

NCCC Board

Neosho County Community College Board of Trustees

Regular Meeting

October 10, 2002

Members Present:

Kevin Berthot
Mariam Mih, Vice Chair
Michael Peaster
David Peter
Robert Thomen

Administrators/staff/Guests Present:

Robert Masters, VP Academic/Student Affairs
Jim Spangler, VP Business Affairs
Brenda Krumm, Dean Continuing Education
Brett Bright, Dean of Student Services/Registrar
Mark Eldridge, Dean Ottawa Campus
Randy Kettler, Director of CAVE
Sarah Smith, Clerical
Paul Smith, Maintenance Supervisor
Audrey Davis, student
Cris Bacon, Assistant Registrar
Jennifer, Director Financial Aid
Charlotte Martin, Director Development/AD
Tonya Bell, Director Enrollment Management/Mkt
Laura Bridges, Financial Aid Specialist
LuAnn Hauser, clerical
Bill Underwood, TRIO Director
Shelia Bolder, clerical
Larry Anders, faculty
Jim Carlson, faculty
Edie Godinez, clerical
Linda Jones, faculty
Tracy Rhine, Continuing Education
Brad Wilkinson, Division Chair/Liberal Arts
Noretta Lawrence, Technology Services
Kent Pringle, Board Attorney
Terri Dale, Board Clerk
Bryan Coover, guest
Jesse Tuel, Chanute Tribune

Mr. Watkins called the meeting to order at 7:00 p.m. in room 209 in the Student Union.

Public Comment: Audrey Davis, a non-traditional student, addressed the Board regarding the manner in which financial aid is disbursed. The students would like financial aid disbursed on a weekly basis, currently aid is disbursed on the third Friday of each month. Ms. Davis distributed a petition signed by students requesting a change to the financial aid disbursement policy.

Bryan Coover also addressed the Board regarding the capital outlay tax. He stated that citizens from the south part of Neosho County opposed a capital outlay tax since the college had pledged \$200,00 toward the USD 413 stadium project. He continued that a protest petitions would most likely be filed. (The Foundation, not the college, pledged \$200,00 for the proposed stadium.)

Approval of the Agenda: Mr. Watkins asked to amend the agenda by adding as 8A-resignation and 8B-personnel. Upon a motion by Dr. Peaster and seconded by Mr. Peter, the agenda was approved as amended. Motion passed.

Consent Agenda: Mrs. Mih asked to remove item E-reorganization from the consent agenda for discussion. Upon a motion by Dr. Peaster and seconded by Mr. Peter, consent agenda items were approved including the minutes from September 12, 2002; claims for disbursement; the resignations of Ken Kraushaar, head track/cross country coach, Rebecca Thuillez, assistant registrar, and Nicholas Bushell, assistant soccer coach/resident hall assistant. Also approved was the employment of Eric Hudgens as interim head coach for track/cross country; extended the employment contract date for the athletic trainer to June 18, 2002, allowed the athletic trainer to live in the residence hall until she can secure housing; and approved the bid from Nike for baseball apparel. Motion passed.

Reorganization: Mrs. Mih moved to table the reorganization of financial aid until a new president is hired. Mr. Watkins stated that the reorganization would be tabled. Mr. Peter stated that the motion would need a second. Mr. Pringle concurred that the motion to table would need a second. The motion to table reorganization was not seconded. Mr. Peter made a motion to accept the reorganization of financial aid as proposed. Dr. Peaster seconded the motion. The motion passed with Mrs. Mih voting no. The reorganization will place financial aid under the vice president of business affairs. Laura Bridges, financial aid specialist, will move to the vacant position as assistant registrar. Mrs. Mih asked the Board attorney to make certain that her motion to table needed a second in the Robert's Rules Of Order book. (Subsequent to the adjournment of the meeting, it was determined that proper procedures were followed and that Robert's Rules of Order requires that a motion to "table" or a motion to "postpone" requires a second and a majority vote for adoption.)

Director of Development Report: Charlotte Martin reported that the First Annual Golf Tournament had cleared over \$1,400 for athletic scholarships and stated that she had received great support from the community. She also reported that the soccer team may be placed on probation because of an ineligible player, and that the dedication of the Bideau Residence Hall is scheduled for November 14, 2002 at 6:00 p.m.

Faculty Senate Report: Jim Carlson, representing the faculty senate, reported that it was busy time for faculty and encouraged everyone to try and accomplish the mission of the college.

Vice President of Business Affairs Report: Jim Spangler reported that he had recently attended the business officers meeting and that state funding was the major topic of the meetings; and that other institutions had been notified of similar increases in health insurance rates.

Mr. Spangler asked the Board for authorization to advertise 12 drafting tables for sale at \$25 each. Under Board policy the president has the authority to dispose of surplus property and in the absence of a president Mr. Spangler asked the Board for authorization to

proceed. Upon a motion by Mr. Peter and seconded by Dr. Peaster, the board approved the request. Motion passed.

Mr. Spangler also stated that there was no policy for background checks for prospective employees and asked if the Board had any objections to him performing background check before making recommendations for hire. Mr. Pringle told the Board that the administration has the authority to do background checks and that the Board could adopt a policy at a later date if they desire.

Vice President of Academic and Student Affairs Report: Dr. Masters stated that Sara Harris could not attend the meeting and he read a letter from Ms. Harris relating the success of the Open World Russian Leadership Program.

Brenda Krumm reported that the institution had received the Kansas Department of Human Resources grant to hire a full-time employment specialist for the Partner's In Change program. NCCC was one of three recipients out of a total of six applications to have their grant application funded.

North Central Review Committee Findings: David Peter reported that he, Dr. Masters and Jim Spangler had traveled to Chicago to appear before the Higher Learning Commission Review Committee on October 7. He stated that the Review Committee would recommend to the Trustees of the Higher Learning Commission the status of Accredited on Probation which requires a full comprehensive visit in two years with particular emphasis on institutional remediation of the matters leading to probation. The Review Committee expects the institution to demonstrate the following prior to the next visit scheduled in two years:

- Evidence that the Board is making policy decisions as opposed to operational decisions.
- Evidence that there are clear-cut channels of communication and decision-making in practice.
- Evidence that the Board has engaged in professional development to assist them in understanding the roles of the Board in their policy-making function.
- Evidence that the FY02 and FY03 financial reports and subsequent budgets reflect significant improvement in the financial stability of the institution.
- Evidence that the institution has demonstrated attention to audit recommendations.
- Evidence that the institution has made significant progress in assessing student learning.
- Evidence that demonstrates that the results of assessment are being used to enhance teaching and learning.
- Evidence of the effective utilization of both short and long-term strategic planning, addressing the topics of fiscal resources, facilities, technology planning, marketing and enrollment management.
- Substantial evidence that NCCC can continue to fulfill its mission and purposes.

Mr. Peter also stated that the college was in non-compliance with GIR#7 by not having a president or interim president. Mr. Peter continued that the Board had to decide to concur or not to concur with the new recommendation by October 14. If the Board concurs, no action is required; if the Board votes to not concur, they have until October 18 to submit formal documents providing reasons for why the Review Committee recommendation should not be adopted by the Board.

There was general discussion about the ramifications of being placed on probation. Mr. Watkins asked Dr. Masters to contact Dr. Lopez, our liaison with the Higher Learning Commission, to have questions answered before the Board voted to concur or not to concur with the recommendation.

Presidential Screening Committee Update: Mrs. Mih reported that the presidential screening committee had met and received the applications for the position of president and that they would be meeting on October 15 to try and finalize their recommendations to the Board. Mr. Watkins asked to schedule a special Board meeting on October 24 at 7:00 p.m. to receive the screening committee's recommendations.

Resignation: Upon a motion by Dr. Peaster and seconded by Mr. Berthot, the Board accepted the resignation of Kentaro Suzuki, assistant athletic trainer. Motion passed.

Personnel: Upon a motion by Mr. Peter and seconded by Dr. Peaster, the Board approved the employment of Brandon Marple as assistant women's basketball coach/resident hall assistant, and Bogdan Ciufulesu as assistant cheer coach/resident hall assistant. Motion passed.

The meeting adjourned at 8:27 p.m.
