**BOARD OF TRUSTEES**

**CLOUD COUNTY COMMUNITY COLLEGE**

**February 23, 2016**

**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 - February 23, 2016**

Meeting Place: Room 257 in the President’s Addition

Time: 6:00 p.m.

1. Call to Order – 6:00 p.m.

2. Adopt Agenda

3. Guests’ Comments

4. Student Senate

5. Consent Agenda

A. Approval of Minutes of January 26, 2016 and February 4, 2016

B. Treasurer’s Report

C. Purchasing and Payment of Claims

D. Personnel

6. Reports

A. President’s Message

B. Vice President for Academic Affairs

C. Vice President for Administrative Services

D. Vice President for Student Services and Development

E. Vice President for Information Technology

F. Meetings Trustees Attended

7. Discussion Items

A.

8. Action Items

A. Wayfinding Signage

B. Ag Education Lab Facility – Resolution 1516-5

9. Other

A. Budget Work Session

10. Executive Session Followed by Decision

A. Negotiations

B. Consultation with Legal Counsel

C. Non-elected Personnel

NEXT MEETING – March 29, 2016

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 1

AGENDA ITEM: Call to Order – 6:00 p.m.

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

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 February 23, 2016 Board of Trustees meeting.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 3

AGENDA ITEM: Guests’ Comments

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 4

AGENDA ITEM: Student Senate

ITEM TYPE:

COMMENT:

**A. Concordia Campus.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 5

AGENDA ITEM: Consent Agenda

ITEM TYPE: Decision

COMMENT:

1. **Approval of Minutes of January 26, 2016 and February 4, 2016.** The minutes of the regular meeting of January 26, 2016 and the minutes of the special meetings of January 26, 2016 and February 4, 2016 are enclosed.
2. **Treasurer’s Report.** The Treasurer’s Report as of January 31, 2016 shows a balance of $10,378,762.89 at Central National Bank.
3. **Purchasing and Payment of Claims.** The purchase orders are enclosed or are available from the Clerk of the Board.
4. **Personnel.**

1) President’s Contract. A four-year rolling contract with the rest of the contract remaining the same as 2015-2016 is recommended, except a potential raise in salary will be the same as Administrative raises.

2) Karlie Hood – Resignation. Karlie Hood has resigned her position as an Admissions Counselor effective February 12, 2016. Karlie has been an employee at Cloud County Community College since May 2014. Her letter of resignation is enclosed. The administration recommends accepting this resignation.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 5

AGENDA ITEM: Consent Agenda (Cont’d)

ITEM TYPE: Decision

COMMENT:

**D. Personnel (Cont’d).**

3) Della Strait – Resignation. Della Strait has resigned her position as an Instructor in Nursing effective May 16, 2016. Della has been an employee of Cloud County Community College since August 2006. Her letter of resignation is enclosed. The administration recommends accepting this resignation.

4) Information Technology Technician. The search committee has been reviewing applications and interviewing candidates for this position. If available, a recommendation will be made for this position.

RECOMMENDED ACTION:

Approve the items included in the Consent Agenda as presented.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

(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.

1. 01-83-9100-742 Nebraska Book Co. Book buyback $ 40,892.46

2. 01-34-2010-516 Cloud County Community TRiO fringe benefits 14,861.44

College (Jan-Apr 2016)

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| --- | --- |
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CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 6

AGENDA ITEM: Reports

ITEM TYPE: Information

COMMENT:

**A. President’s Message.**

1. 2016 Telefund
2. Induction into the Athletic Hall of Fame and Winter Homecoming

**B. Vice President for Academic Affairs.**

**C. Vice President for Administrative Services.**

1. Financial Overview
2. Facilities

**D. Vice President for Student Services and Development.**

1. **Vice President for Information Technology.**
2. **Meetings Trustees Attended.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 7

AGENDA ITEM: Discussion Items

ITEM TYPE: Discussion

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 8

AGENDA ITEM: Action Items

ITEM TYPE: Decision

COMMENT:

**A. Wayfinding Signage.** Bids were requested for wayfinding signage at the Concordia Campus on December 18, 2015. Enclosed is the information on the bids received and the recommendation by the administration.

