

The Board of Trustees of NCK Technical College held their June 21, 2021 meeting in the Severance Student Union Conference Room.

Chair Jim Johnson called the meeting to order at 5:31 pm.

Members in attendance were: Glennys Doane, Lance Smith, Don Miller, Dale Montgomery (Zoom), Carolyn Finney (Zoom) and Bob Becker. Jim Johnson joined at 5:36pm.

Others in attendance: President Eric Burks, Jen Brown, Tricia Cline (Zoom), Corey Isbell, Chandra Feldman (Zoom), Shane Britt, Jenn Brown and Liz Fixsen, Board Clerk were in attendance for the College.

Vice Chair Carolyn Finney entertained a motion to approve the amended consent agenda. A motion was made by Don Miller, seconded by Dale Montgomery to approve the consent agenda. Motion carried. This action approved the minutes of the May 17, 2021 meeting, Staff Resignations: Diesel Aid (Beloit) & Payroll & Accounts Payable (Beloit). Faculty Resignations: Diesel Instructor (Beloit). Faculty Hire: CDL (Hays) & Gen Ed Psychology (Beloit). Staff Hire: Student Success Coordinator (Hays). Staff & Faculty changes: Admissions Counselor (Beloit) & Part-time Nursing (Hays).

A motion to move the executive session up was made by Carolyn Finney, seconded by Glennys Doane. Motion carried.

EXECUTIVE SESSION

Motion made by Don Miller, seconded by Bob Becker at 5:38 pm to go into executive session with action after for a period of 10 minutes with President Burks. Motion carried.

Executive session ended at 5:48 pm.

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 now 463 accepted and 26 pending.

ASPIRE 3.c.1 Increase Brand Recognition, Director Feldman reported on Facebook engagements throughout the year since the hiring of the Marketing Director. She also shared information regarding Instagram & Twitter. Reviewed website analytics and the new mascot. Next steps will be to utilize the newly updated alumni database to increase outreach and alumni stories. Decals for businesses' that offer students discounts in both communities. Annual SOC calendar.

ASPIRE 3.c.2 Celebrate Institutional Success, Director Feldman stated the College needs to increase public knowledge of success. Discussed Instagram Takeover project. Next steps are to have at least two press releases a month for more exposure.

ASPIRE 3.c.3 Increase Community Involvement and Interaction, Director Feldman discussed the student activities limitations due to COVID. Next steps are to work with faculty to document community involvement to publish and increase positive public perception.

ASPIRE 4.a.1 Create and Enhance Methods to Collect and Utilize Data from Constituents, Dean Brown reported on NCK Tech's commitment to improving methods of data collection across the institution through different avenues such as Employee Climate Survey, Student

Satisfaction Survey and Student Faculty Evaluations. Next steps are to focus on developing two new surveys; employers hiring NCK Tech grads and a survey for the communities we serve.

Insurance: Chris from Conrade gave a presentation regarding property insurance. Discussed KERMP for schools in Kansas. Must be a KASB member to participate. Shared 2021-22 structure of the pool insurance. Fixed cost is proportionally paid by each school participating. Variable costs were explained. This is the first year that two-year colleges can join. Will also cover student nursing and drone liability which was an additional add on before. Initial commitment is two years.

Administrative Report, President Burks reviewed KBOR/TEA information and the changes in members. Included in this report was an update regarding the Promise Act. Discussed the stipulations of the Promise Act. Act is a last dollar in service scholarship, cannot be used for housing, must complete program in 30 months, agree to work in Kansas for two years, reporting is NCK Tech's responsibility. Launched social media campaign to inform public that we are participating. President Burks gave a financial update regarding the negotiations and final purchase requisitions. The facilities update included the report of KDOL visiting both campuses in May, projects the maintenance crew are working on and the 8-man All-Star Game that was hosted June 8-12. Hays house auction brought \$145k, Beloit house brought \$170k. An update on the HEERF II, DOD and HEERF III Grants were discussed. President Burks stated that Mendi Anschutz was hired as the Foundation Board director and will begin July 1st. Have received \$40k in pledges so far. In addition, a new board member, Mike Koerner (Hays) was also added. Mendi and President Burks attended a Development Director's conference in Hutchinson June 14-15. Discussed the two summer Nex-Gen interns. Reviewed Wellness Center Director Lori Guile and her success in that role. KTC (presidents) retreat is scheduled for July 8-9 in Wichita. Reviewed position vacancies for both campuses. Student Account Specialist will remain with us until September to get through the audit. Informed board of consortium meeting occurring with other school districts tomorrow afternoon.

ACTION ITEMS

Financial Report: The financial report was submitted by Brandi Zimmer and presented by President Burks included information on business ending May 31, 2021. Received more SB155 than expected. Overall NCK Tech was \$315,735 under budget.

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

2021-22 Board Meeting Schedule: President Burks presented the board meeting schedule for the following fiscal year.

Motion made by Bob Becker, seconded by Glennys Doane to approve the 2021-22 Board Meeting Schedule as presented. Motion carried.

Wellness Center Agreement: President Burks reviewed the operational agreement between NCK Tech and MCHHS. Dean Britt and Curt Fraiser assisted in reviewing the original agreement.

Motion made by Glennys Doane, seconded by Lance Smith to approve the Wellness Center Agreement as presented. Motion carried.

Property Insurance Approval: President Burks explained that it is usually approved with the budget as a budget item. Due to the change, it is being brought to the Board as a separate item.

Motion made by Bob Becker, seconded by Lance Smith to approve KERMP as the property insurance as presented. Motion carried.

COVID-19 Protocol: President Burks discussed the changes throughout the pandemic and NCK Tech's adaptation to it. President Burks is recommending the Board to remove all COVID-19 restrictions effective immediately.

Motion made by Carolyn Finney, seconded by Bob Becker to approve the removal of all COVID-19 restrictions as presented. Motion carried.

EXECUTIVE SESSION

A motion was made by Glennys Doane to approve the 2021-22 Negotiated Agreement. Seconded by Don Miller. Motion carried.

Motion made by Dale Montgomery, seconded by Glennys Doane at 7:26 pm to go into executive session with no action for a period of 20 minutes with President Burks. Motion carried.

Executive session ended at 7:46 pm.

Adjournment

Motion made by Don Miller and seconded by Glennys Doane for the meeting to adjourn. Motion carried. The meeting adjourned at 7:47 pm.



Board Clerk
Approved:

Board Chair/Vice Chair