**BOARD OF TRUSTEES**

**CLOUD COUNTY COMMUNITY COLLEGE**

**MAY 27, 2014**

**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 - May 27, 2014**

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. President’s Message Information

 6. 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

 7. Meeting Reports Information

 8. Geary County Campus Update Information

 9. Cloud County Community College Foundation Update Information

10. Approval of Minutes of April 29, 2014 and May 5, 2014 Decision

11. Finances Decision

 A. Treasurer’s Report

 B. Financial Overview

 C. 2014-2015 Jenzabar Contract

12. Purchasing and Payment of Claims Decision

13. Bids Decision

1. Fascia Painting
2. Thunder Heights Parking
3. Vending Contract

14. Personnel Decision

1. Contract Renewal Recommendations for Administrative

Personnel – 2014-2015

1. Geary County Campus Admissions Counselor/Military Liaison
2. Resignation – Katrina Sorell
3. Director of Assessment and Accreditation
4. Other

CLOUD COUNTY COMMUNITY COLLEGE

 BOARD OF TRUSTEES

**Agenda - May 27, 2014**

15. Facilities

1. Summer Projects
2. Other

16. Policies Information

 A. B4 – Professional Development and Travel

 B. B9 – President

 C. C1 – President

 D. C3 – Employee Classifications

 E. C10 – Problem Resolution

 F. C12 – Benefits

 G. C13 – Declared Holidays

 H. C14 – Employee Tuition and Comprehensive Fee Benefit

 I. C18 – Shared Sick Leave Pool

 J. C20 – President’s Travel

 K. C22 – Emeritus Status

 L. D18 – Internet and Adjunct Pay

 M. E7 – International Student Health Insurance

 N. AP1 – Institutional Policy

 O. AP2 – Administrative Personnel

 P. AP3 – Salary and Payroll

 Q. AP4 - Benefits

 R. AP5 – Leaves of Absence

 S. AP6 – Retirement

 T. AP7 – Resignation, Termination and Nonrenewal

 U. AP8 – Vacation and Holidays

 V. AP9 – Evaluations

 W. AP10 – Hiring Practices

 X. SS1 – Support Staff Personnel Definitions

 Y. SS2 – Hiring New Employees

 Z. SS3 – Wages and Salaries

 AA. SS4 – Benefits

 BB. SS5 – Employee Relations

 CC. SS6 – Separation of Employment

 DD. SS7 – Evaluations

17. Scholarship Request Decision

18. Information Items Information

1. KACCT/COP

 B. Cloud County Community College Foundation Spring Meeting

 C. Summer Camps

 D. Kid’s College

 E. Cloud County Community College T-Bird Golf Tournament

CLOUD COUNTY COMMUNITY COLLEGE

 BOARD OF TRUSTEES

**Agenda - May 27, 2014**

19 Other

1. 2014-2015 Organizational Meeting Decision

20. Executive Session Executive Session

 A. Consultation with Legal Counsel

 B. Non-elected Personnel

 C. Negotiations

NEXT MEETING – June 24, 2014

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 1

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

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

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 May 27, 2014 Board of Trustees meeting.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 3

AGENDA ITEM: Guests’ Comments

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 4

AGENDA ITEM: Recognitions

ITEM TYPE: Information

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 5

AGENDA ITEM: President’s Message

ITEM TYPE: Information

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 6

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

May 27, 2014

ITEM NO: 7

AGENDA ITEM: Meeting Reports

ITEM TYPE: Information

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 8

AGENDA ITEM: Geary County Campus Update

ITEM TYPE: Information

COMMENT:

A report from the Geary County Campus is enclosed.

Geary County Campus

Report to the Board of Trustees

May 27, 2014

This report highlights the recent activities of the offices of the Associate Vice-President, Coordinator of Student Services and Director of Business and Industry Programs.

**Campus Activities – Brenda Edleston**

* On Wednesday, May 7th, the GCC TRiO students and staff members Keela Andrews, Christy Streeter and Tara Shrake hosted a potluck to raise funds in support of the Dolly Parton Imagination Library of Junction City. This not-for-profit group provides books to preschoolers, from infancy through age five. The TRiO group raised $345.00 during the one-and-one-half-hour event. They plan to make this an annual or biannual occurrence.
* On Friday, May 2, Brenda Edleston accompanied Dr. Craig Lamb and members of the A and P Club to Enterprise Elementary School to show the Agri-Biotechnology mobile lab and promote science education.
* Also on May 2, forty-five seventh-grade students from Junction City Middle School were on campus. These students are members of a group called AVID – Advancement Via Individual Determination. AVID's mission is to close the achievement gap by preparing all students for college readiness and success in a global society. The students learned about the similarities and differences between two-year and four-year colleges. They also heard about the Geary County Campus and how to go about attending Cloud County Community College. Cathy Troupe and Cindy Lamberty demonstrated “science magic” in their laboratories. The group then toured the campus.
* Brenda Edleston attended the TRAC-7 planning retreat in Wichita May 5 and 6. The consortium is working on implementation plans for year four of the TAACCCT grant.
* GCC staff met with DelRay Capper on May 23 to review updates and improvements in our Jenzabar implementation.

**Student Services Activities – Jennifer Zabokrtsky**

* Maria Fry administered the Compass placement test to 27 prospective students between April 15 and May 19.
* Twenty prospective concurrent students from Chapman High School Compass tested on May 20th at the GCC.
* Jenny Acree and Deanna Kymer were on the Geary County Campus May 8 taking pictures of campus life and individual students for Cloud’s website and marketing materials.
* One hundred forty-one students were entered into a drawing to win one of four $250 Foundation Scholarships for enrolling in Fall classes by the end of the Spring semester. Serena Baetz, Criminal Justice major from Enterprise, KS; Casandra Lawrence, Ag Business major from Burdick, KS; Alyssa Moenning, Early Childhood Education major from Junction City, KS and Rachel Wiggins, Business major from Junction City, KS won the $250 scholarships.
* Jennifer Zabokrtsky and Maria Fry attended the Kansas Association of Financial Aid Administrators (KASFAA) conference in Topeka April 23 and 24.
* Jennifer Zabokrtsky traveled to the Concordia Campus May 19 to attend a Military Friendly Webinar and complete the GI Jobs Military Friendly College Survey with Patti Elliott and Jenny Acree.
* Enrollment update as of May 16:

|  |  |  |
| --- | --- | --- |
| Term | Students | Credit Hours |
| Summer 2014 | 129 | 886 |
| Summer 2013 | 161 | 903 |
|  |  |  |
| Fall 2014 | 134 | 1437 |
| Fall 2013 | 162 | 1768 |

**Business and Industry Programs**

* An evening CDL Phase I training was held May 20, 22, 27, and 29. CDL Phase II training (behind-the-wheel driving) is ongoing with DMV examinations scheduled at the Junction City DMV.
* In April, two high school seniors enrolled in CDL training utilizing Senate Bill 155, Governor Brownback’s Career and Technical Education Initiative, to pay tuition (but not fees) for the course.
* Upcoming Motorcycle Safety Training sessions include the weekends of June 6-8 and June 20-22.
* In cooperation with JoDee Aldridge-Ball, Coordinator of Allied Health:
	+ Ten students started CNA Online-Hybrid courses May 5.
	+ The next CNA Online-Hybrid training begins June 2 and ten seats are available.
	+ Two sections of Certified Medication Aide training began in May. Both sections were full. To meet the varied needs of students, one class was entirely face-to-face and the other course was a hybrid with online and face-to-face study.
	+ We are still enrolling students for the Summer 2014 EMT class which begins on May 28.
	+ We are actively recruiting CNA instructors for all communities throughout the College’s service area. We are in need of instructors and any referrals are appreciated.
* Advanced Call Center Technologies is opening an additional call center in Junction City and is expected to bring up to 650 jobs. They take possession of their building on June 1. They will be conducting training on the Geary County Campus June 2-6 for 35 call service agents while their permanent facility is being equipped.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 9

AGENDA ITEM: Cloud County Community College Foundation Update

ITEM TYPE: Information

COMMENT:

A report from the Cloud County Community College Foundation will be presented at the meeting.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 10

AGENDA ITEM: Approval of Minutes of April 29, 2014 and May 5, 2014

ITEM TYPE: Decision

COMMENT:

The minutes of the regular meeting of April 29, 2014 and the special meeting of May 5, 2014 are enclosed.

