

**BOARD OF TRUSTEES**

**CLOUD COUNTY COMMUNITY COLLEGE**

**July 31, 2018**

**MISSION**

Cloud County Community College prepares students to lead successful lives and enhances the vitality of our communities.

CLOUD COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES

**AGENDA - July 31, 2018**

Meeting Place: Room 257 in the President's Addition  
Time: 5:00 p.m.

1. Call to Order – 5:00 p.m.
2. Adopt Agenda
3. Guests' Comments
4. Consent Agenda
  - A. Approval of Minutes of June 26, 2018
  - B. Treasurer's Report
  - C. Purchasing and Payment of Claims
  - D. Personnel
5. Reports
  - A. President's Message
  - B. Vice President for Academic Affairs
  - C. Vice President for Administrative Services
  - D. Vice President for Student Affairs and Advancement
  - E. Meetings Trustees Attended
6. Discussion Items
  - A.
7. Action Items
  - A. Authorization for Increased Revenue Produced from Property Taxes
  - B. Set Date of Public Hearing for 2018-2019 Budget and Approve Publishing the Notice of Public Hearing
  - C. Approval of Desktop Computer Replacement
  - D. Approval of Solar Bid for a Mechanical Systems Trainer – Sole Source
  - E. Accept Dane G. Hansen Grant
  - F. Approve Purchase of Solar Panels for Sun Power Solar Farm
8. Other
9. Executive Session

NEXT MEETING – August 28 , 2018  
CLOUD COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
July 31, 2018

ITEM NO:   1

AGENDA ITEM: Call to Order – 5:00 p.m.

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE  
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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 July 31, 2018 Board of Trustees meeting.

CLOUD COUNTY COMMUNITY COLLEGE  
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ITEM NO:   3  

AGENDA ITEM: Guests' Comments

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE  
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ITEM NO:   4  

AGENDA ITEM:   Consent Agenda  

ITEM TYPE:   Decision  

COMMENT:

- A. **Approval of Minutes of June 26, 2018.** The minutes of the regular meeting of June 26, 2018 are enclosed.
  
- B. **Treasurer's Report.** The Treasurer's Report as of June 30, 2018 shows a balance of \$8,716,462.41 at Central National Bank.
  
- C. **Purchasing and Payment of Claims.** The purchase orders are enclosed or are available from the Clerk of the Board.
  
- D. **Personnel.**
  - 1) TRiO Academic Specialist. The Search Committee and the President recommend the appointment of Taryn Cipra to the position of TRiO Academic Specialist on a full-time, KPERS-covered, grant-funded, professional services contract effective August 1, 2018.
  
  - 2) Head Men's and Women's Soccer Coach. The Search Committee and the President recommend the appointment of Charles Long to the position of Head Men's and Women's Soccer Coach on a full-time KPERS-covered professional services contract effective August 1, 2018.
  
  - 3) Instructor in English/Speech and Theatre. The Search Committee and the President recommend the appointment of Violette Kjeldgaard to the position of Instructor in English/Speech/Theatre on a full-time KPERS-covered professional employment contract effective August 13, 2018

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ITEM NO:   4  

AGENDA ITEM: Consent Agenda (Cont'd)

ITEM TYPE: Decision

COMMENT:

**D. Personnel.** (Cont'd)

- 4) Instructor in Visual Communications. The Search Committee and the President recommend the appointment of Amy Kern to the position of Instructor of Visual Communications on a full-time KPERS-covered professional employment contract effective August 13, 2018.
- 5) Bruce Graham – Retirement. Bruce Graham submitted his letter of retirement effective August 1, 2018. Bruce is currently an Instructor in Wind Energy Technology. He has been employed at the college since January 1, 2007. His letter is enclosed.

RECOMMENDED ACTION:

Approve the items included in the Consent Agenda as presented.

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(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.

