

The April 23, 2018 meeting of the NCK Technical College Board of Trustees was held in the Severance Student Union Conference Room on the Beloit campus.

Chair, Jim Johnson called the meeting to order at 6:30 p.m. Trustees present including Jim Johnson were, Don Miller, Dale Montgomery, and Kevin Stramel. Glennys Doane was present by phone. Carolyn Finney was unable to attend. Also present were President Eric Burks, Corey Isbell, Brandi Zimmer, Angel Prescott, Sandy Gottschalk and Kelly Roberts, Clerk. Others present were Tanner Schneider and Joe Cochran, Beloit Student Senate President and Vice President.

The amended agenda/consent agenda was presented for approval by Board Chair, Jim Johnson. Motion made by Don Miller to approve the amended agenda/consent agenda as presented, seconded by Dale Montgomery. Motion carried. This action approved the minutes of March 26, 2018, and the hiring of Micheal Eckroat, Director of Maintenance, Hays; Faculty to Staff move of Robert McCreight to Network Administrator and resignation of Rowdy Goos, Automotive Collision Instructor.

Action Items:

The Financial Report covered business ending March 31, 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 nine months ending March 31, 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 \$833,458.34. Motion made by Kevin Stramel, seconded by Dale Montgomery to approve the financial report as submitted. Motion carried.

The current health insurance plan is set to renew on June 1, 2018. The move to a partially self-funded plan two years ago was a long-term move to stabilize the cost of health insurance. With increased utilization over the past year, the annual maximum liability will increase by 25.22%. After considering multiple alternatives, administration recommends the Board approve the renewal of the Blue Cross Blue Shield partially self-funded plan. Motion made by Dale Montgomery to approve the health insurance renewal, Don Miller seconded. Motion carried.

Administration presented the 2019-20 Academic Calendar for the Board's review and approval. The calendar corresponds very closely with the calendars of Kansas universities, reflects 175 faculty contract days, and allows a faculty float day at the beginning of the fall semester. Motion made by Kevin Stramel, seconded by Dale Montgomery to approve the 2019-20 Academic Calendar as presented. Motion carried.

Student Success Seminar (S3) is designed to connect and acclimate new students to NCK Tech. Through interactions with their course instructor and peers, students in S3 will connect to resources and develop strategies to become successful students. S3 is a one-credit hour course meeting over the course of the fall semester. All NCK Tech, first year, full time program students will take S3. Motion made by Dale Montgomery to approve the Student Success Seminar beginning in the 2018-2019 academic year, seconded by Kevin Stramel. Motion carried.

After evaluation of the program and recommendation from the Telecommunications Advisory Committee, it was determined that merging Telecom with Information Technology would be in the

best interest of the Program and the College. Discussion had. Motion made by Dale Montgomery to merge Telecom/IT for the next academic year, seconded by Don Miller. Motion carried.

Jim Johnson left the meeting following the action items at 7:03 pm.

Introductions and Reports:

Student Senate, Tanner Schneider, President reported on student activities from late February through the end of the 2017-2018 academic year. Student Senate has approved a graduation gift initiative to help provide emergency funds for students in need. Each student will donate \$20.18 representing the year of graduation. Each donor will receive a NCK Tech lapel pin. A BBQ competition among programs was held in March. Dean Prescott thanked the students for their leadership this year.

President, Topeka news: Any funds received from the State will be helpful since K-12 will be receiving most of the funding. TEA & KBOR did not meet in the month of April. An Articulation Signing Ceremony with FHSU was held on March 27. Meetings with FHSU President, Tisa Mason have been happening on a monthly basis to explore additional opportunities to build partnerships. This month focused on the Gateway program. In reviewing feedback from students, a large number do not use the service and would like other choices. The decision has been made to continue to operate our own food service for at least another year. It will be reviewed again next year when more data to analyze is available. Foundation board will be launching a Class Competition Social Media Campaign in coordination with Student Senate. This is an effort to raise funds but more importantly to reconnect with alumni. The donation should be at least the amount of their graduating year (ex: \$19.72 for someone from the class of 1972).

Enrollment Report – Dean Prescott distributed the current report showing 314 students accepted with 13 pending for the 2018-2019 school year.

Retention Report - Dean Isbell presented the retention report for the 2017-2018 academic year. The year began with 487 students, current enrollment is 433. A loss of 57 students.

General Education/Remedial Update – Dean Isbell gave an update. Big reason students aren't successful at NCK Tech is they don't pass their Gen Eds. Students will be getting remediation during class which required a change in schedule. Gen Education will be offered over several days of the week instead of all in one day.

ASPIRE 1.b.2 – Maximize Advisory Committee Effectiveness, Dean Isbell stated Advisory committee effectiveness is an area that has been addressed for years. A chart was presented with total number of advisory committee members for each program and the number of contributions they provide. There are 14 different contributions that we came up with to report on. We would like for all committee's to provide all 14 contributions, however, this isn't feasible because of the diversity of our programs.

ASPIRE 1.b.3 – Use the Program Review Process for Improvement, Dean Isbell spoke on a 3 year comprehensive program review process that was launched in 2013-2014. This process takes a snapshot of the overall health of the program. The data collected focuses

on enrollment, retention, wages, placement, credentials and financial information. Department chairs are also required to submit self-study information regarding partnerships, advisory committee contributions, recruiting/marketing efforts and program assessment documentation. The information is used to set goals for the next 3 years based on data trends.

ASPIRE 2.a.1 – Increase Alternative Education Opportunities, Dean Isbell provided information on night and enrichment classes, online and concurrent enrollment. We have grown in certain areas, and have room for improvement in others. The concurrent and online segments continue to perform well, night classes and general community enrichment offerings are struggling.

Kevin Stramel moved to adjourn the meeting, Don Miller seconded. Motion carried. The meeting adjourned at 7:56 p.m.

Board Clerk

Approved:

Board Chair/Vice Chair

Trustees Present: Jim Johnson, Don Miller,
Dale Montgomery, Kevin Stramel,