

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

DATE: December 13, 2007
TIME: 5:30 P.M.
PLACE: Student Union, room 209

PRESENT: Kevin Berthot
Charles Boaz
Mariam Mih
David Peter

ABSENT: Clint Isaac
Basil Swalley

PRESENT: Dr. Vicky Smith, President
Dr. Brian Inbody, Vice President for Student Learning
Ben Smith, Dean of Planning and Operations
Sandi Solander, Dean of Finance
Brenda Krumm, Dean of Outreach & Workforce Development
Dale Ernst, Dean of Ottawa Campus
Chad DeVoe, Faculty Senate President
Brenda Schoenecker, Director of Nursing
Kent Pringle, Board Attorney
Terri Dale, Board Clerk
Adam Vogler, 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

The agenda was amended as follows: Consent Agenda item C-1 was deleted; New Business item B was deleted; added D-Defenbaugh Estate, E-Resignation, and F-Early Retirement. Upon a motion and a second, the agenda was approved as amended. Motion a passed.

V. Consent Agenda

The following items were approved by consent with C-1 being removed during the approval of the agenda.

- A. Minutes from November 8, 2007
- B. Claims for disbursement for November 2007
- C. Personnel
- D. Master Course List Revision

Consent Agenda Item C: Personnel

1. Resignation of Nursing Instructors
This item was deleted during the approval of the agenda.
2. Resignation of Assistant Wrestling Coach
It was the President's recommendation that the Board accept the resignation of assistant wrestling coach Bogdan Ciufulescu. Mr. Ciufulescu's last day of employment was November 7, 2007.

3. Resignation of Assistant Women's Soccer Coach

It was the President's recommendation that the Board accept the resignation of Emanuel Stephens as the assistant coach for women's soccer. Mr. Stephens last day on campus will be December 13, 2007.

4. Resignation of Assistant Volleyball Coach

It was the President's recommendation that the Board accept the resignation of Asya Herron as the assistant coach for volleyball. Ms. Herron's last day will be December 13, 2007.

5. Resignation of Custodian

It was the President's recommendation that the Board accept the resignation of Brandi Poydack as custodian pending her approval as the administrative assistant for Allied Health. Her resignation will be effective on December 20, 2007.

6. Allied Health Administrative Assistant

It was the President's recommendation that the Board approve the employment of Brandi Poydack as the administrative assistant for Allied Health. Ms. Poydack will be paid \$8.75 per hour starting December 20, 2007.

Ms. Poydack is a current employee of NCCC since April of this year working in the housekeeping department. She is a graduate of Chanute High School and holds a nurse aide certificate.

7. Assistant Volleyball Coach

It was the President's recommendation that the Board employ Kaylee Niday as the assistant coach for volleyball. Ms. Niday is a graduate of Pittsburg State University and Neosho County Community College. She was assistant club director for the Chanute Volleyball Club team in 2006.

Ms. Niday will be paid \$650 per month plus room and board starting January 14, 2008.

8. Assistant Wrestling Coach

It was the President's recommendation that the Board employ Jed Clark as the assistant wrestling coach. Mr. Clark is a graduate of California State University Dominguez Hills with a Bachelor and Master's a degree in Education and Education Administration. He was the recruiting and transfer coordinator at Santa Ana College, California and was an instructor at the University of South Carolina.

Mr. Clark will be paid \$650 per month plus room and board starting December 14, 2007.

9. Assistant Coach for Women's Soccer

It was the President's recommendation that the Board approve the employment of Nicole Marotta as assistant coach for women's soccer. Ms. Marotta will graduate from Bethel College of Indiana this month with a Bachelor's degree in Sports Studies.

Ms. Marotta will be paid \$650 per month plus room and board starting January 7, 2008.

Consent Agenda Item D: Master Course Revisions

Before each semester begins, the Kansas Board of Regents asks coordinated institutions to submit a list of courses that the college is capable of teaching in that semester, but is not compelled to offer. This list of courses is referred to as the master course list. Each change to the list must be approved by the academic department where it originated, the curriculum committee, the Chief Academic Officer, the President of the College and finally, the College Board of Trustees, as per NCCC policy.

Master Course List Changes for Spring 2008

New Courses

SOSC 135 Comparative Societies, 3 credit hours

Course Syllabus

COURSE IDENTIFICATION

Course Prefix/Number: SOSC 135
Course Title: Comparative Societies
Division: Liberal Arts
Program: Social Science
Credit Hours: Three
Initiation/Revised Date: Fall, 2007

CLASSIFICATION OF INSTRUCTION

Academic

COURSE DESCRIPTION

Through this course students will use sociological concepts to compare and contrast the various components of social structure within five nation states: Japan, Mexico, Namibia, Egypt, and Germany. Components of social structure introduced in this course include but are not limited to culture, social institutions, socialization, group life, social stratification, and social change

PREREQUISITES AND/OR COREQUISITES

Introduction to Sociology or permission of the instructor.

TEXT

Schneider, Linda and Arnold Silverman. 2006. Global Sociology, Fourth Edition. Boston, MA: McGraw-Hill, Inc.

COURSE OUTCOMES/COMPETENCIES (as Required)

1. The student will become knowledgeable with the broad patterns of social life that influence individual attitudes and behavior.
 - a. Identify major research methods used by sociologists in comparative sociology: historical, ethnographic, and demographic.
 - b. Identify the elements that comprise the concept of culture
 - c. Appreciate social diversity across cultures and societies.
 - d. Identify and state some results of ethnocentrism and cultural relativity.
2. The student will identify various aspects of Japanese social life including but not limited to socialization, social institutions, social interaction, deviance and social control, and social change.
 - a. Define how Japanese history impacts modern social life.
 - b. Analyze the socialization process in Japanese society.
 - c. Discuss the role of social institutions in Japanese society.
 - d. The student will become acquainted with the process of social interaction in Japanese society
 - e. Identify forms of deviance related to Japanese society.
 - f. Discuss mechanisms of social control utilized in Japanese society.
 - g. The student will become acquainted with social inequalities in Japanese society.
 - h. The student will understand the importance of significant social institutions in Japanese society.
 - i. The student will become acquainted with the dynamics of social change in Japanese society.
3. The student will identify various aspects of Mexican social life including but not limited to socialization, social institutions, social interaction, deviance and social control, and social change.
 - a. Define how Mexican history impacts modern social life.
 - b. Identify cultural characteristics of Japanese society.
 - c. The student will understand the importance of significant social institutions in Mexican society.
 - d. Analyze the importance of family and government in Mexican society.
 - e. The student will become acquainted with social inequalities in Mexican society.
 - f. The student will become acquainted with the dynamics of social change in Mexican society.

3. The student will identify various aspects of Namibian social life including but not limited to socialization, social institutions, social interaction, deviance and social control, and social change.
 - a. Define how Bushmen history impacts modern social life.
 - b. Identify cultural characteristics of Bushmen society.
 - c. Analyze the socialization process in Bushmen society.
 - d. Discuss the role of social institutions in Bushmen society.
 - e. The student will become acquainted with the process of social interaction in Bushmen society
 - f. Identify forms of deviance related to Bushmen society.
 - g. Discuss mechanisms of social control utilized in Bushmen society.
 - h. The student will become acquainted with the dynamics of social change in Bushmen society.

3. The student will identify various aspects of Egyptian social life including but not limited to socialization, social institutions, social interaction, deviance and social control, and social change.
 - a. Define how Egyptian history impacts modern social life.
 - b. Identify cultural characteristics of Egyptian society.
 - c. Identify forms of deviance related to Egyptian society.
 - d. Discuss mechanisms of social control utilized in Egyptian society.
 - e. The student will become acquainted with social inequalities in Egyptian society.
 - f. The student will become acquainted with the dynamics of social change in Egyptian society.

3. The student will identify various aspects of both East and West German social life after reunification including but not limited to socialization, social institutions, social interaction, deviance and social control, and social change.
 - a. Define how German history impacts modern social life.
 - b. Identify cultural characteristics of German society.
 - c. Discuss the role of social institutions in German society.
 - d. Identify forms of deviance related to German society.
 - e. Discuss mechanisms of social control utilized in German society.
 - f. The student will become acquainted with the dynamics of social change in German society.

3. The student will synthesize information related to the above mentioned nations and complete a comparative analysis of social life for each as related to their own culture.

COURSE OUTLINE

Unit I: Sociological Methods for Comparing Global Societies

- Conducting Research
- Components of Culture
- Cultural Unity and Diversity

Unit II: Japan: The Importance of Belonging

- Introduction
- Japan's History
- Japanese Culture
- Social Structure and Group Life
- Socialization
- Deviance in a Demanding Society
- Gender Roles: A Focus for Rebellion
- Social Inequality in Japan: Class, Status, and Power
- Social Change and the Future

Unit III: Mexico: Nation of Networks

- Introduction
 - Mexican History
 - Mexican Culture
 - Social Structure and Group Life
 - Social Institutions
 - Social Inequality
 - Social Change and Mexico's Poor
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- Introduction
 - History of the Bushmen
 - Part I: Bushman Culture: A Design for Living
 - Social Structure and Group Life
 - Social Inequality
 - Deviance and Social Control
 - Socialization
 - Social Change and the Future: The Postcolonial Era

Unit V: Egypt: Faith, Gender, and Class

- Introduction
- Egypt's History
- Egyptian Culture
- Deviance and Social Control
- Social Inequality in Egypt
- Social Change and the Future

Unit VI: Germany: Social Institutions and Social Change in a Modern Western Society

- Introduction
- German History: Central Themes
- German Culture: Continuity and Change
- Social Institutions of the Two Germanys
- Deviance and Social Control
- Social Change and the Future
- Reunification and Cultural Change

INSTRUCTIONAL METHODS

The textbook serves as a general guide to the subject matter covered in this course. Students are encouraged to read chapters assigned in each unit, however the initial readings should be for general exposure, not for content

All materials subject to examination are covered in class. Textbook information specifically identified become class notes and are subject to testing. Chapters do not contribute equal amounts of information; therefore, students should read for content only for examination purposes.

Instruction is basically lectures, combined with extensive use of the blackboard and overheads. Lecture notes are on-line. On occasion, handouts will be provided to students to clarify concepts, not otherwise outlined in the lecture notes, the possibility of using various audio visual materials will be used to supplement lecture materials.

Various opportunities will be provided to students to earn bonus points that will be applied to the final grade score. It will be possible for a student to receive more than 100% of the total possible points for the course.

STUDENT REQUIREMENTS AND METHOD OF EVALUATION

Grades will be determined as a percentage of all possible points a student may earn. Points are earned in the following ways.

3 LECTURE EXAMS 100 POINTS EACH 300 POINTS 40% of grade

6 REFLECTION PAPERS 25 POINTS EACH 150 POINTS 20% of grade

1 COMPREHENSIVE 300 POINTS 300 POINTS 40% of grade

FINAL TOTAL 750 POINTS

Tests are assigned for each two units. Tests are composed of multiple choice, short answer, and take home essay questions. Arrangements for taking tests at alternate times must be initiated by the student and permission will be granted at the discretion of the instructor. The comprehensive final will be comprised of all multiple choice questions on the three unit tests.

