

**NEOSHO COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**AGENDA**

**April 14, 2016 – 5:30 P.M.  
Student Union – Room 209**

- I. Call to Order**
- II. Roll Call**
- III. Public Comment**  
Storm Ready Certification – Chance Hayes with National Weather Service
- IV. Approval of the Agenda**
- V. Consent Agenda**
  - A. Minutes from March 10 and March 29, 2016
  - B. Claims for Disbursement for March 2016
  - C. Course Inventory Revisions/Additions
  - D. Personnel
- VI. Reports**
  - A. Faculty Senate – Richard Webber
  - B. Student Learning Division – Sarah Robb
  - C. Treasurer – Sandi Solander
  - D. President – Dr. Brian Inbody
- VII. Old Business**
- VIII. New Business**
  - A. Groundbreaking Ceremony for Baseball Facility
  - B. Resolution 2016-11: Faculty Renewal Recommendations
  - C. Resolution 2016-12: Administrative Employees Contract Renewals
  - D. Resolution 2016-13: Hourly Non-Exempt Employees Contract Renewals
  - E. Resolution 2016-14: The Interlocal Purchasing System (TIPS) Agreement
  - F. Resolution 2016-15: Bids for Sale of Fleet Vehicles
  - G. Executive Session: Non-elected Personnel
  - H. Executive Session: Employer/Employee Negotiations
  - I. Executive Session: Non-elected Personnel
- IX. Adjournment**

**NEOSHO COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

**April 14, 2016 – 5:30 P.M.  
Student Union – Room 209**

**I. CALL TO ORDER**

David Peter called the meeting to order at approximately 5:30 p.m. in Room 209 of the Student Union.

**II. ROLL CALL**

The following members were present in person: Kevin Berthot, Lori Kiblinger, David Peter, Dennis Peters, and Jenny Westerman. Charles Boaz was present by phone beginning at 6:00 pm.

Also in attendance were Claudia Christiansen, Kim Ensminger, Marie Gardner, Denise Gilmore, Chance Hayes, Dr. Brian Inbody, Nancy Isaac, Brenda Krumm, Kent Pringle, Kerry Ranabargar, Sarah Robb, Mike Saddler, Haley Slade, Sandi Solander, Richard Webber, Sheri Woolman, and The Chanute Tribune.

**III. PUBLIC COMMENT**

Chance Hayes with National Weather Service presented a certificate to Ben Smith and NCCC for successfully completing the protocol to be a StormReady institution.

**IV. APPROVAL OF THE AGENDA**

On motion by Dennis Peters and second by Jenny Westerman the agenda was approved as printed.

**V. CONSENT AGENDA**

On motion by Dennis Peters and second by Lori Kiblinger the following items were approved unanimously by consent:

**A. Minutes from March 10 and March 29, 2016**

**B. Claims for Disbursement for March 2016**

**C. Course Inventory Revisions/Additions**

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 course inventory. Each change to the inventory 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.

**Course Inventory Changes  
April 2016 Board Meeting**

**Course Name Change**

- ETEC 146      Microcomputer Repair-Hardware, 3 credit hours to CompTIA A+ Essentials, 3 credit hours
- ETEC 147      Microcomputer Repair-Software, 3 credit hours to CompTIA A+ Practical Applications, 3 credit hours

**NEOSHO COUNTY COMMUNITY COLLEGE  
MASTER COURSE SYLLABUS**

**COURSE IDENTIFICATION**

Course Code/Number: ETEC 146

Course Title: CompTIA A+ Essentials

Division:  Applied Science (AS)     Liberal Arts (LA)     Workforce Development (WD)  
 Health Care (HC)     Lifetime Learning (LL)     Nursing     Developmental

Credit Hour(s): Three (3)

Effective Date: Summer 2016

Assessment Goal Per Outcome: 70%

**COURSE DESCRIPTION**

Students will gain the knowledge required to assemble computer components based on customer requirements, and to install, configure and maintain devices for end users. This course also covers the basics of networking and security/forensics, proper and safe diagnosis, and resolving and documenting common hardware issues while applying troubleshooting skills.

**MINIMUM REQUIREMENTS/PREREQUISITES AND/OR COREQUISITES**

None

**TEXTS**

The official list of textbooks and materials for this course is found on Inside NC.  
<http://www.neosho.edu/ProspectiveStudents/Registration/CourseSyllabi.aspx>

**GENERAL EDUCATION OUTCOMES**

Practice Responsible Citizenship through:

- identifying rights and responsibilities of citizenship,
- identifying how human values and perceptions affect and are affected by social diversity,
- identifying and interpreting artistic expression.

Live a healthy lifestyle (physical, intellectual, social) through:

- listing factors associated with a healthy lifestyle and lifetime fitness,
- identifying the importance of lifetime learning,
- demonstrating self-discipline, respect for others, and the ability to work collaboratively as a team.

Communicate effectively through:

- developing effective written communication skills,
- developing effective oral communication and listening skills.

Think analytically through:

utilizing quantitative information in problem solving,  
utilizing the principles of systematic inquiry,  
utilizing various information resources including technology for research and data collection.

### **COURSE OUTCOMES/COMPETENCIES (as Required)**

The student will be able to do the following:

1. Illustrate the installation, configuration and troubleshooting of current operating systems.
2. Identify basic computer components.
3. Identify, install and troubleshoot computer processors.
4. Identify, install and troubleshoot memory.
5. Identify, install and troubleshoot peripherals.
6. Identify, install and troubleshoot video components.
7. Identify, install and troubleshoot storage media.
8. Identify, install and troubleshoot input and output ports and cables.
9. Identify, install and troubleshoot printers.
10. Identify, install and troubleshoot and configure basic networks and components.

### **MINIMUM COURSE CONTENT**

Installation, configuration, and troubleshooting  
Basic computer components  
Computer processors  
Memory  
Peripherals  
Video Components  
Storage Media  
Input and Output Ports and Cables  
Printers  
Networks

### **STUDENT REQUIREMENTS AND METHOD OF EVALUATION**

#### **STUDENT REQUIREMENTS**

Completion of competencies during practical applications and performance testing administered by the instructor.

#### **GRADING SCALE**

90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Below 60%	F

#### **ASSESSMENT OF STUDENT GAIN**

The purpose of assessing student learning at Neosho County Community College is to ensure the educational purposes of the institution are met and appropriate changes are made in program development and classroom instruction to allow for student success. Assessment will be based on labs and the final as appropriate for each outcome.

#### **Attendance Policy**

1. NCCC values interactive learning which promotes student engagement in the learning process. To be actively engaged, the student must be present in the learning environment.
2. Unless students are participating in a school activity or are excused by the instructor, they are expected to attend class. If a student's absences exceed one-eighth of the total course duration, (which equates to one hundred (100) minutes per credit hour in a face-to-face class) 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 chief academic officer for reinstatement by submitting a letter stating valid reasons for the absences within one week of the registrar's notification. If the student is reinstated into the class, the instructor and the registrar will be notified. Please refer to the Student Handbook/Academic Policies for more information
3. Absences that occur due to students participating in official college activities are excused except in those cases where outside bodies, such as the State Board of Nursing, have requirements for minimum class minutes for each student. Students who are excused will be given reasonable opportunity to make up any missed work or receive substitute assignments from the instructor and should not be penalized for the absence. Proper procedure should be followed in notifying faculty in advance of the student's planned participation in the event. Ultimately it is the student's responsibility to notify the instructor in advance of the planned absence.

#### **ACADEMIC INTEGRITY**

NCCC expects every student to demonstrate ethical behavior with regard to academic pursuits. Academic integrity in coursework is a specific requirement. Definitions, examples, and possible consequences for violations 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.

#### **ELECTRONIC DEVICE POLICY**

Student cell phones and other personal electronic devices not being used for class activities must not be accessed during class times unless the instructor chooses to waive this policy.

#### **NOTE:**

Information and statements in this document are subject to change at the discretion of NCCC. Students will be notified of changes and where to find the most current approved documents.

#### **NON-DISCRIMINATION POLICY**

The following link provides information related to the non-discrimination policy of NCCC, including persons with disabilities. Students are urged to review this policy.

<http://www.neosho.edu/Departments/NonDiscrimination.aspx>

#### **COURSE NOTES**

**NEOSHO COUNTY COMMUNITY COLLEGE  
MASTER COURSE SYLLABUS**

**COURSE IDENTIFICATION**

Course Code/Number: ETEC 147

Course Title: CompTIA A+ Practical Applications

Division:  Applied Science (AS)     Liberal Arts (LA)     Workforce Development (WD)  
 Health Care (HC)     Lifetime Learning (LL)     Nursing     Developmental

Credit Hour(s): Three (3)

Effective Date: Summer 2016

Assessment Goal Per Outcome: 70%

**COURSE DESCRIPTION**

Students will gain the knowledge required to install, configure and maintain software for end users. This course will also cover the basics of networking and security/forensics, properly and safely diagnosing, resolving and documenting common software issues while applying troubleshooting skills. Students will also gain knowledge of appropriate customer support and soft skills and gain an understanding of the basics of virtualization, desktop imaging, and employment.

**MINIMUM REQUIREMENTS/PREREQUISITES AND/OR COREQUISITES**

None

**TEXTS**

The official list of textbooks and materials for this course is found on Inside NC.  
<http://www.neosho.edu/ProspectiveStudents/Registration/CourseSyllabi.aspx>

**GENERAL EDUCATION OUTCOMES**

- A. Practice Responsible Citizenship through:
  - a. identifying rights and responsibilities of citizenship,
  - b. identifying how human values and perceptions affect and are affected by social diversity,
  - c. identifying and interpreting artistic expression.
- B. Live a healthy lifestyle (physical, intellectual, social) through:
  - a. listing factors associated with a healthy lifestyle and lifetime fitness,
  - b. identifying the importance of lifetime learning,
  - c. demonstrating self-discipline, respect for others, and the ability to work collaboratively as a team.
- C. Communicate effectively through:
  - a. developing effective written communication skills,
  - b. developing effective oral communication and listening skills.
- D. Think analytically through:
  - a. utilizing quantitative information in problem solving,
  - b. utilizing the principles of systematic inquiry,
  - c. utilizing various information resources including technology for research and data collection.

