

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF ALLEN COUNTY COMMUNITY COLLEGE
IOLA, KANSAS, FEBRUARY 8, 2022

Jenny Spillman called the meeting to order at 6:00 p.m.; also showing present:

	Trustees:	Gena Clouch Vicki Curry Lonnie Larson Jessica Thompson
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 Rebecca Bilderback, Dean for Academic Affairs-Online Niccole Beagley, Campus Services Tech/ Administrative Assistant Tracy Lee, English Instructor Kyla McLaughlin, Student Senate President Josiah D’Albini, Director of Student Life Lauren Maisberger, Director of Development Richard Luken, Iola Register Cole Herder, City of Humboldt Representative Robin Schallie, Trustee Candidate Larry Manes, Trustee Candidate Nathan Fawson, Trustee Candidate
Minutes Approval		Vicki Curry moved to approve the minutes of the regular Board of Trustees meeting on January 11, 2022. Seconded by Lonnie Larson, motion passed 5-0.
City of Humboldt		Cole Herder, Humboldt City Manager, presented the Humboldt Neighborhood Revitalization Interlocal Agreement Renewal. Lonnie Larson moved to approve the Humboldt Neighborhood Revitalization Interlocal Agreement Renewal. Seconded by Vicki Curry, motion passed 5-0.
Appointment		Jenny Spillman, Board Chair, allowed interested candidates for the Board of Trustees vacant position to speak regarding their interest in and qualifications for the Board of Trustees. The Trustees voted for Robin Schallie as the new Trustee. Gena Clouch moved to approve Robin Schallie. Seconded by Vicki Curry, motion passed 5-0.
COVID-19 Update		Cynthia Jacobson, Vice President for Student Affairs, reported that there is currently one employee and one student who are in isolation due to COVID-19. The College will continue to require masks to be worn on both campuses. There were a total of 51 students and staff who received COVID-19 vaccinations on the Iola Campus. The Community Health Center will return on February 24 to give the second dose of vaccine.

Old Business

Student Life	Kyla McLaughlin, Student Senate President, informed the Trustees of upcoming events. These include a comedian on February 10, Homecoming on February 12, Max Darwin, magician on February 16, and one-dollar movie night on February 17.
Finance & Operations	Roberta Nickell, Chief Financial Officer, reported that budget preparations for 2022-2023 fiscal year are beginning and KPERS audit is due March 4, 2022. Ms. Nickell requested approval for statement of claims. Vicki Curry moved to pay the bills and approve the statement of claims totaling \$564,694.81. Seconded by Jessica Thompson, motion passed 6-0.
Academic Affairs	Jon Marshall, Vice President for Academic Affairs, reported that the academic course schedule for second 8-week courses begins March 21. Mr. Marshall reported that two Digital Video Production courses have been developed. The calendar for the presence of administrators and staff members on the Burlingame Campus during the 2022 spring semester has been distributed. The College is moving forward in addressing Goal #1 Objective in the 2022-2023 Strategic Planning Bridge by coordinating a meeting with Osage and Wabaunsee County USD administrators to discuss the current status of the Burlingame Campus. Mr. Marshall updated the Board on personnel searches.
Student Affairs	Cynthia Jacobson, Vice President of Student Affairs, reported that the enrollment for the spring semester is down 118 students and 999 credit hours. Housing applications are now being accepted for 2022-2023. The Blood Drive on January 31 was successful with the Red Cross adding more time slots in order to accept more donors.
Iola Campus	Tosca Harris, Dean for Academic Affairs-Onsite, reported that both campuses and concurrent high school sites are doing well. The 2022 summer and fall schedules are being drafted. The Allen Quiz Bowl placed 4 th . Terry Powelson, Ag Instructor, took the Collegiate Farm Bureau students to compete in Manhattan, Kansas.
Online Learning	Rebecca Bilderback, Dean for Academic Affairs-Online reported that new courses will be ready for students to enroll in this fall semester. Online enrollment is currently at 128 courses with 178 sections.

New Business

Personnel Consideration	Administrators discussed several positions that are being considered for the 2022-2023 academic year. Recommendations will be brought to the Board of Trustees.
Curriculum Matters	Jon Marshall presented the recommendations from the Curriculum Committee for course revisions for Microbiology, Introduction to Business, Introduction to Special Education and Inclusive Practices; two new course proposals for Digital Video Production I and II; and one program revision for Associate in Applied Science in Production Media. Jessica Thompson moved to approve the recommendations as presented. Seconded by Gena Clouch, motion passed 6-0.

Endowment Request	Lauren Maisberger, Director of Development, requested approval for use of the gym and to serve alcohol for the Endowment Gala on March 19. Lonnie Larson moved to approve the request for use of the Gym and to allow serving and consumption of alcohol. Seconded by Vicki Curry, motioned passed 6-0.
Burlingame Campus	John Masterson and Jon Marshall reported on a future meeting with Osage County USD Superintendents to discuss possibilities for the Burlingame Campus. The meeting will be held on February 16, 2022 at the Burlingame Campus.
Athletic Report	John Masterson reported that the Athletic Department is working to find an Athletic Trainer. Dudley's athletes of the month for December were Ed Wright, men's basketball, and Naomi Smith, women's basketball. Athletics is working with Endowment to secure auction items for the Gala. Cheer/Dance held a very successful kid's clinic this past weekend and the kids performed at halftime at both men's and women's games.
Executive Session	At 8:40 PM Lonnie Larson moved to enter executive session for the purpose of discussing matters concerning non-elected personnel for a period of 30 minutes. Vicki Curry seconded, motion passed 6-0. At 9:10 PM the executive session was extended for 10 minutes.
Open Session	At 9:20 PM the Board returned to open session. Vicki Curry moved to accept the resignation of Julio Guerreiro, Assistant Women's Soccer Coach/Residence Hall Director, and to authorize a search for a replacement. Seconded by Robin Schallie, motion passed 6-0. Robin Schallie moved to hire Michael Wright as Assistant Men's Soccer Coach/Residence Hall Director. Seconded by Lonnie Larson, motion passed 6-0. Vicki Curry moved to renew the contract of Cynthia Jacobson, Vice President for Student Affairs, for the 2022-2023 academic year. Jessica Thompson seconded, motion passed 6-0. Jessica Thompson moved to renew the contract of Jon Marshall, Vice President for Academic Affairs, for the 2022-2023 academic year. Lonnie Larson seconded, motion passed 4-2. Vicki Curry moved to renew the contract of Roberta Nickell, Chief Financial Officer, for the 2022-2023 academic year. Lonnie Larson seconded, motion passed 6-0. Vicki Curry moved to renew the contract of Tosca Harris, Dean for Academic Affairs-Onsite, for the 2022-2023 academic year. Gena Clouch seconded, motion passed 6-0. Jessica Thompson moved to renew the contract of Rebecca Bilderback, Dean Academic Affairs-Online, for the 2022-2023 academic year. Vicki Curry seconded, motion passed 6-0.
Adjournment	At 9:30 PM Vicki Curry moved to adjourn the meeting. Robin Schallie seconded, motion passed 6-0.

Chairman: _____

Clerk: _____