

The Board of Trustees of NCK Technical College held their March 15, 2021 meeting in the Severance Student Union Conference Room.

Chair Jim Johnson called the meeting to order at 5:34 pm. Members in attendance were Jim Johnson, Don Miller and Carolyn Finney. Members in attendance via Zoom were Carolyn Finney and Lance Smith. President Eric Burks, Shane Britt, Tricia Cline (Zoom), Corey Isbell, and Liz Fixsen, Clerk were in attendance for the College.

Chair Jim Johnson entertained a motion to approve the amended consent agenda. A motion was made by Glennys Doane, seconded by Lance Smith to approve the amended consent agenda. Motion carried. Chair Jim Johnson entertained a motion to approve the consent agenda. A motion was made by Don Miller, seconded by Glennys Doane to approve the consent agenda. Motion carried. This action approved the minutes of the February 15, 2021 meeting, February 24, 2021 special meeting, hire of Cashier (Beloit), resignation of Automated Controls instructor (Beloit) and the retirement of Student Account Specialist (Beloit).

## **REPORTS**

Beloit Student Senate: Caleb Jones reported that they are starting a food drive competition for the campus cupboard and MC Food Bank. Donations can be given to Shane Britt. Discussed activities that they are planning with Shannon Duskie.

Hays Student Senate: Connor Sweat reported about the Hays campus food drive.

Carolyn Finney joined by Zoom at 5:41pm.

## **AGENDA & MONITORING REPORTS**

**Enrollment Report:** Dean Cline reported on the 3-year comparison and a Program Admit Comparison. For the 2021-22 academic year, there are 297 accepted and 18 pending. Reviewed programs that are full and ones expected to be full.

**ASPIRE 1.b.1 – Increase the number of credit hours generated,** Dean Cline reviewed goals to focus on in the future to include increasing concurrent and high school program enrollment, new short-term courses/classes, partnerships with businesses, and create new avenues to market online course offerings.

**ASPIRE 2.a.4 – Increase student enrollment,** Dean Cline discussed student enrollment goals to include analyzing individual data by semester, expansion of short-term courses, creating additional partnership with high schools to expand concurrent course offerings, identify student barriers and prioritize working through them, increase touch points during recruitment and increase marketing efforts.

**Administrative Report,** President Burks reviewed COVID numbers from the Hays & Beloit campuses as of 03.10.21. Will be providing vaccinations here on campus for employees through S&S Drug. Discussed legislative update on the Tax Credit Bill. This was just for technical colleges. 100% tax credit for capital outlay up to \$500k over the next 5 years. Reported on the TEA/KBOR update. KSU withdrew application for AS in UAV. Reviewed the property insurance, summer project plans, budget process and Coronavirus Response and Relief Supplemental Act (CRRSA). Waiting for clarification on CRRSA. Discussed negotiations, health insurance and the training of board members. Reviewed MASA coverage. Reported on strategic planning and refining the list into priorities. Reviewed the monthly FHSU meeting regarding Gateway utilization, tech support hotline and COVID changes. Discussed the following events: Jr/Sr days, graduation, mascot launch, E-Sports, trap shooting and 8-Man All-Star. Graduation in Beloit is May 14th, Hays will be May 15<sup>th</sup>. Had a Hansen interview with

Erin Matthews. Reported on the special Foundation board meeting. Will have another summer intern, Hannah Burks. Discussed 3-D Home printing. Reviewed the CDL program on Hays and updates to the grant. Purchased a truck and a flat-bed trailer. Salvage trailer donated by Ullom's that students are working on. MOU for CDL with HaysMed is signed. Pharm Tech Cert A approved by DoE for financial aid. Deadlines for Medical Assistant are March 19<sup>th</sup> and April 23<sup>rd</sup>. Discussed location for the culinary program and the Rose Garden, will sign MOU soon. Nelnet contract was signed and payment can be made by debit or credit card. Handed out popcorn for Employee Appreciation Day. Reported on Dean Owen's student recognition program. Discussed CTE consortium. Four districts are forming consortium and want to engage businesses using NC3. Reviewed the open positions in Hays and Beloit. Talked about culinary student Makenzee Cupp and her funeral. President Burks shared a non-tiered course credit hour grant spreadsheet, KS education risk management pool email from Chris Conrade at Conrade Insurance, KERMP Membership list (as of 01.29.21), 2020-21 KERMP current structure, KERMP property and casualty losses illustration, what KERMP can provide, KERMP service providers and the current KERMP board of Trustees.

### **ACTION ITEMS**

**Financial Report:** The financial report was submitted by Brandi Zimmer and presented by President Burks included information on business ending February 28, 2021. Discussed the energy bills due to the state of emergency experienced in February. Reviewed the income and expenditures of the general and enterprise fund. Discussed the general fund profit and loss statement sheet.

Motion made by Glennys Doane, seconded by Lance Smith to approve the financial report as presented. Motion carried.

**Health Insurance:** Reviewed the health insurance proposal by HUB International, presented by President Burks. The teacher association has accepted by a majority vote to approve the BC/BS insurance quote.

Motion made by Don Miller, seconded by Glennys Doane to approve the financial report as presented. Motion carried.

### **EXECUTIVE SESSION**

Motion made by Lance Smith, seconded by Carolyn Finney at 6:52 pm to go into executive session with no action for a period of 30 minutes with President Burks. Motion carried.

Executive session ended at 7:20 pm.

Motion made by Don Miller and seconded by Glennys Doane for the meeting to adjourn. Motion carried. The meeting adjourned at 7:21 pm.

  
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Board Clerk  
Approved:

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Board Chair/Vice Chair