RECOMMENDED ACTION:

Approve the minutes of April 29, 2014 and May 5, 2014.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 11

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 April 30, 2014 with a cash balance of $5,486,819.53 at Central National Bank.

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

**C. 2014-2015 Jenzabar Contract.** Enclosed is information on the contract with Jenzabar for professional services.

 RECOMMENDED ACTION:

1). Authorize the President to execute a contract with Jenzabar for $24,000 to provide remote server management services (RSMS) for the 2014-2015 academic year beginning July 7, 2014 and authorize payment.

2). Authorize the President to execute an amendment to the 2013-2014 contract with Jenzabar providing an extension of time to use the remaining onsite training and support and remote database administration (RDBA) hours at the stated discounted rates for the 2014-2015 academic year and authorize payment.

**Memorandum**

**To:** Board of Trustees

**From:** Amy Lange, Vice President for Administrative Services

Danette Toone, President

**Date:** 5/27/2014

**Re:** Jenzabar Professional Services Contract for 2014-2015

On June 25, 2013, the Board approved a professional services contract with Jenzabar for training and support of the Jenzabar EX software purchased by the college in 2005. The contract approved was intended for the 2013-2014 academic year with a cost not to exceed $247,800. Tech fees were used for this purchase.

This contract included remote server management services (RSMS) for $24,000, which provided ongoing “behind the scenes” support to insure the server housing the Jenzabar software is maintained in consistent operations and applicable updates are made in a timely manner with minimal interruption to daily operations. Because of the college’s investment in the Jenzabar software, which supports functions critical to college operations such as admissions, financial aid and the business office, we believe it is necessary to continue the RSMS support provided by Jenzabar during the 2014-2015 academic year.

The 2013-2014 contract also included 1,600 hours for onsite training and support and 200 hours for remote database administration (RDBA) services. This pool of hours provided staff necessary training and support to fully implement the software components purchased, thereby improving workflow efficiency and reporting capabilities of the college. Additionally this pool of hours provided the technical support necessary to develop reports required by state agencies.

We anticipate having 653 hours remaining from the 2013-2014 contract at the end of the current contract term, which expires July 6, 2014. Jenzabar has agreed to allow us to continue to use these hours at the current discounted rate of $120 per hour through December 31, 2014. Hours remaining after December 31, 2014 may be purchased at a revised discounted rate of $135 per hour and must be used prior to June 30, 2015. The college may purchase an additional pool of hours according to the then current managed services consulting pool hourly rates, which begin at $200 per hour and are then discounted based on volume of hours purchased.

Recommendation #1: Authorize the president to execute a contract with Jenzabar for $24,000 to provide remote server management services (RSMS) for the 2014-2015 academic year, beginning July 7, 2014 and authorize payment.

Recommendation #2: Authorize the president to execute an amendment to the 2013-2014 contract with Jenzabar providing an extension of time to use the remaining onsite training and support and remote database administration (RDBA) hours at the stated discounted rates for the 2014-2015 academic year and authorize payment.

CLOUD COUNTYCOMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 12

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

May 27, 2014

(A) LIST

**APPROVAL OF EXPENDITURES OR TRANSFERS OF COLLEGE FUNDS OVER $10,000.**

This list contains requests for approval of expenditures or transfers of college funds over $10,000.

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

$10,000.

1.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 13

AGENDA ITEM: Bids

ITEM TYPE: Decision

COMMENT:

**A. Fascia Painting.** Bids for painting the fascia on the main building were solicited and were to be opened May 13, 2014. No bids were received, and the administration recommends soliciting quotes directly from contractors.

RECOMMENDED ACTION: Approve allowing Administrative Services to solicit quotes directly from contractors and enter into a contract for painting of the fascia and trimwork as permitted by Board policy.

**B. Thunder Heights Parking.** Bids for construction of an auxiliary parking lot for Thunder Heights were solicited and opened May 13, 2014. The administration recommends rejecting all bids and postponing the project.

 RECOMMENDED ACTION: Reject all bids received for construction of an auxiliary parking lot for Thunder Heights and postpone the project.

**C. Vending Contract.** Bids for an exclusive snack and beverage services contract were solicited and opened May 20, 2014. The administration recommends approving the bid submitted by Snack Express/Mahaska.

 RECOMMENDED ACTION: Approve the bid of Snack Express/Mahaska and enter into an annual contract with options for up to four (4) automatic annual renewals providing for the rights to exclusive snack and beverage Service at Cloud County Community College’s Concordia and Geary County Campuses, with the initial contract beginning July 1, 2014.

**Memorandum**

**To:** Board of Trustees

**From:** Amy Lange, Vice President for Administrative Services

Danette Toone, President

**Date:** 5/27/2014

**Re:** Fascia Painting Bid

On April 16, 2014, we requested bids for painting of the fascia at the main building on the Concordia campus. Bid invitations were sent to Alpha Painters (Salina), Darrell Claycamp (Mankato), Heritage Painting & Remodeling (Cawker City), Howard Painting (Chapman), JP Designs (Beloit), Leroy Dreiling Painting Contractors (Salina), Lloyd’s Painting (Concordia), Paint It Right (Salina), Painter’s Ink (Salina), and Schneider Painting Services (Belleville). The bid documents were also made available at the office of Campbell and Johnson, PA, Cloud County Community College, and the Salina Area Chamber of Commerce. No bids were received at the time of the bid letting on May 13, 2014. The architect’s estimate for the scope of work described in the bid documents is $3,745.50.

Recommendation: Allow Administrative Services to solicit quotes directly from contractors and enter into a contract for painting of the fascia and exterior trimwork as permitted by Board policy.

**Memorandum**

**To:** Board of Trustees

**From:** Amy Lange, Vice President for Administrative Services

Danette Toone, President

**Date:** 5/27/2014

**Re:** Rejection of Bids for Thunder Heights Auxiliary Parking Lot

On April 16, 2014, bids were requested for construction of an auxiliary parking lot to serve the residents of Thunder Heights on the Concordia Campus. Bid invitations were sent to APAC Kansas (Salina), Griffin’s Contracting (Minneapolis), Koch Excavating (Concordia), Malm Construction (Lindsborg), Snavely Excavating & Septic Systems (Concordia), Tri-Rivers Concrete Construction (Salina), Victor Collins Construction (Concordia), and Wilbrandt Construction (Clyde). The bid documents were also made available at the office of Campbell and Johnson, PA, Salina Blueprint, and the Salina Area Chamber of Commerce.

Sealed bids were opened at 2:00 p.m. on May 13, 2014, and the results are as follows:

Bidder Base Bid Alternate #1 Alternate #2

 (Aggregate) (Asphalt Millings) (Concrete)

APAC Kansas $59,226.25 $57,180.25 N/A

Koch Excavating $22,920.00 N/A $79,950.00

The engineer’s estimate for the base bid is $11,104.03.

Recommendation: Reject all bids and postpone the project.

**Memorandum**

**To:** Board of Trustees

**From:** Amy Lange, Vice President for Administrative Services

Danette Toone, President

**Date:** 5/27/2014

**Re:** Vending Bid **(**Exclusive Snack and Beverage Service Contract)

Bids were requested on May 5, 2014 for an exclusive snack and beverage service contract intended to serve both the Concordia and Geary County campuses. Bid invitations were sent to Snack Express / Mahaska (Salina), Two Rivers Vending Company (Salina), KC Vending (Washington), and Coca-Cola Bottling Company (Topeka). When awarded, the exclusive snack and beverage contract would provide for regular service of all vending machines and revenue to the College based on a specified commission rate for snacks and beverages sold from the vending machines. This contract also provides opportunities for the college to receive additional product, marketing materials, and monetary contributions from the successful vendor. The contract would be an annual contract commencing July 1, 2014 with options for up to four (4) automatic annual renewals, resulting in the potential for expiration on June 30, 2019.

Sealed bids were opened at 2:15 p.m. on May 20, 2014, and the results are as follows:

Bidder Commission Additional Donations

KC Vending 12% Beverage / 12% Snack No

Snack Express / Mahaska 40% Beverage / 20% Snack Yes

In addition to the basic required service and commission rates described in the table above, Snack Express / Mahaska will provide refrigerated coolers, rolling carts, fountains with 25 canisters of pre-mix, squeeze bottles and coolers, 50 cases of product, $500.00 of promotional items per year, as well as an annual cash donation of $1,000.00.

Recommendation: Approve the bid of Snack Express / Mahaska and enter into an annual contract with options for up to four (4) automatic annual renewals providing for the rights to exclusive snack and beverage service at Cloud County Community College’s Concordia and Geary County Campuses, with the initial contract beginning July 1, 2014.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 14

AGENDA ITEM: Personnel

ITEM TYPE: Decision

COMMENT:

**A. Contract Renewal Recommendations for Administrative Personnel – 2014-2015.**

 It is time for the Board of Trustees to renew the contracts for full-time and part-time administrative personnel for the 2014-2015 contract year. The list of people to be renewed is enclosed.

 RECOMMENDED ACTION: Renew the contracts for the full-time and part-time administrative personnel for 2014-2015.

**B. Geary County Campus Admissions Counselor/Military Liaison.** The search committee and the President recommend the appointment of Kimberly Wagner to the full-time, twelve-month, KPERS-covered position of Admissions Counselor/Military Liaison at the Geary County Campus effective June 1, 2014 through June 30, 2015.

RECOMMENDED ACTION: Approve the appointment of Kimberly Wagner to the position of Admissions Counselor/Military Liaison on a full-time, KPERS-covered, professional services contract effective June 1, 2014 through June 30, 2015.

**C. Resignation – Katrina Sorell.** Katrina Sorell has resigned her position as Library Associate Specialist effective May 29, 2014. Katrina has been an employee at Cloud County Community College since October 2011. Her letter of resignation is enclosed.

 RECOMMENDED ACTION: Accept the resignation of Katrina Sorell as the Library Associate Specialist effective May 29, 2014.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 15

AGENDA ITEM: Facilities

ITEM TYPE:

COMMENT:

**A. Summer Projects.**

**B. Other.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 16

AGENDA ITEM: Policies

ITEM TYPE: Information

COMMENT:

**A. Policy B4 – Professional Development and Travel.** Procedures changed.

**B. Policy B9 – President.** Moved from C1.

**C. Policy C1- President.** Delete. Moved to B9.

**D. Policy C3 – Classifications.** New policy.

**E. Policy C10 – Problem Resolution.** Procedures changed.

**F. Policy C12 – Benefits.** Procedures changed.

**G. Policy 13 – Declared Holidays.** Remove, included in revised C12.

**H. Policy 14 – Employee Tuition and Comprehensive Fee Benefit.** Remove, included in revised C12.

**I. Policy 18 – Shared Sick Leave Pool.** Remove, included in revised C12.

**J. Policy C20 – President’s Travel.** Remove.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 16

AGENDA ITEM: Policies (Cont’d)

ITEM TYPE: Information

COMMENT:

**K. Policy C22 – Emeritus Status.** New policy.

**L. Policy D18 – Internet and Adjunct Pay.** A general policy statement was written and existing policy was moved to procedures and updated.

