**BOARD OF TRUSTEES**

**CLOUD COUNTY COMMUNITY COLLEGE**

**MARCH 29, 2011**

**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 - March 29, 2011**

Meeting Place: Room 257 in the Student Center

 Time: 7:00 p.m.

 1. Call to Order – 7:00 p.m.

 2 Adopt Agenda Decision

 3. Guests’ Comments Information

 4. Recognitions Information

 5. Program Highlights – Introduction Members of Spring Athletic Information

 Teams

 6. Student Senate Information

1. Concordia Campus
2. Geary County Campus

 7. HVAC Project Decision

 8. City of Concordia Flood Control Project Information

 9. President’s Message Information

 10. Meeting Reports Information

11. Geary County Campus Update Information

12. Accreditation Update Information

13. Performance Agreement Update Information

14. Textbook Rental Program Information

15. TAACCCT Grant Commitment Decision

16. Multi-Purpose Facility Decision

17. Approval of Minutes of February 22, 2011 Decision

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

**Agenda - March 29, 2011**

18. Finances Decision

 A. Treasurer’s Report

 B. Financial Overview

 C. 2011-2012 Tuition & Fees

19. Purchasing and Payment of Claims Decision Information

20. Personnel Decision

1. Other

21. Facilities Decision

1. Wind Turbine Study
2. Other

22. Information Items Information

1. Telefund 2011
2. 31st Annual Scholarship Auction
3. Art Show
4. Cloud Burst
5. Graduation
6. Nurses’ Pinning
7. Phi Theta Kappa Induction
8. Junior Day
9. NCK All-Star Weekend

23. Other

24. Executive Session Executive Session

 A. Consultation with Legal Counsel

 B. Non-elected Personnel

 C. Negotiations

NEXT MEETING – April 26, 2011

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 1

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

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

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 March 29, 2011 Board of Trustees meeting.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 3

AGENDA ITEM: Guests’ Comments

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 4

AGENDA ITEM: Recognitions

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 5

AGENDA ITEM: Program Highlights

ITEM TYPE: Information

COMMENT:

The coaches and members of the Spring athletic teams will be introduced.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 6

AGENDA ITEM: Student Senate

ITEM TYPE: Information

COMMENT:

1. **Concordia Campus.**
2. **Geary County Campus.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 7

AGENDA ITEM: HVAC Project

ITEM TYPE: Decision

COMMENT:

Rob Page from Olsson Associates will be at the Board meeting to discuss the enclosed change order for Glassman Corporation. Bob Maxson will update the Board on the Final Phase of the HVAC project and the budget status.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 8

AGENDA ITEM: City of Concordia Flood Control Project

ITEM TYPE: Information

COMMENT:

Larry Uri, City Manager for Concordia, will be present to discuss the dam and flood control project on the south side of Concordia east of the College.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 9

AGENDA ITEM: President’s Message

ITEM TYPE: Information

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 10

AGENDA ITEM: Meeting Reports

ITEM TYPE: Information

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 11

AGENDA ITEM: Geary County Campus Update

ITEM TYPE: Information

COMMENT:

A monthly report from the Geary County Campus will be presented at the meeting.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 12

AGENDA ITEM: Accreditation Update

ITEM TYPE: Information

COMMENT:

CCCC received word from the Higher Learning Commission on March 18, 2011 that the Readers Panel supported the November site team recommendation and that it should be submitted directly to the Institutional Actions Council without further review. The Institutional Actions Council met on March 21, 2011. CCCC will soon receive a letter from the Higher Learning Commission regarding their decision.

The CCCC Nursing faculty hosted accreditation site team visitors from the Kansas State Board of Nursing and the National League of Nursing March 1-3, 2011. Exit reports from both teams were supportive of reaccreditation of the program with the next site team visit planning in eight years.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 13

AGENDA ITEM: Performance Agreement Update

ITEM TYPE: Information

COMMENT:

CCCC has submitted its annual report for year one of the 2010-2012 Performance Agreement with the Kansas Board of Regents. The three-year Performance Agreement was approved in September 2009, and this annual report covers the timeframe from January 1, 2010 through December 31, 2010. CCCC achieved directional improvement in all its goals. The report will be presented and discussed with the Board Academic Affairs Standing Committee in April for recommendation for approval and full funding by the Kansas Board of Regents.

CLOUD COUNTYCOMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 14

AGENDA ITEM: Textbook Rental Program

ITEM TYPE: Information

COMMENT:

Janet Eubanks, Director of Auxiliary Services, will present information regarding a textbook rental program that will be implemented beginning in the Fall Semester 2011.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 15

AGENDA ITEM: TAACCCT Grant Commitment

ITEM TYPE: Decision

COMMENT:

RECOMMENDED ACTION:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 16

AGENDA ITEM: Multi-Purpose Facility

ITEM TYPE: Decision

COMMENT:

The enclosed proposed Student Fee Agreement is brought to the Board meeting for approval.

RECOMMENDED ACTION:

Approve the Student Fee Agreement entered into between the Student Senate(s) of Cloud County Community College and the Board of Trustees of Cloud County Community College.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 17

AGENDA ITEM: Approval of Minutes of February 22, 2011

ITEM TYPE: Decision

COMMENT:

The minutes of the regular meeting of February 22, 2011 are enclosed.

RECOMMENDED ACTION:

Approve the minutes of February 22, 2011.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

February 22, 2011

Present: Gregory Askren, David Clemons, Marsha Doyenne, Daniel Gerber, Roger Koester and Charles Lowers; President Danette Toone and Marilyn Martin, Clerk.

Others Present: Joe Jindra, KNCK and Brad Lowell, Blade-Empire; Attorney David Swenson; James Dean, Geary County Campus student; Sister Marcia Allen, Susan Cantine-Maxson, Glenda Clemons, Lolita Deaver, Nancy Dugas, Larry Henry, Loren Koester, Norine Koester, John Regan, Janet Snavely, Kevin Stover and Tom Tuggle; Jenny Acree, Matt Bechard, Shane Britt, Tammy Budreau, Janet Eubanks, Joel Figgs, Kim Krull, Bob Maxson, Susan Regan, Tom Roberts and Chris Wilson, staff.

Chairman Roger Koester called the meeting to order at 7:00 p.m. in Room 257 of the Student Center.

Charles Lowers moved and David Clemons seconded to approve the agenda amended by moving Item 18 after Item 4 and adding 18E; motion passed.

Guests’ Comments: None.

Information Items: Tammy Budreau said the Telefund has been extended to March 1 and told the Board about the Scholarship Auction on April 16. Kim Krull announced the Cook Series will feature Exodusters, a presentation about the migration of former slaves on February 24 and Pat Day, a Hall of Fame thoroughbred jockey, who will speak on March 1. Danette Toone said there is a Board of Trustees Candidate Forum on March 8 at the Brown Grand Theatre. Shane Britt announced Residence Life is holding a fundraiser before the games on February 23 for the Honor Flight Program sponsored by the High School.

Recognitions: Matt Bechard recognized the track teams for their success at the Region VI meet last weekend. Dr. Toone said the College has been made an EPA Green Power Partner for our use of wind power. She also said she received a transfer student performance report from Emporia State University comparing our students when they get to ESU with the students that started at ESU and transfer students from other community colleges. Our students have done better than either of the other two groups.

Student Senate: None.

Program Highlights: Dennis Smith, Physical Science Instructor and Director of the Earl Bane Observatory, told the Board about the Star Parties held each month at the observatory. He answered several questions about the telescopes in the observatory.

President’s Message: Dr. Toone announced we have 100 applications for housing for next fall compared to 35 at this time last year. Sixty of the 100 are returners from this year. The 20-day class day numbers show the number of students to be about the same with an increase in credit hours of about 5.7% compared to last year. She reported we have saved approximately $10,000 since October using the geo-thermal for heating. The City of Concordia is looking at a series of options for the property in the flood control project east of the campus. City Manager Larry Uri will be at the March Board of Trustees meeting to talk about this project. Dr. Toone also discussed the bills that have been introduced into the State Legislature.

Meeting Reports: None.

Geary County Campus Update: Due to a problem with the ITV, an oral report was not given.

Daniel Gerber moved and Gregory Askren seconded to approve the minutes of January 25, 2011; February 7, 2011 and February 9, 2011; motion passed.

Gregory Askren moved and Daniel Gerber seconded to approve the Treasurer’s Report as of January 31, 2011 with a cash balance of $7,727,069.36; motion passed.