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|                   |                         |                      |              |
|-------------------|-------------------------|----------------------|--------------|
| 1. 01-85-9100-741 | Consolidated Management | Meals – 4-19 to 4-25 | \$ 16,222.50 |
|                   |                         | Meals – 4-26 to 5-2  | 16,222.50    |
|                   |                         | Meals – 5-3 to 5-9   | 16,222.50    |
|                   |                         | Meals – 5-10 to 5-16 | 2,317.50     |
|                   |                         | Balance advanced pmt | (37,080.00)  |



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ITEM NO:   5

AGENDA ITEM:   Reports

ITEM TYPE:   Information

COMMENT:

**A. President's Message.**

- 1) College
- 2) Community

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

- 1)

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

- 1) Financial Overview
- 2) Facilities
- 3) IT

**D. Vice President for Student Affairs and Advancement.**

- 1)

**E. Meetings Trustees Attended.**

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ITEM NO:   6  

AGENDA ITEM: Discussion Items

ITEM TYPE: Discussion

COMMENT:

**A.**

CLOUD COUNTY COMMUNITY COLLEGE  
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ITEM NO: 7

AGENDA ITEM: Action Items

ITEM TYPE: Decision

COMMENT:

- A. Authorization for Increased Revenue Produced from Property Taxes – Resolution 1819-1.** Enclosed is information on the requirement to adopt a resolution authorizing this increased revenue and Resolution 1819-1.

RECOMMENDED ACTION: Approve Resolution 1819-1 authorizing increased revenue produced from property taxes.

- B. Set Date of Public Hearing for 2018-2019 Budget and Approve Publishing the Notice of Public Hearing.** Set the date for the public hearing which must be at least ten days after the publishing of the Notice of Public Hearing and at least ten days before August 25, 2018 which is the date the budget must be filed with the Cloud County Clerk. The administration recommends Tuesday, August 14, 2018 at 5:00 p.m. in Room 257 in the President's Addition. A draft version of the proposed budget is enclosed.

RECOMMENDED ACTION: Authorize publication of the Notice of Public Hearing for the 2018-2019 certified budget, with the hearing scheduled for Tuesday, August 14, 2018, at 5:00 p.m. in Room 257 in the President's Addition at Cloud County Community College, Concordia Campus.

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ITEM NO: 7

AGENDA ITEM: Action Items (Cont'd)

ITEM TYPE: Decision

COMMENT:

- C. Approval of Desktop Computer Replacement.** Enclosed is information about the purchase of desktop computers.

RECOMMENDED ACTION: Approve the purchase of 115 desktop computers from Dell in the amount of \$67,388.85 and authorize payment from Tech Fees.

- C. Approval of Solar Bid for a Mechanical Systems Trainer – Sole Source.** Because of increased enrollment in the Wind Energy Technology program and the addition of the Solar Technology program, we have increased the size of mechanical systems courses. The department would like to purchase an additional trainer which would allow the class to be divided into smaller working groups, so students will have more direct hand-on experience with the trainer. The department would like to purchase a trainer like the training stations already being used in the course to allow for consistent instruction and student experiences. Only one vendor makes the trainers being used by the department. The department is asking for approval of a sole source bid for a mechanical trainer purchase to be used by the Solar Technology and Wind Energy Technology programs. The department has secured Perkins funds for \$25,000 and the remainder will be submitted to the County Commissioners to be paid by the Meridian Way Grant Funds.

RECOMMENDED ACTION: Approve the invoiced bid (see attached) from Innovative Education Systems (IES) in the amount of \$38,945.81 to purchase a mechanical systems trainer and authorize a \$25,000 payment from the Perkins grant.

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ITEM NO:   7  

AGENDA ITEM: Action Items (Cont'd)

ITEM TYPE: Decision

COMMENT:

- D. Accept Dane G. Hansen Grant.** Enclosed is information on the awarding of the Dane G. Hansen Grant.

RECOMMENDED ACTION: Accept the Dane G. Hansen Foundation grant in the amount of \$150,000.

- E. Approve Purchase of Solar Panels for Sun Power Solar Farm.** Enclosed is information about the purchase of solar panels.

RECOMMENDED ACTION: Approve purchase of solar panels from Hood Heating Air & Plumbing in the amount of \$200,688.02 and authorize payment.

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ITEM NO:   8  

AGENDA ITEM: Other

ITEM TYPE:

COMMENT:

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ITEM NO:   9  

AGENDA ITEM: Executive Session

ITEM TYPE: Executive Session

COMMENT: