

NCCC Board

NEOSHO COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES

DATE: July 22, 2003

TIME: 5:30 P.M.

PLACE: Student Union, Room 209

PRESENT: Kevin Berthot
Dr. Marvin Johnson
Mariam Mih
David Peter
Dr. Robert Thomen
Mark Watkins

Dr. Vicky R. Smith, President
Sandi Solander, Dean of Finance and Student Services
Brett Bright, Dean of Student Development/AD
Tonya Bell, Director of Public Relations/Marketing
Sarah Smith, Acting Board Clerk
Jesse Tuel, Chanute Tribune
Matt Clark, KKOY Radio

I. Call to Order

The meeting was called to order by David Peter, Chair, at 5:32 p.m.

II. Roll Call

All members were present.

III. Approval of the Agenda

The agenda was amended to add under Old Business as item B-Bus.

Mr. Peter requested that the Agenda be adopted as amended. The motion was made, seconded and approved.

Agenda Item IV.-Budget Workshop

Dean Solander explained the budget process, how revenue is generated, defined the spending authority budget and the operational budget and stated that the mill levy should remain the same as last fiscal year.

Dr. Smith reported that an estimated 230 students need to reside in the dormitory in order to fit the dorm budget including bond payments. She continued that the budget will be tight for at least two more years and that she would encourage employees to purchase only necessary items. The budget for FY 2003-04 includes expenditures for new software, one vehicle, increased utilities and health insurance costs, and repairs to the Ottawa campus.

RESOLUTION 2003-39

RESOLVED, That the Board of Trustees of Neosho County Community College approve the FY2003-04 Budget for publication. Further, that the public hearing on the proposed legal budget will be held on Thursday, August 14, 2003 at 5:30 p.m. in room 209 of the Student Union of the College.

Motion was made and seconded that the above resolution be adopted. Motion was carried unanimously.

Agenda Item V-B. Bus

Mr. Berthot had an opportunity to view the bus which was discussed at the July regular meeting. He stated it was in fair to good condition and appeared to have been kept in good repair with 88,000 miles, that it started and the engine sounded fine. He said personally he was neutral on whether to submit a bid on the vehicle. Dr. Smith reported that the manufacturer estimated the lifetime mileage for 150-160 thousand miles, that insurance for such a vehicle was estimated at \$500-\$600 per month.

After discussion, the Board took no action on submitting a bid for the vehicle. Dr. Smith thanked Mr. Berthot for taking time to look at the bus and report to the Board.

Agenda Item VI-A: Personnel

A-1. Employment of Athletic Trainer

It is my recommendation that the Board employ Mr. Heath Hansen as athletic trainer. He will be placed on the faculty salary schedule at MS, step 1 or \$26,435.00. Mr. Hansen is certified by the National Athletic Trainers' Association Board, he has a MS degree in Athletic Training from the California University of Pennsylvania, and a BS degree in Physical Education from Grand Valley State University in Michigan.

Mr. Hansen has served as head athletic trainer at Frazier High School, Perryopolis, Pennsylvania for one year and as an athletic trainer intern and student athletic trainer. He is also certified as Strength and Conditioning Specialist.

A-2. Resignation Academic Technology Coordinator

We have received the resignation of Cindy Riggs, Academic Technology Coordinator. Ms. Riggs is employed part-time under a ten-month contract and she had notified us that she will not be returning in August.

Resolution 2003-40

RESOLVED, That the Board of Trustees of Neosho County Community College approve the employment of Heath Hansen as athletic trainer for 2003-04 and be placed on the faculty salary schedule at MS, step 1 or \$26,435. Further, that the Board accept the resignation of Cindy Riggs.

Riggs, Academic Technology Coordinator, effective at the end of her 2002-03 contract.

Motion was made and seconded that the above resolution be adopted. Motion was carried unanimously.

Agenda Item VI-B: KETCH Lease

Representatives from KETCH (Kansas Elks Training Center for the Handicapped) approached College about leasing space for their offices. KETCH is a not-for-profit organization that provides services to disabled individuals and assists them in attaining and maintaining employment.

Dean Brenda Krumm and the President spoke with them, because it appeared that the organization would be a good partner in the Workforce Development Center. The grant that was used to construct the Workforce Development Center in the CAVE had as part of its goals, the establishment of a "one-stop" center in a central location that would provide services mandated by the Workforce Investment Act. Although KETCH is not one of the mandated partners for a one-stop center, the services they provide mesh well with the other services mandated by the act at which services we currently provide the community in our Workforce Development Center. As part of the partnership, KETCH will refer their clients to NCCC's Adult Basic Education and Partner's In Change program.

The lease will provide KETCH with 160 square feet of space in the Workforce Development Center in the CAVE in exchange for \$500/month rental. Other obligations for KETCH are outlined in the lease. Kent Pringle, the college attorney, reviewed the lease document and made revisions which are reflected in the document.

It was the recommendation of the President that the College enter into the lease with KETCH.

Resolution 2003-41

RESOLVED, That the Board of Trustees of Neosho County Community College approve the signing of a lease agreement between the College and the organization known as KETCH. Such lease agreement will provide space in the Workforce Development Center to the organization in exchange for the dollar amount noted in the agreement.

Motion was made and seconded that the above resolution be adopted. Motion was carried unanimously.

Agenda Item VII-Adjournment

The meeting adjourned at 6:58 p.m.
