**BOARD OF TRUSTEES**

**CLOUD COUNTY COMMUNITY COLLEGE**

**April 24, 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 - April 24, 2018**

Meeting Place: Room 257 in the President’s Addition

Time: 5:00 p.m.

1. Call to Order – 5:00 p.m.

2. Pledge of Allegiance

3. Adopt Agenda

4. Guests’ Comments

5. Baseball and Softball Teams

6. Consent Agenda

A. Approval of Minutes of March 26, 2018 and March 27, 2018

B. Treasurer’s Report

C. Purchasing and Payment of Claims

D. Personnel

E. Strategic Plan

7. 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

8. Discussion Items

A. Policy F30 – IT Security and Governance

9. Action Items

A. Approve Default Management Services

B. Approve Jenzabar Maintenance and Support Agreement for 2018-2019

C. Approve Resolution 1718-9 USDA Rural Business Development Grant

10. Other

A. Board of Trustees Awards Committee

11. Executive Session

12. Adjournment

NEXT MEETING – May 29, 2018

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 1

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

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 2

AGENDA ITEM: Pledge of Allegiance

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 3

AGENDA ITEM: Adopt Agenda

ITEM TYPE: Decision

COMMENT:

Parliamentary rules recommend the adoption of the Agenda.

RECOMMENDED ACTION:

Adopt the Agenda for the April 24, 2018 Board of Trustees meeting.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 4

AGENDA ITEM: Guests’ Comments

ITEM TYPE:

COMMENT:

Guest comments are limited to five minutes per person.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 5

AGENDA ITEM: Baseball and Softball Teams

ITEM TYPE:

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 6

AGENDA ITEM: Consent Agenda

ITEM TYPE: Decision

COMMENT:

1. **Approval of Minutes of March 26, 2018 and March 27, 2018.** The minutes of the special meeting of March 26, 2018 and the minutes of the regular meeting of March 27, 2018 are enclosed.
2. **Treasurer’s Report.** The Treasurer’s Report as of March 31, 2018 shows a balance of $8,957,623.26 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. Non-renewal of Probationary Personnel. The Administration is recommending to approve Resolution 1718-3 not to renew the employment of Taryn Cipra as an Instructor in Biological Science, approve Resolution 1718-4 not to renew Erin Mellies as an Instructor in Social Science, and approve Resolution 1718-5 not to renew Brian White as an Instructor in Art effective May 14, 2018; and that Chris Wilson is directed to give written notice in person or by United States Mail to Taryn Cipra, Erin Mellies and Brian White on or before May 1, 2018.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 6

AGENDA ITEM: Consent Agenda (Cont’d)

ITEM TYPE: Decision

COMMENT:

**D. Personnel. (Cont’d)**

2) Contract Renewal Recommendations for Faculty – 2018-2019. It is time for the Board of Trustees to renew the contracts for full-time faculty for the 2018-2019 contract year. The list of people to be renewed will be sent under separate cover.

3) Instructor in Nursing. The Search Committee and the President recommend the appointment of Kristen Kruse to the position of Instructor in Nursing on a full-time, KPERS-covered, professional employee contract effective August 13, 2018.

**E. Strategic Plan.** The Strategic Plan was brought to the March 27, 2018 meeting for discussion. It is brought to this meeting for approval.

RECOMMENDED ACTION:

Approve the items included in the Consent Agenda as presented.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

(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 Meals 1-25 to 2-21 $ 64,890.00
2. 01-85-9100-741 Consolidated Management Meals 2-22 to 3-21 53,302.50
3. 01-34-2010-516 CCCC TRiO fringe benefits (Jan/Aug) 30,063.13
4. 01-83-9100-742 CCCC Cash for book buyback 30,000.00

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 7

AGENDA ITEM: Reports

ITEM TYPE: Information

COMMENT:

**A. President’s Message.**

1. HLC Conference Update

**B. Vice President for Academic Affairs**

1. HLC Site Visit Preparation

2) Oohlala Update

3) Strategic Planning

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

1. Financial Overview
2. Facilities
3. IT Overview

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

1)

**E. Meetings Trustees Attended.**

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 8

AGENDA ITEM: Discussion Items

ITEM TYPE: Discussion

COMMENT:

**A. Policy F30 – IT Security and Governance.** The U.S. Department of Education is requiring the college develop a policy related to the Gramm Leach Bliley Act. It is brought to this meeting for discussion and will be brought to the May 29, 2018 meeting for approval. It will be sent under separate cover.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 9

AGENDA ITEM: Action Items

ITEM TYPE: Decision

COMMENT:

**A. Approve Default Management Services.** Enclosed is information for the renewal of default management services.

RECOMMENDED ACTION: Approve the contract with Inceptia in the amount of $14,000 for default management services for the 2018-2019 fiscal year and authorize payment from Tech Fees.

**B. Approve Jenzabar Maintenance and Support Agreement Renewal for 2018-2019.**

Enclosed is information for the renewal of Jenzabar services

RECOMMENDED ACTION: Approve the renewal of the Support & Maintenance Plan, JICS/iCloud Custom Maintenance, Nelnet Enterprise Interface Custom Maintenance, Accuplacer Custom Maintenance, Certification Roster Custom Maintenance, Remote Server Management Services, and Consulting Hours for the 2018-2019 academic year in the amount of $164,950.00 beginning July 1, 2018 and authorize payment from Tech Fees.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 9

AGENDA ITEM: Action Items (Cont’d)

ITEM TYPE: Decision

COMMENT:

**C. Approve Resolution 1718-9 – USDA Rural Business Development Grant.** The collegeadministration proposes the construction of a 67,000kilowatt solar energy farm in the energy park next to the wind turbines. The solar farm would serve as a learning lab for students and produce energy for the college. The solar panels have a 10-year replacement warranty and a 25-year production guarantee with very low maintenance required and would reduce college energy expenses approximately $8,500 annually. It is estimated the college would see complete return of its investment in three years. The farm would be maintained by the Solar Energy Instructor and students as direct work on solar panels is required for students to earn NABCEP certification. The Wind Energy Department initiated a fund raising campaign through the Foundation Office. They have also located a grant that could potentially support the initial construction costs of the project. The grant requires seed money for the project to be established. The administration is proposing a commitment of $25,000 from Capital Outlay as startup funds for the project. The construction of the solar energy farm supports our guiding value of sustainability and the Strategic Plan, specifically Strategic Advancement II: increasing enrollment by providing equipment for a new program that will attract students and Strategic Advancement III: Increasing Student Engagement by providing a hands-on learning lab for solar energy technology students.

RECOMMENDED ACTION: Approve Resolution 1718-9 – USDA Rural Business Development Grant for construction of a solar farm and commit $25,000 from Capital Outlay to the construction of a solar energy farm.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 10

AGENDA ITEM: Other

ITEM TYPE:

COMMENT:

**A. Board of Trustees Awards Committee.** A committee of two needs to be appointed by the Chair to review the nominations for the Board of Trustees Awards for College and Student Service. These awards will be presented at the Employee Recognition Luncheon on May 14.

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 11

AGENDA ITEM: Executive Session

ITEM TYPE: Executive Session

COMMENT:

CLOUD COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 24, 2018

ITEM NO: 12

AGENDA ITEM: Adjournment

ITEM TYPE:

COMMENT: