

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF ALLEN COUNTY COMMUNITY COLLEGE
IOLA, KANSAS, JULY 13, 2021

Neal Barclay called the meeting to order at 6:00 PM; also showing present:

Trustees: Gena Clouch
Vicki Curry
Lonnie Larson
Ken McGuffin
Jenny Spillman, arrived at 6:10 PM

Call to Order Others: John Masterson, President
Jon Marshall, VP for Academic Affairs
Cynthia Jacobson, VP for Student Affairs
Roberta Nickell, Chief Financial Officer
Tosca Harris, Dean for Academic Affairs-Onsite
Josiah D'Albini, Director of Student Life
Shanice Douglas, Campus Services Tech / Administrative Assistant
Trevor Hoag, Iola Register
Tracy Lee, English Instructor

Minutes Vicki Curry moved to approve the minutes of the regular Board of Trustees
Approval meeting on June 8th, 2021. Seconded by Ken McGuffin. Motion passed 5-0.

COVID-19 John Masterson, President, presented the recommendations by Shane Venteicher,
Update Athletic Trainer, for COVID protocol for student athletes. The procedures are similar to those approved by the Trustees at the last Board meeting and are in conjunction with standards made by the NJCAA. The main difference between the recommendations and those approved by the Trustees is that masks are required for unvaccinated student athletes in the Athletic Training facilities.

Old Business

Student Josiah D'Albini, Director of Student Life, shared the Week of Welcome schedule with the
Activities Trustees and updated them with the current housing applications for the fall.

Finance and Roberta Nickell, Chief Financial Officer, highlighted areas of the financials and shared
Operations updates regarding the American Rescue Plan and college funding. President Masterson shared that Kent Tomson will serve as the interim Director of the Physical Plant until the position is filled.

Academic Jon Marshall, Vice President for Academic Affairs, reported that the SU21 course
Affairs semester began on June 7 and the FA21 semester begins on August 23. Potential updates to the current Minimum Expectations for Online Instructors at Allen were presented. Meetings to discuss and revise the expectations are set to take place this academic year. The General Education Working Group finished a draft for a common framework to be applied State-wide. Convocation for the upcoming academic year will be held on August 12 on the Iola Campus.

The Online Learning team finished moving all course shells to the new learning management system, CANVAS. The transition continues to move smoothly.

The Burlingame campus reported an increase in phone calls regarding enrollment. Laura Neeley, Administrative Assistant for the Burlingame Campus, has been working with Cynthia Jacobson, Vice President for Student Affairs, to replace the exterior signs.

Student Affairs	Cynthia Jacobson, Vice President for Student Affairs, reported that vaccinations will be available for students and staff on September 2 and 30. Currently, there are 1,242 students enrolled for the fall semester. One hundred I-20's have been issued to potential international students for the fall semester. The Enrollment Management team is busy implementing the new virtual map, admissions bot, and retention bot. The College is considering hiring Clarus Corporation to complete a marketing analysis during the 2021-2022 academic year. Ms. Jacobson presented the page on the College's website with information regarding the Kansas Promise Scholarship as well as the 2021-2022 calendar.
Iola Campus	Tosca Harris, Dean for Academic Affairs-Onsite, reported that classrooms are being prepared on both campuses for the upcoming fall semester. The Theatre Department presented the annual summer youth theatre production. Preparations are being made to teach an A&P course at the Rural Regional Technical Center in LaHarpe this fall. The fitness center is open to the public again.
State Meetings	John Masterson updated the Trustees on topics discussed at monthly State meetings, which were mostly regarding the functionality of the Kansas Promise Scholarship.
Revenue Neutral Rate Law Requirements	Roberta Nickell presented information regarding the Revenue Neutral Rate law requirements. Ms. Nickell proposed to exceed the revenue-neutral rate to protect the College if the assessed valuation would increase or decrease. Vicki Curry moved to approve Ms. Nickell's proposal as presented. Seconded by Ken McGuffin. The motion passed 6-0.
Budget Review	Roberta Nickell went over the working budget with the Trustees. The appropriation budget will be brought for approval in the August Board meeting.
Insurance Rates 2021-22	Roberta Nickell shared the Blue Cross Blue Shield rates for 2021-2022. The overall reduction to premiums for the 21-22 year is 19.63%.
Athletic Report	President Masterson reported that the Athletic Department is preparing for early athletes to arrive on August 8. Physicals will be August 9 at 6:30 AM in the gym. Physicals for other athletes will be August 23 at 6:30 AM in the gym. One hundred and nine athletes received the Academic All American award which requires a GPA of 3.5 or higher. Coaches will meet August 2 to start planning the annual Booster Club drive.
Information Items	John Masterson reviewed upcoming events for the months of July and August. Every Thursday the KACCT/COP Zoom meeting with Heather Morgan will take place at 11:00 AM. President Masterson will be on vacation July 14 -16. The KJCCC and Region IV will take place in Garden City July 26 and 27. The Residence Halls will open for early

athletes on August 7. The next regular Board meeting will be on August 10 at 6:00 PM in the Ambler Board Room.

Executive Session At 7:50 PM Vicki Curry moved to enter executive session to discuss employer/employee negotiations for 10 minutes. Gena Clouch seconded, motion passed 6-0.

At 8:00 PM the Board returned to open session. Gena Clouch moved to extend the executive session to discuss employer/employee negotiations for another 5 minutes. Vicki Curry seconded, motion passed 6-0.

Open Session At 8:05 PM the Board returned to open session. Lonnie Larson moved to accept the two year negotiated agreement with the ACC NEA. Jenny Spillman seconded. The motion passed 6-0.

The negotiated agreement includes three work groups to study reduction in workforce, evaluation of faculty, and early retirement. The ACC NEA and Board negotiations team will meet to negotiate a request for a \$25 match for retirement plans and group health insurance. The agreement also includes a 3% pay increase for 2021-2022 and a 3% pay increase for 2022-2023.

Executive Session At 8:07 PM Jenny Spillman moved to enter executive session to discuss matters concerning non-elected personnel for 20 minutes. Vicki Curry seconded, motion passed 6-0.

Open Session At 8:27 PM the Board returned to open session. Jenny Spillman moved to approve the hiring of Tasha Frazier as Assistant Track-Cross Country Coach/Residence Hall Director. Lonnie Larson seconded, motion passed 6-0.

Executive Session At 8:35 PM Vicki Curry moved to enter executive session to discuss matters concerning non-elected personnel for 5 minutes. Jenny Spillman seconded, motion passed 6-0.

Open Session At 8:40 PM, the Board returned to open session, no action was taken.

Approval of Statement of Claims Ken McGuffin moved to pay the bills and approve the statement of claims totaling \$1,452,573.10. Vicki Curry seconded, motion passed 6-0.

Adjournment At 8:42 PM Gena Clouch moved to adjourn the meeting. Ken McGuffin seconded, motion passed 6-0.

Chairman: _____

Clerk: _____