

Cloud County Community College

BOARD OF TRUSTEES

December 19, 2023

Present: Bruce Graham, Dave Garnas, Amber, Hanson, Richard Hubert, Jesse Pounds, President Amber Knoettgen, Dr. Brandon Galm, Caesar Wood, Brandt Hutchinson and Samantha Pounds – Board Clerk.

Others Present:

Justin Ferrell – Attorney, Toby Nosker – KNCK, Jim Lowell – Blade Empire, Chris Wilson, Jennifer Zabokrtsky, Matt Bechard, Stefanie Perret, Jessica LeDuc, Heather Gennette, Stephanie Downie, Cindy Lamberty, Kevin Pounds, William Metcalf, Hayes Knoettgen, and Tom Roberts, and Matt LeMair – McCownGordon.

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 Allegiance**

III. **Adoption of the Agenda** – Bruce Graham moved and Dave Garnas seconded to adopt the agenda as presented. Motion passed.

Jesse Pounds thank Bruce Graham for being a member of our Board of Trustees and we all wish him well in his future endeavors.

IV. **Guest Comments:** None

V. **Introductions and Highlights**

VI. **Consent Agenda** – Richard Hubert moved and Dave Garnas seconded to approve the Consent Agenda which includes the minutes of the November 28, 2023 regular board meeting; Treasurer’s Report; Purchasing and Payment of Claims; Systems Administrator – Michael Draemel. 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) *Presidents Updates* – Amber shared that her application was accepted to become an official member of the HLC Peer Corps. As a peer reviewer, she will have the unique opportunity to broaden her experience and gain innovative ideas from the institutions she visits. The role will also allow her to gain valuable experience in assisting Cloud in the process of continuous improvement for quality assurance.
 - 2) *Marketing* – We had a great first day of filming for the new commercial on Wednesday, December 6th. Jessica LeDuc has been working with Amber to publicize results from the economic impact study after the first of the year. She has also started promoting posts for the 12 Days of Giving campaign for the Foundation this week.
 - 3) *Foundation* – The Foundation has submitted six grants over the past couple of months which include the following: Leva and Frank Duclos Foundation - \$5,000 for Food Pantry receiving \$1,600; Community Foundation for Cloud County - \$10,000 for Food Pantry receiving \$2,339; Dane G Hansen Foundation - \$8,074 for Early Childhood Education Staff Support receiving \$8,074; KBOR Innovative Technology Grant - \$18,732 for Nursing Headwalls in Tech Center receiving \$18,732; Kansas Department of Commerce JIIST - \$55,521.46 for two new drones for RE, which we unfortunately did not receive this grant; Dane G Hansen Foundation - \$500,000 for Technology for Tech Center, which we were notified they are not awarding this grant request at all; and they plan to submit another one for nursing equipment. The Foundation is currently researching the Kansas Department of Broadband Development's ADOPT program for the chance to apply for a grant for laptops and technology. This grant is due January 30th, 2024. The Foundation is also looking at applying for the USDA Rural Business Development Grant opportunity that is due February 28th, 2024. The Alumni Weekend planning is in its final stages. It will take place January 26th-27th. Friday, the 26th, will feature a "Thirsty Thunderbird Bar Crawl". Saturday will host many events starting with a catered brunch, a homecoming pep rally and "open house", then a home basketball game that will feature the crowning of candidates, alumni acknowledgement, and a new Hall of Fame class being inducted. There will be wristbands available to purchase that will provide alumni free entrance to the games, brunch, and offer deals for that weekend at businesses downtown and around Concordia.
 - 4) *Athletics* – The women's basketball team are currently 7-5 overall and will return to action on Wednesday, January 3rd when they host Independence.

The men's basketball team is currently 5th out of 13 teams in the KJCCC standings while holding a 9-3 overall record. Two of the three losses for CCCC have come against nationally ranked teams with seven more games currently scheduled against ranked opponents. The wrestling team began their dual season in their final competition before the holiday break and earned a 34-15 win over Trinidad State Junior College in the Northeastern Junior College quad dual in Sterling, Colorado on December 7th. The T-Birds also wrestled top-ranked Western Wyoming Community College and Northeastern Junior College in the quad dual. CCCC returns from the holiday break on Tuesday, January 9th when they begin KJCCC dual season with a tri-dual against Pratt Community College and Neosho Community College in Pratt, KS. The 17th Cloud County Athletics Hall of Fame Class will be inducted on Saturday, January 27th when the T-Bird basketball teams host Coffeyville Community College as part of the homecoming festivities. This year's inductees include contributors Jim Lowell and Jay Lowel, former athlete Sheila Cherry-Coleman and former athlete and current CCCC athletic director Matt Bechard. The induction ceremony will take place during halftime of the men's basketball game.

- 5) *Upcoming Meetings and Events* – The Technical Education Authority (TEA) meeting will be on December 21st. The College will be closed from December 20th through January 2nd. There will be Kansas Board of Regents (KBOR) meetings on January 17th and 18th with Donuts with Legislators on January 18th.

