

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF ALLEN COUNTY COMMUNITY COLLEGE
IOLA, KANSAS, AUGUST 8, 2023

Lonnie Larson called the meeting to order at 6:00 PM; also showing present:

Trustees: Gena Clouch
 Vicki Curry
 Rebecca Nilges
 Jenny Spillman
 Jessica Thompson-Absent

Call to Order Others: Dr. Bruce Moses, President
 Cynthia Jacobson, VP for Student Affairs
 Tonya Johnson, VP for Finance and Operations
 Kara Wheeler, VP for Academic Affairs
 Melanie Wallace, Dean for Academic Affairs – Onsite
 Niccole Beagley, Campus Services Tech/Administrative Assistant
 Josiah D’Albini, Director of Student Life
 Tracy Lee, English Instructor
 Ryan Sigg, Director of Physical Plant Operations
 Vicki Moss, Iola Register

Minutes Vicki Curry moved to approve the minutes of the regular Board of Trustees
Approval meeting on July 11, 2023. Seconded by Gena Clouch; motion passed 5-0.

Old Business

Question Rebecca Nilges, Board Trustee, asked for enrollment numbers. Cynthia
Concerning Jacobson, VP for Student Affairs reported that enrollment numbers have
Admin been uploaded to the Board portal.
Reports

Nilges inquired about Title Nine training and whether the Board needed to be informed of anything. Cynthia Jacobson, Vice President for Student Affairs, replied that the Department of Education is changing its rules. The release date for the new rules is expected to be in October as the deadline for implementing the new rules is January 1, 2024.

Nilges asked if the “Community Assistants” and Resident Halls have funds available for events. Josiah D’Albini, Director of Student Life, confirmed the existence of a social fund that is financed by the proceeds from infractions that occur.

Nilges inquired about changing the move-in day from Saturday to Friday. The change would provide better service to students and their families. The change

would potentially avoid financial difficulties for the students. Vicki Curry, Board Trustee, stated that having a move-in day on a weekday would be helpful as banks and businesses are open.

Jenny Spillman, Board Trustee, asked about the significant gap in fall enrollment numbers. Jacobson confirmed that Allen's current enrollment numbers are lower than last year. Enrollment is expected to increase, as many students tend to enroll closer to the deadline. Wallace commented that enrollment numbers will improve once high schools begin enrolling in the next two weeks.

Vicki Curry, Board Trustee, inquired about whether all dorms were at full capacity and if any scholarship students had not yet signed up for housing. Jacobson responded that dorms were not yet at full capacity.

Curry inquired if any scholarship recipients have yet to finalize their dorm living arrangements. Jacobson commented that the staff is reaching out to students to assist with enrollment and that the college isn't expecting any more students that will need housing. D'Albini communicates daily with the Athletic Department to determine which student-athletes are on scholarships that require housing. Lonnie Larson, Board Trustee, reported that scholarships are available, students are just not utilizing them. Dr. Bruce Moses, President, suggested that Allen needs a new approach to fill non-athletic activity scholarships, as the data indicates that these scholarships have remained unfilled for years. Wallace confirmed that only 6 out of 50 scholarships for music, band, and choir have been accepted. Curry inquired whether the Music Director was responsible for awarding scholarships and if there were ongoing discussions regarding scholarship allocation. Wallace reported having discussions but was unaware of similar talks with a former Dean. Dr. Moses expressed that fundamental change is necessary to fill these scholarships. Curry inquired about the pep band and mentioned there have been no previous scholarship issues in past years. Jacobson commented that there has not been a pep band since Jacobson started at Allen. According to Dr. Moses, scholarship numbers decreased after the pep band no longer scheduled game events.

Curry inquired about Allen's Baseball scholarship status. D'Albini stated that Baseball coaches are still trying to get students enrolled. Curry asked if the current dorm numbers exclude unenrolled baseball players. According to D'Albini, housing arrangements for baseball scholarships are currently being held.

Curry asked about the scholarship status for Cheer/Dance. Dr. Moses commented that there has not been a significant decrease in scholarships for student-athletes; Soccer has 55-60 athletes, while Baseball has approximately 50 athletes. D'Albini stated that some Baseball players are not in housing due to

not being on scholarships and are not taking 12-credit hours because these students do not want to use all their eligibility.

New Employee Introductions	Jenny Spillman, Board Trustee, welcomed Tonya Johnson, VP for Finance and Operations, and Kara Wheeler, VP for Academic Affairs.
Design Mechanical	Ryan Sigg, Director of Physical Plant Operations, reported on June 1, 2021 the Board approved an HVAC building control system upgrade at Allen, granting the College access to all temperature controls. The controls have been replaced on each unit and in the boiler and chill room. Design Mechanical utilized the existing communication cable during their work, causing Maintenance to experience communication issues with various control areas. Design Mechanical has been troubleshooting this issue for several months and suspects the CAT cabling to be the root cause. The update project will be completed by August 21. Sigg requested approval for new CAT cabling to complete the project. Lonnie Larson moved to accept the Design Mechanical bid for \$13,189.00. Seconded by Gena Clouch; motion passed 5-0.
Gym Doors	Sigg gave an update on the gym doors, stating that they were manufactured incorrectly. New doors will take four to six weeks to be made, but the current doors are functional until then.
Fall Semester Update	Jacobson reported that around 40% of the athletes are on campus and move-in day for all students is August 19. Student orientation will be on August 19 and classes begin on August 21. D'Albini presented information on the Block Party, an event on August 22 where students and local businesses welcome new students to Allen County. Casino night is on August 19, from 7 -9 pm.
Revenue Neutral Rate	Johnson reported that the Revenue Neutral Rate Hearing and the Budget Hearing date is set for September 12 at 6:00 pm.
Authorize Publication Budget	Vicki Curry moved to authorize the publication of the 2023-24 budget. Seconded by Rebecca Nilges; motion passed 5-0.
Statement Of Claims	Vicki Curry moved to pay the bills and approve the statement of claims totaling \$665,959.36. Seconded by Lonnie Larson; motion passed 5-0.

New Business

- Strategic Plan Update Dr. Moses announced that breakout sessions are scheduled during Convocation Day to brainstorm ideas for achieving strategic goals. The President's council will gather the information, develop a plan, and implement goals.
- KACCT/COPS Lonnie Larson reported that the upcoming KACCT/COPS meeting is on August 25 and 26 at Cloud County CC.
- Job Description Update Wheeler presented an update for both of the Dean position descriptions. Instead of being location-based, they will now be based on programs. Wallace will become the Dean for Distance and General Education while the other Dean will be the Dean for CTE and Industry Partnerships. Vicki Curry moved to accept the new position descriptions as presented. Seconded by Lonnie Larson; motion passed 5-0.
- Executive Session At 7:26 PM Rebecca Nilges moved to enter executive session to discuss matters concerning nonelected personnel for 20 minutes. Seconded by Gena Clouch; motion passed 5-0.
- Open Session At 7:45 PM the Board returned to open session.
- Rebecca Nilges moved to hire James Aikens as Assistant Volleyball Coach/IT Support, Marielle Melvin as Interim Head Cheer/Dance Coach/Admissions, Darci Collins as Athletic Trainer, Kindra Autry as Admissions Counselor, Gefte Blanc as Interim Associate Men's Soccer Coach/JV Soccer Coach. Seconded by Vicki Curry; motion passed 5-0.
- Rebecca Nilges moved to approve searches for the Assistant Cheer/Dance Coach/Residence Hall Director and Assistant Athletic Trainer. Seconded by Vicki Curry; motion passed 5-0.
- Executive Session At 7:48 PM Vicki Curry moved to enter executive session to discuss matters concerning nonelected personnel for 20 minutes. Seconded by Gena Clouch; motion passed 5-0.
- Closed Session At 8:05 PM the Board returned to session and no action was taken.
- Adjournment At 8:06 PM Vicki Curry moved to adjourn the meeting. Seconded by Gena Clouch motion passed 5-0.

Chairperson: _____

Clerk: _____