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Academic Calendar • 2015-2016

FALL SEMESTER, 2015

Aug 6 Outreach Instructor In-Service - Concordia
Aug 17 GCC Adjunct Faculty In-Service
Aug 17-21 Faculty Contract Days
Aug 20 Student Services Day - GCC
Aug 21 Enrollment Day - Concordia
Aug 22 Move-In Day - Concordia
Aug 23 New Student Orientation
Aug 24 New Student Orientation (Con’t) & Student Services Day -Concordia/
    New Student Orientation - GCC
Aug 25 Classes begin - All campuses (Including 1st 8-wk Session)
Sep 2 Labor Day - COLLEGE CLOSED - No classes (all locations)
Oct 12-15 Mid-Term Exams
Oct 14 1st 8-wk Session ends/ Student Orientation for 2nd 8-wk session - GCC
Oct 19 2nd 8-wk session begins
Nov 11 Veterans Day - COLLEGE CLOSED -No classes (all locations)
Nov 25-29 Thanksgiving Break - COLLEGE CLOSED - No classes (all locations)
Dec 14-17 Final Exams (Including 2nd 8-wk Session)
Dec 17 Last Day for Outreach Classes
Dec 18 Faculty Work-day
Dec 21-Jan 3 Winter Break - COLLEGE CLOSED - No Classes (all locations)

INTERTERM, 2015-2016

Dec 14-17 8:30 a.m. - 1:00 p.m.
Jan 6-9 8:30 a.m. - 1:00 p.m.

SPRING SEMESTER, 2016

Jan 11-15 Faculty Work-days
Jan 11 Adjunct Faculty In-Service - GCC
Jan 14 Student Services Day - GCC
Jan 18 Martin Luther King Jr. Day - COLLEGE CLOSED
Jan 19 Student Services Day - Concordia/ New Student Orientation - Concordia & GCC/
    Faculty Contract Day
Jan 20 Classes begin - All Locations (including 1st 8-wk session)
Feb 15 President’s Day - COLLEGE CLOSED - No classes (all locations)
Mar 7-10 Mid-Term Exams
Mar 9 1st 8-wk session ends
Mar 14-18 Spring Break - No classes (all locations)
Mar 21 2nd 8-wk session begins
Mar 25 Good Friday - COLLEGE CLOSED - No classes (all locations)
May 9-12 Final Exams - (including 2nd 8-wk sessions)
May 12 Last day for Outreach classes
May 13 Commencement - 7 p.m. at Concordia, for all graduates
May 16 Faculty Contract Day
May 25 Student Services Day for Summer Sessions - GCC
May 26 New Student Orientation for Summer Sessions - GCC
May 30 Memorial Day - COLLEGE CLOSED
Summer Session, 2016
(Classes held Monday-Thursday)

May 31  Summer School begins - Session I (Concordia & GCC), Extended Session (GCC), and Outreach
Jun 25  GED Graduation - Concordia
Jun 26  GED Graduation - GCC
Jun 30  Last Day for Summer Session I - (Concordia & GCC)
Jul 4   Independence Day - COLLEGE CLOSED - No classes (all locations)
Jul 6   Summer Session II begins - (Concordia & GCC)
Jul 21  Last day for Outreach Summer School
Aug 5  Last Day for Summer Session II (Concordia & GCC) & Extended Summer Session - GCC
General Information

Location
The Concordia campus of Cloud County Community College is located at the south edge of Concordia. The campus of the college blends into the rolling topography of North Central Kansas. Nestled in the Republican River Valley, Concordia, served by U.S. Highway 81, is within easy driving distance of Salina, Manhattan, Junction City, Hays, Topeka, and Wichita. U.S. Highways 36, 24, and Interstate 70, along with Kansas Highway No. 9, provide easy access to Concordia. The city, with a population in excess of 6,000, offers many services and activities normally found only in much larger communities. Excellent medical facilities and churches contribute to the physical and spiritual welfare of the community.

The Geary County Campus (GCC) is housed in a modern multi-building site located in western Junction City amidst an area of growth and city expansion. The Campus provides a full curriculum of course and degree programs designed to transfer to other colleges and universities, as well as ones focused on career preparation. GCC offers daytime, evening, weekend, ITV, and Internet course schedules, along with extra-curricular activities in a personal, friendly environment. The Campus is easily accessed from Highways 77 and 18, or Interstate 70, via exit 295, and is a short drive from Manhattan, Abilene, Salina, and Herington. It is presently non-residential, but with ample housing conveniently located nearby. Scholarships, tuition assistance and payment plans are available for qualified students.

History of the College
The College was established as the Concordia Junior College in 1965 as a part of the Concordia Public Schools. Classes first met on February 8, 1965, using the Concordia School facilities.

On July 1, 1965, the Concordia Junior College became a member of the state system of community colleges under the name Cloud County Community Junior College. Classes began in the Commons in the fall of 1968. The College is now known as Cloud County Community College.

Four buildings called the Commons, grouped together on three levels, are connected by a central unit, which is the Library. Additionally, the Art Building, Child Care Center, Journalism Department, and Nursing Department, called Technical West and Technical East, Greenhouse, and 15 campus apartment buildings comprise the campus.

The Grandview Plaza attendance center in Junction City was opened in 1994 to better meet the needs of the population of the southeastern portion of Cloud’s service area. In January 1998, the College opened the Geary County Campus on a site in the western part of Junction City. The campus is composed of three new buildings, and offers a full range of academic programs and student support services. The Geary County Campus is an integral part of Cloud County Community College, although its campus is distinguished by its own architecture and campus plan.

