

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

**DATE:** September 1, 2005

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

**PLACE:** Student Union, room 209

**PRESENT:** Kevin Berthot  
Kathy Fryd  
Mariam Mih  
Steve Payne  
David Peter  
Basil Swalley

**PRESENT:** Dr. Vicky R. Smith, President  
Dr. Brian Inbody, Vice President of Student Learning  
Sandi Solander, Dean of Finance  
Ben Smith, Dean of Planning and Operations  
Lisa Last, Dean of Student Development/Registrar  
Mark Eldridge, Dean of Ottawa campus  
Susan Weisenberger, Director of Chapman Library  
Dean Dillard, Faculty Senate President  
Larry Anderson, Faculty  
Kent Pringle, Board Attorney  
Terri Dale, Board Clerk  
Shanna Foster, Chanute Tribune

Mr. Peter called the meeting to order at 5:30 p.m. in room 209 in the Student Union.

**Agenda Item III: Public Comment**

There were no speakers.

**Agenda Item IV: Approval of the Agenda**

**Mr. Peter asked that the agenda be approved. The motion was made and seconded that the agenda be approved. Motion carried.**

**Agenda Item V: Consent Agenda**

The following items are proposed to be approved by consent.

- A. Minutes from August 11, 2005
- B. Claims for disbursement for August 2005
- C. Personnel

### **1. Women's Softball Coach**

It was the recommendation of the President that the Board employ Alisa Tasler as the head softball coach. Ms. Tasler earned her Bachelor of Science in Psychology and Master of Science in Physical Education from Pittsburg State University. She is also a graduate of Northern Oklahoma College in Tonkawa with an Associate of Science degree.

Ms. Tasler was the assistant coach for the ladies softball program at Pittsburg State University since 2002. She also served as assistant softball coach at Labette Community College. She has experience giving pitching lessons and conducting pitching clinics.

Ms. Tasler would be placed on the faculty salary schedule at MS-2 (28,760).

### **2. Women's Assistant Basketball Coach Resignation**

It was the President's recommendation that the Board accept the resignation of Brianna Fields as assistant coach for women's basketball. She has accepted a position at Gannon University.

### **3. Women's Assistant Basketball Coach/Resident Hall Assistant**

It was the President's recommendation that the Board employ Katie Gebhardt as the assistant coach for women's basketball and resident hall assistant. Ms. Gebhardt graduated from the University of South Carolina at Aiken, with a Bachelor of Science degree in Sports and Exercise Science.

She has served as a resident assistant at the University of South Carolina at Aiken and was a member of the women's basketball team.

Ms. Gebhardt will be paid \$650 per month and room and board. Her contract will be pro-rated for the late starting date.

### **4. Assistant Volleyball Coach Resignation**

It was the President's recommendation that the board accept the resignation of Joshua Stokes, assistant volleyball coach and resident hall assistant effective October 31, 2006.

## **5. English/Reading Specialist for STARS**

It was the recommendation of the President that the Board employ Tonya Bell as the Reading/English Specialist for the STARS program. Ms. Bell earned a Master of Arts in Communication from Pittsburg State University and Bachelor of Arts in Communication also from PSU.

Ms. Bell has teaching experience as adjunct faculty for NCCC and Pittsburg State University. She also served as the Director of Public Relations/Marketing for NCCC from July 2001 through September 2004.

She will be paid \$25,000 on a ten-month contract starting September 6, 2005. This is a grant funded position.

**Mr. Peter requested that the consent agenda be approved. The motion was made and seconded and the consent agenda was approved.**

**Faculty Senate Report:** Dean Dillard, Faculty Senate President, reported that the Faculty Senate held their first meeting of this academic year during the in-service on August 15. A parliamentarian was appointed, and the group was introduced to the members of the College Council of Representatives, a council designed to ensure widespread participation in Faculty Senate business by faculty from various disciplines and areas. There will be representation from Ottawa; Nursing; Business and Technology; Communication and Fine Arts; Science and Mathematics; Social, Behavioral, and Family Consumer Science; and Physical Education. The Senate will meet again during the in-service on September 6. A request has been issued for agenda items.

Mr. Dillard told the Board that enrollment in full-length fall semester classes was closed so that enrollment has pretty well stabilized in those classes. As faculty look forward to the current semester, Mr. Dillard reported on summer activities that faculty had been involved in. Many faculty were involved in activities designed to strengthen their ability to provide classroom instruction, some enrolled in classes. There was particular interest in courses that involve computer technology, and as NCCC continues to provide and expand online offerings, some faculty enrolled in classes especially directed toward that mode of instructional delivery. Two business instructors attended the ACBSP conference in Washington, D.C., and another instructor traveled to Phoenix to join the ranks of several faculty here who are qualified to teach the Honors Leadership Studies Course after completing the Phi Theta Kappa Honors Leadership training. Some nursing faculty are busy teaching classes, but at least one instructor found time to update her knowledge of Advanced Cardiac Life Support, a requirement for working in critical care areas in most hospitals. Several instructors volunteered as advisors to assist students enrolling in fall classes. Mr. Dillard stated that none of the faculty mentioned asked to be recognized by name, but he thought the activities noted indicated the dedication of the NCCC faculty.

On a final note, Mr. Dillard reported that the forensics team will be joining Phi Rho Pi, an honorary forensics society for community colleges and that they will be attending the national competition to be held in Kansas City this year.

**Energy Performance Contracting Report:** Ben Smith, Dean of Planning and Operations reported that the final project closeout meeting was held on August 18, 2005 and included representatives from the College, Custom Energy and FCIP. Mr. Smith said the meeting reviews several open issues including emergency contact information, comfort levels of various buildings, cool tower "build up", water treatment of loops, minor chiller issues, EMS software upgrades, sprinkler and fire control reports and water conservation items. NCCC had the opportunity to give "report cards" for Custom Energy, FCIP, and various subcontractors on the project. An action item list was created for future follow up. The Board will have the opportunity to tour the improvements prior to the October Board meeting.

**Vice President for Student Learning Report:** Dr. Brian Inbody, Vice President for Student Learning, reported that many positive things had occurred since he last reported to the Board and thanked Trustees for their continue support.

Dr. Inbody reported that credit hour enrollment is up 8% over last year. Enrollment is strong in the new medical assistant program and on-line courses. The Armed Services Vocational Aptitude Battery (ASVAB) training will begin again on September 12 with seven recruits.

Dr. Inbody reported that the College was one of three successful applications for the GEAR UP grant. The NCCC grant, titled the College-Bound Class Project, will serve a total of 211 students from Altoona-Midway, Marmaton Valley, and Fort Scott with the goal of significantly increasing the number of low-income students who are prepared to enter and succeed in post-secondary education. The award is for \$130,114 for six years. The college will receive 8% of the grant for indirect costs.

Dr. Inbody distributed a written report with pictures to the board and highlighted several other items including the library renovation, student activities, housing numbers, and results from a survey taken by lifetime learners.

**Treasurer's Report:** Sandi Solander, Dean of Finance distributed the treasurer's report and said that since the meeting was the first day of the month she was unable to have the other reports but that she would provide them for August and September at the October Board meeting.

**President's Report:** Dr. Smith asked the Board if the draft agenda for the Board Retreat met with their approval and they approved the agenda by

consensus. Dr. Smith also told the board that she would be advertising various surplus materials including lumber from the demolished bleachers, lights removed from the gym and library, and excess Pentium III CPU's and old monitors.