GRADING SCALE

A = 750 - 645 points

B = 644 - 533 points

C = 532 - 458 points

D = 457 - 375 points

F = fewer than 375 points

ASSESSMENT OF STUDENT GAIN

Assessment of student learning is an integral part of the educational process at NCCC. For Comparative Societies, student gain will be measured by the percentage of correct answers in relation to total questions asked on each unit exam. These percentages will be compared to the percentage of correct answers in relation to questions asked on the comprehensive final. Assessment of answers between unit tests and comprehensive final will be used to measure student gain.

ATTENDANCE POLICY

Unless students are participating in a school activity or excused by the instructor, they are expected to attend class. If a student's unexcused absences exceed twice the credit hour designation for the course, the instructor has the right, but is not required, to withdraw a student from the course. Once the student has been dropped for excessive absences, the registrar's office will send a letter to the student, stating that he or she has been dropped. A student may petition the Vice President of Student Learning for reinstatement by submitting a letter stating valid reasons for the absences within one week of the registrar's notification. If the student is re-instated into the class, the instructor will be notified. Administrative Withdrawals (AW) cannot occur after seventy-five percent (75%) of the class has been completed.

Academic Integrity

NCCC expects every student to demonstrate ethical behavior with regard to academic pursuits. Academic integrity in the classroom is a specific requirement. Consequences of violation of the Academic Integrity policy can range from redoing the assignment for partial credit to course dismissal at the discretion of the instructor. Definitions and examples of Academic Integrity, as well as the appeals process, can be found in the College Catalog, Student Handbook, and/or Code of Student Conduct and Discipline.

Note: If you have any physical or learning disabilities, please inform your instructor immediately and we will make arrangements for additional assistance. If you have a health problem that may manifest itself in class, please inform your instructor so that he/she will be aware of the appropriate steps to take.

Note: Information and statements in this document are subject to change at the discretion of NCCC. Changes will be published in writing and made available to students.

NOTE: If you are a student with a disability who may need accommodation(s) under the Americans with Disabilities Act (ADA), please notify the *Director of Advising and Counseling, Chanute Campus, Student Union, 620-431-2820 ext 280* or the *Assistant Dean, Ottawa Campus, 785-242-2607 ext 305*, as soon as possible. You will need to bring your documentation for review in order to determine reasonable accommodations, and then we can assist you in arranging any necessary accommodations.

Faculty Senate Report: Chad DeVoe, Faculty Senate President, reported that the last day of fall final exams was today and that grades and assessments are due. Faculty are still advising and enrolling students for spring. He also reported that a record number of nursing students will graduate at the Ottawa campus on Saturday. The first on-line class with 15 students will be a part of the 63 students graduating.

He reported that business instructors are researching available third party assessment exams to use for program assessment purposes to satisfy Perkins and the ACBSP. This will also involve a review of course and program outcomes to verify that what is being taught is in line with what we want the students to learn.

Mr. DeVoe reported that science instructors are making preliminary plans for the 2008 Science Fair. Steve Yuza is serving on the State Science Fair Committee for this year.

Dean of Outreach and Workforce Development Report: Brenda Krumm, Dean of Outreach and Workforce Development, distributed the quarterly report for the Rural Kansas R3 Project. She reported that the grant was going well, and that personnel had been making visits to middle schools. The four high schools (Wellsville, Baldwin City, Erie and Chanute) will begin teaching classes in the fall 2008 per the grant. Dean Krumm is also working with the Department of Labor to secure other grants.

Treasurer's Report: Sandi Solander, Dean of Finance, said that the bank balance decrease was consistent with the past three years and that dorm revenue is higher than usual. She also reported that the dorm was full for the first time in several years.

President's Report: Dr. Smith reported on the following items:

NCCC will receive \$88,135 from the Technical Authority to buy equipment and technology for the Nursing, Medical Assisting, Medical Coding/Transcription, Computer Support, and Computer-Aided Drafting programs. At the Technical Authority meeting last week, the staff indicated more than \$6.7 million worth of requests were received. There were only \$4 million available. The grant proposal was written in a two week time period. Good job Brenda Krumm!