## **COURSE OUTCOMES/COMPETENCIES (as Required)**

The student will be able to do the following:

1. Illustrate the installation, configuration and troubleshooting of current operating systems.
2. Compare and contrast the features and requirements of various Microsoft Operating Systems.
3. Demonstrate use of networking, OS and recovery console command line tools.
4. Configure and troubleshoot a network client/desktop device.
5. Perform preventative maintenance procedures.
6. Demonstrate use of basic network, OS and data security.
7. Identify and integrate mobile devices.
8. Demonstrate common troubleshooting methods.
9. Demonstrate professional customer service skills.

## **MINIMUM COURSE CONTENT**

1. Operating systems
2. Networking, OS and recovery console command line tools
3. Network client/desktop device
4. Preventative maintenance
5. Security
6. Mobile devices
7. Troubleshooting
8. Customer service

## **STUDENT REQUIREMENTS AND METHOD OF EVALUATION**

### STUDENT REQUIREMENTS

Completion of competencies during practical applications and performance testing administered by the instructor.

### GRADING SCALE

90% - 100% = A

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Below 59% = F

### **ASSESSMENT OF STUDENT GAIN**

The purpose of assessing student learning at Neosho County Community College is to ensure the educational purposes of the institution are met and appropriate changes are made in program development and classroom instruction to allow for student success.

Pre-assessment ideally begins during the advisement and enrollment process prior to the beginning of the course where the advisor and student determine through the interview process the level of placement for the student. During the period of the first two weeks of a normal semester, each student will be observed and/or interviewed and initial papers produced will be examined to determine needed competency development throughout the course. Post-assessment to determine gain in competency will be measured at the end of each unit of study.

### **Attendance Policy**

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2. Unless students are participating in a school activity or are excused by the instructor, they are expected to attend class. If a student's absences exceed one-eighth of the total course duration, (which equates to one hundred (100) minutes per credit hour in a face-to-face class) 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 chief academic officer for reinstatement by submitting a letter stating valid reasons for the absences within one week of the registrar's notification. If the student is reinstated into the class, the instructor and the registrar will be notified. Please refer to the Student Handbook/Academic Policies for more information
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#### **COURSE NOTES**

## **D. Personnel**

### **1. Resignation of Assistant Athletic Trainer**

It was the president's recommendation that the Board approve the resignation of Tomomi Lee, Assistant Athletic Trainer, at the end of her 2015-2016 contract.

### **2. Resignation of Recruitment/College Relations Specialist-Ottawa**

It was the president's recommendation that the Board approve the resignation of Rebecca Oswald, Recruitment/College Relations Specialist on the Ottawa campus. Her last day will be May 20, 2016.

### **3. Director of Outreach Programs-Neosho County**

It was the president's recommendation that the Board approve the employment of Tara Solomon as Director of Outreach Programs-Neosho County. Ms. Solomon has a B.S. in Family Studies and Human Services with a minor in Business from Kansas State University.

Ms. Solomon has worked as the Executive Director of Faith House Inc. in Chanute; Allied Health Coordinator at Allen Community College; Prevention Project Coordinator, Regional Prevention Center at Preferred Family Health care in Iola; Human Services Specialist for the Department for Children and Families in Chanute; Medical Assistant at Ashley Clinic; and Administrative Assistant/Volunteer Coordinator at Manhattan Emergency Shelter in Manhattan.

Ms. Solomon will be paid an annual salary of \$35,000 (Administration). Her start date will be April 28, 2016.

### **4. Payroll/Accounts Payable Clerk**

It was the president's recommendation that the Board approve the employment of Chrissy Harwood as the part-time Payroll/Accounts Payable Clerk. Ms. Harwood has a B.S. in Journalism and B.S. in Business/Accounting from Kansas State University.

Ms. Harwood's previous work experience includes bookkeeper for Comforts of Home here in Chanute; telephone operator/teller at Community National Bank, Chanute; staff accountant for Charles R. Sharp, CPA, LLC; accounts receivable clerk at Neosho Memorial Regional Medical Center; accounting coordinator at Tri-Valley Developmental Services, Inc.; and bookkeeping/diagnosis coding at Ashley Clinic, LLC.

Ms. Harwood will be paid \$10.50 an hour (Level 3) beginning May 2, 2016.

### **5. Part-time Safety Officer**

It was the president's recommendation that the Board approve the employment of Steve Barker as a part-time Safety Officer on the Chanute campus.

Mr. Barker's previous work experience includes working as a pipe welder for Chanute Manufacturing and serving on the police reserve.

Mr. Barker will be paid \$12.50 an hour (Level 5) beginning April 18, 2016.

**VI. REPORTS**

- A. Faculty Senate** – Richard Webber reported on what the Faculty Senate was doing. See attachment.
- B. Student Learning Division** – Sarah Robb reported on the Student Learning Division. See attachment.
- C. Treasurer** – Sandi Solander presented her treasurer’s report. Revenue for the month of March was \$1,882,234.34 and disbursements were \$2,119,438.67. See attachments.
- D. President** – Dr. Brian Inbody gave a president’s report. See attachment.

**VII. OLD BUSINESS**

There was no old business to discuss.

**VIII. NEW BUSINESS**

**A. Groundbreaking Ceremony for Baseball Facility**

The Board broke at 5:40 p.m. for the groundbreaking ceremony at the baseball field and reconvened at 6:00 pm.

**B. Faculty Renewal Recommendations**

As Kansas statues dictate, the Board must inform contracted full-time faculty of their intent to renew or not renew their contracts before May 1 for the next academic year. These recommendations are given by the faculty member’s respective division chair or director then confirmed by the Chief Academic Officer. If a faculty member receives their fourth consecutive contract from the Board, the instructor receives additional due process rights if a request for nonrenewal occurs.

The following faculty on the renewal list have completed three probationary contracts. This fourth contract will give them a continuing, non-probationary contract with full rights of due process:

Curtis Hughes  
Kristin Varner-Lee  
Dyan Vespestad

NCCC Faculty Recommended for Non-probationary Contract Renewal

The administration recommended the following faculty for non-probationary contract renewal for the 2016-2017 academic year:

Larry Anderson	Mark Eldridge	Tina Oelke
Melinda Ayers	Bobbie Forrest	Andrew Ouellette
P. Kevin Blackwell	Nancy Hindle	Susan Rhodes*
Debra Callahan*	Curtis Hughes	Becky Rhone
Michael Campbell	William Jordan	Eric Row
Nancy Carpenter	Luka Kapkiai	Tammie Russell
Chad DeVoe	Laura Mallett	Kay Shoemaker*
Rita Drybread	Janet Mitchell*	Ethan Smilie

Nathan Stanley  
Cheryl VanHemert  
Kristin Varner-Lee\*  
Dyan Vespestad

Paul Walcher  
Richard Webber  
Mary Weilert  
Brad Wilkinson

Steve Yuza  
Ruth Zollars

NCCC Faculty Recommended for Probationary Contract Renewal

The administration recommended the following faculty for probationary contract renewal for the 2016-2017 academic year:

Mindy Covey  
Shareese Hicks  
Crickett Johnston  
Peyton Kessler

Nikki King\*  
Alan Murray  
Alex Myers  
Lindsay Reustle

Dustin Shaffer  
Rafael Simmons  
Kristy Snyder  
Amber Vail

Patricia McDonald (Patty is a retired KPERS employee and cannot receive a non-probationary contract)

NCCC Coaches Recommended for Contract Renewal

The administration recommended the following coaches for contract renewal for the 2016-2017 academic year (by statute coaches are not eligible for non-probationary contracts):

Kim Alexander  
Jeremy Coombs  
J. J. Davis  
Asya Herron

Hiroko Matsuura  
Steve Murry  
Wayne Petterson

*\* Denotes grant positions. Employment is contingent upon continued funding of the individual grant.*

**Resolution 2016-11**

RESOLVED, that the Board of Trustees of Neosho County Community College approves the recommendation from the administration to renew faculty/coaches contracts for the 2016-2017 academic year as presented.

**Upon motion by Dennis Peters and second by Charles Boaz the above resolution was approved unanimously.**

**C. Administrative Employees Contract Renewals**

It was the president's recommendation that the Board approve 2016-2017 employment contracts for the administrator and management support employees listed below under the classification system which was approved at the September 2008 Board meeting:

**Executive Administrator**

Robb, Sarah – Vice President for Student Learning  
Smith, Ben – Vice President for Operations (rolling 3-year contract)  
Solander, Sandi – Chief Financial Officer

**Senior Administrator**

Christiansen, Claudia – Director of Development and Marketing

Coomes, Kerrie – Dean of Student Services  
Ernst, Dale – Dean of the Ottawa Campus (through July 15, 2016)  
Gardner, Marie – Dean for the Online Campus (10 months)  
Krumm, Brenda – Dean of Outreach and Workforce Development (11 months)  
Ranabargar, Kerry – Dean of Operations/CIO  
Saddler, Mike – Athletic Director

### **Administrator**

- \* Adams, Kaley – Upward Bound Director
- Cadwallader, Sarah – Director of International Student Services
- Cain, Jennifer – Surg Tech Program Director-Ottawa
- Carman, Peggy – Occupational Therapy Assistant Instructor/Fieldwork Coordinator-Ottawa (11 months)
- \* Chaney, Bart – Student Support Services Project Director
- \* Clay, Krista – Director of Adult Basic Education
- Clements, Lori – Assistant Director of Financial Aid
- Covault, Pam – Director of Nursing-Ottawa
- Daisy, Jennifer – Director of Financial Aid-Ottawa
- Ferguson, Jennifer – Surg Tech Program Instructor/Clinical Coordinator-Ottawa (9 months)
- Flett, Barbara – Occupational Therapy Assistant Program Director-Ottawa
- Jacobson, Karin – Director of Human Resources
- Knispel, Todd – Coordinator of Library Services
- \* Lyden Heather – Assistant Director of Adult Basic Education
- Morris, Amy – Registrar
- Munsell, Ramona – TRIO Grant Writer (half-time)
- \* Nunn, Michaele – Director of Youth Activities
- Ouellette, Allison – Director of Residence and Student Life
- Rhine, Tracy – Director of Allied Health
- Roush, Beverly – Assistant Director of Nursing
- Ryan, Richard – Health Information Technology Director-Ottawa
- Seibert, Jon – Director of Technology Services
- Seufert, Kyle – Director of Facilities
- \* Wiltse, Nicci – Talent Search Project Director
- \* Wolfe, Janice – Retired Senior Volunteer Program Director

### **Management Support**

- Allen, Samantha – Assistant Softball Coach
- Almond, Jeff – Director of Academic Advising & Testing
- Bures, Kyle – Coordinator of the Teaching & Learning Center-Ottawa
- \* Bushnell, Nichole – ABE Instructor-Labette
- Chenoweth, Curtis – Assistant Wrestling Coach
- \* Collier, Jamie – ABE Instructor-Ft. Scott
- Compton, Marisa – Assistant Volleyball Coach
- Crabtree, Devon – Assistant Men's Basketball Coach
- Cummins, Ryan – Assistant Women's Basketball Coach
- \* Duft, Aubrey – ABE Instructor-Ft. Scott
- \* Fossoy, Dan – ABE Instructor-Independence
- Gilner, Michael – Assistant Baseball Coach

- Hale, Kara – Bookstore Coordinator-Chanute
  - \* Harrington II, William – ABE Instructor-Independence
  - Hauser, LuAnn – Coordinator of Institutional Research and Reporting
  - Hicks, Antwon – Assistant Track Coach
  - Hudson, Danny – Network Systems Administrator
  - Isaac, Nancy – Advertising/Media Coordinator (half-time)
  - \* Lamer, Steven – ABE Instructor-Ottawa
  - \* Lisle, Angela – Student Support Services Transfer/Career Advisor
  - \* Morton, Jane – ABE Instructor-Ottawa
  - \* Ramsay, Amber – Youth Activities Data Specialist (half-time)
  - Richardson, Kaleigh – Coordinator of Residence and Student Life (11 months)
  - \* Reeves, Lona – Talent Search Academic Advisor (11 months)
  - \* Riebel, Grace – Student Support Services English/Reading Specialist
  - \* Robinson, Elizabeth – Student Support Services Math Specialist
  - \* Robinson, Isaac – ABE Instructor-Chanute
  - \* Rose, Mike – Talent Search Academic Advisor (11 months)
  - Savage, Christina – Healthcare Clinical Support Instructor/Coordinator (10 months)
  - Smith, Sarah – Alumni Relations/Development Assistant
  - \* Steinert, Nancy – ABE Instructor-Labette
  - Stoldt, Tyler – Recruitment/College Relations Specialist
  - Sudja, Sally – Assistant to the TLC-Ottawa
  - Velasquez, Julio – Assistant Men’s Soccer Coach
  - Vineyard, Julie – Bookstore Coordinator-Ottawa
  - \* Wheeler, Jared – Upward Bound Academic Coordinator
  - White, Kala – Assistant Cheer Coach
- \* Denotes grant positions. Employment is contingent upon continued funding of the individual grant.

**Resolution 2016-12**

RESOLVED that the Board of Trustees of Neosho County Community College approves the 2016-2016 employment contracts for the administrator and management support employees listed above under the classification system which was approved by the Board and contingent upon future grant funding for grant employees effective at the end of the current contracts.

**Upon motion by Dennis Peters and second by Jenny Westerman the above resolution was approved unanimously.**

**D. Hourly, Non-Exempt Employees Contract Renewals**

It was the president’s recommendation that the Board approve 2016-2017 employment contracts for the following hourly, non-exempt employees:

- Alexander, Larry – Bus Driver (part-time)
- Anderson, Tracy – Custodian
- Barr, Mary – Switchboard/Administrative Assistant
- Beeman, Gloria – Office Services Clerk
- Benton, Patty – Cashier-Ottawa
- Berbaum, James – Maintenance-Ottawa
- Bitts, Kendall – Groundskeeper (part-time)

Buchanan, Richard – Desktop Support Technician-Ottawa  
 Burkholder, Kevin – Safety Officer  
 Burton, Linette – Financial Aid Specialist (part-time, 27 hrs wk)  
 \* Carroll, Daniel – Administrative Assistant for Upward Bound  
 Crawford, Sharlene – Custodian  
 Crawford, Steve – Maintenance-Electrician/Plumber  
 Dent, Logan – Registration Specialist  
 Dix, Marcy – Assistant Registrar-Ottawa  
 Dodson, Joyce – Custodian-Ottawa (half-time, 10 months)  
 \* Donovan, Lindsay – Student Support and Data Specialist for Student Support Services  
 Ensminger, Kim – Administrative Assistant to Athletic Director  
 Ewen, Mary – Accounts Payable/Payroll Clerk  
 Fugate, Jamie – Custodian  
 Gilmore, Denise – Administrative Assistant to the President  
 Godinez, James – Safety Officer (half-time, 11 months)  
 Hale, Jonathan – Desktop Support Technician  
 Hamm, Kelly – Administrative Assistant to Nursing  
 Helkenberg, Lacey – Custodian  
 Jones, Tristan – Financial Aid Specialist-Ottawa (part-time, 27 hrs wk)  
 Kimberlin, Starlet – Library Clerk (half-time)  
 Kuzen-Stephens, Lorraine – Library Clerk (half-time)  
 Madden, Dan – Maintenance B  
 Mayhan, Ed – Safety Officer-Ottawa (half-time)  
 Neely, Mia – Cashier  
 Nelson, Monty – Groundskeeper (part-time)  
 Parker, Rebecca – Bookstore Assistant-Ottawa (half-time)  
 Parriott, Paulette – Receptionist/Switchboard-Ottawa  
 Pulliam, Reba – Custodian  
 Rahe, Corey – Maintenance C  
 Ranabargar, Lynn – Bus Driver (part-time)  
 Rogers, LuAnn – Custodian  
 Rose, Rachel – Accounts Receivable Clerk  
 \* Roseberry, Gwen – Administrative Assistant to ABE/Receptionist for CLC  
 Rossman, Wendy – Administrative Assistant to Nursing-Ottawa  
 Schommer, Debra – Administrative Assistant to Division Chairs, Faculty and Assessment  
 Coordinator (10 months)  
 Simons, Virginia – Switchboard/Office Services Clerk (half-time)  
 Smith, Amy – Administrative Assistant to Outreach and Workforce Development  
 Smith, Melissa – Administrative Assistant to the Dean of Student Services (half-time)  
 Snyder, Rena – Receptionist/Data Clerk  
 Solander, T. J. – Maintenance Grounds  
 Stevens, Ashley – Administrative Assistant to the Vice President for Student Learning  
 Stich, Mary – Administrative Assistant to the Chief Financial Officer and Bookstore  
 Coordinator  
 \* Thomas, Rhonda – Administrative Assistant for Talent Search  
 Unrein, Jyl – Administrative Assistant to the Vice President for Operations  
 Woolman, Sheri – Administrative and Technical Assistant for the Online Campus  
 \* *Denotes grant positions. Employment is contingent upon continued funding of the individual grants.*

### **Resolution 2016-13**

RESOLVED that the Board of Trustees of Neosho County Community College approves 2016-2017 employment contracts of the hourly, non-exempt employees listed above contingent upon future grant funding for grant employees effective at the end of the current contracts and conditioned upon continued good standing.

**Upon motion by Charles Boaz and second by Lori Kiblinger the above resolution was approved unanimously, with David Peter recusing himself from the vote.**

### **E. The Interlocal Purchasing System (TIPS) Agreement**

The Interlocal Purchasing System (TIPS) is a nationally-recognized purchasing cooperative sponsored by the Region VIII Education Service Center (ESC8) in Pittsburg, Texas. TIPS is available, however, for use by all public and private schools, colleges, universities, cities, counties, and other government entities including those in Kansas. TIPS provides colleges opportunities for greater efficiency and economy in acquiring goods and services.

As a part of the agreement, the role of the college will be to:

1. Designate primary and technology contacts for NCCC;
2. Commit to purchase products when in the best interest of NCCC;
3. Pay awarded vendors in a timely manner; and
4. Report any vendor issues to the TIPS cooperative coordinator.

Utilizing the TIPS purchasing cooperative will allow the college another opportunity to reduce costs for goods and services on everything from technology, supplies, furniture and equipment, as well as many other items. As noted above, the college is under no obligation to purchase anything.

Copies of the agreement, resolution and Kansas authorization document are attached. Mr. Pringle, the college attorney, has reviewed the agreement, resolution and attachment. It is my recommendation that the Board approve the college entering into the TIPS program and authorize the execution of the necessary agreement.

### **Resolution 2016-14**

RESOLVED that the Board of Trustees of Neosho County Community College approves the college enter into the TIPS program and authorizes the president to execute the necessary agreement.

**Upon motion by Dennis Peters and second by Lori Kiblinger the above resolution was approved unanimously.**



**INTERLOCAL AGREEMENT**  
**Region VIII Education Service Center**  
**KANSAS PUBLIC AGENCY**  
**(School, College, University, State, City or County Office)**

Neosho County Community College

-

KANSAS  
EDUCATIONAL OR GOVERNMENT  
ENTITY and

Control Number (TIPS will Assign)

Region VIII Education Service Center  
Pittsburg, TX

225 - 950  
Region 8 County-District Number

The Texas Education Code §8.002 permits Regional Education Service Centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university financial operations.

**Government Authority:**

The Kansas Interlocal Cooperation Act (“KICA”) grants authority for public agencies, such as school districts, to exercise any governmental powers, privileges or authority jointly with any other public agency the state or any other state, which has the same powers, privileges or authority, KAN. STATE. ANN §12-2904(a). Public agencies may enter into agreements with one another for such joint cooperative action. KAN.STAT.ANN §12-2904(b). The definition of “public agency” includes any political subdivision of another state. KAN.STATE .Ann §12-2903(a) (3) & (5). Therefore, Kansas public school districts possess statutory authority to contract or agree with a Texas Regional Education Service Center for the joint exercise of the same powers, privileges and authority that each entity may exercise independently.

**Vision:**

TIPS will become the premier purchasing cooperative in North America through developing partnerships with quality vendors, school districts, universities, colleges, all governmental entities, and public and private industry.

**Mission:**

Our mission is to provide a proven purchasing process through quality customer service including timely response, legal support and effective recruitment by providing sufficient resources to include personnel.

**Purpose:**

The purpose of the TIPS program shall be to continue providing substantial savings and best value for participating educational entities or public agencies through cooperative purchasing.

**Effective:**

This Interlocal Agreement (hereinafter referred to as the “*Agreement*”) is effective **April 14, 2016** and shall be automatically renewed annually unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

**Statement of Services to be Performed:**

Region VIII Education Service Center, by this *Agreement*, agrees to provide competitively bid cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

**Role of the TIPS Purchasing Cooperative:**

1. Provide organizational and administrative structure of the TIPS Program.
2. Provide Administrative and Support Staff necessary for efficient operation of the TIPS Program.
3. Provide marketing of the TIPS program to expand membership, awarded contracts and commodity categories.
4. Initiate and implement activities required for competitive bidding and vendor award process including posting, advertising, collecting proposals, scoring proposals, and awarding of vendor contracts.
5. Provide members with current awarded vendor contracts, instructions for obtaining quotes and ordering procedures.
6. Maintain filing system for all competitive bidding procedure requirements.
7. Provide Reports as requested.
8. Maintain active membership database for awarded vendors.
9. Provide TIPS training to members and vendors upon request.

**Role of the Education or Government Entity:**

1. Commit to participate in the TIPS Program.
2. Designate a Primary and Technology Contact for the entity to be responsible for promoting TIPS within the organization.
3. Commit to purchase products and services from TIPS Vendor Awarded Contracts when in the best interest of the entity. **PURCHASE ORDER MUST ALWAYS BE MARKED TIPS and FAXED to 866-839-8472 for processing.**
4. Accept shipments of products ordered from Awarded Vendors in accordance with standard purchasing procedures.
6. Pay Awarded Vendors in a timely manner for all goods and services received.
7. Report any vendor issues that may arise to the TIPS Cooperative Coordinator.

**General Provisions:**

Both Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the laws of the State of Texas and venue shall be in the county in which the administrative offices of RESC VIII are located which is Camp County, Texas.

It is the responsibility of the Entity purchasing from TIPS to insure that the respective State purchasing laws are being followed.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine and the terms and conditions agreed to are binding upon the Parties.

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

**Authorization:**

Region VIII Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered into an Agreement to provide competitively bid cooperative purchasing opportunities to entities as outlined above.

This Interlocal Agreement process was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the respective STATE Open Meetings Act, for Texas it was Government Code Ch. 551.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

**Membership Entity-**

Neosho County Community College  
By: [Signature]  
Authorized Signature  
Title: President  
4-14-16  
Date

**Region 8 Education Service Center**

By: \_\_\_\_\_  
Authorized Signature  
Title: Executive Director Region VIII ESC  
\_\_\_\_\_  
Date

**Public Entity Contact Information**

Sandi Solander

ssolander@neosho.edu

Primary Purchasing Person's Name

Primary Person's Email Address

800 W. 14th Street

620-432-0303

Mailing Address

Telephone Number

Chanute, KS

66720

620-431-0082

City, State

Zip

Fax Number

Ben Smith

bsmith@neosho.edu

Secondary Contact Name

Secondary Contact Email Address

**Instructions:**

Please send two signed original Interlocal Agreements and one copy of Board Resolution (if required) to

**TIPS, Attn: Kim Thompson  
C/O Region VIII Education Service  
Center 4845 US Highway 271N  
Pittsburg, TX 75686**

Upon execution, a signed original will be returned to the Purchasing Contact listed above.

### CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the 14th day of April, 2016.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.  
Contractor agrees to comply with all applicable state and federal anti-discrimination laws.  
The provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting State agency cumulatively total \$5,000 or less during the fiscal year of such agency.
6. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility For Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.
11. **Information: No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.**
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."
13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence

or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

- The community college and board of trustees shall be responsible solely for their own actions or failure to act. (71-201a(a))
- The community college and board of trustees shall not indemnify or hold harmless resulting from actions or failure to act by any party other than the board of trustees or the community college. (71-201a(b))
- The community college and board of trustees cannot submit to the jurisdiction of any court other than the courts of the State of Kansas. (71-201b(c))
- References to "State of Kansas" shall mean NCCC.

**RESOLUTION**

(Please check)

Governing Board

Commissioners Court

STATE OF Kansas COUNTY OF Neosho

**THE REGION VIII EDUCATION SERVICE CENTER for THE INTERLOCAL PURCHASING SYSTEM**

And

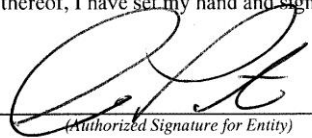
Neosho County Community College

*(Name of Entity applying for Membership in TIPS)*

WHEREAS, the entity listed above, pursuant to the authority granted by the applicant's state purchasing Requirements, desires to participate in The Interlocal Purchasing System (TIPS). TIPS is a National Cooperative Purchasing Program offered by Region VIII Education Service Center, located in Pittsburg, Texas, (Camp County). Participation, through membership and utilization of competitively bid and awarded vendor contracts in a cooperative purchasing program specializing in the management of high quality cooperative procurement solutions will be beneficial to the taxpayers through the anticipated savings to be realized by such entity listed above.

Therefore, be it RESOLVED, that the entity listed above has identified a stated need for participation in The Interlocal Purchasing System (TIPS) whereby Dr. Brian Inbody is *(Name of Authorized Person)* authorized and directed to sign and deliver any and all necessary documents herewith for and on behalf of above named entity requesting membership in TIPS. I certify that the foregoing is a true and correct original Resolution duly adopted by the Neosho County Community College Board of Trustees *(Name of Entity applying for Membership in TIPS)* and is filed on record with TIPS.

In witness thereof, I have set my hand and signature this 14 day of April, 2016.

By:   
*(Authorized Signature for Entity)*

David Peter  
*(Printed Name)*

Chair  
*(Title or Position)*

dpeter@neosho.edu  
*(email address)*

**This legal document will remain current on file until either party severs the agreement.**

## KANSAS AUTHORITY

The Kansas Interlocal Cooperation Act ("KICA") grants authority for public agencies, such as school districts, to exercise any governmental powers, privileges or authority jointly with any other public agency the state or any other state, which has the same powers, privileges or authority, KAN. STATE. ANN §12-2904(a). Public agencies may enter into agreements with one another for such joint cooperative action. KAN.STAT.ANN §12-2904(b). The definition of "public agency" includes any political subdivision of another state. KAN.STATE .Ann §12-2903(a) (3) & (5). Therefore, Kansas public school districts possess statutory authority to contract or agree with a Texas Regional Education Service Center for the joint exercise of the same powers, privileges and authority that each entity may exercise independently.



**F. Bids for Sale of Fleet Vehicles**

The College administration is recommending the sale of two fleet vehicles. The following notice was published five times in the Chanute Tribune:

**VEHICLES FOR SALE BY SEALED BID**

Neosho County Community College has the following fleet vehicles for sale by sealed bid:

- One 2009 White Ford Focus VIN 1FAHP35N79W143970 with approximate mileage 88,600.
- One 2008 White Dodge Caravan SE VIN 1D8HN44HY8B174414 with approximate mileage 90,700.

Both vehicles are in working condition and may viewed at the Chanute Campus during business hours by calling Kyle Seufert at 316-377-8911 for appointment. Sealed bids clearly marked "VEHICLE BID" must be returned to Sandi Solander, Neosho County Community College, 800 W. 14<sup>th</sup>, Chanute, KS 66720. Bids may be submitted on one or both vehicles and shall clearly show the price of each vehicle. Deadline for bid submission will be at 10:00 a.m. Monday, April 11, 2016. Neosho County Community College reserves the right to reject any or all bids.

The following bids were received before the deadline:

**2009 Ford Focus**

John Grady, Chanute	\$2,000
Brian Inbody, Chanute	\$5,510

**2008 Dodge Grand Caravan SE**

John, Grady, Chanute	\$2,000
Jerry Brant, Chanute	\$4,505

It was the president's recommendation that the Board accept the bid of \$5,510 from Brian Inbody for the 2009 Ford Focus and \$4,505 from Jerry Brant for the 2008 Dodge Caravan SE.

**Resolution 2016-15**

RESOLVED that the Board of Trustees of Neosho County Community College approves the sale of the 2009 Ford Focus to Brian Inbody for \$5,510 and the 2008 Dodge Caravan SE to Jerry Brant for \$4,505.

**Upon motion by Charles Boaz and second by Kevin Berthot the above resolution was approved unanimously.**

**G. Executive Session – Non-Elected Personnel**

On motion by Dennis Peters and second by Kevin Berthot the Board recessed into executive session for 10 minutes to discuss personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and to include the President, Vice President for Student Learning, Vice President of Operations, Chief Financial Officer and the college attorney.

The Board entered executive session at 7:05 pm and returned to open meeting at 7:15 pm.

On motion by Kevin Berthot and second by Dennis Peters the Board returned to executive session for an additional 5 minutes and returned to open meeting at 7:20 pm.

**Resolution 2016-17**

RESOLVED, that the Board of Trustees of Neosho County Community College approves that the contract of Teri Showalter not be renewed, and that notice of the Board’s intent be given as required by Board policy.

**Upon motion by Jenny Westerman and second by Kevin Berthot the above resolution was approved unanimously.**

**H. Executive Session – Employer/Employee Negotiations**

On motion by Dennis Peters and second by Lori Kiblinger the Board recessed into executive session for 6 minutes to discuss matters relating to employer/employee negotiations and to include the President, Vice President for Student Learning, Vice President for Operations, Chief Financial Officer, and the college attorney.

The Board entered executive session at 7:22 pm and returned to open meeting at 7:28 pm. No action was taken.

**I. Executive Session – Non-Elected Personnel**

On motion by Dennis Peters and second by Kevin Berthot the Board recessed into executive session for 20 minutes to discuss personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and to include the college attorney with the President on standby.

The Board entered executive session at 7:32 pm and returned to open meeting at 7:52 pm.

On motion by Kevin Berthot and second by Jenny Westerman the Board returned to executive session for an additional 5 minutes at 7:53 pm. The Board returned to open meeting at 7:57 pm.

**Resolution 2016-16**

RESOLVED, by the Board of Trustees of Neosho County Community College that the Employment Agreement with Dr. Brian Inbody as President and Chief Executive Officer of Neosho County Community College be extended for an additional one year, for a total of four

years, ending in June of 2020, with terms of compensation and benefits to be determined, and updating the written Goals and Objectives, all as discussed in Executive Session.

The Chairman of the Board shall provide written Notice of Extension with modified compensation and benefits stated, and updated written Goals and Objectives attached, to be prepared by the Board Attorney and when finalized to be effective June 15, 2016.

**Upon motion by Jenny Westerman and second by Dennis Peters the above resolution was approved unanimously.**

**IX. Adjournment**

On motion by Dennis Peters and second by Jenny Westerman the meeting adjourned at 7:59 pm.

