

The March 25, 2019 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 6:34 p.m. Trustees present including Jim Johnson were, Glennys Doane, Carolyn Finney, Dale Montgomery and Kevin Stramel. Don Miller was unable to attend. Also present were President Eric Burks, Corey Isbell, Brandi Zimmer, Angel Prescott (via Skype), Sandy Gottschalk and Kelly Roberts, Clerk. Others present were Austin Seltmann, Carly Boyd, Nathan Lorenc, and Marissa Befort, representing Hays Student Senate, and Tiffany Fox, Hays Student Services Coordinator.

The amended agenda was presented for approval by Board Chair, Jim Johnson. Motion made by Dale Montgomery, seconded by Kevin Stramel. Motion carried. The consent agenda was presented for approval by Board Chair, Jim Johnson. Motion made by Carolyn Finney, seconded by Glennys Doane to approve the consent agenda as presented. Motion carried. This action approved the minutes of February 25, 2019, and the resignations of Allan Hill, Electrical Technology Instructor, Hays and Stephanie Raymer, Digital Marketing Instructor, Beloit as of May 15, 2019, the hires of Keri Maricle, General Education Instructor, Hays, and Danae Buschkoetter, Welding Instructor, Beloit as of August 2019, the move from full-time to part-time of Julie Gross, Nursing Instructor and part-time to full-time of Brenda Orr, Nursing Instructor both on the Hays campus as of August 2019.

### **Introductions and Reports:**

**Student Senate**, Hays Student Senate members reported on student activities since their formation in November. The group meets monthly. Student Senate has nominated an employee of the month since November. Some of the activities participated in were Ugly Holiday Sweater Contest, Frost Fest Parade, February Blood Drive, and Special Olympics Kansas. The group has also taken initiative for campus wide recycling. Upcoming activities include Paper Pantry Drive, Easter Egg Hunt, and Finals Week Goodies.

Austin Seltmann, Carly Boyd, Nathan Lorenc, Marissa Befort, and Tiffany Fox left the meeting following the presentation at 6:47 p.m.

**Administrative**, Governor has proposed an increase to 9M for funding, things are positive and moving in the right direction. KBOR is in the process of updating their strategic plan. Things are taking shape with the Trap Shooting Range. We have been exploring the details of student interest, the impact of attending meets and missing class time, the legalities of having this type of facility on college property and the liability insurance coverage needed. Dean Zimmer and I have received an initial projection for our health insurance renewal. There will be an increase, but much less than we experienced last year. The Annual Employee Satisfaction Survey has been conducted and hope to have those results compiled by the next Board meeting. Dean Zimmer along with members of Cabinet have been conducting budget meetings in preparation for next year. These meetings have been moved up in the year to try to get our entire billing process

accelerated. The eventual goal is to be able to have students pay their bills sooner and reduce the amount of collecting necessary later.

**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 which hasn't changed from the prior month.

**ASPIRE 2.c.2 – Increase Campus Security and Emergency Preparedness**, Dean Isbell discussed contents from the Student Satisfaction Survey and Employee Climate Survey dealing with aspects of safety and emergency preparedness. Both students and staff reported very high numbers with regards to safety and security. Mandatory tornado and fire drills have been implemented. We will continue our efforts with emergency operations which includes frequent meetings with first responders in Beloit and Hays. We have also begun the process of installing video cameras on both campuses, as well as, started phasing in access controls on our buildings.

**Enrollment Report** – Dean Prescott distributed the current report showing 322 students accepted with 24 pending for the 2019-2020 school year.

**ASPIRE 2.b.2 – Expand Opportunities for Student Involvement**, Dean Prescott spoke on the Student Organizations that are available. While it appears that a large population of our students are not engaging regularly in the evening activities, 53% of current students in Beloit and 38% in Hays report being highly satisfied with the student activities offered. In Beloit next steps, gathering additional feedback from students directly on what activities would interest them the most obtained through small surveys and feedback from Student Senate meetings. In Hays, departments from FHSU will continue coming to NCK Tech monthly to promote their services and 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. Over the last three years, Beloit campus has averaged a 75% satisfaction rate and Hays a 77% rate. However, the overall satisfaction rate has slowly been decreasing on both campuses. This is a trend that will need monitoring. The data generated through the satisfaction surveys will be used to gather feedback regarding student needs and wants.

**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. The Beloit campus reports a three year average of 80% highly agree or agree NCK maintains & supports a respectful environment, Hays three year average is 85%.

**ASPIRE 2.c.3 – Increase Student Engagement Across the College Community**, Students who feel connected to NCK Tech are more likely to persist at the College. Over the past three years, the Beloit campus has a 65% highly connected/connected average, while the Hays campus has a 70% highly connected/connected average. One way NCK

Tech is working to increase connection is through Advising. We have been intentional with increasing the touch points advisors make with students each semester. Currently, key support staff teach sections of the Student Success Seminar. One area to grow would be bringing student support staff to students (Ex. Financial Aid Director will set-up with advising during enrollment).

**Action Items:**

The Financial Report covered business ending February 28, 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 eight months ending February 28, 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 \$1,821,665.51. Motion made by Kevin Stramel, seconded by Dale Montgomery to approve the financial report as submitted. Motion carried.

Motion made by Carolyn Finney, seconded by Glennys Doane at 7:38 p.m. to go into executive session for a period of time not exceeding 30 minutes with President Burks and Dean Zimmer. Motion carried.

At 8:01 p.m. the board was back in open session. Motion made by Carolyn Finney, seconded by Dale Montgomery for the meeting to adjourn. Motion carried. The meeting adjourned at 8:01 p.m.

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Board Clerk

Approved:

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Board Chair/Vice Chair

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