Dr. Smith addressed the issue of replacing the baseball dugout that was destroyed by the June 30 storm. Dr. Smith explained that when the College is faced with the need to replace any infrastructure on campus, she makes sure that what is done is what is right for the long term. The current dugouts were built more than 15 years ago, were build out of wood, and were positioned in front of the fences instead of behind the fences, which is the proper placement. If possible, Dr. Smith would like to demolish the remaining dugout, move both dugouts back behind the fence where they should be, and use sturdier materials like concrete block.

Bids were solicited with three options: 1) to replace the dugout that was blown down in the same position as the original, with the same materials; 2) to replace the blown down dugout behind the fence where it is supposed to be located, with the same materials; and 3) to replace both dugouts at the proper positions, with the same materials.

Baseball Coach Murry was also approached by community members with offers of materials to replace the dugout. The materials will only be donated if the dugouts are replaced with concrete block. During this same time period the insurance adjustor indicated that they would write a check for \$6,484 to replace the demolished dugout.

The bids came back ranging from \$9500 for option one, \$12,210 for option two, and \$26,020 for option three. The insurance adjustor was contacted and they agreed to write an additional check for the difference once the dugout was rebuilt.

Dr. Smith's recommendation was to rebuild both dugouts using concrete block and to move them back behind the fence where they should be located under the following conditions: the concrete block would be donated, the steel header beams would be donated, the foundation prep work would be donated, the players and their fathers would assist the mason and do the work to replace the roofs. The costs to the College would be for concrete and rebar to build the pads for the dugouts, the mason to lay the block, electrical and plumbing work to move the service to the new placement of the dugouts, and roofing materials.

Dr. Smith estimated that it would cost about \$20,000, of which \$9,600 would come from the insurance settlement, and the remainder would be paid by the baseball auxilliary fund.

### **Resolution 2005-77**

RSOLVED, That the Board of Trustees of Neosho County Community College authorizes the movement and new construction of the dugouts for the

baseball field contingent upon the donations outlined above with the baseball auxiliary paying the balance after the \$9,600 insurance money is applied.

**The motion was made and seconded that the above resolution be approved. Motion passed unanimously.**

#### **Agenda Item VIII-A: Retirement Policy Revision** (first reading)

Current Board policy allows, upon retirement, that the employee, the employee's spouse, or an employee's dependent may continue to maintain at their expense single or family plan coverage in the college's insurance programs in accordance with insurance company and college policy in effect at the time of an employee's retirement.

President Smith recommended changes to the policy for the following reasons. Currently in the policy there are no criteria to indicate the number of years an employee would need to be employed before they can receive the benefit, that they need to be receiving KEPRS retirement, or if they are truly retired and not just moving on to another job. It is possible, under the current policy, to work for the College for a very short time, retire and then be eligible for retiree health insurance.

The changes recommended include:

- A requirement that the employee has retired from KPERS and has not accepted another employment at another KPERS institution;
- A requirement that the employee must have completed 10 or more years of full-time employment at NCCC;
- A requirement that the employee must have been enrolled in the College's health plan for at least two consecutive years of employment immediately preceding retirement; and
- A requirement that the employee has not reached the age of Medicare eligibility.

The President recommended that the policy be revised as written on the following page.

#### **Current Policy: Retirement**

In compliance with K. S. A. 44-1118 nothing shall be construed to mean that an employer shall be forced to hire incompetent or unqualified personnel or discharge qualified or competent personnel.

Upon an employee's retirement, an employee, an employee's spouse, or an employee's dependent(s) may continue to maintain at their expense single or family plan coverage in the college's insurance programs in accordance with insurance company and college policy in effect at the time of an employee's retirement. Employee premiums must be submitted to the business office by

the 25<sup>th</sup> of the month preceding the date of coverage. If payment is not received in a timely fashion, coverage may be terminated.

### **Proposed Policy: Retirement**

In compliance with K.S.A. 44-1118 nothing shall be construed to mean that an employer shall be forced to hire incompetent or unqualified personnel or discharge qualified or competent personnel.