Respectfully submitted,

David Peter, Board Chair

Denise L. Gilmore, Board Clerk

## Faculty Senate Board Report

April 14, 2016

**Pamela Covault** MSN, RN, CNE - *Director of Nursing*

Six Ottawa Nursing Students represented NCCC at the 64th Annual *National Student Nurses Association Convention (NSNA)* in Orlando Florida.



- ✚ NCCC's KANS board members Travis Williams, Melanie Lester, Kelsey Jamison and Amanda Flaherty spent many hours manning the KANS booth. They had many opportunities to network with other students and faculty and attend seminars. They all represented NCCC in a professional and positive manner.
- ✚ Congratulations to Amanda Flaherty who wrote and presented Resolution 35, which was voted on and accepted by the NSNA. Legislative Resolution 35 was brought forward by the Kansas group in the business meeting to support more aggressive measures in the prevention of urinary tract infections in hospitalized patient whom are catheterized. Amanda's effort and hard work resulted in a great presentation!
- ✚ Congratulations to Heather Perkins who took 1st place in the 1K walk and Katie Blochlinger for completing the 5K run.

🚩 NCCC and the Mary Grimes School of Nursing (MGSON) faculty are very proud of these students! I certainly am! Way to go everyone!

The nursing department is putting final touches on a substantive change report they will submit to the Accreditation Commission for Education in Nursing (ACEN), their accrediting body, for the upcoming change to “concept based” curriculum. They will submit this report within the next two weeks.

Pam is also working with Butler CC, Hutchison CC, and Johnson Count CC to get a substantive change report into ACEN that will allow NCCC to move forward with the KU – Community College project. This project will allow high-performing NCCC nursing students to dual enroll in KU BSN courses, and simultaneously graduate with an ADN and BSN! Pam is optimistic for approval to offer this curriculum option in the fall of 2016.

**Nancy Carpenter, MSN, RD - Nursing Instructor**

The Student Nurse Association (SNA) is preparing to host the American Red Cross blood drive on the Chanute NCCC campus. The blood drive is scheduled for April 28 from 9:00 – 2:00. Students will be volunteering at the check-in table, escorting donors to the refreshment area, and donating food items for the refreshment area.

The Delete Blood Cancer organization has also approached SNA to consider hosting a bone marrow donor registration drive at the same location and time as the blood drive. If the Red Cross allows the SNA to host the two drives simultaneously, they will do fund raising to offset the \$60 cost to process each specimen.

**Lindsay A. Reustle, M.A. - Biological Science Instructor**

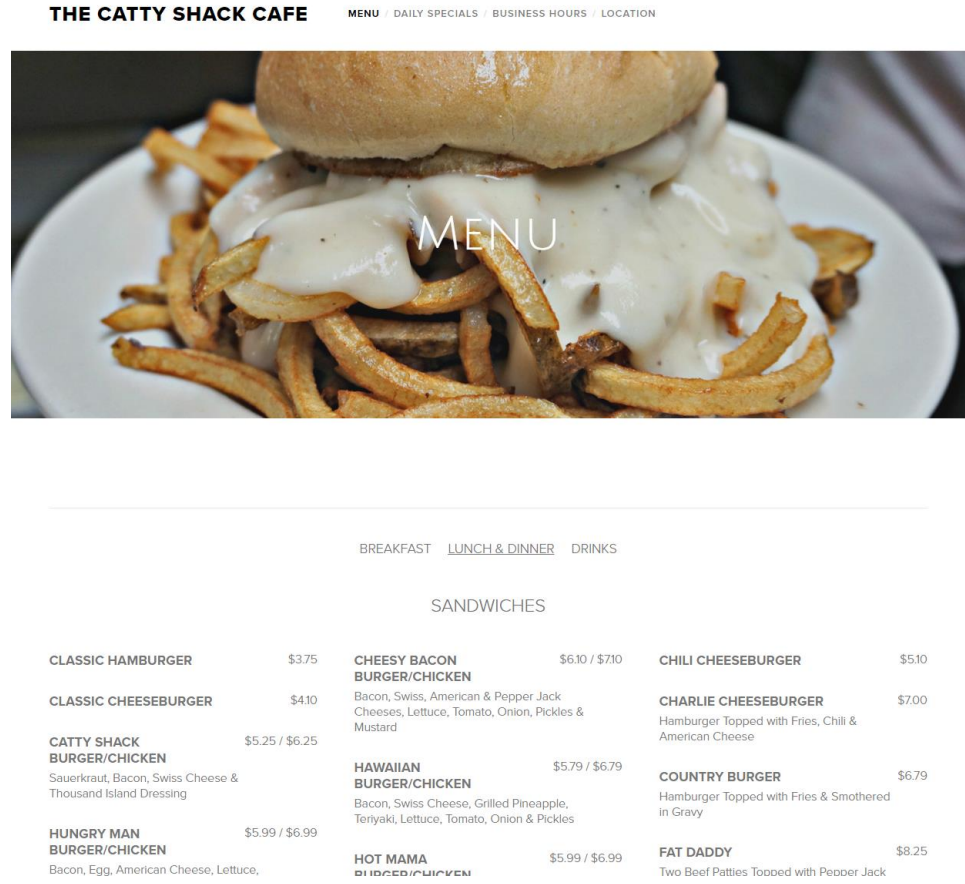
Science Minded Activity Club (SMAC) leaders Andrew Ouellette and Lindsay Reustle accompanied five students to Cedar Cove Big Cat Sanctuary on Sunday April 3rd. SMAC also hosted the Chanute Girl Scout troop Thursday, April 14th (today!) to teach them about science exploration and help them earn their science badges.

**Linda Jones, MBA, CPA – Business Instructor, Applied Science Division Chair**

Two members of the Business and Innovation Club Leadership Council have completed service projects:

Rachel Plymesser developed a website for our local Catty Shack Cafe. The Leadership Council identified an opportunity to assist Catty Shack with a website. Rachel is taking Chad DeVoe’s Computer Concepts and Applications class for honors and took on the

project. Rachel did a fantastic job in producing a very nice website for Catty Shack:  
[TheCattyShackCafe.Squarespace.com](http://TheCattyShackCafe.Squarespace.com)



Haley Slade produced a flyer for KANSASWORKS for the Spring Job/Career Fair which was held today. Haley, who is a Graphic Design/Entrepreneurship major, volunteered to produce the flyer. It turned out great!



**Spring Job/Career Fair**

**Date**  
Thursday, April 14, 2016

**Time**  
10:00 AM to 2:00 PM

**Place**  
Chanute Recreation Commission  
400 S Highland  
Chanute, KS 66720

**Bring your resume and dress for success!!**

**Participants w/Disabilities:**  
If you are in need of special accommodations, submit your request at least five business days in advance of the event.  
Phone: (620) 532-5904 Fax: (620) 531-0856 Relay - 711  
Please allow 10 days for a sign language interpreter.

Created by NCCC Student Haley Slade

Thanks to Rachel and Haley for completing these service projects! Nice work!

On April 1, the Business and Innovation Club hosted guest speaker Shelli Sheerer who is the Human Resources Officer at Neosho Memorial Regional Medical Center (NMRMC.) She gave an informative presentation about careers in human resources, describing her duties at the hospital. She said she was fortunate to have the opportunity to complete an internship at NMRMC which led to permanent employment and later to a promotion to the director's position. Shelli attended NCCC and was an accounting major. She transferred to Pittsburg State University to continue her education, completing a master's degree in human resource management.

On April 15, the Business and Innovation Club will meet to hear entrepreneur J. Machan speak about his business. His company, Machudo Cajons, produces eco-friendly box drums. Alan Murray's music students will join the business students for the presentation.

### **Alan Murray – Music Instructor**

The vocal ensemble students have sung the National Anthem at a number of sporting events this year, and April 4 and April 30 marks our first singing at baseball games!

Oklahoma Wesleyan University Chorus toured SE Kansas and sang for a noon concert on the Chanute Campus for our faculty/staff/students.

The award winning "Oliphant Family" Bluegrass band will join our community chorus (concert choir/St. Cecilia) for our Spring Concert at 3pm on May 1st. The spring concerts are intended to grow the relationship between the community and NCCC, so we feature a mix of music styles each year to encourage attendance by the community.

Our final concert will feature music students performing “Broadway” selections on Thursday, May 5th at 5:30pm. Music from recent favorites like “Phantom of the Opera”, all the way back to Cole Porter’s “Anything Goes” will be performed. All concerts at NCCC are free of charge

**Mindy Herron Ayers** - *Education Program Director, Honors Program Director, History/Government Instructor*

Education program – 2 students working to finish up 40 hours of service learning work at CES!

History Club- Completed several community service jobs this month. These kids are great workers! The History Club has worked closely with the Autism Awareness group in Chanute. This month we worked with Niki and Phil Jacobs and helped with Autism Awareness Baseball game.

Honors Program – Student completed their poster presentations Wednesday March 30th. We had 19 students present 25 different projects! This is our largest group ever and I am very proud of these students. Pictures can be found on P:Common under Honors. We will have 10 students returning in the Fall and already have had many inquiries from incoming freshmen about the program! We will also have 9 student graduating with Honors designations! That is a 100% completion rate for this year’s sophomores! Very very proud!

History Trip students are gearing up for their trip! We will be leaving April 24 and heading out to Virginia! Some of the stops: Yorktown, Jamestown, Edgar Allen Poe museum, Richmond, Williamsburg, Chancellorsville, just to name a few!

