

The May 13, 2019 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 6:31 p.m. Trustees present including Jim Johnson were, Don Miller, Glennys Doane, Carolyn Finney, Dale Montgomery and Kevin Stramel. Also present were President Eric Burks, Corey Isbell, Brandi Zimmer, Angel Prescott, Sandy Gottschalk (by skype) and Kelly Roberts, Clerk.

Board Chair, Jim Johnson asked for a motion to adopt the amended agenda. Motion made by Dale Montgomery to approve the amended agenda, seconded by Carolyn Finney. Motion carried.

At 6:32 p.m., Carolyn Finney moved, seconded by Dale Montgomery, to go into executive session not exceeding 30 minutes with President Burks and Dean Zimmer with no action. Motion carried.

The board was back in open session at 7:07 pm. A motion was then made by Kevin Stramel and seconded by Glennys Doane to approve the consent agenda as presented. Motion carried. This action approved the minutes of April 22, 2019, and special meeting of May 3, 2019, the hiring of Sara Arnold, Nurse Educator, Beloit, Silver VanWey, CNA/CMA Instructor, Hays, and the resignation of Roxie Hake, Student Success Coordinator.

Introduction and Reports:

Administrative, Allied Health students had their graduation ceremony at Via Christi Village on May 7. Friday, May 10 in Beloit 148 students graduated. On Saturday, May 11 in Hays 158. A total of 306 students. NCK Tech is housing 2 interns for AGCO this summer as well as the 8 man All-Star coaches and athletes June 4-9. A steak lunch was served the first week in May in honor of Teacher and Nurse Appreciation Week. Our property insurance renewal is indicating a dramatic increase, we are exploring all options and carriers. The College is seeking individuals for several open positions. We are exploring all positions to see how we can use these openings to reorganize. Dean Gottschalk and President Burks met with first year Electrical students in Hays over their concern for the program if no instructors are found. They were assured NCK Tech is committed to finding an instructor and working on contingency plans. LMC did receive the grant for the trap shooting range. The location has moved further into the south central part of our property.

Enrollment Report – Dean Prescott distributed the current report showing 466 students accepted with 17 pending for the 2019-2020 school year.

Retention Report - Dean Isbell presented the retention report for the 2018-2019 academic year. The year began with 452 students, final enrollment was 388. A loss of 65 students for the year.

ASPIRE 2022 – 3.c.1 Increase Brand Recognition, Dean Prescott shared video that was created by 502 Media for a year-long social media campaign. Time spent on our website by users has increased. A high traffic point has been the virtual tours of our programs. Our non-traditional student program video was also shown.

ASPIRE 2022 – 3.c.2 – Celebrate Institutional Success, Dean Prescott reviewed the press releases that were created by Brenda Leiker, Hays General Education Instructor. Thirty-seven articles were shared this year with two more currently in progress. The number of articles shared has increased from last year. Dean Prescott shared one release on a Hays Auto student who was selected for Mercedes-Benz training.

Action Items:

The Financial Report covered business ending April 30, 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 ten months ending April 30, 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 \$658,484.06. Motion made by Don Miller, seconded by Dale Montgomery to approve the financial report as submitted. Motion carried.

The College Course Catalog is reviewed and revised annually. All revisions to curriculum as set forth in the course catalog have been approved by the Academic Affairs Committee. Dean Isbell distributed a handout to the Board of this year's changes. Administration recommends the Board approve the College Course Catalog for the 2019-2020 academic year as presented. Dale Montgomery moved to approve the Course Catalog for the coming school year, seconded by Kevin Stramel. Motion carried.

Due to the limited amount of off-campus housing available to students, and decreased dorm occupancy on campus, it is the recommendation of the College to increase its on-campus student housing opportunities from age 21 to students who are under the age of 24. Administration recommends the Board approve the increased age limit of 24 to the Housing Policy as presented. Kevin Stramel made the motion to approve the increased age limit to the Housing Policy, seconded by Don Miller. Motion carried.

There will be a special board meeting by teleconference on Monday, May 20 at 7:30 am.

At 8:07 p.m., Don Miller made the motion to adjourn, seconded by Glennys Doane. Motion carried. The meeting adjourned at 8:07 p.m.

Board Clerk

Approved:

Board Chair/Vice Chair

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