

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

**DATE:** September 14, 2006

**TIME:** 5:30 P.M.

**PLACE:** Student Union, room 209

**PRESENT:** Kevin Berthot

Neil Ford

Mariam Mih

Basil Swalley

**ABSENT:** Steve Payne

Basil Swalley

**PRESENT:** Dr. Vicky R. Smith, President

Dr. Brian Inbody, Vice President of Student Learning

Ben Smith, Dean of Planning and Operations

Sandi Solander, Dean of Finance

Brenda Krumm, Dean of Outreach & Workforce Development

Lisa Last, Dean of Student Development

Chad DeVoe, Faculty Senate President

Kent Pringle, Board Attorney

Terri Dale, Board Clerk

Amy Cotham, Chanute Tribune

The meeting was called to order by David Peter, Chairman at 5:30 p.m. in room 209 in the Student Union.

### **III: Public Comment**

There were no speakers.

### **IV. Approval of the Agenda**

Mr. Peter asked to amend the agenda by adding under New Business: G-Personnel and H-Personnel.

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

### **V. Consent Agenda**

The following items were approved by consent.

Minutes from August 10, 2006

Claims for disbursement for August 2006

Personnel

Consent Agenda Item V-C: Personnel

#### **1. Resignation of GEAR UP Director**

It was the President's recommendation that the Board accept the resignation of Susie Greve, director of the GEAR UP grant. Ms. Greve's resignation will be effective September 30, 2006.

## **2. Resignation of Academic Specialist for GEAR UP Grant**

It was the President's recommendation that the Board accept the resignation of Suzann Pool as the academic specialist for the GEAR UP grant. Ms. Pool's last day will be September 30, 2006.

## **3. Assistant Softball Coach**

It was the President's recommendation that the Board employ Brianne Smith as the assistant softball coach. Ms. Smith is a graduate of Arbor University in Spring Arbor, Michigan with a Bachelor of Arts degree and Owens State Community College in Toledo, Ohio with an Associate of Arts degree. Ms. Smith was a member of the 2004 NCCAA National Championship team and has experience giving private lessons and as a softball clinic instructor.

Ms. Smith will be paid \$650 per month plus room and board starting September 15, 2006.

## **4. Assistant Coaches for Men's Basketball**

It was the President's recommendation that the Board employ Clayton Woodard as assistant coach for men's basketball. Mr. Woodard is a graduate of Spring Arbor College in Spring Arbor, Michigan with a Bachelor of Arts Education degree. Mr. Woodard has experience as a basketball coach and assistant athletic director.

Mr. Woodard will be paid \$650 a month plus room and board starting September 15, 2006.

It was the President's my recommendation that the Board employ Jason Owens as assistant coach for men's basketball. Mr. Owens is a graduate of Siena Heights University in Adrian, Michigan with a Bachelor of Arts degree. Mr. Owens has experience as a assistant men's basketball coach, referee, and basketball camp instructor.

Mr. Owens will be paid \$650 per month plus room and board starting September 15, 2006.

## **5. Assistant Cheer/Dance Coach**

It is my recommendation that the Board employ Suzette Kramer as the assistant coach for cheer and dance. Ms. Kramer attended Sinclair Community College in Dayton, Ohio and Virginia Intermont College in Bristol, Virginia.

Ms. Kramer will be paid \$650 per month plus room and board starting September 15, 2006.

Upon a motion and a second, the consent agenda was approved. Motion passed unanimously.

Faculty Senate Report: Chad DeVoe, Faculty Senate President, said that faculty are working on new courses, updating books, and working on assessment. He thanked the

Board for the opportunity to report on behalf of the Faculty Senate.

**Vice President of Student Learning Report:** Dr. Brian Inbody, Vice President of Student Learning, reported he had been busy working on Performance Agreements, negotiations, securing instructors for the academic year, grant writing and the budget. He told the Board that enrollment was down 1% overall and presented a PowerPoint presentation comparing Fall 2005 to Fall 2006. Ottawa area outreach enrollments are down 18.8% which includes concurrent enrollment at high schools in the northern part of our service area. Reasons for the decrease in enrollment include fewer high school juniors are interested in college courses, lack of money to pay for enrollment, confusion with the new payment plan, and assessment was later than usual. Dr. Inbody said that more aggressive communication with Ottawa area high school is planned to address the decrease as well as revamping the payment plan, further enhancement of on-line courses and improved marketing in that area.

Dr. Inbody also had a PowerPoint presentation on Classroom Technology Additions. New Technologies include data projectors in all classrooms and meeting rooms, Wifi – wireless internet access in all buildings and some outdoor areas, "clickers", Mimio Markers for classroom instruction, Panther Text Net, and a Plagiarism software.

Dr. Inbody distributed a written report to the Board on specific areas of Student Learning and what was occurring in those departments.

**Treasurer's Report:** Sandi Solander, Dean of Finance, reported that the cash balance was up for the last month, due in part to monies received from the Nursing Initiative Grant received in August and the payment made to Custom energy in August 2005. She reported that revenue and expenditures are in line for the year.

**KACCT Report:** Mariam Mih distributed information from the Trustees meeting that included information about prior SB345 funding and post SB345 and the differences. The information also included projected FTE gain or loss by 2017 for community colleges by county.

Dr. Smith reported that the Council of President's meeting also discussed SB 345 and how state aid was distributed. She reported that a new group was formed by KBOR to decide how to get funding for higher education from the state legislature. Dr. Smith was appointed to serve on that committee.

**President's Report:** Dr. Smith told the Board the College had received an invitation to attend the presentation by the Community Center Partnership Task Force on the Ottawa Community Partnership Model to the Ottawa City Commission. The presentation will be Monday, September 18 at 4:00 p.m. The president and senior staff will attend and Trustees are welcome to attend.

Dr. Smith told the Board that since the College had installed a new version of Jenzabar's JICS software many problems had been encountered with the transfer and migration of data. The technology staff has spent hours and hours working with Jenzabar staff to take care of the bugs in the system. Dr. Smith sent a letter to the CEO of Jenzabar outlining the problems and requesting a response. Dr. Smith said that Jenzabar had expended significant effort this week to address the concerns expressed in the letter to the CEO of Jenzabar.

The president reported that the elevator in the Library had been repaired; that carpet in Sanders Hall is slowly being replaced; and that Room 108 in Sanders is being remodeled

into two offices and a storeroom. One of the offices will be for Ben Smith, one will be used as a backup office, and the storeroom is for Student Services. Office furniture has been ordered for the administrative assistant to the VP of Student Learning and furniture for the main offices has been selected. A plasma TV has been installed in the front office and the pub tables and chairs have arrived for the Student Union lobby.

Dr. Smith reported that the Chamber Economic Development Task Force is working with Terry Woodbury to help facilitate a discussion among a group of community people from government, education, health and human services, and the business industry. Two of the 20 individuals selected to participate in the discussion are associated with the College, Brenda Krumm and Steve Payne.

Dr. Smith reported that the Volleyball program had 17 individuals on their certified eligibility roster. Jayhawk Conference rules only allow 15, although NJCAA rules allow 17. Neosho self-reported the violation to the KNCCC Commissioner. The College had to forfeit all of their 2006 games prior to September 12, 2006. The volleyball team was also placed on probation. (Being placed on probation means that if the volleyball program violates any other rule this year, they would not be eligible to participate in post season play).

Karen Gilpin, director of the nursing program and past president of the Kansas State Board of Nursing, was awarded the Exceptional Leadership Award at the National Council of State Boards of Nursing, Inc. 2006 Delegate Assembly. The award is granted to an individual who has served as a member board president and who has made significant contributions to NCSBN as well as the regulation of nursing by serving as a leader for his or her member board of nursing and as an active participant in NCSBN activities.

Dr. Smith also told the Board that she would be hiring someone on a contractual basis to fill the Public Relations need at the College. She anticipates the cost to be around \$10,000 for this budget year.

Dr. Smith also told the Board that two SIM Men and a SIM baby was ordered last week. The College will pay 1/3 of the cost and the KBOR Nursing Initiative grant will pay 2/3 of the cost.

Dr. Smith reported she would be participating in two conferences in the coming weeks. She will make presentations at the Kansas Renewable Energy Conference on September 27 in Topeka and at the ACCT Conference on October 11 in Orlando, Florida.

#### **Agenda Item VIII-A: Meeting Date for October Board Meeting**

The October regular meeting date, October 12<sup>th</sup> is the same date that Trustees and President Smith will be attending the ACCT conference in Orlando. It was the consensus of the Board to change the October Board meeting date to October 19<sup>th</sup>.

#### **Agenda Item VIII-B: Board Retreat Date**

The Board discussed the possibility of canceling the Board Retreat for this fall since five of six Trustees would be attending the ACCT Conference in Orlando. The item was tabled until after the October 19<sup>th</sup> meeting and a date will be set at that time if a retreat is scheduled.

#### **Agenda Item VIII-C: Vehicle Bids**

The College replaced two cars with two mini vans last October. Both vans are used at the Chanute campus. The mini vans have proven to be more versatile for the needs of the College staff than the cars that were traded in. As a continued effort to upgrade the aging vehicle fleet the senior staff is recommending the purchase of two additional new mini vans. The trade in car has over 120,000 miles and the air conditioner does not work. The trade in van has 150,000 miles and does not run due to the engine being worn out. Bids were solicited from Ewen Motor Co., Erie; Ranz Motor Co., Inc., Chanute; Shields Motor Co. Inc., Chanute; Merle Kelly Ford Inc., Chanute; Creason-Tawney, Ottawa; South Star Chrysler, Ottawa; and Ottawa Ford Lincoln Mercury.

The College currently has \$46,265 in the Equipment Reserve budgeted for vehicle replacement, as well as, monies available in the Ottawa Building Fund that may be used for a vehicle purchase. We are recommending that one new van will be used at the Ottawa campus with funds being taken from the Ottawa Building Fund and the other van will be used at the Chanute campus with funds taken from the equipment reserve.

The following bids were received:

**Ranz Motor Co., Inc.**

2 2007 Chevrolet Uplander	\$ 39,094.00
Less Trade In: 1995 Chevrolet Corsica	300.00
2000 Dodge Maxi Van	200.00
Net Price with trade	\$ 38,594.00

**Merle Kelly Ford, Inc.**

2 2007 Ford Freestar Wagon	\$35,748.00
With 3rd row 3-passenger fold-into-the floor bench seat	
Less Trade In: 1995 Chevrolet Corsica and	
2000 Dodge Maxi Van	2,700.00
Net Price with trade	\$33,048.00

**Shields Motor Co., Inc.**

2 2007 Dodge Grand Caravan \$	36,160.00
Less Trade In: 1995 Chevrolet Corsica	500.00
2000 Dodge Maxi Van	3,200.00
Net Price with trade	\$32,460.00
<i>Additional Option 3<sup>rd</sup> row Stow N Go</i>	\$ 600.00
Adjusted Net Price with trade	\$33,060.00

It was the President's recommendation that the Board accept the low bid of \$33,048.00 from Merle Kelly Ford splitting the cost evenly between the Equipment Reserve Fund and the Ottawa Building Fund.

**Resolution 2006-89**

**RESOLVED**, That the Board of Trustees of Neosho County Community College accepts the bid of \$33,048.00 from Merle Kelly Ford to purchase two (2) mini vans and that the cost be evenly split between the Equipment Reserve Fund and the Ottawa Building Fund.

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

**Agenda Item VII D: Bids-Microsoft Campus Agreement**

NCCC licenses a number of software products such as Word, Excel, PowerPoint, etc. for both academic and administrative use under a master agreement with Microsoft called the Microsoft Campus Agreement. These software licenses must be purchased from a Microsoft Authorized Education Reseller (AER). Due to significant changes in the Microsoft Campus Agreement and Authorized Education Reseller program, it was necessary to bid out the college's campus agreement to secure the lowest price.

Bids were solicited from the following companies:

A-Prompt Corporation Lehigh Valley, PA  
 CDW-G Vernon Hills, IL  
 Educational Resources Elgin, IL  
 Twotrees Technologies Wichita, KS

The following sealed bid was received:

CDW-G	\$10,184.00
Educational Resources	\$10,296.48
A-Prompt Corporation	\$10,529.85
Twotrees Technologies	\$11,384.60

Funding for the software will come from the technology services budget. It was the President's recommendation that the Board accept the low bid for the Microsoft Campus Agreement per the bid specifications for \$10,184.00 from CDW-G of Vernon Hills, IL.

Resolution 2006-90

RESOLVED, That the Board of Trustees of Neosho County Community College accept the bid of \$10,184.00 from CDW-G for the Microsoft Campus Agreement.

