



**MCC President's Staff Meeting**  
**Minutes**  
**300 Main and WebEx**  
June 24, 2024

**President's Staff Present:** Dr. Curt Freed (President); Dr. Deborah Coates (VP of Instruction); Dr. Gary Dukes (Vice President of Student Services); Amanda Dunn (Director of Human Resources); Jane Fries (Assistant to the President); Becky Geltz (Director of Institutional Effectiveness & Planning); Ariella Gonzales-Vondy (Director of Communications, Marketing, & Recruitment); Michele Hodge (Interim Director of Human Resources); Tracy Schneider (VP of Administration & Finance)  
**Absent:** Susan Clough (Director of Development)

The meeting commenced at 10:32 a.m.

1) **123 E. Kiowa Property:**

- a) **Tour:** Members of President's Staff toured the 123 Kiowa property for sale (currently occupied by Wells Fargo Bank).
- b) **Presentation by Sue Boyett:** Sue Boyett, Director of Morgan County United Way, shared her vision for using the 123 E. Kiowa property. She envisions the property being used as a community hub, where people of all cultures, languages, and faiths could access as a one-stop place to connect with community resources. The space could provide a place where staffing from entities such as MCC, the Department of Human Services, the City of Fort Morgan, the Family Center, IAFR, United Way, Workforce Center, etc. could be available. She referenced the Callingwood Neighborhood House in Vancouver, Canada as an example [Home - Collingwood Neighbourhood House \(cnh.bc.ca\)](https://www.cnh.bc.ca). Curt Freed noted that the WorkSource offices in Washington State are another example.
- c) **President's Staff Discussion about the Property:**
  - i) The building is around 22,000 square feet with 12,081 square feet on the main floor and 10,072 square feet in the lower level. The asking price is \$1.3M, (\$58 per square foot). This contrasts with the Dahms-Talton Center for Skilled Trades and Technology under construction, which is costing \$1050 per square foot.
  - ii) The building is owned by the "123 E. Kiowa Corporation." The Bloedorn Foundation serves as the board that controls the Corporation. The Executive Committee of the board includes Jerry Jones, Corliss Littlefield, and Corliss's brother.
  - iii) The building comes with two parking lots, one of which could potentially be sold to the City.
  - iv) President's Staff observations:
    - (1) The building has potential but is very outdated and needs significant cosmetic upgrades.
    - (2) The need for structural upgrades is unknown.
    - (3) The capability to restructure the space layout may be limited.
    - (4) A lot of planning and work would be needed. It would be a long-term investment. The cost could be extensive, but perhaps it could be done in stages.
    - (5) The utilities cost is unknown.
    - (6) The facility would require additional staff to do custodial work/manage the building.
    - (7) There is a possibility of grant funding.
    - (8) Potential programs that could be offered in the location include ESL/GED, high school diploma program, workforce development, community education, multicultural entrepreneurship, etc.
    - (9) It could possibly be a shared space with the Workforce Center.
    - (10) Some College administrative offices could possibly be relocated from the main campus.
    - (11) It would be a good location for a Career Center to connect people to programs at the college.
  - v) Wells Fargo Bank is expected to sign another one-year lease in September 2024.
  - vi) Next step: Do further visioning about how MCC and the community could use the space.

- 2) **New Firearms/Concealed Carry Laws on Campus:** A new Colorado law effective July 1 impacts higher education. Firearms used to be permitted on campus if the person possessing the gun had a concealed carry permit. The new law states that firearms cannot be brought inside campus buildings, even with a concealed carry permit. The firearms must remain in the owner's vehicle in the parking lot. Ariella Gonzales-Vondy will work with Gene Kind on signage and send communication to students and staff. Curt Freed noted that there has not been a legal challenge to the new law yet. Guns are allowed in institutions of higher education buildings only in specific instances, such as when the colleges have gunsmithing or criminal justice programs. Becky Geltz inquired about whether designated people on campus could carry for the purpose of protecting others. Curt noted that two System Colleges who don't have security staff are piloting a program where non-security staff are going through extensive training to serve in a security capacity, if needed. The law allows an exception for these trained individuals. MCC is not one of the colleges piloting that program, but if the program were expanded in the future may participate.
- 3) **Fall Kickoff All Staff Meeting Date:** Faculty reports back on August 12. The week of August 12 will be an "in-service" week. Numerous department meetings/workshops will be held, especially for faculty. President's Staff selected Wednesday, August 14, from 8-12 in Founders Room for the All-Staff Kickoff meeting and barbecue lunch. Gary Dukes noted that Students Services will be holding a retreat July 10. He is still exploring potential activities for his staff during in-service week. Curt Freed suggested that Student Services staff could help other departments and faculty better understand and collaborate with the department's functions (e.g., advising students or maximizing career services in the classroom). Deb Coates suggested that teaching faculty more about EAB would be helpful. Tracy Schneider noted that her staff will be doing a budget training session for faculty. Deb shared that one of the faculty activities will be a "Great Race" around campus involving 15 teams. Deb will create a calendar of in-service week activities.
- 4) **Other:**
  - a) Jane Fries noted that she was contacted by Kim Pflug from the United Methodist Church who shared that the church has theatre and other audiovisual equipment available to donate if the college is interested.
- 5) **President's Staff Updates:**
  - a) **Deborah Coates:**
    - i) Dr. Brenda Allen will be at MCC on September 27 and will give a presentation to all staff on "Culture and Communications."
    - ii) The Rural College Consortium Convening will be held September 25 at Otero College.
  - b) **Susan Clough:** Absent
  - c) **Gary Dukes:**
    - i) Gary and his team are working on 5-6 searches to fill vacant positions.
  - d) **Amanda Dunn:**
    - i) June 24 marked the beginning of Amanda's second week as the Director of Human Resources. She noted that Julie Beydler and Michele Hodge have been helping provide training.
  - e) **Curt Freed:**
    - i) Curt will be out of the office from the afternoon of June 27 through July 10. He will be taking some annual leave and attending a conference.
  - f) **Jane Fries:**
    - i) Jane is working on setting up the Classified appraisal system in NEOED in preparation to launch it August 1. She is also working on setting up the Faculty appraisal system so it can be launched by August 15. Jane is developing related user guides for employees and supervisors.
    - ii) Jane sent out personalized email invitations on behalf of Curt Freed for the Farmbox Demonstration June 25 and has been collecting RSVPs. Thirteen external constituents have indicated they plan to come, with nine

declining due to schedule conflicts. Several who declined indicated an interest in touring the FarmBox another time.

- iii) The Expanded President's Staff Retreat has been moved to July 31 from 9a.m. – 3 p.m. in Founders Room to not conflict with the HLC site visit July 22.

**g) Becky Geltz:**

- i) Becky finished the initial statistics requested for the Trio grant application. She is working on answering some follow up questions.
- ii) Becky completed a task needed for building out the online schedule.
- iii) Becky is analyzing faculty assessment data.
- iv) Becky is working on data for the Higher Education Emergency Relief Fund (HEERF) report.
- v) Curt referenced a report Becky created that gives an overview of MCC statistics. He suggested adding it to the MCC website.

**h) Ariella Gonzales-Vondy:**

- i) Fall Professional Development Day is scheduled for September 24 at the Fort Morgan Field House. Kelly Rasmussen and Desryan Jenson are the new co-chairs for the Professional Development Committee. Ken Barr, Jr. will facilitate "Part 2" of the Strengths Finders process. Ariella noted that MCC still has access to some Strengths Finders assessments. MCC teams will also have the opportunity to meet with Ken. Afternoon activities will be held on campus.
- ii) Jessica Edington is working remotely for a couple of weeks to work on website accessibility. On June 30, Jessica will remove items from the website that are not accessible and do not have accessibility plans in place. The accessibility law goes into effect July 1, 2024. There is a grace period, but institutions need to show a good faith effort towards meeting the requirement. Non-accessible items on the MCC website that have an accessibility plan in place will be pulled after August 31 if they have not been made accessible by that date. The new MCC portal will launch October 1. Tracy Schneider suggested offering training about accessibility during in-service week. She also suggested adding accessibility to the new employee orientation checklist.

**i) Michele Hodge:**

- i) Employees with "use or lose" leave balances have until June 30 to use the leave. As of July 1, leave will be reduced to the maximum allowed.
- ii) Open enrollment data final reports will be available to Human Resources after July 1.
- iii) The Human Resources Department has until July 12 to enter new salary information.
- iv) There are a few APT appraisals that still need to be completed.
- v) Tracy Schneider noted that some staff who had the free life insurance last year appear to be missing it in this year's open enrollment elections. Michele will look into it.

**j) Tracy Schneider:**

- i) Tracy is working on the HEERF report for the U.S. Department of Education.
- ii) Construction projects are progressing.
- iii) Tracy is providing FY 25 salary information to Human Resources for inclusion in salary notification letters and contracts.
- iv) The Nurse Aide testing scheduled for July 6 at the Fort Morgan campus has been cancelled. This may impact whether the campus will be closed that day over the holiday weekend.

**5) Meeting Adjournment/Next Meeting:** The meeting adjourned at 12:13 p.m. The next President's Staff meeting is scheduled for July 15, 2024.