

NCCC Board

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

**DATE:** March 13, 2003

**TIME:** 7:00 P.M.

**PLACE:** Student Union, Room 209

**PRESENT:** Kevin Berthot  
Mariam Mih, Vice Chair  
Dr. Michael Peaster  
David Peter  
Dr. Robert Thomen  
Mark Watkins, Chair

Dr. Vicky R. Smith, President

Brett Bright, Dean of Student Services/Registrar  
Mark Eldridge, Dean of Ottawa Campus  
Brenda Krumm, Dean of Continuing Education  
Ben Smith, Director of Technology Services  
Charlotte Martin, Director of Development/Athletics  
Jim Carlson, Faculty  
Sara Harris, Faculty  
Tosca Harris, Faculty  
Ian Thompson, Student  
Kent Pringle, Board Attorney  
Terri Dale, Board Clerk  
Brooke Ethridge, Chanute Tribune

**Call to Order**

The meeting was called to order by Mark Watkins, Chair, at 7:00 p.m.

**Roll Call**

All members were present.

**Public Comment**

There were no speakers.

**Approval of the Agenda**

The agenda was amended by adding under new business Jenzabar contract.

Mr. Watkins requested that the Agenda be adopted as printed. The motion was made, second and approved.

### **Consent Agenda**

The following items were proposed to be adopted and approved by consent.

- A. Minutes from February 13, 2003 and March 3, 2003
- B. Claims for disbursement for February 2003 totaling \$173,610.61
- C. Personnel: Tesa Brown, athletic trainer, submitted her letter of resignation effective May 6, 2003.

Employed J. Michael Kiefer as head soccer coach for men and women. In addition to Mr. Kiefer's coaching responsibilities, his base load will include overseeing the Professional Specialist Training Certificate Program, and teaching 6 credit hours per academic year in that program.

- D. Academic Calendar 2003-04

Mr. Watkins requested that the Consent Agenda be approved. The motion was made, second and approved.

### **Reports:**

**Faculty Senate:** Jim Carlson, President of the Faculty Senate, reported that the faculty had been involved in the new master schedule. He stated that there was some frustration with several faculty members in returning to a traditional MWF-TTH class schedule.

**Director of Development:** Charlotte Martin, Director of Development, distributed handouts for the upcoming Foundation Auction on March 29 at the Chanute Country Club. She stated that the Foundation had paid about \$12,000 toward athletic scholarships this year and about \$28,000 toward academic scholarships, which included endowed scholarships. Starting in Fall 2003, the Foundation will annually award \$2,500 in scholarships to students attending the Ottawa camp. This year the Foundation raised \$9,000 from Panther Club, \$16,000 from the Phonathon, and \$1,500 from the golf tournament. Ms. Martin reminded everyone of the Donor Dinner on April 26, at which time the Distinguished Alumnus will be announced, and the Sigma Alpha Reception on May 10, following commencement.

**Dean of Ottawa Campus:** Mark Eldridge, Dean of the Ottawa Campus, reported that growth in student enrollment is anticipated to continue. This semester the increase in headcount, total credit hours, and FTE is an improvement of 40% from last year. Expanded classes and sections in the block schedule, and expanded weekend course offerings, and concurrent high school enrollment are credited with the increase in enrollments. This year Ottawa will be graduating 22 students which is 10 more than last year. Mr. Eldridge continues to be involved in career fairs, youth summits, and related events that occur within the Ottawa community and in the student-oriented programs developed on campus.

**Dean of Continuing Education:** Brenda Krumm, Dean of Continuing Education, distributed

pamphlet detailing customized training developed for Ash Grove Cement. The Mechanical Technology certificate program will begin April 10 with welding classes. The Continuing Education Department is also working with the 31<sup>st</sup> Judicial District to offer computer training, Excel, and is developing training for law enforcement officers. Ms. Krumm also reported that students completed the Partner's In Change program and that 10 of those students have secure employment, that recruitment letters will be mailed to high school seniors in concurrent class and that the Continued Lifetime Learning program had recruited 15 new students this year. Ms. Krumm announced that the Continuing Education department awarded the "Traveling Panther" to Mary Bulk, manager of the bookstore; and that Sarah Smith, department secretary, had been nominated for the position of Vice President of the Kansas Association of Office Professional group. She also reported that she had been asked to serve as a member of the State Telenet I Advisory Council.

**Dean of Students:** Brett Bright, Dean of Students/Registrar, reported that the summer and fall schedules will be available March 26. The summer schedule will feature a four-week schedule in June, a four-week schedule in July, and an eight-week schedule running in June through July. He reported that since changing to the traditional schedule he has heard many positive comments from students. The College has scheduled five camps this summer that will generate revenue from the dorms, the Student Senate is sponsoring a voter registration drive and 26 high school students attended the Panther Preview day.

**President:** President Vicky Smith introduced Tosca Harris, speech/debate/forensics instructor who in turn, introduced NCCC student Ian Thompson. Mr. Thompson won the National Championship in Lincoln/Douglas debate. President Smith extended congratulations to Mr. Thompson. Dr. Smith also noted that the College had hosted a debate tournament on March 7<sup>th</sup> with over 8 colleges and universities attending. Dr. Smith reported that the men's basketball team participated in the quarterfinals in Salina, and complemented them on a great season. Since the last Board meeting Dr. Smith attended the KJCCC Spring meeting in Salina, met with Co Commissioners, Byron Shultz, 911 Director for Neosho County, Randy Corns, superintendent USD 101, Neil Ford, CEO of Nu Wa Industries, and Steve Fitchner, SRS Director. Before the April 1 general election, Dr. Smith will make presentations at Erie, St. Paul, Thayer, and Chai to emphasize the need for the capital outlay tax and to answer questions. President Smith gave presentation for the Board and asked for comments/feedback.