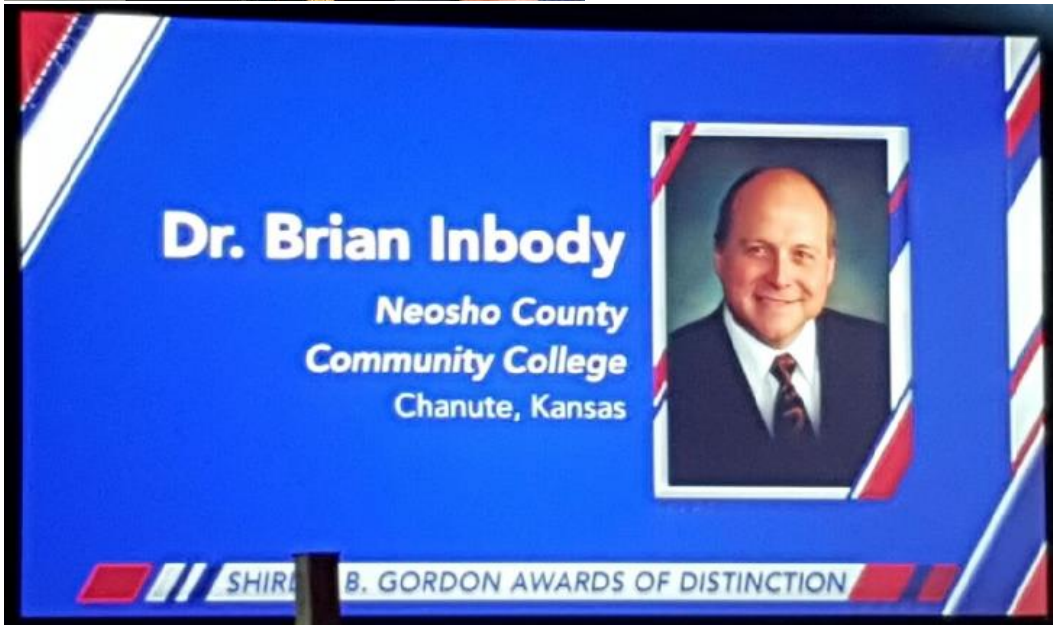
Academic Excellence Team (AECT) – We head out on Friday for our state competition in Salina! Wish us luck!

Oh, and remind them that we are on Facebook: NCCC History Club, NCCC Education Program, NCCC Honors Program, They can see pictures their as well.

**Luka Kapkiai** – *Physical Science Instructor, Phi Theta Kappa Co-Leader*

Rita Drybread and Luka led eight members of Omega Iota chapter attended a Phi Theta Kappa International Conference in National Harbor, Maryland. The conference started with a tour of Washington D.C monuments on the evening of April 6th 2016 and the meetings concluding on April 9th. The students in attendance, enjoyed the program and had a great experience with Phi Theta Kappa festivities. The Neosho County Community members in attendance at the meeting, also witnessed Dr. Brian Inbody being awarded the Shirley B. Gordon award of distinction.







# STUDENT LEARNING DIVISION ANNUAL REPORT TO THE BOARD

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Sarah Robb

# Faculty Qualifications - update

- Ensuring HLC Qualification Standards
- Comprehensive Review of Transcripts
- Documentation!
  1. Masters Degree in Discipline
  2. Masters Degree in any Discipline plus 18 Grad hours IN discipline
  3. Other (Applicable credentials for field (esp. tech fields), tested experience, etc)
- Creation of Information Storage – Able to Query from EX

**Faculty Information**

ID #  Sarah R Robb

Faculty | Achievements | Faculty Degree History | Faculty Load

**Education**

**Pittsburg State ...**  
[Pittsburg State Univ...](#)

ID Number:  -or- Name:   
 Address:   
Street  
 Education Type:  Graduate level  
 Description:

Major  
 1:   
 2:

Minor  
 1:   
 2:

Graduated? Honors:  No honors  
 Cert/Degree State Type:

License #:  Date Expires:

**Affiliations**

[EDUC](#)  
[BIOL](#)

Affiliation:   
 Affiliation:

**User Defined Forms - Achievements**

User Columns | User Table | Tab Configuration

ID Number:  UDef 3A 1:

Affiliation Sequence:  UDef 10A 1:

FCLTY\_CRDNTL:  UDef 1A 1:   
 CEP\_STATUS:  UDef 2A 1:

Highest Earned Cert/Degree?

Years Completed:   
 Completed When:   
MM/YYYY

**User Defined Forms - Achievements**

User Columns | User Table | Tab Configuration

ID Number:  UDef 3A 1:

Affiliation Sequence:  UDef 10A 1:

FCLTY\_CRDNTL:  UDef 1A 1:   
 CEP\_STATUS:  UDef 2A 1:

# Documentation

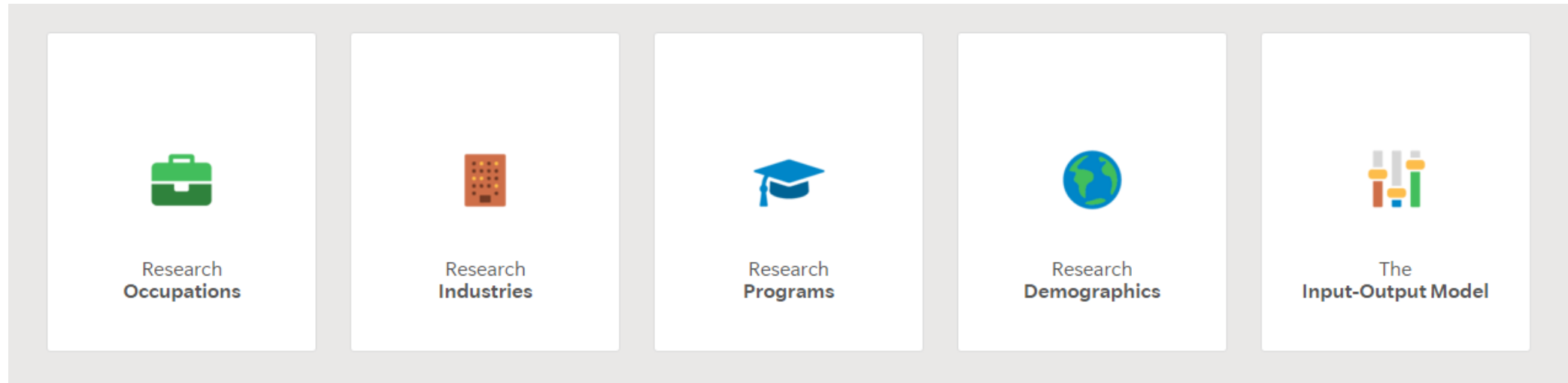


Qualified Faculty Documentation Form Revised 1-25-16.pdf



NCCC - Instructor Credential Plan of Action.pdf

# EMSI



- <http://www.economicmodeling.com/>

# Assessment of Student Learning

- Jenzabar - customized for our process
- Allows faculty members to report on outcomes directly in their course management site
- Allows assessment data to be generated per STUDENT
- Encourages faculty members to build their report throughout the semester – formative assessment
- Increases efficiencies with regard to outcome management



- Linking Assignments to Outcomes
  - Can be done when the assignment is created
  - Can be done from the “Assessment Dashboard”

### Step One: **General Assignment Information**



The **Basic** format

A simple format that works for just about everything.

[Change the format](#)

Name:

Unit:

Type:

Due date:  11 : 55 PM  Hide this assignment from all My Calendar feeds

Open:  Now (The assignment will be shown as 'open' to students so they know they can work on it)

Later (opening date to be determined)

On:  11 : 55 PM

Display to students before it's open

Grading:  out of  Points

Show grade:

Show the class average to all students

▼ Step Two: **Basic Assignment Options** (Optional, Click to expand)

▼ Step Three: **Instructions & Files** (Optional, Click to expand)

▲ Step Four: **Assignment Outcomes** (Optional, Click to close)

Add outcome to this assignment:

#### Outcome

[← Back to Main Screen](#)

**InsideNC will be unavailable due to regularly scheduled maintenance from approximately 6:00am to 8:00am on Saturday, April**

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You are here: [Academics](#) > [Comp Science Inform System - CSIS](#) > [Computer Concepts & Applications](#) > [CSIS 100 92 - Computer Concepts & Applications](#) > [Assessment](#)

[Unread Emails:](#)

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## Assessment



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### Section Report

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Pre-Test Percent

Post-Test Percent

Changes Taken

Additional Resources

Unexpected Circumstances

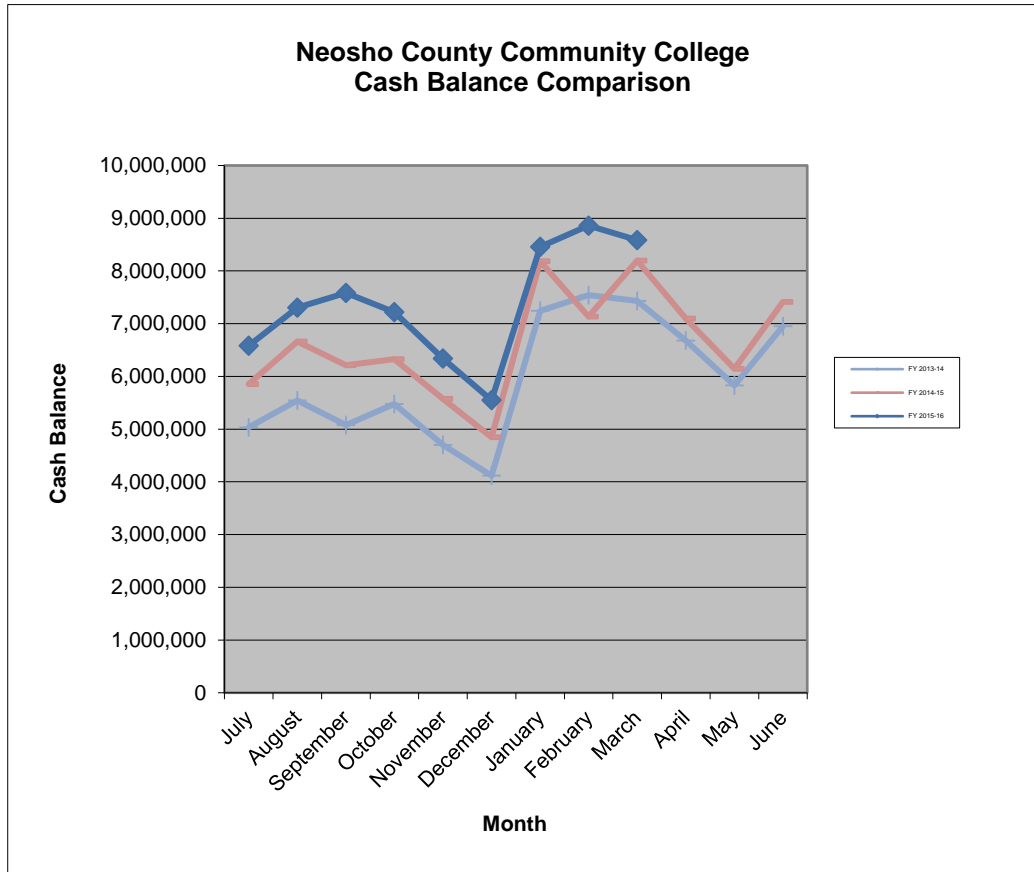
Number of Students Reporting

# Other Projects/Activities

- Ottawa Survey and Town Hall meetings
- Adjunct Professional Development
- Moving to ACCUPLACER for student placement/Evaluating Multiple Measures
- Evaluating Foreign Language Program
- Program Reviews
- Co-curricular Assessment
- Noel-Levitz Student Satisfaction Survey
- Title IX Policies
- HLC Assurance Review – July 2018