Concordia Landmarks
The famous Brown Grand Theatre, now restored to its original splendor, is the cultural center of Concordia. Live entertainment, including music, plays and concerts are held there. The Brown Grand Players and the Community Concert Association welcome student membership and participation. The Frank Carlson Library offers a pleasant atmosphere for reading, study and research. The National Orphan Train Museum is located in the fully restored Union Pacific Depot, and offers a look into the history of the Orphan Train movement.

Mission & Vision Statements
Mission Statement
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 Statement
Cloud County Community College strives to enrich the lives of our students and the communities we serve.

Purposes
• To provide educational opportunities for personal and professional growth, economic improvement, cultural development, and life enrichment.
• To provide individualized student support services and assistance.
• To provide available facilities, services and other resources to the community.
• To provide cultural events and sponsor a variety of activities for our students and community.

Notice of Nondiscrimination
Cloud County Community College does not discriminate on the basis of race, religion, color, national origin, sex, age, disability, or ancestry in admission to, access to, treatment of, or employment in, its programs and activities. If you have questions, please contact the Section 504 coordinator at 2221 Campus Drive, Concordia, KS 66901 or at (785) 243-1435, ext 251 or 800-729-5101.

Accommodation for Disability
Academic: If academic adjustment is needed for any type of disability, students should contact the Director of Advisement and Retention Services, located in The Advisement Center. Students requiring auxiliary aids and services need to request accommodation six to eight weeks in advance of the start of the semester.

Other than Academic: If special arrangements are needed for accessibility, contact the Vice President for Administrative Services at least 72 hours in advance.

Emergency Evacuation: Students desiring assistance during emergency evacuations will need to complete a registration form each semester in the Advisement Center on the Concordia Campus or the Student Services Office on the Geary County Campus.
**ACCREDITATION**

Cloud County Community College is accredited by the Higher Learning Commission, a commission of the North Central Association of Colleges and Schools, 230 South LaSalle Street, Suite 7-500 Chicago, Illinois, 60602, or (800) 621-7440.

**TOBACCO-FREE FACILITY**

Smoking and tobacco usage, in all forms, is not allowed within College owned buildings or College leased or rented facilities, and public areas. Tobacco usage is defined as the burning, chewing, or any other method of inhaling or otherwise consuming any natural tobacco or tobacco-derived products through the use of, but not limited to: cigarettes (clove, bidis, kerteks), electronic cigarettes, cigars and cigarillos, hookah-smoked products and oral tobacco (spit and spitless, smokeless, chew, snuff).

These indoor and public areas where tobacco usage is not allowed include, but are not limited to: restrooms, all campus buildings, college-owned housing, private offices, vestibules, entrances, exits, stairwells, college-owned vehicles and the college sports fields.

Tobacco use outdoors is limited to areas that are 20 feet from entrances and exits, providing doors, windows, and air intake vents are closed. If the building has an “overhang,” the 20-foot radius is measured from the outside perimeter of the “overhang.” Appropriate receptacles will be placed in these tobacco usage areas.

This policy applies to all faculty, staff, students, and any persons who visit, rent, or lease College premises.

**STUDENT EDUCATIONAL RECORDS - RIGHTS OF PRIVACY (FERPA)**

Cloud County Community College complies with the Family Education Rights and Privacy Act of 1974 (FERPA). FERPA is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives the student certain rights with respect to their education records. These rights begin when the student enrolls at Cloud County Community College. Students to whom the rights have transferred are “eligible students.”

- Eligible students have the right to inspect and review their education records. The College will not provide copies of student records unless, for reasons such as great distance, it is impossible for eligible students to review the records. The College will charge for copies based on Board Policy B6.
- Eligible students have the right to request that the College will correct records that they believe to be inaccurate or misleading. This request must be in writing to the Registrar. If the College decides not to amend the record, the eligible student then has the right to a formal hearing. The hearing will be scheduled within 10 working days following the student request, in writing, to hold the hearing. The hearing will be with the Registrar, College vice presidents, and the president. After the hearing, if the College still decides not to amend the record, the eligible student has the right to place a statement within the record setting forth his or her view about the contested information.
- The College must have written permission from the eligible student in order to release any non-directory information from a student’s education record. However, FERPA allows the College to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
  - School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - Appropriate parties in connection with financial aid to a student;
  - Organizations conducting certain studies for or on behalf of the school;
  - Accrediting organizations;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, pursuant to specific State law.

The College may disclose, without consent, “directory” information. Directory information is limited to:

- Name
- Address(es)
- Telephone number(s)
- Email address(es)
- Dates of attendance
- Classification (freshman, sophomore, etc.)
- Enrollment status (full-time, half-time, etc.)
- Class type (day, evening, etc.)
- Previous institution(s) attended
- Major field(s) of study
- Awards, honors (includes Honor Roll)
- Degrees conferred (including dates)
- Past and present participation in officially recognized sports and activities
- Physical factors (height, weight of athletes)

Students may withhold free disclosure of Directory Information (on all or none basis) to non-institutional persons or organizations. Students have the option to protect their privacy and not have such information as address and telephone number released. A written request to withhold this information should be submitted to the Office of Student Records. Otherwise, the College assumes that you approve of disclosure of that information. Requests will be honored for only one academic year; therefore, requests to withhold Directory Information must be filed annually.

FERPA release forms are available to the student through iCloud, under the student tab; Advisement Center on the Concordia Campus; and Student Services on the Geary County Campus. Students may submit the completed FERPA form to the Advisement Center on the Concordia Campus or Student Services on the Geary County Campus. The signed FERPA releases are maintained in the official student record in the Office of Student Records.

**General Information**