

The February 25, 2019 meeting of the NCK Technical College Board of Trustees was held in the Severance Student Union Conference Room on the Beloit campus.

Vice-Chair, Carolyn Finney called the meeting to order at 5:10 p.m. Trustees present including Carolyn Finney were, Glennys Doane, and Don Miller; Dale Montgomery and Kevin Stramel (by Skype from Hays). Jim Johnson arrived at 5:11 p.m. Also present were President Eric Burks, Corey Isbell, Brandi Zimmer, Angel Prescott, Sandy Gottschalk (by skype), and Kelly Roberts, Clerk. Others present were Joel Gifford, Student Senate President.

Vice-Chair, Carolyn Finney asked for a motion to approve the amended agenda. Motion made by Don Miller, seconded by Glennys Doane. Motion carried. The consent agenda was presented by Board Vice-Chair, Carolyn Finney. She asked for a motion to approve the consent agenda. Motion made by Dale Montgomery, seconded by Don Miller. Motion carried. This action approved the minutes of January 28, 2019 regular meeting and February 13, 2019 special meeting, the resignations of Curtiss Anderson, Beloit Welding Instructor effective May 15, 2019, Amy George, Hays Nurse Educator effective May 15, 2019, Beloit Practical Nursing Instructor effective May 15, 2019 and the hire of Jeri Schlaefli, Administrative Assistant effective March 18, 2019.

### **Introductions and Reports:**

**Student Senate**, Joel Gifford, Senate President reported on upcoming student activities. At their last meeting mission statements and career values were reviewed. On March 21, senate will be doing leadership training. This year's graduation pin for the class of 2019 will be \$20.19 which contributes to the Alumni fund. The spring BBQ will be held on March 7 with a cook-off competition between programs. Hadley will inspect the meat once it's cooked.

**Administrative Report**, Legislative update- Higher Ed Budget Committee proposed a bill to provide an extra \$10M to KBOR. Keeping our eyes on bill SB47, Student Opportunity Scholarship, and HB1244 the Community College Tax Bill. KBOR update – discussion about Service Areas, the Community College Transparency Legislation, and the Board (KBOR) Theme. KBOR approved the list of programs recommended by TEA to be removed from tiered funding. KBOR looking to align the definition of distance education with HLC. We received a grant from the Solomon Valley Community Foundation for the purchase of 3 additional Automated External Defibrillators (AED's). The option of a Trap Shooting Range continues to be explored. Leadership Mitchell County received a \$5K grant from Solomon Valley Community Foundation. They will now be seeking additional grant funding as well as private monetary and in-kind donations. The 8-Man All-Star Committee and KSDE have both made requests again for this summer to utilize our facility for their events. We are in the process of researching and negotiating the renewals of our contracts for the carpentry workshop in Hays, the Hadley Center for Culinary, and our service contract with 502 Media.

**Enrollment Report** – Dean Prescott distributed the current report showing 251 students accepted with 26 pending for the 2019-2020 school year.

**ASPIRE 2.a.4 – Increase Student Enrollment,** Dean Prescott reported head count has declined over the last three semesters based upon a decline in full-time program students. F17 had an all-time high online course enrollment contributing to a high FTE. Traditionally during the spring semester, NCK Tech has the same amount of students take online courses but they are taking a fewer number of courses.

**Retention Report** - Dean Isbell presented the retention report for the 2018-2019 academic year. The year began with 452 students, current enrollment is 389. A loss of 63 students.

**ASPIRE 1.b.1 – Increase Number of Credit Hours Generated,** Dean Isbell presented a chart showing the total number of credit hours generated over the past 7 years, F19 not currently available. Since a dip in FY15, the upward trend has leveled off and slightly decreased in FY18. Credit hours for F19 will be down due to the lower number of full time students. Concurrent offerings are still going strong.

**ASPIRE 3.a.1 – Collaborate with Industry Partners,** President Burks reported the College now needs to assess and seek to increase the number of partners the college engages in each year. The first step is to define what the College considers a partnership so we can establish a baseline of our current partnerships. On February 6, 2019 the Strategic Planning Committee developed the following definition of 'partnership': A continuing relationship with an individual or entity who provides time or resources to support the betterment of NCK Tech students. We will then develop a process to count our partnerships and assess how many partnerships we currently have and report to the Board the progress made in collaborating with additional industry partners.

**Action Items:**

The Financial Report covered business ending January 31, 2019. Written explanation along with statements of General Fund Profit and Loss by Object Code, and Enterprise Fund Profit and Loss were provided, for the seven months ending January 31, 2019. 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 \$744,447.50. Motion made by Don Miller, seconded by Jim Johnson to approve the financial report as submitted. Motion carried.

The reasons for an Administrative Withdrawal have been updated to the following: A Student may be administratively withdrawn from any or all courses by a College administrator when the following conditions exist: 1) Student has reached five consecutive absences without contacting their instructor, Registrar, or an Administrator. 2) Failure to respond to contact attempts by the college during the 5 consecutive absences. Students will be notified before being withdrawn. The notice will include information regarding their right to a due process hearing. Dean Isbell requested the board approve the update to policy as presented. Dale Montgomery moved to approve the Administrative Withdrawal update, Kevin Stramel seconded. Motion carried.

Motion made by Jim Johnson, seconded by Glennys Doane at 6:14 p.m. to move to executive session for a period of 10 minutes with President Burks. Motion carried.

At 6:29 p.m. the board was back in open session. Motion made by Don Miller and seconded by Jim Johnson for the meeting to adjourn. Motion carried. The meeting adjourned at 6:29 p.m.

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Board Clerk

Approved:

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Board Chair/Vice Chair

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