B. Interim Vice President for Academic Affairs - Dr. Brandon Galm

- 1) Departments submitted the first drafts of their Academic Maps on December 1st. Kris Farmer, Cindy Lamberty, Josh Urban, and Brandon will review the drafts and provide feedback at the January Academic Affairs meeting. Departments can use that feedback to finalize their maps for next year, and then work with Jessica LeDuc to develop a template for visualizing the maps. If the maps can be completed by February, they can include them in the Catalog for next year. Brandon attended the Kansas Leadership Edge workshops virtually on December 13th and 14th. Rob Zima is taking over as Department Chair for Math and Engineering beginning in January. The Cook Series is bringing Nelson Mandela's grandson, Ndaba Mandela, to the Brown Ground Theatre on January 22nd. The title of his presentation is "From Prisoner to President: The Legacy Lives On." On December 4th, a collaborative meeting between NCK Med Center, Cloud, and Kansas Health Association was held to discuss faculty support and partnership as best practice. Paul Miller attended NISOD's online workshop, "How to Teach Community College Students the Soft Skills Demanded by Employers" on December 8th.

- 2) Kelly Wriath will be proctoring CAN Testing on December 12th, 15th, and 19th at the Geary County Campus. There are changes to the adjunct in-service in January, rather than a typical informational session, they are going to offer an AI webinar through NISOD via ZOOM on January 11th. They will show the webinar then have time for discussion after.

C. Vice President for Administrative Services – Caesar Wood

- 1) *Finance/Reports Updates* – Neil Phillips, our auditor, will attend the January Board meeting via ZOOM to present the audit.
- 2) *Information Technology* – The IT staff is working on the Jenzabar upgrade, which should be completed by December 20th. The IT staff will be working on improving passwords and access for all faculty and staff as a part of improving our cyber security process.
- 3) *Facilities Updates* – Hoods Heating, Air, Plumbing, and Electric has been on campus fixing our lingering sewer issue in the President’s Addition.
- 4) *Technical Education and Innovation Center* – Matt LeMair presented that the Technical Education and Innovation Center is 60% complete with no delays or injuries have occurred on the construction site. The roof is complete for sections A and B. Section C roof will be started this week. The air and water barriers will continue this week for section B/C and the plan will be to enclose the entire building in preparation for winter. The entire building is enclosed, and we are using propane heaters to allow the construction employees to work on the inside. The brick work started in section A and continues around the entire building. We are making substantial progress in the construction phase.

D. Vice President for Student Services – Brandt Hutchinson

- 1) Heath Professionals Visit Day is scheduled for January 10th. Dual Advising has been developing a communication sequence for all High School Dual Credit Coordinators to be implemented during the Spring 2024 semester. This will include calendar invites and reminders with important links and resources and other emails to be sent out of Jenzabar, like the communication sequence that Advising utilizes for students. Mental Health Services has had 28 students scheduled with only 5 cancellations or no shows since October.

E. Meetings the Board Members attended

- 1) Richard Hubert attended Concordia Senior Center meeting, Miltonvale Senior Center meeting, and Glasco Senior Center meeting this month.
- 2) Jesse Pounds attended CloudCorp and Pros of Con meetings this month.

VIII. Discussion Items**A. Policy F4 – Incident Management**

Chris Wilson shared that this policy was originally called 'Incident Crisis' but the committee that reviewed it felt that 'Incident Management' was a better term to use moving forward. This policy will be brought back to the January meeting for action.

IX. Action Items**A. Board Vacancy**

Jesse Pounds thanked both Kevin Muff and William Metcalf for submitting letters of interest in the Board Vacancy position. He then opened the floor for discussion. Dave Garnas shared that it is a challenge to appoint a new board member when we have two very qualified individuals who submitted letters of interest. Bruce Graham shared that he would like someone that is personable, dedicated, and can walk into a room and not be afraid to say something even if it ruffles peoples' feathers. He said that someone who has a direct connection to the college would be beneficial, like he did before he was a board member. Richard Hubert shared that the connection to the community and teamwork is something he looks for. Jesse Pounds stated that he is looking for someone that brings a different set of skills than what we already have on the board due to the constant changing of education. More discussion ensued.

Dave Garnas motioned and Jesse Pounds seconded to approve to appoint William Metcalf to fill the unexpired term of Board Member, Jim Koch, effective January 1, 2024. Motion failed with a 2 – 2 vote. Bruce Graham and Richard Hubert opposed.

Due to a failed motion, more discussion continued. Dave shared that Will Metcalf has a non-traditional education background, which he mentioned in his letter. He feels this sets him apart and would be a beneficial perspective as a board member. Bruce shared that Kevin Muff has the experience of knowing Cloud, connections to the community, and knows athletics/recruiting being a former coach. He had over 300 write-in votes for this last election. Richard shared that he thought the write-in votes are huge and that Kevin Muff expressed interest back before this even began by choosing to be a known write-in candidate. Being an alum brings another perspective to the Board as well. Jesse shared both candidates are extremely qualified, which makes this decision a tough choice. Justin Ferrell then shared that if they would like to table this discussion for next meeting if they cannot come to a vote, they can motion to table the Board Vacancy action item.

Bruce Graham motion and Richard Hubert seconded to approve to appoint Kevin Muff to fill the unexpired term of Board Member, Jim Koch, effective January 1, 2024. Motion passed with a 3 – 1 vote. Dave Garnas opposed.

B. Approval of Tuition, Fees, and Housing Rates for AY2024-2025

Bruce Graham moved and Richard Hubert seconded to approve the recommended tuition, fees, and campus housing rates for the 2024-2025 academic year as presented. Motion passed.

X. Other

A. Schedule 2024 Organizational Meeting

The Board decided to hold a Special Meeting on Wednesday, January 10th at 2:30 pm in PA257 for the 2024 Organizational Meeting.

XI. Executive Session: None

XII. Adjournment

Bruce Graham moved and Richard Hubert seconded to adjourn the meeting at 6:05 pm. Motion passed.

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