

**NEOSHO COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

AGENDA

**December 12, 2017 – 5:30 P.M.
Student Union – Room 209**

- I. Call to Order**
- II. Roll Call**
- III. Public Comment**
 - a.
- IV. Approval of the Agenda**
- V. Consent Agenda**
 - A. Minutes from November 14, 2017
 - B. Claims for Disbursement for November 2017
 - C. Personnel
- VI. Reports**
 - A. Faculty Senate – Andrew Ouellette
 - B. Outreach/Workplace Development – Brenda Krumm
 - C. Treasurer – Sandi Solander
 - D. KACCT Report – Dennis Peters
 - E. President – Dr. Brian Inbody
- VII. Old Business**
 - A.
- VIII. New Business**
 - A. Resolution 2017-67: Disaster Recovery Solution
 - B. Executive Session: Consultation with Attorney
- IX. Adjournment**

**NEOSHO COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

December 12, 2017 – 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: Kevin Berthot, David Peter, Dennis Peters and Jenny Westerman.

Also in attendance were Kerrie Coomes, Dr. Brian Inbody, Brenda Krumm, Andrew Ouellette, Kent Pringle, Kerry Ranabargar, Sarah Robb, Angela Rowan, Mike Saddler, Jon Seibert, Ben Smith, Sandi Solander, and The Chanute Tribune.

III. PUBLIC COMMENT

IV. APPROVAL OF THE AGENDA

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

V. CONSENT AGENDA

On motion by Dennis Peters and second by Jenny Westerman the following items were approved by consent:

A. Minutes from November 14, 2017

B. Claims for Disbursement for November 2017

C. Personnel

1. Resignation of Part-Time Bookstore Assistant – Ottawa Campus

It was the president's recommendation that the Board accept the resignation of Ruthanne Wark, Part-Time Bookstore Assistant pending her approval as Court Reporting Coordinator/Technical Education Recruiter.

2. Resignation of Desktop Support Technician

It was the president's recommendation that the Board accept the resignation of Devin Myers, Desktop Support Technician. His resignation will be effective December 20, 2017.

3. Resignation of Developmental English instructor

It was the president's recommendation that the Board accept the resignation of Patricia McDonald, Developmental English instructor. Her resignation will be effective May 16, 2018.

4. Resignation of Nursing Instructor – Ottawa Campus

It was the president's recommendation that the Board accept the resignation of Susan Rhodes, Nursing Instructor. Her resignation will be effective June 30, 2018.

5. Administrative and Technical Assistant for the Chief Financial Officer

It was the president's recommendation that the Board approve the employment of Melissa Stephens as Administrative and Technical Assistant for the Chief Financial Officer. Ms. Stephen's has an Accounting Certificate from Neosho County Community College.

Ms. Stephen's prior work experience includes Shipping Clerk at Hi-Lo Industries, Accountant from RPR Financial, P.A., Medical Records Clerk at Labette Center for Mental Health Services.

Ms. Stephen's will be paid \$13.00 an hour (Level 5) beginning January 2, 2018.

6. Full-Time Maintenance – Ottawa Campus

It was the president's recommendation that the Board approve the promotion of Joyce Dodson from part-time custodian to full-time maintenance at Ottawa Campus.

Ms. Dodson has been working for Neosho County Community College, Ottawa Campus, for 4 years and has been a very good employee.

Ms. Dodson will be paid \$12.25 an hour (Level 3) beginning January 2, 2018.

7. STARS Student Support and Data Specialist

It was the president's recommendation that the Board approve the employment of Cassie Vining as the STARS Student Support and Data Specialist. Ms. Vining has an A.A.S. in accounting from Neosho County Community College.

Ms. Vining prior work experience includes Manager at Moka Communications, Customer Service Representative at HBD Thermoid and Administrative Accounting Assistant at Consolidated Oil Well Services.

Ms. Vining will be paid \$11.25 per hour (Level 3) Her start date will be January 2, 2018.

8. Court Reporting Coordinator/Technical Education Recruiter

It was the president's recommendation that the Board approve the employment of Ruthanne Wark as the Court Reporting Coordinator/Technical Education Recruiter.

Ms. Wark has been working at Neosho County Community College since February of 2017 as part-time bookstore assistant at the Ottawa Campus.

Ms. Wark will be paid \$31,000 (Academic Management Support) Her start date will be January 8, 2018.

VI. REPORTS

- A. Faculty Senate – Andrew Ouellette reported on what the faculty was doing. See attachment.

- B. Outreach/Workplace Development – Brenda Krumm reported on what the Outreach/Workforce Development Department was doing. See attachment.
- C. Treasurer – Sandi Solander gave a treasurer’s report. Revenue for the month of November was \$1,122,036.34 and disbursements were \$1,824,207.13. See attachments.
- D. KACCT Report – Dennis Peters reported on the KACCT meeting he attended with Dr. Inbody at Cowley College December 3rd – 4th.
- E. President – Dr. Brian Inbody gave a president’s report. See attachment.

VII. OLD BUSINESS

A.

VIII. NEW BUSINESS

A. Disaster Recovery Solution

Our existing backup system is over ten years old and is using older slower technology in addition to old hardware that would be difficult to replace should an issue arise. It also doesn’t allow us to do a full server level backup (it only backs up the files on the servers) and as we continue to grow, the amount of space it has available is limiting. If we had a full scale disaster, it would also be very time consuming to get all of our services back up and running, possibly over a month! Typical disasters could include tornadoes, power outages, major water damage, and deliberate or undeliberate physical acts but could also much more likely include cyber-attacks such as denial-of-service or ransomware.

In light of this, over the last year we’ve been evaluating new systems we could replace it with and have selected one that is currently in use by some of our peer institutions. This solution is not only a new backup appliance but a full blown disaster recovery solution. This solution would allow us to back up our servers at a system level, meaning if a server goes down, we can restore the server in its entirety and not have to rebuild it from scratch and then restore files to it. This solution can restore large servers in minutes instead of days in our previous setup and also allows us to replicate into the cloud so if we had a full scale disaster we could spin up our servers in the cloud, having us back up and running in hours instead of weeks or months. This cloud option also allows us to begin migrating some of our servers into the cloud.

This disaster recovery solution is a service covered under national contract pricing and will have a year one cost of \$67,975 with years two through five being \$61,975 annually. Funding for the disaster recovery solution has been included in the Strategic Technology Master Plan and included in the Chanute and Ottawa technology fund spending formula. The Technology Planning Committee has reviewed and approved this solution and it is our recommendation that the Board approve this Disaster Recovery Solution proposed by Peak Uptime.

Resolution 2017-67

RESOLVED, that the Board of Trustees of Neosho County Community College approved the Disaster Recovery Solution. Contract price being \$67,975 the first year and \$61,975 with years two through five.

Upon motion by Kevin Berthot and second by Dennis Peters the above resolution was approved unanimously.

B. Executive Session – Consultation with Attorney

Mr. Chairman,

I move that the Board recess into executive session to consult with our attorney to receive advice concerning contractual matters, and a student financial aid issue pursuant to the open meetings exception for matters protected by attorney-client privilege and that our President, both Vice-Presidents and attorney be included. The open meeting will resume here in the Oak Room in _____ minutes.

Dennis Peters amended the Executive Session to include Chief Financial Officer, Sandi Solander.

On motion by Dennis Peters and second by Kevin Berthot they went into executive session for 20 minutes.

No action following the Executive Session.

IX. Adjournment

On motion by David Peter and second by Kevin Berthot the meeting adjourned at 7:00 pm.

Respectfully submitted,

David Peter, Board Chair

Angela Rowan, Board Clerk