**BOARD OF TRUSTEES**

**CLOUD COUNTY COMMUNITY COLLEGE**

**April 26, 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 - April 26, 2016**

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

 3. Guests’ Comments

 4. Introduction of Athletes in Spring Sports

 5. Phi Theta Kappa – Geary County Campus

 6. Consent Agenda

 A. Approval of Minutes of March 29, 2016

 B. Treasurer’s Report

 C. Purchasing and Payment of Claims

 D. Personnel

 7. 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

 8. Discussion Items

 A. Dynamic Campus Annual Work Plan

 B. Policy D5 – Enrollment and Withdrawals

 9. Action Items

1. Memorandum of Understanding – USD 333

10. Other

 A. Board of Trustees Awards

11. Executive Session

 A. Negotiations

 B. Consultation with Legal Counsel

 C. Non-elected Personnel

NEXT MEETING – May 24, 2016, 7:00 p.m.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 1

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

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 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 April 26, 2016 Board of Trustees meeting.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 3

AGENDA ITEM: Guests’ Comments

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 4

AGENDA ITEM: Introduction of Athletes in Spring Sports

ITEM TYPE:

COMMENT:

The coaches and athletes participating in Spring sports will be introduced.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 5

AGENDA ITEM: Phi Theta Kappa – Geary County Campus

ITEM TYPE:

COMMENT:

The Phi Theta Kappa students from the Geary County Campus will share their experience at the national PTK conference.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 6

AGENDA ITEM: Consent Agenda

ITEM TYPE: Decision

COMMENT:

1. **Approval of Minutes of March 29, 2016.** The minutes of the regular meeting of March 29, 2016 are enclosed.
2. **Treasurer’s Report.** The Treasurer’s Report as of March 31, 2016 shows a balance of $9,135,832.48 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.**
5. Contract Renewal Recommendations for Faculty – 2016-2107. It is time for the Board of Trustees to renew the contracts for full-time faculty for the 2016-2017 contract year. The list of people to be renewed is enclosed.

1. Retirement – Marcia Pounds. On March 30, 2016, Marcia Pounds submitted her request to participate in the Early Retirement program effective July 1, 2016. Marcia is currently the Secretary for Buildings, Grounds and Transportation. Her letter requesting to participate in the Early Retirement Program is enclosed. The administration requests the Board approve this request.

RECOMMENDED ACTION:

Approve the items included in the Consent Agenda as presented.

 COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 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. 01-85-9100-741 Consolidated Management Co. Meals – 12-3 to 12-23 $ 33,545.40

2. 01-85-9100-741 Consolidated Management Co. Meals – 1-14 to 1-27 20,127.24

3. 01-85-9100-741 Consolidated Management Co. Meals – 2-25 to 3-23 42,490.84

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CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 7

AGENDA ITEM: Reports

ITEM TYPE: Information

COMMENT:

**A. President’s Message.**

 A list of April and May events is enclosed.

**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.**

CALENDAR OF EVENTS FOR APRIL AND MAY 2016

Sunday, May 1 4:00 p.m. NCK Community Band – Cook Theatre

Thursday, May 5 7:00 p.m. Community Choir Concert – Cook Theatre

Friday, May 5 6:00 p.m. Geary County Graduate Reception

Friday, May 13 3:30 p.m. Graduate Reception – T-Bird Café

 4:00 p.m. Nurses’ Pinning – Brown Grand Theatre

 7:00 p.m. Commencement – Harold Clark Stadium

Monday, May 16 11:00 a.m. Employee Recognition Luncheon – T-Bird Cafe

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 8

AGENDA ITEM: Discussion Items

ITEM TYPE: Discussion

COMMENT:

**A. Dynamic Campus Annual Work Plan.** Shawn Walden, Vice President for Information Technologyand Dan Clawson, Director On-Demand Services with Dynamic Campus, will review progress in the development of the CCCC Information Technology Annual Work Plan (AWP). The AWP provides that tactical basis for Dynamic Campus services and prioritizes activities to realize results as quickly as possible. The plan includes projects, priorities, funding and staffing to build a dependable technology infrastructure, mitigate risk and is consistent with the needs of Cloud County Community College.

1. **Policy D5 – Enrollment and Withdrawal.** The procedures for Policy D5 are enclosed for your review.

CLOUD COUNTY COMMUNITY COLLEGE

TOPIC: Policy Number:

 Enrollment and Withdrawal - Procedures D5

Enrollment and Withdrawal Regulations

1. Any student who wishes to enroll in more than 20 hours in a full 16-week term must first have the written approval of the Vice-President for Academic Affairs.

B. Any student who wishes to enroll in more than six (6) hours in terms of four (4) weeks or less in length must first have the written approval of the Vice-President for Academic Affairs.

 .C. Any student who wishes to enroll in more than twelve (12) hours in terms of five (5) to eight (8) weeks in length must first have the written approval of the Vice President for Academic Affairs.

D. Class schedules may be changed only on designated days.

E. Students may withdraw from courses until the end of the 14th week of the semester or up to 80 percent of course for less than semester length courses. A “W” (withdrawn) will appear on the transcript for these courses. Forms for this purpose are available from the Advisement Center, the Office of Student Records, and the Geary County Campus Office of Student Services.

F. Before a withdrawal can be finalized the instructor must be informed.

Adopted Revised/Reviewed Revised/Reviewed Revised/Reviewed Revised/Reviewed

4/27/10 11/17/15

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 9

AGENDA ITEM: Action Items

ITEM TYPE: Decision

COMMENT:

**A. Memorandum of Understanding – USD 333.** The Cloud County Community College administration has worked closely with USD 333 administration to develop a mutually workable agreement for the lease of a portion of the former Middle School. The agreement includes lease payments of $5,000 per year for three (3) years, reimbursement of utilities and branding by CCCC. This space will primarily be used by future wrestling teams. Enclosed is the Memorandum of Understanding.

 RECOMMENDED ACTION: Approve the lease Memorandum of Understanding with USD 333.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 10

AGENDA ITEM: Other

ITEM TYPE:

COMMENT:

**A. Board of Trustees Awards.** A committee of two needs to be appointed by the Chairman to review the nominations for the Board of Trustees Awards for College Service and Student Service. These awards will be presented at the Employee Recognition Luncheon which will be held on May 16.

RECOMMENDED ACTION: Appoint two members of the Board of Trustees to a committee to review and select the Board’s awards for outstanding service.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 26, 2016

ITEM NO: 11

AGENDA ITEM: Executive Session

ITEM TYPE: Executive Session

COMMENT:

**A. Negotiations**

**B. Consultation with Legal Counsel.**

**C. Non-elected Personnel.**