

The Board of Trustees of NCK Technical College held their August 28, 2017 meeting in the Dreiling Building on the Hays campus.

Chair, Jim Johnson, called the meeting to order via Skype from the Beloit campus, at 6:35 p.m. Trustees present on the Hays campus were, Carolyn Finney, Dale Montgomery and Kevin Stramel. Don Miller also attended via Skype from Beloit. Glennys Doane was unable to attend. Present on the Hays campus were President Eric Burks, Brandi Zimmer, Sandy Gottschalk, Corey Isbell, Angel Prescott and Kelly Roberts, Clerk.

President Burks introduced the new instructor on the Hays campus, Lloyd Basgall, Electrical Technology. Lloyd told us a little about himself. He is looking forward to passing his knowledge of electricity to the students.

President Burks introduced the Fall 212 award winner, Michele Unrein, Director of Nursing on the Hays campus. Michele shared a few moments about the Nursing Department.

The consent agenda was presented by Chair Jim Johnson. Motion made by Dale Montgomery, seconded by Kevin Stramel to approve the consent agenda. Motion Carried. This action approved the minutes of the July 31, 2017 and special August 11, 2017 meetings.

Reports:

Dean of Instruction – Corey Isbell reported the new instructor orientation was held August 14, all staff in-service was held in Beloit August 16, and faculty in-service and department time was held in Hays on August 17. The PCA committee spent time in small groups with all faculty and staff going over the new SOS system for student retention. The Performance Agreement report has been submitted and approved and full funding is anticipated. Improvements against the baseline were made on 5 out of 6 indicators. The faculty evaluation schedule has been set for this year, 32 faculty evaluations will be completed. A committee Corey was asked to serve on met to re-evaluate the New Program Approval Process, several recommendations for change were made.

Dean of Student Services – Angel Prescott reported program enrollment as of August 21, the first day of class is 487. Upcoming events are Kansas State Fair, September 8-17. The Admissions Team participated in a day long team-building and planning retreat on August 25. Welcome weekends were held on both campuses prior to the start of classes. NCK Connect events are in progress. Beloit dorms have 115 residents this fall. An open dorm room will be used for showcase during recruiting tours. The Annual Statement of Nondiscrimination was issued to all faculty and staff, notification to students will be completed by the end of August. Ongoing and completed Marketing/PR items were shared.

Dean of Administrative Services – Brandi Zimmer reported the business office has been preparing for the annual audit which will take place August 28 through September 1. The College has submitted their first two test submissions to the National Student Clearinghouse, live submission will be ready soon. President Burks, Dean Isbell, Dean Gottschalk and Dean Zimmer worked through the Capital Outlay and Perkins requests. The College was awarded an \$8,000 grant from the Solomon Valley Community Foundation which will purchase simulators for the Beloit Nursing program. Dean Zimmer met with the energy division of Farmway Coop. They offered to help with classroom instruction on specialized trainings. Carpet in the Student Union hallway has been installed.

Dean of Hays Campus – Sandy Gottschalk reported the College will participate in the March2Main Downtown Hays event. The MOU between the Hadley Center and NCK Tech has been signed for the 2017-18 year. The search for a full-time first year nursing instructor is ongoing, salary is a concern. The Welding Program moved from Davis Hall to its new space in

the Center for Applied Technology. The college is actively seeking temporary custodial assistance. A successful Q&A session was held with the secondary students and their parents prior to the start of their classes. First week events on the Hays Campus included Solar Eclipse viewing with an ice cream social, BBQ and Donuts and Discussion.

President – Eric Burks acknowledged administration and summer staff for their work in preparing for the new academic year. President Burks attended the KBOR Retreat in Wichita. The format and dialogue between the universities, community, and technical colleges was appreciated. The TEA meeting was held on August 24, workforce development goals were discussed. The semester’s 212 award winner was Hays Director of Nursing, Michele Unrein. Purpose Wave was on campus to look at our heavy equipment. Some of the antiquated equipment needs to be liquidated. The first concealed handgun training was held on August 26 in Beloit. September 9 is the date for training in Hays. The training was made available on a voluntary basis for any employee who wants to better educate themselves about the law and responsibilities of someone carrying a handgun.

Action Items:

Financial Report – The financial report submitted by Brandi Zimmer included information on business ending July 31, and submitted the General Fund Profit and Loss by Object Code and Enterprise Fund Profit and Loss for one month ending July 31, 2017. Dean Zimmer requested approval of the report including warrants made to vendors and contractors in the amount of \$626,840.75. Discussion was had. Motion made by Carolyn Finney and seconded by Don Miller to approve the request as stated. Motion carried.

As part of the 2017-18, budget the Board approved the capital outlay proposal. Instructors submitted their request in the spring however prioritizing these requests was deferred until actual available dollars were known. Administration recommended the Board approve the provisional capital outlay plan and approval to make purchases for the year at or below the available funding level of \$260,778. Motion made by Dale Montgomery and seconded by Kevin Stramel to approve the provisional capital outlay plan and spend out capital outlay dollars as presented. Motion carried.

President Burks requested an executive session for 20 minutes with Dean Zimmer and the board beginning at 7:55 p.m. Motion made by Carolyn Finney to move to executive session, Dale Montgomery seconded. Motion carried. At 8:20 the Board was back in open session.

At 8:20 Motion made by Don Miller and seconded by Carolyn Finney for the meeting to adjourn. Motion carried. The meeting adjourned at 8:20 p.m.

Board Clerk

Approved:

Board Chair/Vice Chair

Members Attending:
Jim Johnson, Carolyn Finney,
Don Miller, Dale Montgomery
Kevin Stramel