**BOARD OF TRUSTEES**

**CLOUD COUNTY COMMUNITY COLLEGE**

**JANUARY 24, 2012**

**MISSION**

Cloud County Community College is dedicated to delivering high quality, innovative, affordable, and accessible educational opportunities and services that prepare a diverse population to be critical thinkers and lifelong learners who can meet the challenges of an ever-changing global community.

To assure the delivery of this mission, Cloud County Community College is directed by valid and reliable assessment techniques, which measure the effectiveness and efficiency of all departments in the delivery of curriculum and services in support of student academic success.

**VISION**

Cloud County Community College strives to enrich the lives of our students and the communities we serve.

CLOUD COUNTY COMMUNITY COLLEGE

 BOARD OF TRUSTEES

**AGENDA - January 24, 2012**

Meeting Place: Room 257 in the President’s Addition

 Time: 7:00 p.m.

 1. Call to Order – 7:00 p.m.

 2 Adopt Agenda Decision

 3. Guests’ Comments

 4. Recognitions Information . Information

 5. Program Highlights Information

 6. President’s Message Information

 7. Vice-President Reports Information

 A. Vice President for Academic Affairs

 B. Vice President for Administrative Services

 C. Vice President for Enrollment Management and Student Services

 8. Meeting Reports Information

 9. Geary County Campus Update Information

10. Cloud County Community College Foundation Update Information

11. Strategic Plan Mid-Year Report Information

12. Approval of Minutes of December 20, 2011, January 4, 2012 and January 11, 2012 Decision

13. Finances Decision

 A. Treasurer’s Report

 B. Financial Overview

14. Purchasing and Payment of Claims Decision

15. Personnel Decision

1. President’s Evaluation
2. Resignation – Nick Elniff
3. Other

16. Facilities

1. Turbine Update
2. Other

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

**Agenda - January 24, 2012**

17. Information Items Information

1. Bellwether Award
2. Induction into the Athletic Hall of Fame and Winter Homecoming
3. 2012 Telefund
4. Youth for Music
5. 32nd Annual Scholarship Auction
6. Phi Theta Kappa Academic All Americans
7. NCK Community Band Concert
8. Cook Series
9. Glassman AGC Award

18. Other

19. Appoint Board Negotiating Team Decision

20. Executive Session Executive Session

 A. Consultation with Legal Counsel

 B. Non-elected Personnel

 C. Negotiations

NEXT MEETING – February 28, 2012

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 1

AGENDA ITEM: Call to Order – 7:00 p.m.

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 2

AGENDA ITEM: Adopt Agenda

ITEM TYPE: Decision

COMMENT:

Parliamentary rules recommend the adoption of the Agenda.

RECOMMENDED ACTION:

Adopt the Agenda for the January 24, 2012 Board of Trustees meeting.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 3

AGENDA ITEM: Guests’ Comments

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 4

AGENDA ITEM: Recognitions

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 5

AGENDA ITEM: Program Highlights

ITEM TYPE: Information

COMMENT:

Christy Dexter, Director of the TRiO Program, will update the Board about the TRiO Program.

0CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 6

AGENDA ITEM: President’s Message

ITEM TYPE: Information

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 7

AGENDA ITEM: Vice President Reports

ITEM TYPE: Information

COMMENT:

1. **Vice President for Academic Affairs.**
2. **Vice President for Administrative Services.**
3. **Vice President for Enrollment Management and Student Services.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 8

AGENDA ITEM: Meeting Reports

ITEM TYPE: Information

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 9

AGENDA ITEM: Geary County Campus Update

ITEM TYPE: Information

COMMENT:

A monthly report from the Geary County Campus is enclosed.

Geary County Campus

Report to the Board of Trustees

January 24, 2012

**Student Services Activities – Calvin Shope**

* Financial Aid Information Night was held at Junction City High School. Approximately 50 students and parents attended the event.
* January 12th was Student Services Day at GCC. The staff served several current students and enrolled new 58 students.
* On January 17th, Student Services held a New Student Orientation session. Approximately 40 new students attended the orientation.
* Spring 2012 enrollment continues to indicate growth at the Geary County Campus. As of January 18th, the unduplicated headcount stood at 484 (spring of 2011 figure was 448) with a total number of credit hours at 5168 (compared to the spring of 2011 figure of 4666).