#### **Unfinished Business:**

There are no items for unfinished business.

#### **New Business:**

#### **Agenda Item VIII-A: Faculty Reappointments**

Article 10C section 2 of the Negotiated Agreement calls for the evaluation of professional employees to be conducted by the Vice President of Academic and Student Affairs or the division chairs. In Article 10C section 3, first and second year professional employees shall be evaluated at least one time each semester; third and fourth year at least once a year; and all who have worked over four years, shall be evaluated at least one time every three years.

After reviewing the recommendations received from division chairs I recommend that the following full-time faculty contracts be renewed for 2003-04.

Larry Anderson

Mary Louise Barber

Jim Carlson

Chris Devictor	Dean Dillard	Dewayne Dotson
Anne Erickson	Brian Foreman	Bill Furst
Sara Harris	Tosca Harris	Paul Hopkinson
John Messenger	Carol Vaverka	Gayle Randolph
David Smith	Charles Thompson	Mary Weilert
Brad Wilkinson	Steve Yuza	Ruth Zollars
Jeff Dabney	Craig Fletchall	Kinshasa Garrett
Jason Graf	Jammie James	Steve Murry
Terry Pack	Lee Boyles	Pam Covault
Linda King	Joan LaRue	Linda Rather
Beverly Roush	Terry Turner	Mary Wishall
Charles Babb	Sherry Ewart	David Fewins
Linda Jones		

John Burris is employed under the Carl Perkins Grant and his contract will be renewed pending continued funding from Carl Perkins.

Walid Shihabi is employed by Labette Community College. NCCC contracts for 2/3 of his teaching time. That partnership is recommended for continuance.

John Taylor is the women's wrestling coach, but not a full-time faculty member. He is recommended for renewal in his current position.

#### **RESOLUTION 2003-14**

RESOLVED, That the Board of Trustees of Neosho County Community College accept the recommendation of the President to renew faculty contracts for 2003-04.

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

#### **Agenda Item VIII. B: USA Wrestling Regional Training Center Contract**

The Neosho County Community College multi-purpose facility has been awarded the distinct of being named a Regional Training Center by USA Wrestling. The formal application was submitted to USA Wrestling in late December of 2002 and received final approval in late January 2003. With approval from the Board of Trustees, NCCC will become the third Regional Training Center in the nation.

When the proposal to construct a multi-purpose building was approved by the Board of Trustees in July 2000 this was one of the goals of the proposal. With the installation of wall mats, video equipment and the credentials of NCCC's wrestling coaches the application was approved. K Pringle, board attorney, has reviewed and revised the contract to protect the College's interest in accepting this designation as a regional training center.

Wrestlers holding a USA Wrestling card will be allowed to train in the center, free of charge, starting in late spring through summer. The Training Centers are designed to benefit wrestlers from surrounding areas and afford them the opportunity to train with top-notch coaches and athletes. NCCC's wrestling staff has already received inquiries from athletes in Oklahoma, Missouri and Texas. Assistant coach Richard Fergola will be named director for the Training Center with no compensation from the College.

USA Wrestling donates \$2,000-\$3,000 annually to support the wrestling program at NCCC.

have also sponsored the women's wrestling team at several tournaments since the women's program was started.

#### **RESOLUTION 2003-15**

RESOLVED, That the Board of Trustees of Neosho County Community College approve the designation of the multi-purpose building as a USA Regional Training Center site and authorizes the President to sign the contract with USA Wrestling.

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

#### **Agenda Item VIII-C: Jenzabar Contract for Consulting Services**

The College currently pays a maintenance fee for the administrative software licensed from Jenzabar (formerly CMDS). Under the terms of the contract, the College can apply up to one of the fee (\$12,015.00 for 2002-03) towards the purchase of new products or services within a year. This credit is a use-it or lose-it type of credit, so the credit must be used by July or lost.

While undertaking the interim audit, the auditors have discovered the need for the College's administrative software to be reworked to allow a more smooth process for reconciling the balance statements, streamlining the accounts receivable process, the registration process, and simplifying the billing statements students receive. I propose we contract with Jenzabar to work with Bre Rowe and Ben Smith to revamp these processes in the Business and Registration application subsystems.

Dale Steinman, one of Jenzabar's product specialists, is familiar with how the College implemented our current system and will be the product specialist assigned to work with the College on this project. Jenzabar will provide 15 days (120 hours of onsite generalist consulting). If additional hours are requested by the College, the hours would be billed at \$200.00 per hour.

The cost to the College would be \$12,000, with \$6,000 due with the signed contract.

#### **RESOLUTION 2003-16**

RESOLVED, That the Board of Trustees of Neosho County Community College approve the Contract for Consulting Services with Jenzabar in the amount of \$12,000.

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

#### **IV. Adjournment.**

The meeting adjourned at 8:10 p.m.

---