

The Board of Trustees of NCK Technical College held their September 23, 2019 meeting in the Severance Student Union Conference Room.

Jim Johnson, Board Chair called the meeting to order at 6:33 p.m. Members in attendance along with Mr. Johnson on the Beloit campus were, Carolyn Finney, Don Miller, Kevin Stramel, and Dale Montgomery. Glennys Doan was unable to attend. Those in attendance representing the college were President Eric Burks, VP Brandi Zimmer, VP Corey Isbell, VP Sandy Gottschalk and Kelly Roberts, Clerk. Also in attendance were Sage Klein, Kaleb Jones, and Noah Huxman, Student Senate Leadership. New instructors attending were Emily Wessling, Danae Buschkoetter, Kent Lervold, and Shane Britt. Terry Bailey was present on behalf of the press. Bob Becker, a potential board member, was also in attendance.

Don Miller moved to approve the amended agenda, Kevin Stramel seconded. Motion carried. Chair Johnson entertained a motion to approve the consent agenda. Carolyn Finney motioned to approve the consent agenda, seconded by Dale Montgomery. Motion carried. This action approved the minutes of the August 26, 2019 meeting, and the September 11, 2019 special meeting.

Reports:

Student Senate, Sage Klein, President; Kaleb Jones, Vice President; and Noah Huxman, Secretary/Treasurer reported on student activities. Student Senate members will be helping with the drive in movie on campus this weekend. Student Senate will meet the 1st and 3rd Tuesdays of the month.

Sage, Kaleb, and Noah left the meeting following their report.

New Instructors, Each new instructor introduced themselves and what program they were teaching to the Board. Those in attendance were Emily Wessling, Director of Learning Services; Danae Buschkoetter, Welding; Kent Lervold, Diesel Technology Aide; and Shane Britt, Dean of Student Experience. Sara Arnold, Practical Nursing was unable to attend.

Emily, Danae, Kent, and Shane left the meeting following their introductions.

HLC Preparation – Dr. Betty Stevens

Dr. Stevens gave the board an overview of the Higher Learning Commission. She was on campus during the day doing a mock HLC visit with our faculty and staff. Dr. Stevens shared the preparation of faculty, staff, and students has been exceptional.

Dr. Stevens left the meeting following her presentation.

ASPIRE 1.a.1 – Increase the number of faculty who earn academic and/or industry credentials, Dean Brown shared 47 out of 54 faculty members have earned their appropriate degree, 87%. This is up from 74% a year ago. This is a fluid number depending on instructor turnover. Dean Brown will continue to work with faculty on Academic Plans of Progress.

ASPIRE 2.a.2 – Increase student retention – Fall to Fall, Dean Owen shared the report analyzes the number of AAS students who return for their second year. On average we lose 27 students between the 1st and 2nd year for AAS degrees. Our SOS program, Tech Connect course, advising system, and restructure of our organizational chart are all things that will help with retaining students.

ASPIRE 1.a.4 – Increase the number of faculty and staff who attend professional development trainings, VP Isbell stated NCK Tech encourages faculty and staff to stay current within their industry. This year, faculty and staff attended a total of 841 professional development opportunities. The increase over last year's 569 was due to the additional in-house professional development provided to help prepare the campus community for the HLC visit. Administration will continue to encourage faculty and staff to attend professional development events when applicable.

Administrative Report, President Burks thanked Dean Brown and cabinet for their time in preparing the HLC assurance argument. TEA meeting, strong statements in support of protecting the funding for high demand or high wage fields. KBOR meeting, discussed qualified admission change. Auditors were on campus August 26-30. President Burks attended the March2Main event in Hays. MCHHS held a LPN Focus Group, discussion centered on ongoing and potential efforts to attract people to the healthcare industry. VP Isbell, Dean Britt and President Burks met with Law Enforcement officials on how we can collaborate and what we need to do to be prepared for an emergency event. NCK Tech was present at the State Fair September 6-15. The Beloit house has been moved off campus, Hays house to follow. Scholarship Receptions are scheduled for Wednesday, October 2 in Hays and Wednesday, October 9th in Beloit. The College was ranked #4 in the nation for graduation rates in The Chronicle for Higher Education Almanac. This is the 3rd time in 4 years the college has been nationally ranked in this category.

Dean's Brown and Owen left the meeting at 7:56 p.m.

Action Items

The financial report submitted by Brandi Zimmer included information on business ending August 31, 2019 and submitted the General Fund Profit and Loss by Object Code and Enterprise Fund Profit and Loss for two months ending August 31, 2019. Dean Zimmer requested approval of the report including warrants made to vendors and students in the amount of \$1,060,635.62. Discussion was had. Motion made by Dale Montgomery, seconded by Kevin Stramel to approve the request as stated. Motion carried.

Procedure for bringing on new board members was discussed. A sub-committee would be formed, less than a quorum. President Burks, Carolyn Finney, Jim Johnson, and Dale Montgomery will make up the committee. Don Miller moved to approve the sub-committee who will interview additional board members and bring forth recommendation to be voted on by the board, seconded by Kevin Stramel. Motion carried.

Kevin Stramel was presented with a crystal and gift card in appreciation for his 19 years of service on the board.

Motion made by Kevin Stramel and seconded by Don Miller for the meeting to adjourn. Motion carried. The meeting adjourned at 8:18 p.m.

Board Clerk

Approved:

Board Chair/Vice Chair

Attending: Jim Johnson, Carolyn Finney, Don Miller, Dale Montgomery, and Kevin Stramel