**Campus Dean – Brenda Edleston**

* The work and planning stages for a possible fourth building continue.
* Several campus improvements have taken place over the break: all interior door handles were changed to a style that can be locked from within the room, new window roller shades were installed, and the HVAC system improvements are still in progress.
* We are making plans for the upcoming Foundation fund raiser phone-athon to be held on February 6th.

**Business and Industry training – Jason York**

* In January, the B and I department held one CNA class of ten students.
* Also in January, 15 students completed the CDL course and tested for their license.
* January 23rd through the 26th B and I will hold another CDL class with 15 students.
* The early part of February will be busy with a new CDL Log Book course anticipating 12 students.
* Five CNA classes are slated for the month of February.
* B and I continues to hold monthly CNA state licensing exams.
* The spring EMT course begins February 13th. We anticipate 26 students to be enrolled.
* Jason York attended the annual leadership retreat held by the Chambers of Commerce of Junction City, Manhattan, and Wamego on January 13-14th.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 10

AGENDA ITEM: Cloud County Community College Foundation Update

ITEM TYPE: Information

COMMENT:

A monthly report from the Cloud County Community College Foundation is enclosed.

CCCC FOUNDATION STATUS

January 24, 2012

Since the prior Trustees’ Meeting the following progress has been made at the Cloud County Community College Foundation:

1. Set-up for the Foundation page on the CCCC website is progressing.
2. The Telefund, managed by Heather Boys, is in full swing.
3. The Foundation staff is in the process of securing donations for the Annual Auction, which will be held April 28th. In response to concerns expressed by the public that historically too few items auctioned appeal to men, donations of hunting and fishing gear and guided trips are being solicited for the 2012 Auction to complement the items that appeal solely to women.
4. On December 28, Attorney Dana Brewer notified the CCCC Foundation that Dale D. Cool, a Concordia area farmer , has left a significant portion of his estate to establish the Dale D. Cool Scholarship Fund. When the estate is finally settled this new Scholarship Fund should provide between $20,000 and $40,000 in new scholarships annually! This represents a significant increase in scholarship availability at Cloud County Community College.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 11

AGENDA ITEM: Strategic Plan Mid-Year Report

ITEM TYPE: Information

COMMENT:

According to the Strategic Plan timeline, a mid-year report should be presented to the Board of Trustees. Enclosed is the report identifying progress on the initiatives that has been made through December 2011. Documentation of progress was submitted by the committees overseeing each area. The information was compiled and presented to the Institutional Planning Team. The Institutional Planning Team feels very positive the initiatives and priorities are being addressed. The Annual Report presented in May identified progress to that point and can be used for comparison.

**2009-2011 Strategic Plan**

**Priority 1: Teaching and Learning**

Continued development of CCCC as premier institution for teaching, learning and student success

**Overall Leadership: Vice President for Academic Affairs**

P1A: Assessment and Academic Excellence

* Increased participation in all aspects of assessment
* Secure independent consultation and validation of assessment procedures and results
* Increase opportunities for education and professional development for assessment

Participation in assessment activities has increased; the online format for assessment processes has been implemented and was used this fall semester with standardized, formatted reports generated showing results; there was nearly 100% participation of FT faculty in fall assessment processes; all outreach, concurrent, and online classes will be assessed spring semester; a tutorial for assessment processes has been developed and professional development, especially for adjunct faculty will continue through the spring 2011 semester

**OVERALL**: Significantly implemented

P1B: Program Development and Evaluation

* Continue program review schedule
* Continue to increase participants in ABE/GED programs and articulation to postsecondary education **(addresses KBOR Strategic Question #2: Participation)**
* Active Advisory Committee involvement with faculty in development and review of competencies and required student outcomes **(addresses KBOR Strategic Question #4: Outcomes)**
* Identify new programs of study for development