The Cyber Café is installed. More than \$18,000 was donated at the Gala and since to purchase the computers, printers, furniture, security system, and the great neon signs.

Land has been donated for the Ottawa Community Center and an announcement will be made, at the site of the donation, on Saturday, December 22nd. Sandi Solander, Mark Eldridge and Dr. Smith will attend the ceremony.

The NCCC's Academic Excellence team took 3rd place at their first competition. Steven Crissy took 2nd in individuals. The team consists of the following students: Paden Rourk, Steven Crissy, Jonathan Rather, Corey Peters, Amanda Clover, Melanie Dillman, Garret LaRue and Suzette Kramer.

Luka Kapkiai, chemistry/physics instructor, was honored by being selected to participate in the New Faculty Training Conference of the ATE (Advanced Technology Education) Program in March 2008. This is a program that helps brand new science teachers learn about ways to teach the sciences.

Dr. Brian Inbody was selected as the district 5 regional winner of the Instructional Administrator of the Year. At the National Council of Instructional Administrators' Academy in early April, he will be honored. At that meeting the National Instructional Administrator will be selected from among the four regional winners. At that same meeting NCCC will be honored as the winner of the Assessment of Student Learning category of the Exemplary Initiatives Competition award. Dr. Inbody will present a program on Computerized Student Outcomes Assessment System during the Academy.

Sheila Frahm informed Dr. Smith last week that the Special Committee on Energy, Natural Resources and Environment amended the committee report to include her suggestion to fund the cost of investment grade audits to develop energy conservation measures for community colleges. Dr. Smith was asked by Ms. Frahm to submit six suggestions of how the state could help community colleges become more energy efficient.

Chapman Library Ramp Update: One of the major items on the Capital Improvement Plan was to install a handicap ramp on the back of the Library at the fire exit door. Architect One of Topeka has been doing the designing and engineering work. Their preliminary drawings have been approved by the College. The

administration is waiting on the construction drawings so they can provide final approval. The architects have estimated that the cost of construction will be around \$18,000. The drawings and plan have run a little under \$2,000. The work will be completed in the spring.

Ottawa Community Center Financial Commitment: Last year the Board approved providing \$10,000 to the Ottawa Community Center Task Force as seed money to pay for moving on to the next phase of efforts on the community center. Over the last year, the College has provided portions of the \$10,000. Just this week an invoice from the task force was received that would bring the College up to the ten thousand committed. The invoice will be paid when expenses are incurred by the task force. Below is a breakdown of the seed money provided by the various partners in the project.

Organization	YMCA Ott	AC on Aging	ORC	NCCC	Library	City	CVB
Funds Pledged	\$5,000.00	\$2,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$5,000.00
Funds DepPartners	\$3,233.83	\$2,000.00	\$6,466.67	\$6,466.67	\$6,466.67	\$6,466.67	\$3,233.33
		O/FCED	Chamber	Y of KC	Total		
Funds Pledged		\$4,000.00	\$1,000.00	\$5,000.00	\$62,000.00	pledged	
Funds DepPartners		\$2,586.67	\$646.67	\$3,233.00	\$40,800.18	collected	
Balance in Checking:		\$19,353.91		\$21,199.82	to collect from partners		
Bills Outstanding:		\$6,250.00					
Total Available:		\$13,103.91	Interest Inc.	\$32.53			

Meeting Updates

KACCT/COP meeting December 3th:

At the KACCT/COP meeting on December 4th the following items were shared with the attendees:

1. Reviewed the KACCT Strategic Plan.
2. Shared with group the new KBOR Mission Statement and the strategic directions the Board is going to be going.
3. Sheila Frahm provided a report on the State General Fund Receipts for FY 2008 (revised) and FY2009. Although receipts are predicted to go up modestly, the legislatively approved mandates requiring funds will make it pretty tight in future years.
4. Shared the new FY2009 higher education unified budget request The Board revised what the KBOR staff had proposed to them at their last meeting. The changes included an additional 1.6% HEPI (Higher Education Price Index) request above the 3.4% the staff had recommended. These additional monies, if funded by the legislature, will be to provide salary enhancements. In addition, they inserted \$20,130,000 for "state priorities—investment increase". The Regent’s universities had to provide specific

proposals to be included in the list. The community colleges and technical colleges and schools could not submit specific proposals, so KBOR included \$5.6 million for the community colleges and \$1 million for the technical schools and colleges to be set aside and distributed by a competitive grant process.

