

**NEOSHO COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
MINUTES**

DATE: July 27, 2011

TIME: 5:30 p.m.

PLACE: Student Union, Room 209

PRESENT: Kevin Berthot
Patricia Griffith
Lori Kiblinger
David Peter
Dennis Peters

ABSENT: Charlie Boaz

PRESENT: Dr. Brian Inbody, President
Jim Genandt, Vice President of Student Learning
Ben Smith, Vice President for Operations
Sandi Solander, Chief Financial Officer
Jason Kegler, Dean of Student Development
Amber Burdge, Athletic Director
Terri Dale, Board Clerk

Mr. Peter called the meeting to order.

III. Approval of the Agenda

Upon a motion and a second the agenda was approved as printed. Motion passed.

IV. Consent Agenda

The following items were approved by consent.

1. Appointment of Liberal Arts Division Chair

It was the President's recommendation that the Board approve the appointment of David Smith as the Liberal Arts Division Chair. Division chairs receive a reduced teaching load, a ten-month contract and a stipend of \$3,500 per year.

2. Administrative Assistant for Dean of Student Development and Athletic Director

It was the President's recommendation that the Board approve the employment of Allison Ouellette as the Administrative Assistant for the Dean of Student Development and the Athletic Director. Ms. Ouellette is a graduate of the University of Kansas with a Bachelor of Arts degree in English. She is currently the editorial assistant at the Kansas City Gardener.

Ms. Ouellette will be paid \$10 per hour (level III) starting August 15, 2011.

3. Math Specialist

It was the President's recommendation that the Board approve the employment of Elizabeth Robinson as the Math Specialist for the STARS Student Support Services program. Ms. Robinson graduated from the University of Missouri with a Bachelor of Science degree in Biochemistry.

Ms. Robinson is employed by the Southeast Kansas Mental Health Center in Chanute since 2009. She is also a tutor for NCCC through the Center for Academic and Vocational Excellence and has been a classroom instructor for developmental math.

Ms. Robinson will be paid \$28,700 starting August 15, 2011.

4. Resignation of Lead Custodian/transfer to Custodian

It was the President's recommendation that the Board grant the request from Tim McCoy to be reassigned to a custodian position starting August 1, 2011. He will be paid \$9.70 per hour.

Agenda Item V-A: Budget Workshop

Sandi Solander, Chief Financial Officer and President Inbody reviewed the budget process and explained sources of revenue and new expenditures for the coming year. Following a question and answer session the Board approved the proposed budget for publication.

Agenda Item V-B: Approve FT 2011-12 Budget for Publication

It was the President's recommendation that the Board approve the 2011-12 Budget for publication as presented.

Resolution 2011-85

RESOLVED, that the Board of Trustees of Neosho County Community College approves the FY 2011-12 Budget for publication. Further, that the public hearing on the proposed budget will be held on Thursday, August 11, 2011 at 5:30 p.m. in room 209 of the Student Union of the College.

Upon a motion and a second the above resolution was approved. Motion passed unanimously.

Agenda Item VI-A: Approval of Employee Dental Plan

After reviewing the dental insurance renewal rates, the insurance committee recommended that the College continue with Blue Cross-Blue Shield and to pay the single coverage premium of \$29.03 for each employee per month. The overall increase for all plans is .4% or \$327.00 annually. There are no changes to the benefit coverage. Dr. Inbody supported the recommendations of the Insurance Committee.

Resolution 2011-86

RESOLVED, that the Board of Trustees of Neosho County Community College approves the recommendation to continue with Blue Cross-Blue Shield dental insurance and to pay the single coverage premium of \$29.03 per month for each employee.

Upon a motion and a second the above resolution was approved. Motion passed unanimously.

Agenda Item VII-Adjournment

Upon a motion and a second the meeting adjourned at 7:02 p.m.