Bob Maxson presented an overview of the College’s finances. We are on target as far as revenue and expenses are concerned. In auxiliary funds, we are up 35% in Housing. We will be transferring $119,000 from the Residence Life Construction Fund to the Revenue Bond Fund. This is the revenue bond money in excess of the actual cost of construction.

Gregory Askren moved and Charles Lowers seconded to approve the use of Electronic Funds Transfer (EFT) payments of financial aid refunds and other vendor payments effective in the Fall 2011 semester; motion passed.

Two separate lists of purchases and payment of claims were presented to the Board for approval. List (A) requested approval of expenditures or transfer of college funds of $5,000 or more.

Gregory Askren moved and Charles Lowers seconded to approve the (A) List and the addendum (numbers 3-5); motion passed.

The (B) List contained those checks/claims that had approval and/or met the requirements of state law. Daniel Gerber moved and Gregory Askren seconded to approve the (B) List; motion passed.

Marsha Doyenne moved and Gregory Askren seconded to accept the low bid for $128,900 submitted by Stupka Construction, Concordia, Kansas, to remodel apartment buildings 1 and 3 with funding coming from the 2008 PEI Loan and Residence Life Auxiliary Funds and authorize payment; motion carried.

Gregory Askren moved and David Clemons seconded to renew the contracts for Chad Eshbaugh, Head Men’s Basketball Coach, and Lance Carter, Assistant Men’s Basketball Coach, effective April 1, 2011; motion passed.

Daniel Gerber moved and Charles Lowers seconded to accept with regret the retirement of Susan Regan as the Director of the Learning Skills Center effective June 30, 2011 and authorize the administration to fill the position vacancy; motion passed.

Charles Lowers moved and Marsha Doyenne seconded to approve the appointment of Amy Balaun to the position of Bookstore Manager on a full-time, KPERS-covered administrative support contract effective April 1, 2011 at the twelve-month prorated salary of $30,500 plus fringe benefits; motion passed.

David Clemons moved and Gregory Askren seconded to accept the resignation of Eugene Sicard as Instructor in Wind Energy Technology effective May 13, 2011 and authorize the administration to fill the position vacancy; motion passed.

Bob Maxson told the Board the sound of the new HVAC units is excessive in the yellow pod and is expected to be in the green pod. A silencer has been added in the yellow pod which seems to be effective. He will ask Rob Page to be at the March Board meeting when a change order for silencers will be brought for action. The four pipes will be installed and running on April 4 which will give us air conditioning on the new system.

Gregory Askren moved and Charles Lowers seconded to approve Change Order No. 4 from Medina Construction for a total of $9,866.47 for additional ceiling work associated with Phase II of the HVAC project and authorize payment; motion passed.

Charles Lowers moved and Gregory Askren seconded to approve moving forward to develop detailed plans and specifications for the remodel of the Student Services offices and bid the project with review of such bids at the April 2011 Board of Trustees meeting; motion passed.

Bob Maxson presented some other projects for Summer 2011. He would like to remodel Room 307 above Arley Bryant Gymnasium making it a computerized classroom and to provide storage. Consensus of the Board was to move ahead and have bids prepared for the remodeling of Room 307 to be reviewed at the April meeting. He also would like to finish replacing the tables and chairs at the Geary County Campus.

An update on the refurbishing of the Nordtank wind turbine was presented. It should be returned to campus by the end of the month.

Gregory Askren moved and Marsha Doyenne seconded to approve a professional services contract with Williams Aviation Consultants, Inc., only if needed, not to exceed $13,000 plus expenses not to exceed $1,500 and authorize payment; motion passed.

Gregory Askren moved and Charles Lowers seconded to approve the dissolution of the Child Care Resource and Referral Contract with Child Care Aware® of Kansas effective February 28, 2011; motion passed.

Marsha Doyenne moved and Charles Lowers seconded to approve the 2011-2012 Academic Calendar; motion passed.

Other: None.

Charles Lowers moved and David Clemons seconded to recess into executive session at 9:25 p.m. in Room 251 for discussion of non-elected personnel, negotiations and consultation with legal counsel and return to regular session in Room 257 at 10:25 p.m. with the six Board members, Dr. Toone, Chris Wilson and David Swenson present in the executive session; motion failed 3-3 (Askren, Doyenne and Gerber voting no).

