

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF ALLEN COUNTY COMMUNITY COLLEGE
IOLA, KANSAS, JUNE 13, 2023

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

Trustees: Gena Clouch
 Vicki Curry
 Lonnie Larson
 Rebecca Nilges
 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, Dean for Academic Affairs-Onsite
 Niccole Beagley, Campus Services Tech/ Administrative Assistant
 Stephen Ebel, Director for Institutional Effectiveness and Research
 Josiah D’Albini, Director of Student Life
 Tracy Lee, English Instructor
 Eric Munro, Ellucian
 Richard Luken, Iola Register

Minutes Gena Clouch moved to approve the minutes of the regular Board of Trustees
Approval meeting on May 9, 2023. Seconded by Rebecca Nilges; motion passed 6-0.

Executive At 6:05 PM Vicki Curry moved to enter executive session for 10 minutes.
Session Rebecca Nilges seconded; motion passed 6-0.

At 6:15 PM the Board returned to open session.

At 6:16 PM Vicki Curry moved to enter executive session for 15 minutes.
Rebecca Nilges seconded; motion passed 6-0.

At 6:31 PM the Board returned to open session. No action was taken

Old Business

Student Josiah D’Albini, Director of Student Life, reported that on July 14, the Iola
Life Report Community Theatre will host a Community Green Zone Advocacy Training
 sponsored by the College, Thrive, and Southeast Kansas Mental Health Center.
 D’Albini and Lauren Maisberger, Director of Development, are collaborating to
 introduce a Traditions Keeper Program for students in the upcoming 2023-2024
 academic year. This program features a wide range of tasks, with 100 different

options across three categories, allowing students to earn various awards as they progress.

Finance and Operations Roberta Nickell, Interim Vice President for Finance and Operations, reported that the health insurance renewal for the upcoming plan year was favorable. Overall, there was a slight decrease in premiums for the plan year beginning October 1, 2023. The budget process is progressing; reserves will be utilized in the upcoming fiscal year to fund some of the upcoming projects. The Student Center is undergoing final updates, including installing blinds, molding work, and cleaning. The theatre carpet and seating project is anticipated to be completed next week. The roof is undergoing a re-inspection for the ongoing insurance claim. Repairs in Horton Hall from the frozen pipes in December is in progress. Replacement doors for the gymnasium have been ordered, these were approved by Board member's consent in the e-mail dated 5/16/2023. Bids for leveling up the floors is in progress and will need evaluated at the July Board meeting. The fire marshal has been notified of these updates in response to the citation.

Vicki Curry moved to pay the bills and approve the statement of claims totaling \$734,990.13. Seconded by Gena Clouch; motion passed 6-0.

Student Affairs Cynthia Jacobson, Vice President of Student Affairs, reported that efforts are underway to facilitate fall enrollment and recruit new staff members. Jacobson is currently in the process of revising the policies related to Alcohol, Tobacco, and Student Records (FERPA), which are being reorganized for clarity and efficiency.

Institutional Effectiveness & Research Stephen Ebel, Director for Institutional Effectiveness and Research, reported that a research study and labor market survey have been submitted to KACCT. The survey aims to demonstrate the significant impact that Allen Community College has on both its service and geographic areas. Rebecca Bilderback, Dean for Academic Affairs-Online, Melanie Wallace, Dean for Academic Affairs-Onsite, and Travis Robb, Biology Instructor, recently participated in an HLC Leading Assessment Workshop held in Tempe, Arizona. Several employees attended the Jenzabar Jam, engaging in sessions that focused on choosing an SIS system. The College will be sending out a survey to aid in making the final decision between Ellucian Colleague and Jenzabar One.

Academic Affairs-Onsite Melanie Wallace, Dean for Academic Affairs-Onsite, reported that the College's Associate degrees have been updated with KBOR. Faculty received the list of textbooks that will be up for adoption for 2024-2025. Summer classes started on June 5, with a Biology class meeting on campus every Thursday in June and July. The schedule includes two onsite classes for July 2023. All division chairs have

completed the required division chair time. The Writing Center's Coordinator, Bruce Symes, is in the process of finalizing Zoom tutoring and will be prepared to provide this option come fall. A proposal for a Computer Numeric Control Certificate is in progress.

