

The Board of Trustees of NCK Technical College held their January 28, 2019 meeting in the Severance Student Union Conference Room.

Jim Johnson, Board Chair called the meeting to order at 6:30 p.m. Members in attendance along with Mr. Johnson on the Beloit campus were, Carolyn Finney, Glennys Doane, and Don Miller, Dale Montgomery (via skype from Hays). Kevin Stramel was unable to attend. President Eric Burks, Brandi Zimmer, Corey Isbell, and Kelly Roberts, Clerk were in attendance on the Beloit campus. Sandy Gottschalk and Angel Prescott attended by skype from Hays. Also in attendance were Joel Gifford and Erin LeiVan representing Student Senate Leadership, Instructors, Matt Friess and Mark Jones. Terry Bailey was present on behalf of the press.

Chair Johnson entertained a motion to approve the consent agenda. Don Miller motioned to approve the consent agenda, seconded by Glennys Doane. Motion carried. This action approved the minutes of the November 26, 2018 meeting, December 13, 2018 special meeting and the resignation/retirement of Marilyn Hughes, Administrative Assistant, on the Beloit campus effective March 29, 2019.

Reports:

Student Senate, Joel Gifford, President and Erin LeiVan, Secretary reported on student activities. Student Senate Leadership sent out a student survey to both campuses for activity interest. March 7 a BBQ competition between programs will be held using either pulled pork or brisket. Hadley will inspect the meat before judging begins. A number of students are helping with CLASH at the First Christian Church on Wednesday evenings. Student Senate also volunteered for Meals on Wheels in mid-January. The students also took it upon themselves to nominate faculty/staff employee of the month, those that go above and beyond in their work. October-Ann Gates, November-Robert McCreight, December-Maintenance Crew, and January-Josh Babson. The group has also had good discussion for and against a NCK Tech mascot.

Joel and Erin left the meeting following their report at 6:41 pm.

Administrative Report, President Burks reported on legislative news, Governor restored cuts to KBOR, SB155 not slated for additional dollars, seeking an increase in capital outlay dollars which have not changed since 1977. TEA & KBOR – service areas a big topic of conversation, anticipating legislation regarding concurrent courses, SB155 of gen eds, and reforming funding or tax authority for community colleges. As part of our agreement President Burks delivered his annual Big Creek report to the Hays City Commission on January 17, gives us an opportunity to outline the work and highlight the number of students this partnership is affecting. We are exploring the possibility of using some of the college's property at our Heavy Equipment program to build a trap and skeet shooting range. Preliminary drawings of the range were distributed and discussed. This year's Leadership Mitchell County class has adopted this as their class project. Mark Jones, Heavy Equipment Instructor, shared it would take approximately 10 acres out of production on our property. February is CTE month, a social media campaign will be running to promote NCK Tech. Jeff Travis will attend our February Board meeting and President Burks will be present at their meeting as well. In honor of School Board Appreciation Month President Burks thanked the Board for their service to the College and presented them with NCK Tech tumblers. We received a #2 ranking in the Nation by tradeschoolgrants.com, for our Automotive Technology program based on their return on investment. Dean Isbell informed the Board that the Academic Affairs committee met last week and added 6 gen ed courses: American History to 1877, American History since 1877, Spanish I, Spanish II, American Government, and Intro to Literature, specifically to offer concurrent students. These are not required courses for our students to graduate. The fiber course in IT is

being removed which opened up room for an unmanned aircraft (drones) curriculum. Jason Rinaldo is in the process of getting certified to teach the course.

ASPIRE 1.a.2 – Create a culture of employee engagement, President Burks recognized Matt Friess, an Employee Engagement team member and award winning instructor. President Burks shared a portion of the past 4 year weighted average results from the employee satisfaction survey which is completed each year. The results help administration guide the negotiation and benefits process. Administration would like to continue to find incentives that reward employees for a job well done. President Burks also shared the employee engagement activities for the past year and the walking challenges (wellness initiatives) that took place.

