

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

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

Trustees: Gena Clouch
Vicki Curry
Lonnie Larson
Robin Schallie
Jessica Thompson-Absent

Call to Order Others: Dr. Bruce Moses, President
Tosca Harris, Interim VP for Academic Affairs
Cynthia Jacobson, VP for Student Affairs
Roberta Nickell, Interim VP for Finance and Operations
Rebecca Bilderback, Dean for Academic Affairs-Online
Melanie Wallace, Interim Dean for Academic Affairs-Onsite
Niccole Beagley, Campus Services Tech/ Administrative Assistant
Tracy Lee, English Instructor
Josiah D'Albini, Director of Student Life
Gregg Hutton, City of Iola

Minutes Approval Robin Schallie moved to approve the minutes of the regular Board of Trustees meeting on October 11, 2022. Seconded by Vicki Curry, motion passed 5-0.

Patron's Concerns Gregg Hutton, City of Iola, discussed updates for the renewal of the Neighborhood Revitalization Plan. The first item is to update the renewal date from 3 years to 5 years. Second, is with the payback from 6 years at 100% then dropping down 80, 60, 40, 20, with the update it will be a payback of 100% for the full 10 years. Lonnie Larson moved to approve the updates and renewal of the Neighborhood Revitalization Plan. Seconded by Gena Clouch, motion passed 4-1.

Old Business

COVID-19 Cynthia Jacobson, Vice President for Student Affairs, reported there are ten students and one staff member on the Iola Campus and one staff member on the Burlingame Campus who have tested positive for COVID. Tests are available as needed for students and employees. Currently Osage County is at medium risk and Allen County is at low risk for COVID-19.

Student Life	Josiah D’Albini, Director of Student Life, reported on the Student Life events for this month: What do you want Wednesday and \$1 movie night.
Finance and Operations	Roberta Nickell, Interim Vice President for Finance & Operations reported that during her recent Fall KACCBO meeting, Elaine Frisbie with KBOR notified the group of GEAR funds available for student pantries at community colleges. The funds have to be spent on items that will directly benefit students. The College should be receiving more information at the end of the week. Elaine indicated that schools could receive between 20,000 to \$100,000 and funds would have to be spent by the end of the fiscal year. Vicki Curry moved to pay the bills and approve the statement of claims totaling \$699,688.79. Seconded by Robin Schallie, motion passed 5-0.
Academic Affairs	Tosca Harris, Interim VP for Academic Affairs, reported that a community SCOT analysis is scheduled for November 30 at the College; this is to prepare for the 2024-2027 strategic planning this spring. Faculty are submitting general education artifacts for the assessment meeting after Thanksgiving break.
Student Affairs	Cynthia Jacobson reported that the first draft of the new website is available this week. Marketing Committee will review this draft and make changes as needed. Financial Aid staff are currently reviewing the ISIR’s for 2023-2024. Bobbie Haviland, Registrar, attended a training in Independence on active Military and Veteran services. Haviland and D’Albini initiated the “Our Heroes Tree” program that is now displayed in the Bookstore.
Academic Affairs-Onsite	Melanie Wallace, Interim Dean for Academic Affairs-Onsite, reported that the Spring 2023 schedule is complete and enrollment began November 7. The Phi Theta Kappa held an induction ceremony on the Iola Campus November 8. Burlingame PTK was recognized by the Kansas Neurological Institute for years of service provided by sponsoring KNI’s group homes for the holidays. The theatre division will be performing “Every Brilliant Thing” November 17-19 at the College Theatre. Upcoming performances in the music division include Tuba Christmas December 3, Holiday Concert Band/Choir December 8, and Fall Student Recital December 9. Three CTE faculty will be representing Allen at two career fairs this month. The College is continuing to explore possible new CTE programs and certificates that could be offered in the upcoming semesters.
Online Learning	Rebecca Bilderback, Dean for Academic Affairs-Online, reported that Allen hosted a session for the Kansas Community College Leadership Institute, (KCCLI) on November 3 and 4. Participants toured the campus, visited with previous graduates of KCCLI, and visited with President Moses after dinner Thursday night. Ryan Alexander, Criminal Justice Studies Program Coordinator, traveled with students to visit and tour the Wichita Police Academy on October 18. The Online Learning team and Todd Francis, Chemistry Instructor, presented

to full-time and adjunct instructors on how to curate and create media for online courses and deliver engaging content. On October 20, six members of the Online Learning Advisory Task Force toured Hyflex and hybrid classrooms at Kansas City Kansas Community College.

New Business

Tuition Dr. Moses, President, reported that there is no additional fee increase for online learning at this time. In January 2023 there could potentially be a proposal brought to the Board for an additional technology fee.

2023-2024 Calendar Cynthia Jacobson shared the proposed Academic Calendar for 2023-2024 from the Calendar Committee. Robin Schallie moved to approve the Academic Calendar for 2023-2024. Seconded by Gena Clouch, motion passed 5-0.

Athletic Report Dr. Moses gave a brief report on athletics. Gabriela Dominguez with Volleyball and Devon Crow with Track are Athletes of the month. Men's Soccer ended 12-4 and are 19 in the nation. Women's Soccer ended 12-5 and are 17 in the nation. Volleyball ended the season 16-13. Women's Basketball is 2-1 and Men's Basketball is 1-2. Cross Country is in Florida this week for nationals and is 7 in the nation.

Information Items Dr. Moses shared that Allen is waiting to hear news from the Dept. of Commerce on the Grant application with B&W for a CNC program. INAlert has ordered materials and is moving forward to start installation in December.

Executive Session At 7:30 PM Lonnie Larson moved to enter executive session to discuss matters concerning nonelected personnel for 45 minutes. Gena Clouch seconded, motion passed 5-0.

Open Session At 8:15 PM the Board returned to open session. Lonnie Larson moved to hire Kattia Thompson as the Director of Instructional Technology, and to hire Darci Collins as the Assistant Athletic Trainer. Robin Schallie seconded, motion passed 5-0.

Robin Schallie moved to cease academic and service operations at the Burlingame Campus effective June 30, 2023, and approve the development of a Remote Work Policy to be a temporary work arrangement due to the unforeseen circumstances of ceasing academic and service operations at the Burlingame Campus. This arrangement will be considered for the 2023-2024 academic year to minimize the impact on the faculty and staff of Burlingame Campus. The President's Council will re-evaluate the temporary work arrangement as needed. Lonnie Larson seconded, motion passed 5-0.

Adjournment At 8:45 PM Gena Clouch moved to adjourn the meeting. Lonnie Larson seconded, motion passed 5-0.

Chairperson: _____

Clerk: _____