

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF ALLEN COUNTY COMMUNITY COLLEGE
IOLA, KANSAS, AUGUST 10, 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 late

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
Deanna Carpenter, Institutional Research and Reporting
Shellie Regehr, Human Resources Specialist
Shanice Douglas, Campus Services Tech / Administrative Assistant
Trevor Hoag, Iola Register

Minutes Approval Vicki Curry moved to approve the minutes of the regular Board of Trustees meeting on July 13, 2021. Seconded by Ken McGuffin. The motion passed 5-0.

Executive Session At 6:15 pm Ken McGuffin moved to enter into executive session for the purpose of discussing matters concerning nonelected personnel for 20 minutes. Vicki Curry seconded, motion passed 5-0.

At 6:35 pm, the Trustees left executive session. No action was taken.

COVID-19 Update John Masterson, President, reviewed the College's recommendations for COVID-19 procedures to the Board. The major update being that masks will be required in all buildings. Cynthia Jacobson, Vice President for Student Affairs, reported that 25 athletes have requested to be vaccinated. As of August 13 only three employees were quarantined. Ken McGuffin moved to approve the new revisions to the COVID-19 procedures. Seconded by Vicki Curry, motion passed 5-1.

Old Business

Student Affairs Cynthia Jacobson reported housing is currently over capacity and students will be assigned to hotel rooms until there is room on campus. The Welcome Week events begin on August 21. There are currently 1,770 students enrolled for fall 2021. The Admissions Bot on the website has been implemented, and the Retention Bot will be implemented after classes begin. The virtual map is under construction and will be ready by mid-September. Fifteen applications were submitted for the Kansas Promise Scholarship, with only 4 receiving the scholarship.

Finance and Operations	Roberta Nickell, Chief Financial Officer, went over areas of the financial reports. The Business Office is receiving payments for the fall 2021 semester. The deadline for payment is August 16. Ms. Nickell announced Lynn Heskett, Accounts Receivable Officer, will be retiring October 1. John Masterson reported that Doug Dunlap, Director of IT, is preparing and updating programs for the fall semester. The Physical Plant has been working on arranging classrooms for regular seating and preparing the dorms for students.
Academic Affairs	Jon Marshall, Vice President for Academic Affairs, informed the Trustees that summer courses concluded July 30, fall courses begin on August 23, and the second 8-week courses for fall will begin on October 18. Mr. Marshall reported on the development of new academic programs. This year, the Academic Affairs Council is planning to focus on enhancing student engagement in courses and activities. On August 9 the annual Division Chairs and Deans retreat met on the Iola Campus. Assessment Day will be on August 17, and the All-College Convocation will be on August 12, both on the Iola Campus. The Burlingame classrooms are ready for the fall semester, and advising and enrollment is going well.
Iola Campus	Tosca Harris, Dean for Academic Affairs Onsite, attended the KBOR meeting for the University Partnerships Programs that accept Credit for Prior Learning for military training. The Theatre Department will start the 2021/2022 season with the performance of <i>Bystander 9/11</i> , a docudrama concerning the events of September 11, 2001, on September 9, 10 & 11 at the Allen Theatre.
State Meetings	John Masterson updated the Trustees on topics discussed at monthly State meetings. Topics included the Kansas Promise Scholarship, State funding, and how other campuses are preparing for opening with the resurgence of COVID.
Revenue Neutral Rate & Budget Hearing	Roberta Nickell requested the Revenue Neutral Rate Hearing and the Budget Hearing date be set for September 14 at 6:00 PM. Gena Clouch moved to approve the Revenue Neutral Rate Hearing be on September 14 at 6:00 PM. Vicki Curry seconded, the motion passed 6-0. Vicki Curry moved to approve the Budget Hearing be on September 14 at 6:00 PM. Seconded by Lonnie Larson, motion passed 6-0.
<u>New Business</u>	
Clarus Proposal	John Masterson shared a proposal from Clarus Corporation to provide research and analysis for the College to be used in the next strategic planning process and for College-wide marketing. Lonnie Larson moved to approve the proposal and fund the project. Ken McGuffin seconded, the motion passed 4-2.
Revised Firearm Policy	Jon Marshall shared with the Board that a new State law has made it necessary to update the College Firearms policy. Mr. Marshall reviewed these changes with the Board. Vicki Curry moved to approve the revised policy. Jenny Spillman seconded, motion passed 6-0.
Athletic Report	John Masterson gave a brief report on athletics.

Information Items John Masterson reviewed upcoming events for the months of August and September. Every Thursday the KACCT/COP Zoom meeting with Heather Morgan will meet at 11:00 AM. The faculty return to campus on August 11. The All-College Convocation is on August 12. Assessment Day is on August 17. Representative Jake LaTurner will visit the Iola Campus on August 19 from 10:15 to 11:00 AM. The Residence Halls open for Move-In Day on August 21. Fall classes begin on August 23. KACCT/COPS will be from August 26 to August 28. BAASC Performance Agreement will take place on August 31. Heartland Works meets on September 1. The College will be closed on September 6 in observance of Labor Day. The next regular Board of Trustees meeting will be on September 14 at 6:00 PM in the Ambler Board Room.

Executive Session At 8:00 PM Gena Clouch moved to enter executive session to discuss matters concerning non-elected personnel for 30 minutes. Ken McGuffin seconded, motion passed 6-0.

Open Session At 8:25 PM the Board returned to open session. Lonnie Larson moved to

- Hire Dr. Ryan Alexander, Criminal Justice Studies Program Coordinator
- Hire Rebecca Bilderback, Dean for Academic Affairs-Online
- Hire Dr. José Pérez Reisler, Instructor of Sociology
- Accept the resignation of Heather Van Dyne, Library Support Specialist and authorize search
- Hire Quentin Yoho, Livestock Judging Coach/Agriculture Careers Specialist
- Hire Porscha Jewell, Assistant Women's Basketball Coach/Residence Hall Director
- Accept the request for retirement of Lynn Heskett, Accounts Receivable Officer and authorize search
- Hire Ryan Sigg, Director of Physical Plan Operations.

Vicki Curry seconded, motion passed 5-1.

Approval of Statement of Claims Ken McGuffin moved to pay the bills and approve the statement of claims totaling \$576,599.41. Vicki Curry seconded, motion passed 6-0.

Adjournment At 8:30 PM Vicki Curry moved to adjourn the meeting. Gena Clouch seconded, motion passed 6-0.

Chairman: _____

Clerk: _____