Aware Sustainability Grant Round #3 extension. Beginning January 2023 through May 2023 we will receive a monthly payment of \$3,800.00 towards operation of the Children's Center. Finalizing enrollment for the Spring semester with one infant slot pending.
- 3) *Auxiliary Services Update* – Housing maintenance staff will be working with Hoods this winter break to install new water heaters in Thunder Heights to improve the system. We anticipate 260 students in campus housing this spring semester and Susan Dudley is working with coaches to fill remaining rooms for new students. Consolidated Management food service did a great job hosting and serving the end of year holiday party for all faculty and staff on December 16th.

- 4) *Human Resources* – The benefits enrollment period for 2023 was completed on Wednesday, November 16th for all faculty and staff. The human resources staff has been working to fill positions as several searches are in process to fill those open positions.
- 5) *Facilities Updates* – The facilities staff has been working to address several items to submit evidence to KBOR as part of the compliance plan. GLMV presented updated drawings, 50% drawings, for the Technical Education and Innovation Center, and we will share updated renderings to the board. The college will be installing the new Xerox printer January 4th-18th at both campuses as part of the change in vendors approved by the board this fall.

D. Meetings the Board Members attended

- 1) Mark Matthew attended the County Commissioners Meeting and the Emergency Management Meeting this month.
- 2) Jim Koch attended the Foundation Quarterly Meeting this month.
- 3) Jesse Pounds attended CloudCorp and Pros of Con Meetings this month.

VIII. Discussion Items: None

IX. Action Items

A. Acceptance of Land Transfer from the City of Concordia

Richard Hubert moved and Jim Koch seconded to accept the transfer of ownership of the City's parcel of land as shown to Cloud County Community College. Motion passed.

B. Approval of Bid Package #1 – Technical Education and Innovation Center

Mike Hattrup, Senior Preconstruction Manager for McCownGordon Construction, presented site plans, floor plans, construction market look, cost breakdown, and current schedule for the Technical Education and Innovation Center. Jim Koch shared that he has some reluctance and concerns moving forward due to the need for the remainder of the dollars being secured.

Mark Matthew moved and Bruce Graham seconded to approve Bid package #1 in the amount of \$9,858,101 from BOT - Fund 51 and approve \$108,975 from Capital Outlay - Fund 61 for the alternate sewer expansion as part of this project. Motion passed.

X. Other

A. 2023 Organizational Meeting and Board of Trustees Retreat

President Knoettgen requested to have the 2023 Organizational Meeting and Board of Trustees Retreat during the regular board meeting on January 24, 2023. All Board members agreed.

XI. Executive Session

A. Attorney/Client Privilege

Jim Koch moved and Mark Matthew seconded to recess into executive session for 20 minutes with the 5 Board members, Amber Knoettgen, Kim Zant, Caesar Wood, Chris Wilson, and Justin Ferrell to consult legal counsel on matters protected by the attorney-client privilege in order to protect the attorney-client privilege and the board's position in litigation, potential litigation, and administrative proceedings and that we return to open session in this room at 6:07 pm. Motion passed. No action taken.

XII. Adjournment

Mark Matthew moved and Jim Koch seconded to adjourn the meeting at 6:07 pm. Motion passed.

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