Program review is on a 2 year review cycle and format is being reviewed for needed revisions; ABE/GED programs and articulation continue; Program advisory committees met during fall 2011 with a focus on program content, student retention and program completion; new courses continue to be developed and B & I opportunities have been expanded; WET classes are all being developed for online delivery with EnergyNET grant dollars; continuing to look for areas of curriculum expansion to be poised to gain from the new tech ed funding formula

**OVERALL**: Process underway, steady progress being made, some benchmarks completed

P1C: Service Learning

* Develop a position statement identifying CCCC’s philosophy on service learning
* Design and implement at least 1 division-wide service learning project per year
* Expand student and community involvement college wide

Service Learning Committee did not meet during the fall 2011 semester; CCCC students and staff have participated in increased numbers of community service opportunities; Canned food drives and coat drives fall 2011 semester had college-wide participation; RA’s develop service learning projects that are supported college-wide.

**OVERALL**: Process underway, steady progress being made, some benchmarks completed

P1D: Educational Systems Alignment **(addresses KBOR Strategic Question #1: Educational Systems Alignment)**

* Develop definition of “college readiness” in conjunction with service area high school representatives
* Engage with service area K-12 leadership to study “college readiness” issues
* Survey preparedness of high school graduates entering post secondary classes
* Review developmental course offerings and design a plan to meet additional student needs

Newly formed Developmental Education Committee has met a few times and will be meeting regularly beginning spring 2012; DE Committee will help begin to address gaps in college readiness; meetings planned for service area to integrate high school perspective into college readiness issues

**OVERALL**: Early efforts are underway; initial actions undertaken

**Priority 2: Students and Student Support**

Stability and strength through retention, growth, student satisfaction and services

**Overall Leadership: Dean of Enrollment Management**

 **Athletic Director**

P2A: Advising

* Review existing advising model to increase student advising opportunities regardless of delivery format
* Continue to enhance faculty advising on the Geary County Campus
* Design and implement a follow-up graduate survey for all students

Additional student surveys have been implemented; Student Services areas has been remodeled to provide a more confidential and conducive atmosphere for student advising and testing; Retention Specialist goes to GCC each week to work with students there; technology is used for increased communication with students; GCC faculty advising implemented in fall 2010 is showing very positive impact

**OVERALL**: Process underway, steady progress being made, number of benchmarks have been completed

P2B: Persistence **(addresses KBOR Strategic Question #3: Persistence)**

* Make directional improvement towards meeting KBOR Performance Agreement goals
* Continue to expand campus wide retention efforts
* Review existing retention goals and efforts

Work continues on meeting Performance Agreement goals; Retention efforts are ongoing with faculty, TRiO, LSC, advising, retention specialist; Development Education Committee will help address retention issues; College Skills course is being taught on both campuses; additional resources have been implemented (Library, online advising) to assist with retention of online students; Graduate survey is in place and being used; GCC has hired a tutoring center paraprofessional

**OVERALL**: Process underway and steady progress being made

P2C: Growth of Student Enrollment

* Expand admissions initiatives college wide
* Refine tracking and reporting of enrollment indicators
* Begin setting college wide enrollment targets
* Expand college wide recruiting efforts

Community activity nights for service area communities and community groups are very successful; GCC Johnson funds have been positive asset to GCC recruiting efforts; weekly enrollment and retention reports continue to be compiled to provide accurate tracking of students; Working to better integrate enrollment, recruiting, reporting efforts so there is college-wide awareness of trends; Enrollment trends continue to show stable enrollment figures; faculty continue to assist with recruiting; college activities and campus promotions focus on recruiting efforts

**OVERALL**: Process underway, steady progress being made, some benchmarks completed

P2D: Increase Student Activities

* Review of existing student activities programs
* Provide additional student cultural activities college wide
* Increase student involvement in planning student activities

Student activities continue to increase with coordination through student housing, student senate, RA’s, and ambassadors; Student Senate and PTK are active on both campuses; Both campuses offer non-traditional student activities; Students serving on strategic planning committees; many groups are working to coordinate activities to better use time and resources; have worked diligently to get all college activities on the college calendar to avoid scheduling conflicts

**OVERALL**: Process underway and steady progress being made

P2E: Athletic Programs

* Identify potential new athletic programs
* Review existing athletic programs
* Set achievement goals in all college athletic programs

Continue to look for ways to expand athletic programs in a cost-effective way; Men’s soccer team was the national champion and last year was the #1 academic soccer program in the nation; Number of CCCC coaches have implemented required study tables; During fall semester, all softball team members except one, had 4.0 gpa

**OVERALL**: Process underway and steady progress being made

**Priority 3: Resources**

Stewardship to support employee satisfaction, fiscal responsibility and stability, and improved facilities

**Overall Leadership: Vice President for Administrative Services**

Human

P3A: Employee Professional Development

* Survey internal and external programs
* Coordinate internally and develop plans for new programs
* Review effectiveness of existing programs

P3B: Competitive Salaries and Benefits

* Review internal salary and benefit levels
* Survey competitive salary and benefit programs
* Develop plans to improve salaries and benefits
* Address employee recruiting and retention

P3C: Employee Health and Wellness

* Survey health and wellness programs
* Review survey results for employee health and wellness
* Continue to implement plans to improve employee health and wellness

Professional development surveys have been submitted for review to help in developing professional development plan; Salary and benefit level information is being reviewed; Employee wellness programs are being promoted; Fitness center opportunities are encouraged for all employees; GCC faculty development series is underway again for 2011-2012; Spring 2012 faculty on campus professional development focus will be on critical thinking; Healthquest newsletter is available to all employees;

**OVERALL**: Ongoing goal, planning and funding process for some, others process underway, steady progress being made

Fiscal

P3D: Satisfactory External Audit

* Maintain full compliance with OMB Circular A-133
	+ Maintain compliance on an annual basis
* Maintain presentations of financial statements fairly in all material respects
	+ Address this on a monthly basis as documents are prepared for the BOT meeting and annually for auditing purposes
* Develop Fraud and Risk Committee

P3E: Financial Reserves

* Set goal for reserve balance in terms of months expenditures
* Establish annual budgets to enhance cash reserve

P3F: Non-operating Fund Balances

* Set goals for non-operating fund balances
* Establish budgets and control to meet established goal for non-operating fund balances

Satisfactory audit completed; CCCC has good reserve balances but they have declined some in the last year

**OVERALL**: Ongoing goal, planning, funding process

P3G: Auxiliary Activities

* Implement POS (point of sale) system in college bookstore
* Integrate POS with administrative software system
* Develop plan to increase residence life occupancy levels
* Develop plan to revitalize existing college apartments
* Continue to work with food service contractor to enhance both profitability and service level

POS and online bookstore has been successfully implemented; Residence life occupancy rates continue to average at expected levels above 92%; no renovation projects are currently underway but the remaining two housing units with structural issues will need to be addressed at some point; active committee continues to work with Treats and has helped spearhead an improvement in the food this fall;

**OVERALL**: Process underway, steady progress being made, some benchmarks have been completed

Facilities

P3H: HVAC

* Develop plans and specs for replacement of HVAC system
* Develop financial plan for the replacement of the HVAC system
* Implement plans for replacement of HVAC system

HVAC replacement is nearly complete with only some final detail issues being addressed; Cloud Power Wind Farm continues to provide electricity to power the heat pumps of the geothermal system; CCCC continues to see a decrease in energy costs and its carbon footprint; CCCC is leader in “green technology” in Kansas higher education; Glassman Corporation is the 2011 recipient of the Association of General Contractors Award for their work with our wind farm/geothermal HVAC installation project

**OVERALL**: Significantly implemented; close to completion

P3I: College Facilities

* Seek input from college community regarding upgrade of college facilities
* Prioritization of upgrade needs
* Identify resource to accomplish upgrades of college facilities
* Implement upgrades consistent with the Master Facilities Plan

Facilities upgrades are ongoing; Facilities Committee is meeting regularly and currently identifying priority projects for summer 2012; potential funding sources will be developed in early spring 2012 for BOT review and possible support; Very positive, initial movement is being made towards possible construction of additional classroom and lab space at GCC

**OVERALL**: Process underway and steady progress being made

P3J: Master Facilities Plan

* Identify resources for initial implementation of MFP
* Prioritize initial implementation of MFP

Continues to be an ongoing goal but no initial resources for implementation have yet been identified; MFP is utilized even as existing campus facilities are renovated and upgraded

**OVERALL**: Ongoing goal, planning, funding process

P3K: College Water and Pressure

* Formalize plan with city for resolution of problem
* Identify potential needed resources to accomplish upgrade
* Install needed upgrades

**OVERALL**: Project completed

Technology

P3L: Technology Committee

* Increase committee effectiveness

P3M: Update Existing Technology Plan

* Review existing technology plan
* Identify technology needs to be included in budgeting process
* Distribute a printed copy of the technology plan
* Discuss and develop a plan for a Faculty Laptop Grant program
* If funding is available, implement grant program by May 2009

P3O: Incorporate Gradekeeper into iCloud

* Have completed by July 2009
* Increase percentage of instructors using Gradekeeper and Onine Grades for keeping grades and attendance
* Add Attendance module to Gradekeeper

Technology committee actively meeting; College website is under redesign with the upcoming implementation of a content management system; Technology funds were used to purchase laptops for all Concordia and GCC faculty who didn’t currently have one; Instructors are using Gradekeeper; All rooms on both campuses have been converted to SMART classrooms except the music room which will be completed SU12; Study of the purchase a learning management system began during the fall semester with an implementation goal of summer 2012

**OVERALL**: Significantly implemented

**Priority 4: College Outreach, Advancement and Partnerships**

Sustain current and create new collaborative partnerships and initiatives

**Overall Leadership: President**

P4A: College Policies and Procedures

* Develop a model for college policies
* Review all existing policies
* Identify a timeline for revision of policies
* Designate committee to spearhead revisions

Instructional Services Team completed the review of all academic policies; All college policies are in the process of being reviewed and revised as needed with expected completion in spring 2012; Policy manuals will be updated when revisions have been completed; updated policies are being placed on the website and in policy manuals, the catalog, and student handbook

**OVERALL**: Process underway and steady progress being made

P4B: Business and Industry Partnerships and Support

* Create a college Advisory Council
* Continue to expand B & I opportunities in the college service area
* Increase opportunities for industry support of college programs
* Promotion of industry support for deferred maintenance program

College Futures Council has not been created at this time; B & I opportunities continue to expand; College advisory committees met as required during the fall semester; Department of Commerce continues to work closely with the WET program to support scholarships and internship opportunities; WET program is one of only 7 programs in the nation to receive the AWEA Seal of Approval; Deferred maintenance dollars collected during the fall semester to support the purchase of a new grand piano for Cook Theatre

**OVERALL**: Process underway and steady progress being made

P4C: College Foundation and Alumni Support

* Develop a comprehensive list of alumni and college supporters
* Publish and distribute quarterly alumni newsletter
* Continue to review and expand opportunities for annual giving
* Develop and cultivate relationships with potential donors

Foundation Director and all Foundation office staff have been hired; Alumni list and college supporters lists have been updated; utilized iWavePro to develop more comprehensive donor list; Foundation staff have developed comprehensive “giving” information to be posted on the website early spring 2012; Work is underway by the Director, staff, and college staff to develop additional college relationships

**OVERALL**: Process underway and steady progress being made

P4D: College Renewable and Sustainable Initiatives

* Implement college wide recycling program
* Explore opportunities for expansion of sustainable initiatives
* Review college activities with regard to environmental impact and implement changes as identified

