

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF ALLEN COUNTY COMMUNITY COLLEGE
IOLA, KANSAS, MARCH 14, 2023

Jenny Spillman called the meeting to order at 6:00 PM; also showing present:

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

Call to Order Others: Dr. Bruce Moses, President
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
Richard Luken, Iola Register
Ryan Sigg, Director of Physical Plant Operations
Stephen Ebel, Director for Institutional Effectiveness and Research
Rebecca Nilges, Patron

Minutes Vicki Curry moved to approve the minutes of the regular Board of Trustees
Approval meeting on February 14, 2023. Seconded by Lonnie Larson, motion passed
5-0.

Old Business

Student Josiah D'Albini, Director of Student Life, and Alison Fees, Administrative Assistant
Life for Director of Development and Student Life attended a Community College
Residence Life meeting on March 17 in Concordia. There are 145 students
staying on campus during spring break. New laundry machines have been
installed in the residence halls. Allen Entrepreneurial Challenge was a success
with the following winners: Pauline Ard placed 1st; Lungelo Masisi 2nd; and Baily
Cravens 3rd. On March 2, students visited with Thrive in a Community
Conversation about how do students at Allen feel welcome in the community.

Finance and Roberta Nickell, Interim Vice President for Finance & Operations, attended
Operations Kansas Association of Community Colleges Business Officers meeting in
Wellington on March 2. Dr. Bruce Moses, President and Nickell attended
negotiations training at the Kansas Association School Boards in Topeka.
Financial aid disbursements went out on February 24. Ryan Sigg, Director of
Physical Plant Operations, reported on maintenance operation updates. Ace
refrigeration completed the replacement of two natural gas furnaces in the
Theater building. INAAalert started work on March 14. Bauman's of Garnett &

Sonic Equipment are scheduled to replace the carpet and all seating in the Theater Building; the project will potentially be completed by June 30, 2023. Overhead Door of Wichita is expected to be finished with the music room, maintenance shop, and chiller room by June 30, 2023.

Vicki Curry moved to pay the bills and approve the statement of claims totaling \$3,213,246.51. Seconded by Jessica Thompson, motion passed 5-0.

Student Affairs Cynthia Jacobson, Vice President for Student Affairs reported that the new website will go live next week. Enrollment management is working on the marketing aspect for the new website. Summer and fall enrollment will begin on April 10. Allen High School students will receive graduation cords for Allen commencement and High School Commencement. Commencement will be on May 6 at 10:30 AM. A demonstration of the J1 student information system will be presented March 20-21. Financial Aid staff will be attending the KASFAA Conference in Salina April 12-14. Kelly Baker, Assistant Financial Aid Director, serves as the KASFAA Treasurer. Doug Dunlap, Director of Information Technology, and Stephen Ebel, Director of Institutional Effectiveness and Research, will attend the Ellucian conference at the end of March. Several staff members will attend the JAM conference in May.

Academic Affairs-Onsite Melanie Wallace, Interim Dean for Academic Affairs-Onsite, reported that the Assurance Argument is currently under review by HLC reviewers. KBOR's follow up report was submitted on February 24. Rebecca Bilderback, Dean for Academic Affairs-Online, and Wallace are formulating a plan for delivery of textbooks to the CEP and dual credit high schools. Allen has two faculty members up for tenure this spring. Phi Theta Kappa will hold their spring 2023 Induction Ceremony on April 11 at 5:00 PM. Ten schools with over 250 students participated in the Math relays on March 9. The next CTE meeting is March 29.

Academic Affairs-Online Rebecca Bilderback reported that the Deans are currently developing the 2023 summer and fall schedule. Both schedules will be available for students on April 3. Second 8 week courses are being prepared and will begin on March 20. Dr. Moses, Bilderback and Wallace attended the CHIPs Act Announcement at EMP Shield in Burlington, KS.

KACCT/COPS Dr. Moses and the Executive Director of KACCT visited the new president of Washburn University on March 1. The next KACCT/COPS meeting is April 14 in Junction City.