RECOMMENDED ACTION: Approve the bid of Apple One Media in the amount of $13,517.60 and a 15% contingency in the amount of $2,027.64 for exterior wayfinding signage and authorize payment from Dane Hansen Funds.

**B. Ag Education Lab Facility.** The College is applying for a grant from the Cloud County Commissioners for Wind Farm Funds to support the construction of the Ag Education Lab Facility. Enclosed is Resolution 1516-5 supporting this application.

RECOMMENDED ACTION: Approve Resolution 1516-5 supporting the application for a grant from the Cloud County Commissioners for Wind Farm Funds to support the construction of the Ag Education Lab Facility.

**Memorandum**

**To:** Board of Trustees

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

Danette Toone, President

**Date:** 2/23/16

**Re:** Approval of Exterior Wayfinding Signage Bid

Bids were requested on December 18, 2015 for exterior wayfinding signage at the Concordia campus. As you may recall, the wayfinding signage project was discussed at the September 29, 2015 Board meeting. CCCC obtained approval for a license agreement on October 21, 2015 by the Concordia City Commission to place several of these signs in the right-of-way along Campus Drive and College Drive. The existing sign at State & 18th Street will also be replaced as part of this project. The scope of work includes fabrication and installation of 16 black metal signs with white vinyl lettering. The larger signs will also include a graphic at the top depicting the college’s mascot, Thor, to aid in branding of the college campus. Installation of the signs will be completed by June 30, 2016. The college received a grant in the amount of $50,000 from the Dane G. Hansen Foundation for use on this project.

Bid invitations were sent to Apple One Media (Belleville, KS) and Wildside Creative (Concordia, KS), and were advertised on the college website and in the Blade-Empire. A pre-bid meeting was held January 13, 2016 with Apple One Media, Schurle Signs, Star Signs and Wildside Creative in attendance.

Sealed bids were opened at 2:00p.m. on Friday, February 12, 2016. Results follow.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| VENDOR | FABRICATION | INSTALLATION | TOTAL BID | SIGN MATERIAL |
| **Apple One Media** | **$9,517.60** | **$4,000.00** | **$13,517.60** | **Steel** |
| Star Signs | $16,083.00 | $7,677.00 | $23,760.00 | Aluminum |
| Wildside Creative | $29,894.05 | $8,251.02 | $38,145.07 | Aluminum |
| Schurle Signs | $49,035.00 | $7,180.00 | $56,215.00 | Aluminum |

Administration also recommends approval of a 15% contingency in addition to the bid amount for unforeseen expenses associated with this project.

Recommendation: Approve the bid of Apple One Media in the amount of $13,517.60 and a 15% contingency in the amount of $2,027.64 for exterior wayfinding signage and authorize payment from Dane Hansen Funds.

**BOARD RESOLUTION 1516-5**

At the regular meeting of the Board of Trustees of Cloud County Community College on

February 23, 2016 the following resolution was proposed and approved by the Board:

WHEREAS, the mission of Cloud County Community College states that 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;

WHEREAS, the Cloud County Commissioners have an open grant for Wind Farm Funds,

WHEREAS, Cloud County Community College Agriculture Department desires to seek grant monies to support the construction of the Ag Education Lab Facility,

THEREFORE, BE IT RESOLVED that the Cloud County Community College Board of Trustees is in full support of the submission of an application to the Cloud County Commissioners for Meridian Way Funds.

Signed: Date:

Ellen Anderson, Vice Chairman

Signed: Date:

Marilyn A. Martin, Clerk of the Board

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 9

AGENDA ITEM: Other

ITEM TYPE:

COMMENT:

**A. Budget Work Session.** The Board is asked to schedule a Budget Work Session sometime in May. Some possible dates:

Thursday, May 5 – any time

Tuesday, May 10 – afternoon

Thursday, May 12 – any time

Friday, May 20 – any time

Wednesday, May 25 – any time

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

February 23, 2016

ITEM NO: 10

AGENDA ITEM: Executive Session

ITEM TYPE: Executive Session

COMMENT:

**A. Negotiations**

**B. Consultation with Legal Counsel.**

**C. Non-elected Personnel.**