5. Shared with the group the two legislative proposals, i.e., 1) local option sales taxes to reduce property taxes, and 2) students with disabilities—identifying, accommodating and funding, Shelia Frahm presented to KBOR for them to be included in their legislative proposals for the 2008 session.
6. Shelia Frahm shared the information that she provided to the LEPC (Legislative Education Policy Committee, a joint committee of senators and representatives) on the teacher shortages at community colleges.
7. Shelia Frahm provided the groups with proposed mission statement, organizational priorities, and values developed at the November Kansas Postsecondary Technical Education Authority meeting. Of particular interest in the organizational priorities that the Tech Authority set to "standardize state-funded technical education programs." At the Technical Authority meeting on December 5th and 6th the chairman revealed that he had hired a consultant from Georgia to begin the development of a "standardized" curriculum for many of the technical/vocational programs at the community colleges and technical schools and colleges.
8. Ms. Frahm shared that the Legislative Post Audit office had not yet completed the post audit on "examining whether there are ways community colleges can share resources to reduce costs." Many community colleges, including Neosho, have had to provide information to the Post Audit Office. It has become a bigger task than the Post Audit Office thought it would be. They hope to have the post audit out by the middle of January.
9. Provided dates of KACCT/COP and ACCT meetings.

Meeting with Commissioner of Education Alexa Posney December 3rd:

The State Commissioner of Education, Alexa Posney, met with a small group of individuals from the 9th District. In attendance were two community college presidents, Dr. Vicky Smith and Dr. Knox from Labette, school superintendents, school board members, and industry and business persons. Commissioner Posney shared with the group the new mission and goals developed by the State Board of Education and then asked them to discuss three questions. Those questions were: 1) From your experience, what changes would you recommend be made in public schools in order to graduate students who are prepared for successful living after high school; 2) Do you believe public education is responsive to the needs of society and/or the needs of our students—in what ways should they be more responsive; 3) How can we link learning today with what is needed for tomorrow.

From employers was the discussion of the need for math and science in the curriculum to be stronger. They also wished to see the "soft skills" of coming on time, coming appropriately dressed, working in teams, and knowing how to learn be taught early and often. The college representatives discussed needing a clear pathway from high school to college and ensuring that those coming to college were prepared for college level curriculum. They also discussed a K-16 attitude in Kansas—having it become a fluid process. Dr. Knox and Dr. Smith echoed the business representatives' comments about critical thinking, learning how to learn, information literacy, and communications skills.

Dr. Posney indicated this was her fifth session (she will eventually visit all 10 districts) and that there was surprising consistency with the comments and inputs received.

SEK, Inc. Bioscience meeting December 4th:

SEK, Inc. held a meeting at Greenbush in Girard to share an idea of providing businesses in southeast Kansas with information on how they can receive funding from the Kansas Bioscience Authority to help establish or grow their businesses. Most of the attendees were economic development or Chamber people. Dr. Smith attended for Brenda Krumm. The attendees supported the idea of SEK, Inc. providing an information session to businesses in southeast Kansas. Dr. Smith volunteered NCCC as the meeting place, since the college is very centrally located. The meeting will be held at the end of February; the date depending on when Tom Thornton,

President of the Kansas Bioscience Authority can attend.

Technical Education Authority meeting December 6th:

The Technical Authority met in Wichita last week. The vice-president search committee reported they had reviewed more than 70 applications and narrowed the number of potential candidates to five. They hope to have the new VP in place by early spring. The Budget/Finance Committee reported on the distribution of the \$4 million for Equipment and Technology, which the full Authority approved. They continued to receive reports from about Kansas labor force, industries and workforce needs. This day was from a center for economic development and business research at Wichita State University. The presenter intimated that there is a brain-drain of our young people, even though our age demographics match the US. She predicted that there would be around 10,000+ net LOSS of jobs over the next decade.

Agenda Item VII-A: Associate of Science Degree Correction (second reading)

During the last revision of the Associate in Science degree an error occurred and the word "history" was left off the list of arts and humanities categories from the degree listing in the Board of Trustees Policy Manual. The degree checklist which is used to verify a student's degree completion does have the correct categories listed so at no time were students affected by this error.

The corrected requirements were presented at the November Board meeting for a first reading. The administration asks the Board to approve the revised policy. The corrected version is on the following page.

Resolution 2007-70

RESOLVED, That the Board of Trustees of Neosho County Community College approves the revised requirements for the Associate of Science Degree as outlined on the following page.

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

Associate of Science (AS) Degree

The associate of science degree is designed for students planning to transfer to a four-year college or university to pursue a bachelor's degree.

1. Communications 9 hours

English Composition I, English Composition II, speech

2. Computer Literacy Proficiency 3 hours

Note: a test-out option is available which forgives the requirement but does NOT replace the needed credit hours

3. Natural Science and Mathematics 11 hours

A. Two science courses with both having a lab component; additionally, one of the science courses must be considered a life science and the other must be considered a physical science.

B. One mathematics including college algebra or a higher level math course

4. Social and Behavioral Sciences 9 hours

General Psychology and six credit hours from economics, geography, political science, psychology, sociology

5. Arts and Humanities 9 hours

Select from three areas: art*, foreign language, literature, music and/or theatre*, history, and/or philosophy. (*Performance/participation classes do not meet this requirement)

6. Physical Education 1 hour

Lifetime Fitness recommended

7. Personal and Career Development 1 hour

Orientation or approved substitute (may be waived for transfers with 15 credit hours or more)

8. Appropriate Fields of Study 24 hours

A program of study in business, education, engineering, mathematics, social or behavioral science, natural science, or related technologies

9. Other Requirements:

A. Pre- and post-assessments are required by NCCC

B. Fifteen (15) of the last twenty-four (24) credit hours *must be* in residence at NCCC

C. Total of sixty-four (64) credit hours

D. Cumulate GPA of 2.0 or higher

Agenda Item VIII-A: Bids for Grant Vehicle

One of the outcomes of the Rural Kansas R3 Project is to increase the number of nurse aides and home health aides trained in our region. A heavy-duty truck is necessary to pull the mobile laboratory which was identified as one strategy to increase training capacity.

The following three (3) sealed bids were received in response to the request for bids on a truck capable of pulling the mobile training laboratory.

	Merle Kelly Ford	Kerry Ranabargar	Shields Motors
Make/Model	Ford Super Duty F-250x 21 Supercab 142 Lariat 4WD	Ford 250 Super Duty 3/4 ton, 4 WD	Dodge 2500 Quad Cab 4 X 4 Short bed
Year	2005	2005	2006
Motor	5.4LSOHC 24-Valve EFI TRITON v8 Engine	6.0 L V-8 Diesel	5.9 L Cummins Turbo Diesel-5 year warranty/100,000 mile
Mileage	29,664	24,500	17,000
Price	22,449.00	29,500.00	29,900 with tube step (Cab steps \$30,400)
Warranty	July 08/36,000 miles	Feb 08/36,000 miles	3 yr/36,000
Trailer Hitch	Yes	Yes	Yes
Rear End Gear Ratio	3.73 Axle Ratio W/limited slip rear axle	3.73 Ratio Limited slip axle	3.73-abti-spin/differential

Based on the bids received, the administration feels that the best investment would be the bid from Shields Motors based on the year and mileage of the vehicle, the price, and the remaining warranty. It is also recommended that the College purchase optional cab steps (\$500) to assist instructors in entering the vehicle.