Collegewide recycling efforts have been implemented; Cloud Power Wind Farm and geothermal HVAC system continue to provide increasing energy savings; Go Green committee continues its work; Go Green Committee sponsors Christmas wrapping event where college employees could bring their presents and have them wrapped in recycled paper; Go Green Committee held campus garage sale with proceeds going to student scholarships; Continue to support hi-way cleanup, utilization of energy efficient lighting, giving way recyclable shopping bags to staff and constituents, providing laptops to BOT for board meeting information to reduce paper usage, etc

**OVERALL**: Process underway and steady progress being made

P4E: Innovative Planning

* Evaluate the need for office of institutional effectiveness, research, and/or planning and make recommendations, as appropriate
* Support strategic planning process
* Implement comprehensive review process of accomplishments
* Involve all constituencies in the planning process
* Coordinate planning and budgeting process to meet strategic planning goals

Institutional effectiveness position has been discussed but tabled until negotiations are completed; New strategic plan initiatives have been discussed and initially identified and will continue to be reviewed during spring 2012; current strategic planning timeline has been met

**OVERALL**: Process underway and steady progress being made

P4F: Promote Diversity and Cultural Enrichment

* Continue to recruit and support a diverse student population
* Provide college wide opportunities for enhancement of global perspective and understanding
* Review existing and develop needed programs for student and staff cultural enrichment opportunities

Continue to explore additional military recruiting initiatives and opportunities; international students are involved in presenting information about their home countries to a number of Concordia classes; Faculty participated in the KU Tilford Conference on Diversity; International/Multicultural potluck and panel discussions held on both campuses; athletic programs continue to recruit more international students; Cook Lecture Series helps to promote diversity opportunities

**OVERALL**: Process underway and steady progress being made

**Priority 5: Accreditation**

Prepare for 2010-2011 HLC visit

**Overall Leadership: Vice President for Academic Affairs**

P5A: Self Study Process

* Name self-study coordinator, establish committees, develop timeline
* Identify college strengths and weaknesses
* Develop process for information gathering and writing
* Prepare for site visit
* Achieve 10 year accreditation

P5B: Attend HLC Annual Meeting

* Send “team” to 2009 Annual Meeting
* Send “team” to 2010 Annual Meeting

November 2010 HLC Site Team Visit resulted in “10 year continuing accreditation” with not follow-up focused visits or reports;

**OVERALL**: Fully implemented and completed

Change request for approval to offer online degree programs will be developed spring 2012; HLC Pathways accreditation process will be phased in within the next couple of years, so discussion and awareness of the process has just begun during fall semester

**OVERALL**: Process underway

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 12

AGENDA ITEM: Approval of Minutes of December 20, 2011, January 4, 2012 and January 11, 2012

ITEM TYPE: Decision

COMMENT:

The minutes of the regular meeting of December 20, 2011 and the special meetings of January 4, 2012 and January 11, 2012 are enclosed.

RECOMMENDED ACTION:

Approve the minutes of December 20, 2011; January 4, 2012 and January 11, 2012.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 13

AGENDA ITEM: Finances

ITEM TYPE: Decision

COMMENT:

**A. Treasurer’s Report and Financial Report.** These reports are enclosed.

RECOMMENDED ACTION: Approve the Treasurer’s Report as of

December 31, 2011 with a cash balance of $4,588,673.97.

**B. Financial Overview.** The financial overview of the College as of the end of December will be presented.

CLOUD COUNTYCOMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 14

AGENDA ITEM: Purchasing and Payment of Claims

ITEM TYPE: Decision

COMMENT:

The purchase orders are enclosed or are available from the Clerk of the Board.

RECOMMENDED ACTION:

Approve the recommendations as stated.

CLOUD COUNTYCOMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

(A) LIST

**APPROVAL OF EXPENDITURES OR TRANSFERS OF COLLEGE FUNDS OVER $5,000.**

This list contains requests for approval of expenditures or transfers of college funds over $5,000.

For some of the items listed, checks will be released prior to the next Board meeting and approval

of this list by the Board at this meeting will also authorize release of the checks. The other items,

orders will be prepared, and the payment of claims will be approved at the next Board meeting.

RECOMMENDED ACTION: Approve this list of expenditures or transfers of college funds over

$5,000.

1. 01-83-9100-742 McGraw-Hill Companies Textbooks $ 10,481.48

 2. 01-83-9100-742 CENGAGE Learning Textbooks 10,900.00

1. 01-28-1127-799 Fort Hays State University eLearning design for WET 66,250.00

 courses

1. 01-11-6102-602 Card Services Air fare & one-night hotel 2,254.52

 for Bellwether

 01-11-6102-616 Conference registration for 3,000.00

 Bellwether

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 15

AGENDA ITEM: Personnel

ITEM TYPE: Decision

COMMENT:

**A. President’s Evaluation.**

**B. Resignation – Nick Elniff.** Nick Elniff has resigned his position as Director of Information Technology effective January 17, 2012. Nick has been an employee of Cloud County Community College since May 2007. His letter of resignation is enclosed.

 RECOMMENDED ACTION: Accept the resignation of Nick Elniff as Director of Information Technology effective January 17, 2012 and authorize the administration to fill the position.

**C. Other.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 16

AGENDA ITEM: Facilities

ITEM TYPE: Decision

COMMENT:

**A, Turbine Update.**

**B. Other.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 17

AGENDA ITEM: Information Items

ITEM TYPE: Information

COMMENT:

1. **Bellwether Award.** In November Cloud County Community College was named one of 10 Bellwether Finalists in the Planning, Finance and Governance category. Greg Askren, Kim Krull, Bob Maxson and Jenny Acree will be traveling to Orlando, Florida on January 28 to present our program at the Community College Futures Assembly.

**B. Induction into the Athletic Hall of Fame and Winter Homecoming.** The 2012 Induction into the Athletic Hall of Fame and Winter Homecoming will be held Saturday, February 4, 2012. The men’s and women’s basketball teams will be playing Colby Community College that evening.

**C. 2012 Telefund.** The 2012 telefund started January 22, 2012 and will continue through February 6, 2012.

**D. Youth for Music.** The 42nd Annual Youth for Music sponsored by Cloud County Community College and Tom’s Music House will be held January 28-29, 2012. Rehearsals will take place on Saturday, January 28; and more than 300 area high school students will perform either in the band or one of the two choirs on Sunday, January 29, at the Brown Grand Theatre.

**E. 32nd Annual Scholarship Auction.** The 32nd Annual Scholarship Auction will be held Saturday, April 28, 2012, at the National Guard Armory. The silent auction begins at 5:30 p.m., dinner at 7:00 p.m. and the live auction at 8:00 p.m.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 17

AGENDA ITEM: Information Items (Cont’d)

ITEM TYPE: Information

COMMENT:

**F. Phi Theta Kappa Academic All Americans.** The PTK Academic All-Americans will be honored in Topeka on February 16, 2012. The students from the Concordia Campus are Melissa Bekemeyer and Kristen Harris, and the students from the Geary County Campus are Proebe de Guzman Ybanez and Fides de Guzman Ybanez, Jr.

**G. NCK Community Band Concert.** The NCK Community Band will be in concert with the Concordia High School Band on Thursday, February 16, 2012, at 7:00 p.m. in the Concordia High School Auditorium.

**H. Cook Series.** As part of the Mont Alto Motion Picture Theatre Orchestra, the silent film *Steamboat Bill Jr.* will be shown Monday, February 27, in Cook Theatre at 7:00 p.m.

**I.** **Glassman Associated General Contractors Award.** Glassman Corporation and Cloud County Community College were presented the 2011 Specialty Contractor Award on January 20 at the Associated General Contractors of Kansas convention for our HVAC project.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 18

AGENDA ITEM: Other

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 19

AGENDA ITEM: Appoint Board Negotiating Team

ITEM TYPE: Decision

COMMENT:

The Board Chair needs to appoint two members and an alternate to the College Negotiating Team.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 24, 2012

ITEM NO: 20

AGENDA ITEM: Executive Session

ITEM TYPE: Executive Session

COMMENT:

1. **Consultation with Legal Counsel.**
2. **Non-elected Personnel.**
3. **Negotiations.**