Upon ~~an employee's~~ retirement *and thereafter, if an employee has met all of the following requirements:*

1. *The employee has retired from KPERS and has not accepted employment at another KPERS institution; and*
2. *The employee has completed ten (10) or more years of full time employment with Neosho County Community College; and*
3. *The employee has been enrolled in the college's health insurance program for at least two full consecutive years of employment immediately preceding retirement; and*
4. *The employee has not reached the age of Medicare eligibility,*

*then the ~~an~~ employee, an employee's spouse, or an employee's dependent(s) may continue to maintain at their expense single or family plan coverage in the college's insurance programs in accordance with and subject to insurance company policy conditions, until the employee reaches the age of Medicare eligibility. ~~in accordance with insurance company and college policy in effect at the time of the employee's retirement.~~ Employee premiums must be submitted to the business office by the 25<sup>th</sup> of the month preceding the date of coverage direct deposited into the college's bank account on the first working day of each month of coverage. If required payment arrangements are not made and/or ~~if~~ payment is not received in a timely fashion, coverage may be terminated.*

*This policy, as amended, shall be applicable to employees retiring after September 15, 2005.*

*This date will be changed to reflect the date of approval or October 13, 2005.*

### **Agenda Item VIII-B: Health Insurance Provider**

Each year the College reviews its health care fringe benefit plan and solicits proposals from a variety of vendors. As part of the process, the employees on the College's health insurance plan were surveyed and asked about their satisfaction with the current plans and the company. The responses indicated they wished to keep the benefits as they are and to keep the costs similar.

President Smith reviewed the health care fringe benefit situation at the College. In the past, employees could choose to take the health care plan or take a cash option. In 1995 the policy was revised so that the cash option could only be

selected if the employee was on their spouse's plan at the spouse's workplace. Unfortunately, the College allowed employees to select the cash option even though they had no spouse. By the end of 2004 the group had 28 current employees and five retirees on the plan. Because of that, the rates had skyrocketed and the College's group was facing the potential of being non-insurable. The Board changed the policy dealing with the cash option and negotiated the same language with the PEA. As a result, the College ended this summer with 68 individuals on our health insurance plan with the potential of 14 more employees joining for this academic year.

The 2004 plan consisted of a base plan in which the College paid for a single plan for the employee. The employee could choose to cover their family, spouse, or children. The base plan provided a \$500 deductible, \$25 office co-pay and a maximum of \$1250 out of pocket expenses and cost the College \$405.96 per employee on the plan. An additional four plans were offered where the employee could pay more to get better benefits or plan less for fewer benefits. Two employees chose to pay more. Thirteen employees chose lesser benefits so they could more cost effectively cover their children, spouse or family.

As the administration reviewed the proposals this year they tried to do the following:

- Keep benefits the same or similar
- Keep premium costs as low as possible

Proposals were received from the following vendors:

- American Medical Securities
- Benefits Management Inc.
- BlueCross/BlueShield
- Coventry
- Health Systems Inc.

Dr. Smith presented a power point presentation comparing American Medical Securities and Health Systems, Inc and recommended that the Board choose Health Systems, Inc. as the College's health care provider. She also asked the Board to pay the employee share of a dental plan and to contribute an additional \$75 per month to anyone insuring their spouse, children, or the both.

### **Resolution 2005-76**

RESOLVED, That the Board of Trustees of Neosho County Community College approves Preferred Health Systems Incorporated as the health insurance provider for College employees for 2005-06. The College will pay \$354.56 for the base plan for employees taking single coverage or contribute that same amount if employees choose the higher deductible plan. For 2005-06 the Board also approved paying \$20.07 for employee coverage in the Delta Dental plan and contributing \$75 per month to employees taking more than single coverage.

Board of Trustees Meeting Minutes  
February 10, 2005

**The motion was made and seconded that the above resolution be approved. Motion passed unanimously.**

**Agenda Item IX: Adjournment**

The meeting adjourned at 7:00 p.m.