This purchase is funded 100% by a grant awarded under the President's High Growth Job Training Initiative, as implemented by the U.S. Department of Labor's Employment and Training Administration.

Resolution 2007-71

RESOLVED, That the Board of Trustees of Neosho County Community College approves the bid of \$29,900 from Shields Motor Company to purchase a 2006 Diesel Truck. In addition the Board approves \$500 to purchase cab steps for the vehicle.

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

Agenda Item VIII-B was removed when the agenda was approved.

Agenda Item VIII-C: Funding Distribution Formula Recommendation Discussion

Dr. Smith reviewed how community colleges receive funds from the state and information on SB345, the old funding formula. For the past 18 months a committee has been working to develop a new funding formula. Criteria for the new formula is: 1) be fair, 2) equal payment for all credit hours, 3) additional dollars for state-wide access, and 4) additional funding for workforce development.

Dr. Smith reviewed the proposed new formula and asked them to think about it. It will be a topic of discussion at the February quarterly meeting of KACCT and COP.

Amended Agenda Item VIII-D: Hazel Defenbaugh Estate

The Neosho County Community College Foundation currently administers the Defenbaugh Memorial Fund, a scholarship fund that was set up in 1987 by Pearl Defenbaugh. Per the original Defenbaugh Memorial Fund Agreement from 1987:

"3. The Defenbaugh Memorial Fund shall be used to provide academic scholarships to students attending NCCC, whether full-time or part-time. The scholarship is for tuition, books, lab fees, room, board, dormitory fees, and other educational or living expenses of the recipient. The MANAGER shall use its guidelines for determining which students should receive the scholarship."

"4. Management of the fund: The NEOSHO COUNTY COMMUNITY COLLEGE FOUNDATION, or its successor, shall manage this fund (hereinafter called MANAGER). The MANAGER shall place the fund in such investment or investments as the MANAGER may, in its discretion, select."

The foundation received initial notice on January 17th 2007 that Hazel Defenbaugh had left 50% of her estate to Neosho County Community College specifically to be used to fund the Defenbaugh Memorial Trust. Notice was received yesterday that there needs to be a resolution from the NCCC Board of Trustees authorizing the law firm to make payment of the bequest to the Foundation instead of to the College.

Resolution 2007-73

RESOLVED, That the Board of Trustees of Neosho County Community College authorizes Neosho County Community College Foundation to accept payment from the Hazel Belle Defenbaugh estate instead of Neosho County Community College. Further, the Board authorizes Bob Christiansen to sign on behalf of Neosho County Community College Foundation with regards to all matters related to the probate of the Hazel Belle Defenbaugh estate.

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

Amended Agenda Item VIII-E: Resignation of Athletic Trainer

It was the President's recommendation that the Board accept the resignation of Jerry Bean, head athletic trainer, effective December 21, 2007.

Resolution 2007-74

RESOLVED, That the Board of Trustees of Neosho County Community College accepts the resignation of Jerry Bean effective December 21, 2007.

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

Amended Agenda Item VIII-F: Early Retirement

President Vicky Smith received notice of Karen Gilpin's intent to take early retirement in accordance with Article 14 for the 2007-08 Negotiated Agreement. Ms. Gilpin's retirement date will be December 31, 2007. It was the President's recommendation that the Board approve her request for early retirement in accordance with Article 14 of the 2007-08 Negotiated Agreement.

Resolution 2007-75

RESOLVED, That the Board of Trustees of Neosho County Community College approves early retirement for Karen Gilpin, effective December 31, 2007.

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

Agenda Item IX: Adjournment

The meeting adjourned at 7:00 p.m.