ASPIRE 1.a.3 Improve Compensation and Employee Satisfaction with Benefits, President Burks presented additional information from the employee satisfaction survey. Employee satisfaction has increased the past 4 years in the overall employee benefit package. A chart showing average raise and increase in health insurance since 2013 was reviewed. FY 2019 was not included on the chart, a raise was not given and health insurance benefits are projected to increase by 25.2%.

Enrollment Report, Dean Prescott presented the 3-year comparison and accepted/goal enrollment numbers. Current pre-enrollment and retention is at 302 students. Department chairs have appreciated the accepted/goal format.

ASPIRE 2.a.2 - Increase Student Retention, Dean Isbell presented several charts showing Fall to Spring retention for our institution. The SOS program is still having positive outcomes for students. This year, the Student Success Seminar was implemented in the fall semester. It achieved some of what we intended it to do, but needs adjusting in some areas. This year, we reverted back to our average by losing 59 students from first to second semester.

ASPIRE 2.b.1 – Develop an Early-Alert System, Dean Isbell reported the SOS (Student Observation System) was launched at the beginning of the 17-18 academic year. This program is in its second year of existence and is still needing some adjusting as we go. However, the system is generating positive outcomes.

Action Items

The financial report submitted by Brandi Zimmer included information on business ending December 31, 2018 and submitted the General Fund Profit and Loss by Object Code and Enterprise Fund Profit and Loss for six months ending December 31, 2018. Dean Zimmer requested approval of the report including warrants made to vendors and students in the amount of \$1,701,485.95. Discussion was had. Motion made by Don Miller, seconded by Carolyn Finney to approve the request as stated. Motion carried.

Administration presented and recommended approval of revisions to Aspire 2022. Discussion was had. Motion made by Glennys Doane, seconded by Carolyn Finney to approve revisions to the strategic plan. Motion carried.

Administration presented and recommended approval of the Copyright-Fair Use policy. Discussion was had. Dale Montgomery moved to approve the Copyright-Fair Use policy as presented, Don Miller seconded. Discussion was had. Motion carried.

Administration presented and recommended approval of the Good Standing policy. Discussion was had. Glennys Doane moved to approve the Good Standing Policy as presented, seconded by Carolyn Finney. Motion carried.

Administration presented and recommended approval of updates to the Retirement and Resignation policy. Discussion was had. Don Miller moved to approve updates to the Retirement and Resignation policy, seconded by Glennys Doane. Motion carried.

Motion made by Carolyn Finney, seconded by Glennys Doane at 8:25 p.m. to go into executive session with no action for a period of fifteen minutes with President Burks and Dean Zimmer. Motion carried. At 8:49 p.m. Dean Zimmer left executive session, motion made by Carolyn Finney, seconded by Glennys Doane to continue executive session for a period of fifteen minutes with President Burks. Motion carried. The Board went back into executive session at that time. At 9:09 p.m. President Burks left executive session, motion was made by Glennys Doane, seconded by Don Miller to continue executive session for twenty minutes. Motion carried. At 9:35 p.m. motion was made by Carolyn Finney, seconded by Glennys Doane to continue executive session for fifteen minutes with President Burks present. Motion carried. The Board went back into executive session at that time with President Burks and was back in open session at 9:49 p.m.

Chair Jim Johnson asked for a motion regarding the extension of an additional year to the current contract of Eric Burks as president of NCK Technical College. Motion made by Don Miller, seconded by Glennys Doane to extend the current three-year contract of President Burks for an additional year. Motion carried.

Motion made by Don Miller and seconded by Carolyn Finney for the meeting to adjourn. Motion carried. The meeting adjourned at 9:50 p.m.

Board Clerk

Approved:

Board Chair/Vice Chair

Attending: Jim Johnson, Glennys Doane, Carolyn Finney,
Don Miller, Dale Montgomery