**M. Policy E7 – International Student Health Insurance.** New policy.

**N. Policy AP1 – Institutional Policy.** Remove.

**O. Policy AP2 – Administrative Personnel.** Changed name from “Definitions and Contracts” and updated procedures.

**P. Policy AP3 – Salary and Payroll.** A general policy statement was written and existing policy was moved to procedures and updated.

**Q. Policy AP4 – Benefits.** Remove, included in revised C12.

**R. Policy AP5 – Leaves of Absence.** A general policy statement was written and existing policy was moved to procedures and updated.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 16

AGENDA ITEM: Policies (Cont’d)

ITEM TYPE: Information

COMMENT:

**S. Policy AP6 – Retirement.** Policy changed.

**T. Policy AP7 – Resignation, Termination and Nonrenewal.** A general policy statement was written and existing policy moved to procedures and updated.

**U. Policy AP8 – Vacation and Holidays.** A general policy statement was written and existing policy was moved to procedures and updated.

**V. Policy AP9 – Evaluations.** A general policy statement was written and existing policy was moved to procedures and updated.

**W. Policy AP10 – Hiring Practices.** Remove, included in C2

**X. Policy SS1 – Support Staff Personnel Definitions.** A general policy statement was written and existing policy was moved to procedures and updated.

**Y. Policy SS2 – Hiring New Employees.** Policy changed.

**Z. Policy SS3 – Wages and Salaries.** A general policy statement was written and existing policy was moved to procedures and updated.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 16

AGENDA ITEM: Policies (Cont’d)

ITEM TYPE: Information

COMMENT:

**AA. Policy SS4 – Benefits.** A general policy statement was written and existing policy was moved to procedures and updated.

**BB. Policy SS5 – Employee Relations.** A general policy statement was written and existing policy was moved to procedures and updated.

**CC. Policy SS6 – Separation of Employment.** A general policy statement was written and existing policy was moved to procedures and updated.

**DD. Policy SS7 – Evaluations.** Policy changed.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 17

AGENDA ITEM: Scholarship Request

ITEM TYPE: Decision

COMMENT:

The amount to be requested from the Cloud County Community College Foundation for the Scholarship Program will not exceed $113,975.

RECOMMENDED ACTION:

Authorize the President to request from the Cloud County Community College Foundation not more than $113,975 for the Scholarship Program.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 18

AGENDA ITEM: Information Items

ITEM TYPE: Information

COMMENT:

**A. KACCT/COP Retreat.** The KACCT and the Council of Presidents Retreat will be held Friday and Saturday, June 13 and 14, at Garden City Community College.

**B. Cloud County Community College Foundation Spring Meeting.** The spring meeting of the Foundation is Tuesday, June 10, on the Concordia Campus. Dinner will be at 6:00 p.m. with the meeting immediately following.

**C. Summer Camps.** Volleyball and basketball campus will be held in June. Girls basketball camp is June 2-5; volleyball camp is June 9-12 and boys basketball camp is June 16-10.

**D. Kid’s College.** Kid’s College will be held July 14-17 at 1:00 p.m. to 4:00 p.m. The theme is “The Arctic Chill.”

**E. Cloud County Community College T-Bird Golf Tournament.** The 14th Annual

T-Bird Classic Golf Tournament is scheduled for Saturday, August 9, at the 19th Hole.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 19

AGENDA ITEM: Other

ITEM TYPE:

COMMENT:

**A. 2014-2015 Organizational Meeting.** In the past when no new Board members were coming on as of July 1, we have scheduled the next year’s organizational meeting with the regular meeting in June. If this is the desire of the Board, Policy B1 – Board Meeting must be waived.

RECOMMENDED ACTION: Waive Policy B1 – Board Meeting and hold the organizational meeting of the Board during the regular meeting on June 24, 2014.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

May 27, 2014

ITEM NO: 20

AGENDA ITEM: Executive Session

ITEM TYPE: Executive Session

COMMENT:

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