

The Board of Trustees of NCK Technical College held their August 26, 2019 meeting in the Dreiling Building on the Hays campus.

Board Chair, Jim Johnson (via skype), called the meeting to order at 6:40 p.m. Members of the Board of Trustees present in Hays were Carolyn Finney, Glennys Doane, Don Miller, Dale Montgomery and Kevin Stramel. Other persons present were Corey Isbell (by skype), Brandi Zimmer, Sandy Gottschalk, and Kelly Roberts, Clerk. Lance Smith, a potential board member from Hays, was in attendance to observe the meeting. New employees in attendance when the meeting began were Brian Badger, Sam Bailey, Tricia Cline, Keri Maricle, and Silver VanWey.

Chair Jim Johnson asked for a motion to approve the amended agenda, Don Miller so moved, seconded by Kevin Stramel. Motion carried. Mr. Johnson presented the consent agenda for approval. Dale Montgomery moved to approve the consent agenda, seconded by Glennys Doane. Motion carried. This action included approval of the following:

- Minutes of the August 5, 2019 (July) regular meeting
- Hire – Diesel Technology Aide, Beloit Campus
- Hire – PHAC Aide, Hays Campus
- Hire – Director of Learning Services, Beloit Campus

Reports –

New Employees, Brian Badger, Sam Bailey, Tricia Cline, Keri Maricle, and Silver VanWey were introduced to the board. They each shared a little bit about themselves.

They all left the meeting following their introductions at 6:50 p.m.

Administrative, President Burks extended his appreciation to cabinet and summer staff for all the time invested in preparing for the new academic year. There were no updates from KBOR or TEA this month as neither held a meeting. VP Isbell along with Jennifer Brown did a great job conducting our back to school orientations and in-service meetings. This semester's 212 award winner was Beloit Carpentry Instructor, Mike Cheney. With the help of Jackie Haskell, Student Success Coordinator and Kelly Roberts, President Burks has completed the selection process for the Hansen Career Enhancement Scholarship. We had 13 applications submitted this year, plus one 2nd year student who will remain part of the program. Hansen has agreed for us to use 5% of the grant for administrative costs. Foundation Board meeting was held on August 7. Mike Crouch, Director of Advancement, from Flint Hills Technical College spoke on his fundraising experiences. VP Isbell, VP Zimmer, VP Gottschalk, Dean Brown and President Burks have been working to complete the HLC Assurance Argument which is due September 16. President Burks met with representatives from DS Bus Lines on August 14. They provided a \$2,500 scholarship for 2nd year Diesel Technology students. These students are helping maintain the busses as part of our partnership. NCK Tech will host a drive-in movie again this fall on September 28 as part of the Employee Engagement Team's efforts to engage our employees and the community. The dorms are at 88% capacity, 113 students are taking advantage of dorm life. 107 of 113 are male, 6 female, 10 of these are private rooms. President Burks shared about Mission Drivers, a program to publicly recognize employees who are living out the college's mission.

Enrollment Report – President Burks reviewed the current report showing 449 students enrolled for the 2019-2020 school year.

ASPIRE 1.b.1 – Increase the number of credit hours generated, VP Isbell shared there has been no change in this number since June.

ASPIRE 4.c.3 – Expand Outreach net revenues, VP Isbell reported that Outreach continues to be an area of potential growth for NCK Tech. Concurrent partnership offerings are growing. We

are currently advertising for an Online/Outreach Director to help with general community enrichment offerings, as well as, business and industry trainings.

ASPIRE 3.a.3 – Increase Participation in Industry and Civic Organizations, President Burks reported by encouraging our faculty and staff to participate in industry and civic organizations, this can help with both keeping current with changes in the industry and help to establish partnerships. A regular timeline needs created when employees record their involvement MyLearningPlan so an accurate number can be reported to the Board.

ASPIRE 4.c.1 – Optimize Use of Resources and Facilities, Administration is always looking for ways to optimize areas on campus. This means trying to get the most out of all of the Colleges assets including real estate, buildings, equipment, technology, and moneys. President Burks reviewed the new organizational chart which was updated after the restructure of Student Services. This year, as a result of three resignations, an opportunity arose to utilize our people differently to enhance how we serve students. We continue to look for ways to better utilize our people and all of the College's resources.

ASPIRE 4.c.2 – Identify and Develop Potential Areas of New Funding, President Burks reported that the College continually seeks ways to generate additional revenue. A chart was shown for state postsecondary aid which has remained static or decreased from FY13-FY17. State aid for CTE dollars has increased since 2013, the year SB155 was passed and the program put in place. We will continue to look for ways to develop additional revenue for the college. This will include advocating for additional capital outlay funding.

HLC Overview – VP Isbell reviewed the 5 criteria for accreditation by the Higher Learning Commission for the board. Criterion 1 – Mission; Criterion 2 – Integrity, which references the board of control the most; Criterion 3 – Teaching & Learning: Quality, Resources, and Support; Criterion 4 – Teaching & Learning: Evaluation and Improvement; Criterion 5 – Resources, Planning, and Institutional Effectiveness.

Action Items –

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, 2019. Administration recommended the Board approve the financial report as submitted and warrants made in the amount of \$711,803.71. Discussion had. Motion made by Carolyn Finney, seconded by Dale Montgomery to approve the financial report as recommended. Motion carried.

In keeping our policies updated to current practice, the Surveillance Policy has been created due to the installation of surveillance cameras on both campuses. This policy will be placed in Section VI – Policies Applicable to Personnel & Students of the Board Policy Handbook. Motion made by Kevin Stramel and seconded by Glennys Doane to approve the Surveillance Policy. Motion carried.

No executive session needed.

It was moved by Don Miller and seconded by Dale Montgomery for the meeting to adjourn. Motion carried. The meeting adjourned at 7:59 p.m.

Board Clerk

Approved:

Board Chair/Vice Chair

Trustees Present:

Glennys Doane, Carolyn Finney, Jim Johnson (skype)
Don Miller, Dale Montgomery, Kevin Stramel