New Business

Curriculum Matters Wallace presented recommendations for the revised learning outcomes for ECE206 Professional Development and Leadership; new course proposals for NHA158 Professionalism in Mental Health and PSY105 Mental Health First Aid;

and new program proposal for Mental Health Technician Certificate. Lonnie Larson moved to approve the recommendations as presented. Seconded by Vicki Curry, motion passed 5-0.

Iola Register Lonnie Larson, Board of Trustees, brought to the table the Iola Register's proposal of unlimited digital access to Iola Register's website. Lonnie moved to approve a one-year pilot program of the Iola Register unlimited access to faculty, staff, and students. Seconded by Gena Clouch, motion passed 5-0.

Policy Updates Bilderback recommended changes to the VIII-A-1.6 policy for students in classes that last less than 8 weeks must drop or add by the end of the second day. Vicki Curry moved to approve the policy change. Seconded by Jessica Thompson, motion passed 5-0.

Nickell recommended changes to tuition and fee payment for classes offered for less than eight-weeks to second day drop at 100% and day three to last day 0% refund. Jessica Thompson moved to approve the changes to tuition and fee refund payment. Seconded by Vicki Curry, motion passed 5-0.

Remote Work Policy Dr. Moses recommended changes to the Temporary Remote Work Policy for faculty or student support from Burlingame. Jessica Thompson moved to approve the changes to Temporary Remote Work Policy. Seconded by Lonnie Larson, motion passed 5-0.

Athletics Report Dr. Moses reported that the Athletic Department helped the Endowment to secure items for the Gala auction and plans to assist during the Gala. Several athletes worked at KU basketball games for fund raising for Allen's athletic department. Doug Desmarteau, Athletic Director, will attend the NJCAA National Convention in Charlotte, North Carolina April 10-12. Athletics continues discussion with St. Luke's on how to better collaborate, the next meeting is March 30. Athlete of the month is Shade Richardson, Women's Basketball, and Nickevius Whittick, Men's Basketball. The Athletic Banquet is scheduled for April 30 at 1:00 PM in the gym. Cross Country took six athletes to the indoor Nationals in Topeka, KS. Devan Crow finished 9th in the 5k and broke the school record. Sean Dixon broke a personal record and placed in the second-best time in school history in the 400-meter race. The first outdoor meet is scheduled for March 18 at Emporia State. Women's Basketball lost to Johnson County in the semi-finals in the Region 6 tournament at Mid-America Nazarene. They finished the season with a 19-12 overall record. Men's Basketball lost to Johnson County in the finals in the Region 6 tournament at Mid-America Nazarene, they finished the season 23-10. Softball swept Southeast Community College, with a record of 6-8 overall. Softball will play at home on March 14 against Indian Hills. Softball's current record is 12-7 overall and 4-0 in conference. Baseball swept Highland

Community College to start the conference season and will play at home March 16 against Neosho.

Executive Session At 7:06 PM Vicki Curry moved to enter executive session to discuss acquisition of real property for 45 minutes. Ryan Sigg was invited to attend. Gena Clouch seconded; motion passed 5-0.

Open Session At 7:51 PM the Board returned to open session. Gena Clouch moved to authorize the administration to pursue the acquisition of real property. Jessica Thompson seconded; motion passed 5-0.

Vicki Curry moved to accept Robin Schallie's resignation from the Board and to advertise for the open seat on the Board of Trustees. Jessica Thompson seconded; motion passed 5-0.

Executive Session At 7:54 PM Lonnie Larson moved to enter executive session for the purpose of discussing matters concerning non-elected personnel for 20 minutes. Vicki Curry seconded; motion passed 5-0.

Open Session At 8:14 PM the Board returned to open session. Gena Clouch moved to hire Felipe Padilla Soriano as ECE Program Advocate, Lisa Wicoff as Biology/A&P Instructor, Ryan Hughes as Cross Country/Track Coach/Residence Hall Director and to accept the resignation of Kim Murry as Comptroller and approve posting the Comptroller position. Jessica Thompson seconded; motion passed 5-0.

Adjournment At 8:17 PM Vicki Curry moved to adjourn the meeting. Gena Clouch seconded; motion passed 5-0.

Chairperson: _____

Clerk: _____