**TREASURER'S MONTHLY FINANCIAL STATEMENT**  
**NEOSHO COUNTY COMMUNITY COLLEGE**  
**For the Period March 1, 2016 to March 31, 2016**

FUND	FUND DESCRIPTION	BEGINNING BALANCE 2/29/2016	RECEIPTS MARCH	JOURNAL ENTRIES MARCH	DISBURSEMENTS MARCH	ENDING BALANCE 3/31/2016
02	Postsecondary Technical Education Reserve	53,547.89	2,253.50	0.00	-5.00	55,796.39
07	Petty Cash Fund	1,073.30	0.00	0.00	0.00	1,073.30
08	General Fund Deferred Maintenance	51,010.00	0.00	0.00	0.00	51,010.00
09	General Fund Equipment Reserve	221,895.31	0.00	0.00	0.00	221,895.31
10	General Fund Unencumbered Fund Balance	2,600,000.00	0.00	0.00	0.00	2,600,000.00
11	General Fund	821,897.08	804,577.97	-21,917.38	-992,544.27	612,013.40
12	Postsecondary Technical Education Fund	1,186,872.16	75,977.45	-615.05	-211,182.92	1,051,051.64
13	Adult Basic Education Fund	29,644.53	38,454.84	-4.37	-39,505.44	28,589.56
14	Adult Supplementary Education Fund	52,139.57	29.75	0.00	0.00	52,169.32
16	Residence Hall/Student Union Fund	1,871,944.93	119,360.12	0.00	-84,525.00	1,906,780.05
17	Bookstore Fund	692,054.75	31,563.79	-86.19	-19,123.07	704,409.28
21	College Workstudy Fund	2,217.55	4,551.21	0.00	-4,551.21	2,217.55
22	SEOG Grant Fund	0.00	1,800.00	0.00	-1,800.00	0.00
24	Pell Grant Fund	402.00	149,894.00	0.00	-149,894.00	402.00
25	Student Loans Fund	0.00	288,142.00	0.00	-288,142.00	0.00
32	Grant Funds	-116,031.24	593.35	1,416.38	-100,072.79	-214,094.30
51	Library Bequest Fund	1,029.96	0.00	0.00	0.00	1,029.96
52	Snyder Chapel Fund	205.64	0.00	0.00	0.00	205.64
65	Student Union Revenue Bond Reserve	69,707.53	0.00	0.00	0.00	69,707.53
70	Agency Funds	1,281,078.98	365,036.36	21,206.61	-228,092.97	1,439,228.98
90	Payroll Clearing Fund	0.00	0.00	0.00	0.00	0.00
	<b>TOTALS</b>	<b>\$8,820,689.94</b>	<b>\$1,882,234.34</b>	<b>\$0.00</b>	<b>-\$2,119,438.67</b>	<b>\$8,583,485.61</b>
	Checking Accounts					\$6,511,323.50
	Investments					\$2,070,562.11
	Cash on Hand					\$1,600.00
	Total					\$8,583,485.61



# President's Report

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*April, 2016*

*Dr. Brian Inbody*

Good Evening Trustees. Thank you so much for your continued support of this institution.

Here are a few items of interest for this month

## Enrollment

Enrollment for spring is about where it has been for the past few months. Right now we are down about 6% for spring putting us down about 8% for the year. Fall and Summer look a little better right now. Both are up compared to this time last year, with fall being way up. We have enrolled over 26% of our opening day amount.

### Spring Semester 2016

CAMPUS	YEAR CODE	TERM CODE	RUN DATE	STUDENT TOTAL	CREDIT HOUR TOTAL	% INCREASE OR DECREASE
TOTAL	2014	50	4-15-15	2537	17290.5	
TOTAL	2015	50	4-14-16	2399	16309	-5.68%
CHANUTE	2014	50	4-15-15	557	4985.5	
CHANUTE	2015	50	4-14-16	526	4591	-7.91%
OTTAWA	2014	50	4-15-15	530	4358	
OTTAWA	2015	50	4-14-16	476	3845	-11.77%
ONL	2014	50	4-15-15	928	4884	
ONL	2015	50	4-14-16	854	4608	-5.65%
ODO	2014	50	4-15-15	252	1421	
ODO	2015	50	4-14-16	287	1614	13.58%
IDO	2014	50	4-15-15	270	1642	
IDO	2015	50	4-14-16	256	1651	.55%

Summer Semester 2016

CAMPUS	YEAR CODE	TERM CODE	RUN DATE	STUDENT TOTAL	CREDIT HOUR TOTAL	% INCREASE OR DECREASE
TOTAL	2015	10	4-15-15	310	1312	
TOTAL	2016	10	4-14-16	368	1481.5	12.92%
CHANUTE	2015	10	4-15-15	40	129	
CHANUTE	2016	10	4-14-16	56	194.5	50.78%
OTTAWA	2015	10	4-15-15	95	394	
OTTAWA	2016	10	4-14-16	82	313	-20.56%
ONL	2015	10	4-15-15	171	765	
ONL	2016	10	4-14-16	228	962	25.75%
ODO	2015	10	4-15-15	3	18	
ODO	2016	10	4-14-16	2	12	-33.33%
IDO	2015	10	4-15-15	1	6	
IDO	2016	10	4-14-16	15	31	416.67%

Fall Semester 2016

CAMPUS	YEAR CODE	TERM CODE	RUN DATE	STUDENT TOTAL	CREDIT HOUR TOTAL	% INCREASE OR DECREASE
TOTAL	2015	30	4-15-15	480	3895	
TOTAL	2016	30	4-14-16	642	4988.5	28.07%
CHANUTE	2015	30	4-15-15	131	1487	
CHANUTE	2016	30	4-14-16	175	1774.5	19.33%
OTTAWA	2015	30	4-15-15	141	1337	
OTTAWA	2016	30	4-14-16	185	1645	23.04%
ONL	2015	30	4-15-15	203	1039	
ONL	2016	30	4-14-16	273	1498	44.18%
ODO	2015	30	4-15-15	2	13	
ODO	2016	30	4-14-16	319	1833	14000.00%
IDO	2015	30	4-15-15	5	32	
IDO	2016	30	4-14-16	7	57	78.13%

## 5 year Enrollment Comparison

Recently the Kansas Board of Regents put together a report on enrollment trends I thought I would share with you. In many ways the “boom” from the recession is ending across the state. NCCC had some poor numbers in a one year drop, but the five year numbers put us in the top four community colleges in terms of growth.

State Research Universities									
Institution	Count Type	2010	2011	2012	2013	2014	2015	1 Year Change	5 Year Change
Kansas State University	Headcount	26,587	26,649	27,119	27,859	27,870	27,698	-0.6%	4.2%
	Full-Time Equivalency	20,240	20,540	20,920	21,588	21,669	21,740	0.3%	7.4%
University of Kansas	Headcount	29,493	28,887	28,050	27,121	26,923	26,931	0.0%	-8.7%
	Full-Time Equivalency	23,981	23,688	22,876	22,124	22,056	22,077	0.1%	-7.9%
University of Kansas Medical Center	Headcount	3,682	3,749	3,826	3,853	3,851	3,892	1.1%	5.7%
	Full-Time Equivalency	2,421	2,423	2,469	2,528	2,550	2,585	1.4%	6.8%
Wichita State University	Headcount	18,529	18,860	19,269	18,594	17,720	17,767	0.3%	-4.1%
	Full-Time Equivalency	11,139	11,827	12,112	12,038	11,924	12,006	0.7%	7.8%

Regional and Municipal Universities									
Institution	Count Type	2010	2011	2012	2013	2014	2015	1 Year Change	5 Year Change
Emporia State University	Headcount	8,062	7,771	7,439	7,351	7,550	7,561	0.1%	-6.2%
	Full-Time Equivalency	5,339	5,134	4,767	4,688	4,830	4,947	2.4%	-7.3%
Fort Hays State University	Headcount	13,903	14,710	15,471	16,117	16,182	16,677	3.1%	20.0%
	Full-Time Equivalency	7,481	7,805	8,414	8,737	8,951	9,326	4.2%	24.7%
Pittsburg State University	Headcount	8,918	8,790	8,870	8,585	8,662	8,822	1.8%	-1.1%
	Full-Time Equivalency	7,003	7,017	7,060	6,843	6,915	6,924	0.1%	-1.1%
Washburn University	Headcount	8,178	8,593	8,671	8,406	8,084	7,848	-2.9%	-4.0%
	Full-Time Equivalency	5,368	5,641	5,699	5,589	5,321	5,125	-3.7%	-4.5%



## Community Colleges

Institution	Count Type	2010	2011	2012	2013	2014	2015	1 Year Change	5 Year Change
Allen Community College	Headcount	5,191	4,886	4,959	4,972	4,535	4,208	-7.2%	-18.9%
	Full-Time Equivalency	2,257	2,153	2,055	2,054	1,892	1,790	-5.4%	-20.7%
Barton Community College	Headcount	13,519	13,302	14,810	15,807	15,951	16,275	2.0%	20.4%
	Full-Time Equivalency	3,368	3,544	3,869	4,079	4,257	4,291	0.8%	27.4%
Butler Community College	Headcount	14,307	14,804	14,811	14,551	13,495	13,315	-1.3%	-6.9%
	Full-Time Equivalency	6,518	6,833	6,840	6,676	6,201	6,053	-2.4%	-7.1%
Cloud County Community College	Headcount	4,985	4,460	4,601	4,484	3,764	3,569	-5.2%	-28.4%
	Full-Time Equivalency	1,668	1,707	1,710	1,612	1,463	1,397	-4.5%	-16.2%
Coffeyville Community College	Headcount	2,906	2,880	2,718	2,486	2,470	2,362	-4.4%	-18.7%
	Full-Time Equivalency	1,589	1,544	1,501	1,307	1,375	1,269	-7.7%	-20.1%
Colby Community College	Headcount	2,192	2,012	1,923	1,990	1,931	1,906	-1.3%	-13.0%
	Full-Time Equivalency	1,140	972	976	1,066	1,015	1,030	1.5%	-9.6%
Cowley Community College	Headcount	6,137	6,624	6,147	6,155	5,571	4,998	-10.3%	-18.6%
	Full-Time Equivalency	2,984	3,277	3,237	3,199	2,911	2,537	-12.8%	-15.0%

