

The March 26, 2018 meeting of the NCK Technical College Board of Trustees was held in the Dreiling Administrative Center on the Hays campus.

Chair, Jim Johnson (via Skype) called the meeting to order at 6:36 p.m. Trustees present including Jim Johnson were, Glennys Doane, Carolyn Finney, Don Miller, Dale Montgomery and Kevin Stramel. Also present were President Eric Burks, Corey Isbell, Brandi Zimmer, Angel Prescott, Sandy Gottschalk and Kelly Roberts, Clerk. Others present were MaKayla Nicodemus, Hays Student Senate President, and Lexi Pfannenstiel, Hays Student Services Coordinator.

The agenda/consent agenda was presented for approval by Board Chair, Jim Johnson. Motion made by Kevin Stramel to approve the agenda/consent agenda as presented, seconded by Carolyn Finney. Motion carried. This action approved the minutes of February 26, 2018, and the resignation of Deneil Lutter, Automated Control Technology Instructor as of June 30, 2018.

Introductions and Reports:

Student Senate, MaKayla Nicodemus, President reported on student activities from late October through the end of the 2017-2018 academic year. Some of these events were Trick-or-Treating in Downtown Hays, Ugly Holiday Sweater Contest, Program Tree Decorating Contest, Frost Fest Parade, and February Blood Drive. Upcoming activities include Spring Community Service Project and Student Leader Commencement Recognition.

MaKayla Nicodemus left the meeting following her presentation at 6:50 p.m.

President, K-12 funding dominates the discussion in Topeka. All budget bills have kept the proposal of full funding of SB155 intact. Continue to monitor HB2042, lowering the age to carry concealed weapons to 18 and allow colleges to require a permit to carry concealed, the Senate has removed those two items from the bill, now simply a reciprocity bill to accept other state's concealed permits in Kansas. KBOR has proposed a new concurrent credit to the legislature, to offer 15 credit hours of free general education credits to qualifying juniors and seniors, unlikely it will survive the legislative process. Fire Marshal was on campus before Spring Break, violations were minor and should be easily corrected. Food Service Management Update, several meetings have been had with the final two options, trying to compare the financial details, which is difficult when taking into consideration some of the changes we want to make regardless of whether we stay self-op or move to a vendor. The final decision will not take effect until summer. Foundation Board has approved revised by-laws, a new emeritus status is now available, role definitions and expectations were established. A generous \$1,000 matching contribution from Ron McMillan was received to help establish a Krystal Link Memorial Scholarship. Hansen Auction and Realty will be conducting the auction for the Beloit house on May 17. NW Kansas Housing has offered to buy this year's Hays house. The Employee Engagement team wants to meet again and address employee feedback before making a final recommendation to the Board.

Lexi Pfannenstiel left the meeting following President Burks's report at 7:05 pm.

Retention Report - Dean Isbell presented the retention report for the 2017-2018 academic year. The year began with 487 students, current enrollment is 435. A loss of 55 students.

ASPIRE 2.c.2 – Increase Campus Security and Emergency Preparedness, Dean Isbell discussed a few key tasks that have been accomplished from the Homeland Security Audit that took place last year. A few are Carbon Monoxide detectors have been added to every building, each building has only one main entrance that is unlocked during business hours, added Abandoned Vehicle and Restraining Order policies, Eyewash stations have been cleaned and updated and all employees are required to change their network password every 180 days. The Crisis Management Plan will be retired and an Emergency Operations Plan will be adopted. This plan will include information from the old Crisis Management Plan plus the following additions: Safety Plan, Medical Emergency Plan, Cyber Security Plan, Business Continuity Plan and Shelter in Place procedures.

Enrollment Report – Dean Prescott distributed the current report showing 284 students accepted with 12 pending for the 2018-2019 school year.

ASPIRE 2.b.2 – Expand Opportunities for Student Involvement, Dean Prescott spoke on the Student Organizations that are available. Opportunities for student involvement on the Beloit campus are directly connected to evening activities. Activities vary and include a lot of intramurals between programs. On the Hays campus, opportunities for student involvement are directly connected to our partnership with FHSU through the Gateway Plan. Overall, satisfaction with activities is positive, more effort needs to be done to understand and address why students on both campuses are opting not to participate in activities.

ASPIRE 2.b.3 – Expand Campus Resources to Meet Student Need, Dean Prescott provided information from the Student Services Satisfaction Survey on both campuses. Several responses from the Beloit campus are: newer laptops and scientific calculators, racket ball, fishing competition, changes to the salad bar and small electric ranges in the dorms. Responses from the Hays campus for services needed are: Career Services, Financial Aid assistance and Food Service.

ASPIRE 2.c.1 – Educate NCK Tech Community to Maintain a Respectful Environment, In order to continue to maintain a respectful, safe and inclusive campus environment, all NCK Tech employees and students annually participate in Title IX Training. Partnerships with DVACK and Options, Inc. have allowed NCK Tech to have access to educational opportunities, as well as crisis counseling for our employees and students. In February 2018, critical NCK Tech employees with a high connection to students participated in a Mental Health First Aid Training conducted by Pawnee Mental Health.

ASPIRE 2.c.3 – Increase Student Engagement Across the College Community, student engagement is defined as those experiences where students actively and intentional participate in an activity or experience at NCK Tech. 2017-2018 membership in

Student Organizations: Student Senate, 2 reps per program, Student Ambassadors, Beloit-6, Hays-4; Business Professions of America membership: 14 students and SKILLS membership: 121 students. Engagement activities for the 2017-2018 year: Veteran's Day Parade, Frost Fest Parade, Ugly Sweater Contest, Meals on Wheels, Food Drive, Blood Drive Volunteers.

Action Items:

The Financial Report covered business ending February 28, 2018. Written explanation along with statements of General Fund Profit and Loss by Object Code, and Enterprise Fund Profit and Loss were provided, for the eight months ending February 28, 2018. Dean Zimmer requested the board approve the report as submitted. This would include approval of warrants made to vendors and students in the amount of \$1,774,163.44. Motion made by Dale Montgomery, seconded by Don Miller to approve the financial report as submitted. Motion carried.

Motion made by Carolyn Finney, seconded by Glennys Doane at 7:42 p.m. to go into executive session for a period of 5 minutes with President Burks and Dean Isbell. Motion carried.

At 7:51 p.m. the board was back in open session. Motion made by Glennys Doane, seconded by Kevin Stramel at 7:52 to go back into executive session for a period of 10 minutes with President Burks and Dean Zimmer. Motion carried.

At 8:05 p.m. the board was back in open session. Motion made by Dale Montgomery, seconded by Kevin Stramel for the meeting to adjourn. Motion carried. The meeting adjourned at 8:05 p.m.

Board Clerk

Approved:

Board Chair/Vice Chair

Trustees Present: Jim Johnson, Glennys Doane, Carolyn Finney, Don Miller, Dale Montgomery, Kevin Stramel,