

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

**DATE:** February 5, 2009

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

**PLACE:** Student Union, room 209

**PRESENT:** Craig Bagshaw  
Kevin Berthot  
Charles Boaz  
Clint Isaac  
Mariam Mih  
David Peter

**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  
Eric Tincher, Dean of Student Development  
Brenda Krumm, Dean of Outreach/Workforce Development  
Sarah Robb, Faculty Senate President  
Paul Cavanaugh, Architect  
Wendy VanDuyne, Architect  
Terri Dale, Board Clerk  
Kent Pringle, Board Attorney

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 Request for Early Retirement, Director of Development, and Bookstore Manager. Upon a motion and a second the agenda was approved as amended. Motion passed.

### **V. Consent Agenda**

The following items are proposed to be approved by consent.

- A. Minutes from January 8, 2009
- B. Claims for disbursement for January 2009
- C. Personnel

#### **1. Assistant Women's Soccer Coach Resignation**

It was the President's recommendation that the Board accept the resignation of Nikki Marotta as the assistant coach for women's soccer. Her resignation was effective

January 24, 2009.

## 2. Request for Early Retirement

In accordance with paragraph 2 of Article 14 of the current negotiated agreement, Terry Turner has notified me of her intent to take early retirement. She has elected to receive early retirement payments for a period of five years in January of each year.

It was the President's recommendation that the Board approve Ms. Turner's request to take early retirement at the end of her current contract (May 19, 2009).

**Facility Master Plan Report:** Wendy VanDuyne, Bartlett & West and Paul Cavanaugh, Places Architect's, presented the most recent Facility Master Plan for the college. The presentation included cost estimates for each phase of the project. Mr. Cavanaugh also presented his ideas to best utilize the current space which included moving several offices. The final Facility Master Plan will be presented for the Board's approval at the March meeting.

**Faculty Senate Report:** Sarah Robb, Faculty Senate President, reported she and other faculty members are excited to have the new smart boards in their classrooms. She reported that nursing faculty members are also using "clickers" for students to answer questions. Ms. Robb thanked the Board on behalf of faculty members for the professional development funds that are available to each professional employee. She also reported that the Science and Math club are selling wax lips for Valentine's Day as a fundraiser.

**Dean of Outreach and Workforce Development Report:** Brenda Krumm, Dean of Outreach and Workforce Development, distributed a written report and summarized the report for the Board. Dean Krumm's report included pictures of the wrap that will be installed on the mobile training lab, the construction site of the house that is being built by the construction technology program, and a group photo of the entire Outreach and Workforce Development staff. She also asked the Board if they would be interested in touring the construction project and visit the welding program in the future. She will coordinate a visit to both sites.

**Treasurer's Report:** Sandi Solander, Dean of Finance, reported that after seven months, the financial reports were available again. She said that the College has about \$400,000 more in January 09 than in January 08. She said that the Bookstore fund had a negative balance, due in part, to the implementation of the book rental program. Dr. Smith noted that the capital outlay fund reflected money donated through the tax credit campaign.

**President's Report:** President Vicky Smith announced that the College had been presented with the 2008 Public Square: Education award from the Chanute Area Chamber of Commerce. The award was presented in appreciation for the leadership and commitment to the Education segment of the Public Square. She also announced that the College was a 2009 Bellwether Finalist and presented at the Futures Conference in Orlando, Florida. The presentation was on the Computerized Outcomes Assessment System on Zero Budget. Dr. Inbody, Gayle Randolph, David Peter and Dr. Smith participated in the final competition.

Mindy Ayers, History instructor, also submitted a grant that was awarded by the American Library Association. Ms. Ayers will receive mounted pictures for use in her classroom.

Dr. Smith reported that the results of the fall CAAP test administered for Reading: Skills, and Writing: Essay had been received. Instructor Ruth Zollars sections scored the highest of all NCCC sections in Writing: Skills and on section taught by Robert Poulos scored the highest in Writing: Essay. She congratulated both instructors on their excellent teaching.

The College has been notified by the US Department of Education's Kansas officer for Title III that NCCC will almost definitely be awarded a Title III grant. Dr. Brian Inbody wrote the first grant proposal and revised it with the help of grant writer Brenda Armstrong for resubmission this year. The application is for about \$2 million over a five year period and will enable the college to put in place new vocational degree programs. Grant monies will be used to renovate space and funds to set up an endowment of \$500,000 to sustain the programs after the five year period.