Academic Affairs-Online Rebecca Bilderback, Dean for Academic Affairs-Online, reported that on June 6 a follow-up meeting with Baker University met to discuss a potential partnership in Criminal Justice Studies. Baker University and Allen Community College are in the process of finalizing the curriculum and pathway for the students of Allen Community College. The plan is to begin marketing this opportunity in the fall of 2023 for a spring start in 2024. Bilderback reported there are 56 courses and 72 sections, including one hybrid course for summer 2023. The online learning team and course designers are continuing to develop new master courses for the fall 2023 semester.

KACCT/COPS Report Lonnie Larson, Board Trustee, and Dr. Bruce Moses, President, attended a KACCT/COPS meeting in Dodge City, KS June 2-3. Financial Aid Administration from Barton, Butler, and Cloud discussed challenges that financial aid offices manage. There was a legislative budget wrap-up for 2023 with Heather Morgan. Senator Molly Bumgartner alerted the College's Trustees about potential funding threats that they need to be aware of. The next KACCT/COPS meeting is August 25-26 at Cloud Community College.

New Business

Position Description The position description for Early Childhood Education Program Coordinator was changed to Education and Human Services Director. This includes the edition of Education and ESL programs. Vicki Curry moved to approve the new position description. Seconded by Jessica Thompson; motion passed 6-0.

Employee Grant Nickell recommended changes to the III-A-1.10 Grants for Employees and Their Families policy. Eligibility will be retained by the spouse and dependent children upon the active employee's death. Jessica Thompson moved to accept the proposed change as written in the policy. Seconded by Lonnie Larson; motion passed 6-0.

Athletic Report The athletic department is revamping its website and collecting additional details about the College's athletes. Doug Desmarteau, Athletic Director, and head coaches have conducted numerous interviews for job openings. Congratulations to six teams for achieving All-NJCAA academic status with a GPA above 3.0. The teams are Men's Soccer with 3.22, Softball with 3.73, Baseball with 3.31, Women's Basketball with 3.36, Men's Cross Country with 3.06, and Volleyball with 3.18. More than 60 athletes have been honored as NJCAA Academic All-Americans for attaining a GPA of 3.6 or higher. The sports breakdown includes Men's Soccer with 15, Baseball with 13, Softball with 17, Women's Basketball

with 4, Men's Cross Country with 2, Volleyball with 3, Women's Soccer with 5, Women's Track with 4, and Men's Track with 4. Results from Nationals for Outdoor Track is Women's 4 X 100m finished tenth in the Nation and broke the school record. Devan Crow finished second in the nation in the 1500m and fifth in the 5000m to become a two-time All-American. Brooklyn Goehring, Softball, was named first-team All-Conference and Ashley Tribble was second-team All-Conference. John James was awarded as the first-team All-Conference and first-team All-Region in baseball. Blake Venneman received an Honorable Mention All-Conference, while Carson Shepard was recognized as the Gold Glove First Baseman for the region.

Executive Session

At 7:50 PM Vicki Curry moved to enter executive session for the purpose of discussing matters concerning non-elected personnel for 30 minutes. Lonnie Larson seconded; motion passed 6-0.

At 8:20 PM the Board returned to open session.

At 8:21 PM Gena Clouch moved to enter executive session for the purpose of discussing matters concerning non-elected personnel for 15 minutes. Vicki Curry seconded; motion passed 6-0.

At 8:36 the board returned to open session.

Jessica Thompson moved to hire Maria Aikens as Head Volleyball Coach/Intramurals; Tyre Pinder as Assistant Men's Basketball Coach/Residence Hall Director. Accept the resignation of Doug Joseph, Mathematics Instructor, and accept the resignation of Rebecca Bilderback, Dean for Academic Affairs – Online, and permission to advertise. Vicki Curry seconded; motion passed 6-0.

Vicki Curry moved to accept the negotiated agreement as presented:

- 3-year contract with increases for 23-24 at 7%, 24-25 at 5%, and 25-26 at 5%.
- Longevity increases at years 5 and 20 raised to \$1,000.
- Insurance is open for negotiations in year 3 of the agreement if a single premium for tier 2 is not covered.
- Change in additional days required for division chairs to 8 days.
- 403B match program of \$25 to begin October 2023.
- Items open for completion during the 23-24 year are temporary remote work policy, RIF policy, grievance policy, hiring schedule, and master agreement language update. Rebecca Nilges seconded; the motion passed 6-0.

At 8:40 PM Jenny Spillman requested an executive session with the Board members and Dr. Moses for 15 minutes.

At 8:50 the Board returned to open session. No action was taken.

At 8:51 PM Vicki Curry moved to adjourn the meeting. Lonnie Larson seconded; motion passed 6-0.

Chairperson: _____

Clerk: _____