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

**Agenda Item VIII-E: Independence Community College Memorandum of Understanding**

Below is the agreement with Independence Community College, Mercy Hospital and NCCC to start the LPN Nursing Program at ICC.

**AGREEMENT FOR  
 MARY GRIMES SCHOOL OF NURSING  
 AT  
 INDEPENDENCE COMMUNITY COLLEGE**

This Agreement, effective the date of execution, by and between Neosho County Community College, Chanute, Kansas ("NCCC") and Independence Community College, Independence, Kansas ("ICC"), and Mercy Hospital ("Mercy").

**I. NCCC Obligations**

1. NCCC will plan and produce an LPN nursing program at ICC ("the Program") in accordance with the objectives, standards and philosophy of the Mary Grimes School of Nursing.

2. NCCC agrees to employ nursing faculty and support staff required for the Program (See III.1.).
3. NCCC will bear the cost of clinical instruction for students in the Program.
4. NCCC will insure that graduates from the ICC Program will be considered with the NCCC LPN graduates for the limited seats in the second level or RN program of the Mary Grimes School of Nursing. A scoring rubric will be used to put the ICC Program graduates and the other NCCC LPN graduates on equal footing.
5. NCCC will be responsible for all accreditation and State Board of Nursing matters. NCCC will be responsible for all clinical site organization including clinical instructor compensation.

## II. ICC Obligations

1. ICC will provide furnished office space for the Program faculty members (furnished means desks, chairs, and other basic furnishings).
2. ICC will provide space for the Program classrooms including labs for testing.
3. Space provided by ICC will be suitable for the intended purposes, and will include telephone jacks, connectivity for computer access, lighting, electrical, etc.
4. It is anticipated that Mercy Hospital will provide space for a nursing lab. If hospital space is unavailable for a nursing lab, then ICC will provide space for a nursing lab as well.
5. ICC will provide support services for students in the Program as they would for any other student at ICC (counseling, bookstore, food service, student union, academic, etc.).
6. ICC will refrain from offering any additional allied health course that would supplant NCCC courses (excluding those that ICC already offers, i.e. those listed in the 2006-2008 ICC Catalog).
7. ICC will refrain from duplicating any aspect of the NCCC nursing curriculum or any curriculum materials supplied or developed by NCCC (i.e. syllabi, tests, program curriculum, audio visual materials, online course materials).
8. ICC shall provide adequate space for classrooms including labs for testing.

## III. Mercy Obligations

1. Mercy will provide clinical space and facilities pursuant to its existing Agreement with NCCC where Mercy is the "Cooperating Agency", the terms of which are incorporated by reference and made a part hereof.
2. As part of the clinical space provided, Mercy will provide beds and appropriate supplies for the clinical setting.
3. Mercy shall provide space which NCCC and ICC may elect the opportunity to use as a learning lab.

4. Mercy will provide space described above at no charge to NCCC and ICC.
5. If NCCC and ICC utilize the learning lab space opportunity offered by Mercy, Mercy, at its expense, will equip the laboratory and provide medical supplies therefore.
6. Mercy obligations hereunder, including commitments under the separate cooperating agency agreement with NCCC, shall be considered part of the Program.

#### IV. Mutual Benefits And Responsibilities

1. NCCC and ICC will share equally the instructional costs including salaries, benefits, supplies and equipment for the Program. NCCC will bear the cost of clinical instruction except as otherwise specifically provided herein.
2. Students admitted into the Program are students of NCCC and all state aid, tuition and student fees for NCCC program courses shall be received by NCCC. ICC will recruit and will be entitled to retain all state aid, tuition and student fees for all general education/"pre-nursing" courses offered at ICC which are not NCCC program curriculum.
3. The Program at ICC will be limited to twenty (20) chairs. Expansion will require additional resources, and any decision regarding cohort size will be a mutual decision between NCCC and ICC. The cost of equipment to be shared equally by NCCC and ICC include but are not limited to computers and related support equipment, all instructional equipment, visual aids, audio visual equipment, medical equipment, laboratory equipment, testing equipment, etc. to be used in the classrooms or in nursing labs. Salaries and benefits to be shared shall include but not be limited to secretarial or support staff, faculty/instructor costs, etc. It is anticipated that items such as desks, chairs, etc. will be provided by ICC in faculty office space provided and non-specialized student seating or desks will be provided in the classroom setting by ICC.
4. The Program will begin offering courses at ICC Fall Semester 2007.
5. NCCC and ICC will work cooperatively to implement and conduct the Program. Areas of disagreement will be resolved in an informal manner by the Presidents of the Colleges or their designees.
6. Student issues for the Program courses will be resolved using the procedures of the NCCC Catalog and Student Handbook for student grievances, appeals, etc.
7. Once each semester, NCCC will provide an itemized invoice to ICC representing the share of the costs of the Program to be paid by ICC, which ICC will promptly pay upon approval.
8. Any alternative funding, such as grants or donations, made for the benefit of the Program, will be applied to expenses of the Program to the equal benefit of NCCC and ICC.

#### V. Program Discontinuation

1. If either NCCC or ICC or Mercy wish to discontinue this program after it is implemented, the party wishing to discontinue must notify the other party in writing by September 1 of the year prior to the last academic year of the Program. For instance, if NCCC decides to discontinue the Program at the end of the academic year (Spring) 2010, NCCC will notify ICC and Mercy on or before September 1, 2009. Discontinuation of the



Program will be subject to the provisions of this section.

2. Students enrolled in the Program will have the opportunity to complete the full program offered in the curriculum. NCCC will determine whether all or part of such classes will be at ICC or at NCCC.

3. Assets obtained for the Program on a shared cost basis will be amicably divided by ICC and NCCC once Program discontinuation is complete. Property owned by Mercy shall remain with Mercy.

#### VI. Miscellaneous

1. This Agreement is subject to approval by the Governing Board of each party.

2. This Agreement shall be construed and enforced in accordance with the laws of the State of Kansas and the rules and regulations of the Kansas Board of Regents and the Kansas State Board of Nursing.

3. NCCC faculty members, support staff and other personnel employed by NCCC for the Program shall not be considered employees of ICC and all employment matters for such employees shall be the responsibility of and under the control of NCCC in accordance with its policies and rules, notwithstanding provisions for reimbursement of costs by ICC. Other faculty members, support staff and employees of ICC whether performing duties ancillary or related to the Program, shall be considered employees of ICC and will be the sole responsibility of and under the control of ICC pursuant to its policies and rules.

3. Agreements for cooperative clinical training for students will be between NCCC and the cooperating agency.

4. Each party hereto shall agree to indemnify the other for, and hold the other harmless from, any and all claims, demands, liabilities, actions, suits or proceedings of any kind or nature whatsoever asserted or claimed by or on behalf of any third parties including, but not limited to student participating hereunder on account of activities or services, or both, arising out of related or incidental to, conduct of this Program, except to the extent that any claim, demand, liability, action, suit or proceeding is the result of an act or omission on the part of the one to be indemnified.

5. This Agreement supersedes any and all other agreements between the parties hereto and represents the entire agreement, except as specifically provided otherwise herein. The terms of the Agreement can be altered or modified only by written instrument signed by the parties hereto.

6. The term of this Agreement shall continue until discontinuation as provided in Section V above.

Date: \_\_\_\_\_ Date: \_\_\_\_\_

NEOSHO COUNTY COMMUNITY INDEPENDENCE COMMUNITY

COLLEGE COLLEGE

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**PRESIDENT**

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**DIRECTOR OF NURSING**

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**CHAIR, BOARD OF TRUSTEES**

**MERCY HOSPITAL**

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**CHIEF EXECUTIVE OFFICER**

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**VICE-PRESIDENT**

**Resolution 2006-91**

**RESOLVED, That the Board of Trustees of Neosho County Community College approves the Memorandum of Understanding with Independence Community College and Mercy Hospital to offer the LPN Nursing Program at Independence Community College and authorizes the President to make any minor changes to the document that ICC may wish.**

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

**Agenda Item VIII-F: Records Disposal Policy Revision (first reading)**

**The current records disposal policy requires that student records be maintained for seven years. Most other college documents are disposed of after five years. As enrollment has increased over the past few years, the student record volume has grown as well. Currently there are 17 file cabinets which hold the seven years of records current policy requires, which takes up a great deal of space in the registration office. Rarely is there a need to access files after five years. The administration proposed a change in policy to allow the disposal of student records after five years. Electronic records (transcripts) will be maintained for all students who have ever attended NCCC. Please review the proposed policy for approval at the October Board meeting.**

**Current Policy: Disposal of Records (Revised 2/14/02)**

**Any authorized employee of Neosho County Community College may destroy records as the timetable indicates below:**

- 1. Bookkeeping and accounting records which are original books of entry, and purchase orders, five years.**

2. Financial papers relating to programs supported by federal funds three years or longer if required by law.
3. Insurance policies five years after expiration of the term.
4. Bonds and coupons returned by state fiscal agency six months after next formal audit.
5. Official bonds of surety five years after termination of terms of employment.
6. Student records seven years beyond the last year of attendance (NCCC transcripts will be archived indefinitely)
7. Employment records will be archived indefinitely.