Dr. Smith reviewed legislative action and how much state aid money the college will be required to return to the state. She and senior staff have been identifying areas in the budget for this year and for 2009-10 where dollars can be saved to help pay the state aid back. She distributed and reviewed the information. She also reported that SB11 had passed the Senate. The bill would allow community colleges to own property outside their home county. KBOR, by policy, would determine community college service areas and community colleges would only be able to own property outside their home county with within their service area.

The President told the Board that the Ottawa Community Center is at a pivotal point. At the last OCPI Board meeting they agreed to hire a person to develop a white paper to analyze the qualitative aspects of the project. Some of the executive board members wanted a "stress test" white paper about the financial capacity and commitment of the remaining partners to the project. Since both projects would cost money and possibly not return to the Board the information the OCPI Board and partners would need to move forward, the chair of the Board, William Allegre has suggested that at the next Board meeting he would propose that the meeting be used to reorganize the OCPI board.

He suggested the OCPI Board should be comprised of seven members, none employed by any of the partners. Mr. Allegre thinks OCPI should be owner, borrower, manager, and builder of the center. Partners' input in design, management and operations would be sought, but they would not be voting members. Each participating partner would lease space from the board. Leases would be drawn up that would provide revenue flow for OCPI to retire the debt, manage and operate the facility. Partners could reduce their annual lease payments by capital investments initially. The division of donated funds would no longer be the concern of the partners, only their leases.

Dr. Smith asked the Board for their ideas and input on changing the make up of the OCPI board. Following discussion and information from the college attorney, the Board agreed to move forward with reorganization of the OCPI board.

President Smith also distributed a list of "shovel ready" projects that had been requested by the Kansas Board of Regents in the event that the economic stimulus package is approved. In anticipation of monies coming back to the states for infrastructure repair, the regents' universities, community colleges and technical colleges submitted projects that totaled \$439,673,000. Of that amount, community colleges submitted projects totaling \$59,170,000. NCCC submitted projects totaling \$10,942,000.

### **Amended Agenda Item VIII-A: Request for Early Retirement**

In accordance with paragraph 2 of Article 14 of the current negotiated agreement, David Fewins has notified me of his intent to take early retirement. Mr. Fewins has elected to receive early retirement payments for a period of five years in June of each year.

It was the President's recommendation that the Board approve Mr. Fewins request to take early retirement at the end of his current contract (June 2, 2009).

### **Resolution 2009-2**

RESOLVED, that the Board of Trustees of Neosho County Community Colleges approve the request from David Fewins for early retirement benefits at the end of his current contract or June 2, 2009.

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

#### **Amended Agenda Item VIII-B. Director of Development**

It was the President's recommendation that the Board approve the employment of Claudia Christiansen as the Director of Development and Marketing. Ms. Christiansen earned her MS degree from Pittsburg State University. She also graduated from Indian Hills Community College, Centerville, Iowa; William Penn College, Oskaloosa, Iowa; and Drake University, Des Moines, Iowa.

Ms. Christiansen worked as the Major Gifts Officer at the University of Central Missouri since 2007. She has been employed as the Public Relations Coordinator at SEK-CAP in Girard from 2003-2007, and in several positions at CLASS, LTD in Columbus, Kansas, including Director of Development and Director of Education and Special Projects.

Ms. Christiansen will be paid \$55,000 annually (senior administrator classification) starting March 9, 2009.

#### **Resolution 2009-3**

RESOLVED, that the Board of Trustees of Neosho County Community College approves the employment of Claudia Christiansen as the Director of Development and Marketing starting March 9, 2009 at an annual salary of \$55,000.

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

#### **Amended Agenda Item VIII-C. Bookstore Manager**

It was the President's recommendation that the Board approve the employment of Selina Wallace as the Bookstore Manager. Ms. Wallace is a graduate of Southwestern College in Winfield with a Bachelors degree in Business Administration. Ms. Wallace has over 12 years experience in retail business for Simon Property Group in Wichita.

Ms. Wallace will be paid an annual salary of \$29,000 at the administrator classification starting February 9, 2009.

#### **Resolution 2009-4**

RESOLVED, that the Board of Trustees approves the employment of Selina Wallace as the Bookstore manager starting February 9, 2009 at an annual salary of \$29,000 (administrator level).

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

#### **Amended Agenda Item VIII-D: Executive Session-Negotiations**

Upon a motion and second the Board recess into executive session for five minutes to discuss matters relating to employer-employee negotiations and to include the President, Vice President for Student Learning, Dean of Finance and attorney. Motion passed. The Board entered executive

session at 7:30 p.m.

The Board returned to open meeting at 7:35 p.m.

**Agenda Item IX-A: Adjournment**

Upon a motion and second the meeting adjourned at 7:36 p.m.