Marsha Doyenne moved and Gregory Askren seconded to recess into executive session at 9:25 p.m. in Room 251 for discussion of non-elected personnel, negotiations and consultation with legal counsel and return to regular session in Room 257 at 10:10 p.m. with the six Board members, Dr. Toone, Chris Wilson and David Swenson present in the executive session; motion passed. Chris Wilson left the executive session at 9:38 p.m.

It was announced no action would be taken following executive session.

The Chairman adjourned the meeting at 10:11 p.m.

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Marilyn A. Martin, Clerk

Cloud County Community College

Board of Trustees

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 18

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

January 31, 2011 with a cash balance of $7,727,069.36.

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

1. **2011-2012 Tuition and Fees.** Enclosed is the recommendation for tuition and fees for 2011-2012.

CLOUD COUNTYCOMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 19

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

March 29, 2011

(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. 01-62-6200-798 Campbell & Johnson Plans and specs for Dorm 1 & 3 $ 10,000.00
2. 01-11-5522-852 Nill Bros. Sports Men’s soccer uniforms 8,925.25

 3. 01-64-6200-798 CCCC Transfer balance of Residence 119,110.13 Life Construction Fund to

 Bond Fund

 4. 01-85-9100-741 Treat America Meals – 2/18 to 2/24 13,802.88

 5. 01-85-9100-741 Treat America Meals – 2/25 to 3/5 13,802.88

 6. 01-85-9100-741 Treat America Meals – 3/4 to 3/10 13,802.88

 7. 01-85-9100-741 Treat America Meals – 3/11 to 3/17 13,802.88

 8. 01-85-9100-741 Treat America Meals – 3/18 and 3/28 to 3/31 13,802.88

 9. 01-85-9100-741 Treat America Meals – 4/1 to 4/7 13,802.88

10. 01-85-9100-741 Treat America Meals – 4/8 to 4/14 13,802.88

11. 01-85-9100-741 Treat America Meals – 4/15 to 4/21 13,802.88

12. 01-85-9100-741 Treat America Meals – 4/22 to 4/28 13,802.88

13. 01-11-1539-524 USD 239 (Minneapolis) Tuition Reimbursement 5,280.00

14. 01-11-1539-524 USD 333 (Concordia) Tuition Reimbursement 10,824.00

CLOUD COUNTYCOMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

(A) LIST (Cont’d)

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

15. 01-11-1539-524 USD 379 (Clay Center) Tuition Reimbursement 6,900.00

16. 01-11-1539-524 USD 435 (Abilene) Tuition Reimbursement 7,438.50

CLOUD COUNTYCOMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 20

AGENDA ITEM: Personnel

ITEM TYPE: Decision

COMMENT:

**A. Other.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 25, 2011

ITEM NO: 21

AGENDA ITEM: Facilities

ITEM TYPE: Decision

COMMENT:

1. **Wind Turbine Study.**
2. **Other.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 22

AGENDA ITEM: Information Items

ITEM TYPE: Information

 COMMENT:

1. **Telefund 2011.** The 2011 telefund concluded on February 28, 2011. A report of the pledges for scholarships will be presented at the meeting.0.
2. **31st Annual Scholarship Auction.** The 31st Annual Scholarship Auction will be held Saturday, April 16, 2011, 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.

**C. Art Show.**

**D. Cloud Burst.** Cloud Burst, the liberal arts showcase, will be held Wednesday, April 13, at 7:00 p.m. in Cook Theatre. Some of the groups represented will be the Great Society, Cloud Brass and the Cloud Circle Players.

**E. Graduation.** Graduation will be Friday, May 13, 2011, at 7:00 p.m. at Harold M. Clark Stadium. A detailed schedule will be sent with the April Board agenda.

**F. Nurses’ Pinning.** The Pinning Ceremony for those students receiving their Associate of Nursing will be Friday, May 13, 2011, at 4:00 p.m. in Arley Bryant Gymnasium.

**G.** Phi Theta Kappa Induction.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 22

AGENDA ITEM: Information Items (Cont’d)

ITEM TYPE: Information

 COMMENT:

**H.** Junior Day.

**I.** NCK All-Star Weekend.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 23

AGENDA ITEM: Other

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

March 29, 2011

ITEM NO: 24

AGENDA ITEM: Executive Session

ITEM TYPE: Executive Session

COMMENT:

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