## Community Colleges

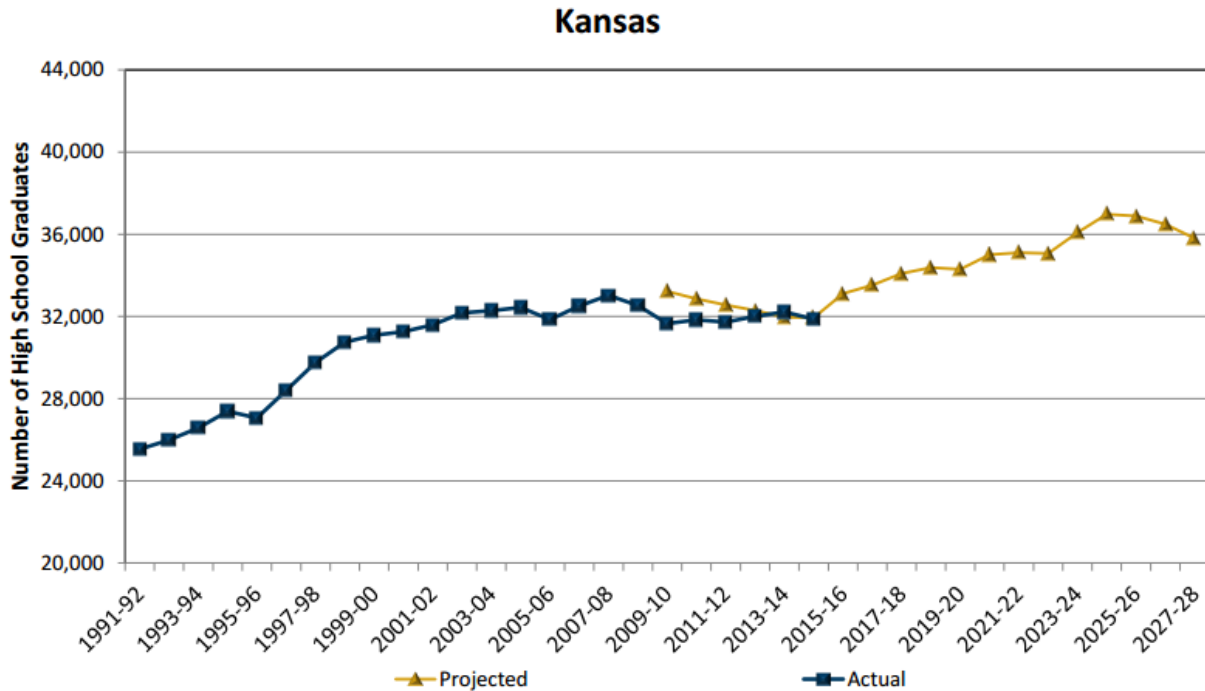
Institution	Count Type	2010	2011	2012	2013	2014	2015	1 Year Change	5 Year Change
Dodge City Community College	Headcount	2,677	2,797	2,880	2,773	2,620	2,605	-0.6%	-2.7%
	Full-Time Equivalency	1,254	1,359	1,477	1,398	1,371	1,349	-1.6%	7.6%
Fort Scott Community College	Headcount	3,390	3,428	3,237	3,145	3,216	3,074	-4.4%	-9.3%
	Full-Time Equivalency	1,686	1,745	1,686	1,517	1,527	1,407	-7.9%	-16.5%
Garden City Community College	Headcount	3,263	3,165	2,874	3,171	2,958	3,038	2.7%	-6.9%
	Full-Time Equivalency	1,487	1,504	1,386	1,485	1,498	1,553	3.7%	4.4%
Highland Community College	Headcount	5,743	5,787	5,400	4,936	5,086	5,184	1.9%	-9.7%
	Full-Time Equivalency	2,301	2,347	2,150	1,968	2,078	2,093	0.7%	-9.0%
Hutchinson Community College	Headcount	9,571	9,572	9,410	9,924	9,622	9,275	-3.6%	-3.1%
	Full-Time Equivalency	3,891	4,062	4,114	4,174	3,961	3,887	-1.9%	-0.1%
Independence Community College	Headcount	1,946	1,802	1,825	1,730	1,530	1,292	-15.6%	-33.6%
	Full-Time Equivalency	907	917	941	853	777	719	-7.5%	-20.7%
Johnson County Community College	Headcount	32,742	32,939	31,581	30,938	29,670	29,837	0.6%	-8.9%
	Full-Time Equivalency	12,768	12,952	12,545	12,006	11,498	11,510	0.1%	-9.9%

# Enrollment Academic Year

Community Colleges									
Institution	Count Type	2010	2011	2012	2013	2014	2015	1 Year Change	5 Year Change
Kansas City Kansas Community College	Headcount	11,173	11,015	11,047	10,805	9,779	9,212	-5.8%	-17.6%
	Full-Time Equivalency	4,775	4,946	4,848	4,721	4,309	4,019	-6.7%	-15.8%
Labette Community College	Headcount	2,732	2,708	2,536	2,521	2,394	2,332	-2.6%	-14.6%
	Full-Time Equivalency	1,220	1,209	1,182	1,174	1,078	1,027	-4.7%	-15.8%
Neosho County Community College	Headcount	3,553	3,721	3,931	4,176	3,812	3,100	-18.7%	-12.7%
	Full-Time Equivalency	1,365	1,511	1,662	1,668	1,579	1,392	-11.8%	2.0%
Pratt Community College	Headcount	2,434	2,719	2,417	2,325	2,285	1,994	-12.7%	-18.1%
	Full-Time Equivalency	1,098	1,160	1,162	1,130	1,109	1,039	-6.3%	-5.4%
Seward County Community College/Area Technical School	Headcount	2,698	2,582	2,670	2,734	2,632	2,638	0.2%	-2.2%
	Full-Time Equivalency	1,186	1,224	1,280	1,326	1,267	1,294	2.1%	9.1%

Technical Colleges									
Institution	Count Type	2010	2011	2012	2013	2014	2015	1 Year Change	5 Year Change
Flint Hills Technical College	Headcount	955	1,054	1,043	1,062	1,099	1,150	4.6%	20.4%
	Full-Time Equivalency	513	575	603	602	651	601	-7.7%	17.2%
Manhattan Area Technical College	Headcount	959	1,040	1,123	1,210	1,164	1,171	0.6%	22.1%
	Full-Time Equivalency	491	547	606	632	660	615	-6.8%	25.3%
North Central Kansas Technical College	Headcount	1,813	1,104	1,180	1,177	1,150	1,207	5.0%	-33.4%
	Full-Time Equivalency	734	700	700	672	676	649	-4.0%	-11.6%
Northwest Kansas Technical College	Headcount	412	445	610	714	762	863	13.3%	109.5%
	Full-Time Equivalency	385	443	509	541	565	529	-6.4%	37.4%
Salina Area Technical College	Headcount	689	1,085	1,205	1,033	916	897	-2.1%	30.2%
	Full-Time Equivalency	412	393	440	412	403	351	-12.9%	-14.8%
Washburn Institute of Technology	Headcount	1,101	1,213	1,348	1,551	1,882	1,884	0.1%	71.1%
	Full-Time Equivalency	646	732	835	885	1,072	1,106	3.2%	71.2%
Wichita Area Technical College	Headcount	3,866	3,682	3,969	4,693	5,285	5,394	2.1%	39.5%
	Full-Time Equivalency	1,831	1,841	1,985	2,220	2,243	2,192	-2.3%	19.7%

# High School Graduates



Source: Western Interstate Commission for Higher Education, *Knocking at the College Door: Projections of High School Graduates, 2012 report*. KSDE State Graduation Rate – Four year Adjusted Cohort.

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## Legislative Report

The legislature is on break. As a result there is very little new to report. The legislature is waiting to see if the courts will agree to the “fix” for K-12 education.

The Governor has delayed payments to KPERS as predicted, but he is waiting until the end-of-year estimates come later this month before announcing any more cuts. So far the community colleges have not been cut for which we are very grateful!

## JFF Grant

NCCC will receive a \$50,000 Jobs For the Future (JFF) grant! This grant will study if additional instructional help in ABE/Technology classes improve pass rates. Through a program called AO-K Adult Basic Education (ABE) students can take classes toward earning their GED at the same time as taking classes toward a technical certificate. Through the grant we will be adding additional help to these students in the form of team teaching in three of our technical areas – welding, healthcare, and EMT. JFF is part of the Bill and Melinda Gates Foundation.

## JIST Grant

AND we got a JIST grant! This one is for \$31,720 that, along with about \$40,000 of non-state match from private donations and college funds, will help outfit the new Yates Center welding lab and launch that program in Fall 2016! Congrats to Brenda Krumm for helping get both these grants!

## Project Update

Ben will give us a brief report on the projects currently underway:

- Fountain
- Penner Lounge
- AC in the Gym
- Baseball Complex

## Thank You Card

The employees are very grateful for the extra time off this year when the Board voted to close for Spring Break. Here is a card signed by quite a few thanking you for the gift of time. It was much appreciated!

## Shirley B. Gordon Award

Last Thursday I traveled to Washington DC to receive the Shirley B. Gordon Award of Distinction from Phi Theta Kappa (PTK). PTK is the national two-year college honor society. NCCC houses two chapters of PTK on the Chanute and Ottawa campuses. Our NCCC PTK students nominated me for this award and I was very proud to receive it!



## AACC Sessions

I attended the American Association of Community Colleges Annual Conference in Chicago, IL right after Nerdnation. The sessions for the most part were excellent, especially sessions I attended on multiple measures of placement, disaster preparedness, and one from a community college president who went to jail for two years for misappropriation of funds.

## Brian's Travels

Here are my off-campus trips for the rest of the month:

- April 15-17 HLC Annual Meeting, Chicago
- April 20-21 KBOR meeting, KJCCC/Region VI and COPS, Manhattan, KS
- April 27<sup>th</sup> Franklin County Commission Visioning, Ottawa
- May 6<sup>th</sup> First Friday, Ottawa

Thank you for all you do for NCCC!