Exceptions: policies outlined in other published materials i.e. department manuals or handbooks.

#### Proposed Policy: Disposal of Records (Revised 2/14/02)

Any authorized employee of Neosho County Community College may destroy records as the timetable indicates below:

1. Bookkeeping and accounting records which are original books of entry, and purchase orders, five years.
2. Financial papers relating to programs supported by federal funds three years or longer if required by law.
3. Insurance policies five years after expiration of the term.
4. Bonds and coupons returned by state fiscal agency six months after next formal audit.
5. Official bonds of surety five years after termination of terms of employment.
6. Student records five years beyond the last year of attendance (NCCC transcripts will be archived indefinitely)
7. Employment records will be archived indefinitely.

Exceptions: policies outlined in other published materials i.e. department manuals or handbooks.

#### Amended Agenda Item VIII-G: Workforce Development Trainer Position Elimination

The NCCC Workforce Development Trainer position is funded through a special project with the Chanute Area Social and Rehabilitation Services titled *Partners in Change* (PIC). Since 1998 the revenue from this special project has covered the costs associated with the program. However, according to the annual on-site review of the special project, (PIC) numbers have decreased and the success rate has dropped due to several

factors – i.e.: harder to serve, caseworker overload, and the need to revamp services provided. SRS will no longer have special projects as they have in the past. Until SRS becomes comfortable with the new systems they are implementing it is not feasible to continue with a permanent 30 hour/week Workforce Development Trainer.

On Thursday, August 30<sup>th</sup>, the Department of Social and Rehabilitative Services held a community partners meeting to discuss changes that will impact all partners. The major change is this:

SRS clients are allowed a lifetime total of 4-6 weeks in job readiness training per year. Included in the definition of job readiness training is alcohol/drug and mental health counseling.

Based on this change, the Partners in Change program will receive few, if any, new referrals. The majority of participants served by the PIC program receive either alcohol/drug or mental health counseling and therefore exhaust their allotment of "job readiness training" making them ineligible for the skills training included in the Partners in Change program.

Should the need arise, the employment preparation program known as Partners in Change can continue on an as-needed basis with existing staff and/or by hiring supplemental personnel. The Adult Basic Education grant allows for "fee for service" training and can accommodate any client in need of workforce development training.

	STATISTICS		
Month	Referrals/Participants	Completers	Revenue
Oct-05	7	6	\$6,428.00
Dec-05	5	5	\$3,750.00
Jan-06	4	1	\$5,000.00
Feb-06	4	1	\$5,000.00
Mar-06	4	0	\$3,750.00
Apr-06	5	0	\$6,250.00
May – Aug 06	4	0	\$3,750.00
<b>TOTAL</b>	<b>33</b>	<b>13</b>	<b>\$33,928.00</b>
	39% completion rate overall		
	10% completion rate in 2006		

	Cost per completer in 2006 is \$11,875.00		
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**It was the administration's recommendation to eliminate the 30 hour/week Workforce Development Trainer position.**

**Resolution 2006-92**

**RESOLVED, That the Board of Trustees of Neosho County Community College approves the recommendation to eliminate the 30 hour/week Workforce Development Trainer position.**

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

**Amended Agenda Item VIII-H: Personnel**

**It was the President's recommendation that the Board accept the resignation of Rejeanne Gilkey, administrative assistant for the nursing department on the Chanute campus. Ms. Gilkey's resignation will be effective September 26, 2006.**

**Resolution 2006-93**

**RESOLVED, That the Board of Trustees of Neosho County Community College accepts the resignation of Rejeanne Gilkey, administrative assistant for nursing, effective September 26, 2006.**

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

**Agenda Item IX: Adjournment**

**The meeting adjourned at 7:15 p.m.**