

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

July 27, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees Meeting room, Frey Administrative Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, and NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; Tristan Londre and Jennifer Triplett Administration; Lesli Collins, Nate Swann, and Rick Cole, staff; Janet Gott and Sue Ewigman, representing GHHS; and Ronda Lickteig and Jennifer Thies, representing the news media.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the meeting agenda as presented. Five votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the minutes of the NCMC meetings of June 22, 2021 as presented. Five votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Five votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Five votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. New Employee Introductions

Mallary Hann, Diagnostic Imaging Instructor introduced herself to the Trustees virtually via Microsoft Teams, provided her background, and plans for her position.

Nate Swann, Head Men's and Women's Golf Coach/Athletics Assistant introduced himself to the Trustees, provided his background, plans for his position, and fielded questions from the trustees about recruitment and the 21-22 tournament schedule.

Rick Cole, Digital Media Specialist introduced himself to the Trustees, provided his background, plans for his position, and fielded questions from the trustees about the digital media program, sports broadcasting, and recruitment in school districts.

B. Campus Activities

Lesli Collins discussed her role in her new position as Campus Activities Coordinator, provided her plans for the position, and current activities she is actively planning including a fall festival, bingo nights, and collaboration with community events.

C. Year in Review

Kristi Harris, Chief of Staff/Board Clerk provided the Trustees the annual *Year in Review* report and discussed highlights from the 2020-2021 year.

D. Head Start Directors

Janet Gott discussed damage to the Milan center, successful health screenings and center maintenance. Gott discussed interviews and upcoming trainings. Reopening policies are being reviewed and discussions with health departments about teeth brushing and center practices. Centers are anticipated to open as close to normal as possible on August 17. Sue Ewigman discussed home base; no more virtual visits will be allowed by federal regulation. Health checks will continue and make-up visits will have to be made.

E. Vice President for Academic Affairs

Dr. Tristan Londre reported information about the upcoming Teacher Energizer coming up on August 5 and classroom prep for the fall. Academics is monitoring fall enrollment and class capacities will be returning to normal. He also discussed the upcoming Higher Learning Commission visit on September 20-21, number of reviewers, and their plans to be on campus.

F. Chief Information Officer

Jennifer Triplett discussed the infrastructure progress on data centers, wired and wireless networks, firewalls, and video surveillance. Triplett also discussed a recent upgrade to Proofpoint, Powercampus, and the OneCard system. IT is beginning technology hardware for the new residence halls and is continuing installation of a generator at Barton. She also reported on electronic forms progress and a planned Dynamics GP upgrade.

G. President

Dr. Lenny Klaver provided a written report submitted by Dr. Kristen Alley, VP of Student Affairs. In the report, Alley mentions residence hall progress and updates from the Registrar, Financial Aid, Advising, Campus Activities, and Admissions departments. Dr. Klaver provided a strategic plan update for PLAN 2025. He discussed accomplishments in the strategic areas of academic excellence, student success, strategic enrollment management, campus and community, and culture of responsibility.

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

A. Set Levy Hearing

Dr. Lenny Klaver presented a recommendation on behalf of Tyson Otto for a Levy hearing date. Don Dalrymple moved and Dr. John Holcomb seconded the motion to set the annual tax levy hearing for Tuesday,

August 24, 2021 at 5:25 p.m. immediately preceding the regular August board meeting. Five votes were cast in favor with none opposed.

B. Readopt Code of Ethics/Conflict of Interest

Kristi Harris presented the Code of Ethics/Conflict of Interest. Chris Hoffman moved and Don Dalrymple seconded the motion to re-adopt and file the Code of Ethics/Conflict of Interest as presented. Five votes were cast in favor with none opposed. Harris will file the adopted code to Missouri Ethics Commission within ten days.

C. Consideration of Bids and Purchases

Dr. Lenny Klaver presented a recommendation on behalf of Tyson Otto for purchase of athletic insurance. Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to purchase Athletic Insurance through Dissinger Reed for the 2021-2022 sports year at a cost of \$31,467. Five votes were cast in favor with none opposed.

Jennifer Triplett presented a recommendation of IT software and license purchase. Don Dalrymple moved and Dr. NiCole Neal seconded the motion to purchase software and support licenses through CDW-G for a total cost of \$142,118.40. Five votes were cast in favor with none opposed.

Jennifer Triplett presented a recommendation for a service contract with MOREnet. Dr. NiCole Neal moved and John seconded the motion to renew the service contract with MOREnet for a total cost of \$55,132.68. Chris Hoffman posed a question about fiber. Discussion was held about contract pricing. Five votes were cast in favor with none opposed.

Janet Gott presented a recommendation for purchase of a vehicle for GHHS. Don Dalrymple moved and Chris Hoffman seconded the motion to approve purchase of a 2021 Ford Transit Van for the Green Hills Head Start Center from Barnes and Baker Automotive for a total cost of \$30,320. Chris Hoffman asked about usage. Discussion was held about its intended use. Five votes were cast in favor with none opposed.

Dr. Tristan Londre presented a recommendation for purchase of testing supplies. Chris Hoffman moved and Don Dalrymple seconded the motion to purchase of testing supplies for the nursing programs from ATI for a total cost of \$141,775.50. Five votes were cast in favor with none opposed.

D. Personnel

1. Retirement

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the retirement of Mike Dennis, Custodian effective August 2, 2021. Five votes were cast in favor with none opposed.

2. Resignation

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to accept the resignation of Erin Gardner, Associate Director of Admissions effective July 30, 2021. Five votes were cast in favor with none opposed.

3. Transfer

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the transfer of Angela Heins to SSS Academic Advisor as an exempt, full-time, AMP beginning August 1, 2021. Five votes were cast in favor with none opposed.

4. Employments

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to approve the employment of Randy Cox as Maintenance Worker as a non-exempt, full-time, classified staff beginning July 12, 2021. Five votes were cast in favor with none opposed.

Don Dalrymple moved and Dr. John Holcomb seconded the motion to approve the employment of Kristie Cross as Grant Writer as an exempt, full-time, AMP beginning August 2, 2021. Five votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to approve the employment of McKinley Hurley as Residence Life Coordinator/Assistant Softball Coach as an exempt, full-time, AMP beginning August 9, 2021. Five votes were cast in favor with none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to approve the employment of Traci Norris and Jeremy Wilson as exempt, adjunct instructors beginning fall 2021. Five votes were cast in favor with none opposed.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to approve the employment of Nicole Talbott, Melissa Cranfield, and Brittney Siddens as exempt, clinical instructors beginning fall 2021. Five votes were cast in favor with none opposed.

4. Job Description

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the revised job description and duties for the Admissions Recruiter (Western Region) previously titled Associate Director of Admissions. Five votes were cast in favor with none opposed.

VII. EXECUTIVE SESSION

Don Dalrymple moved and Dr. John Holcomb seconded the motion to close the regular meeting and reconvene in Executive Session to discuss personnel, legal, and real estate matters citing statues 610.021.3, 610.021.1, and 610.021.2 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:58 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre.

The board discussed real estate with no action taken.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:10 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice President Dr. Tristan Londre.

VIII. ADJOURNMENT

Don Dalrymple moved and Chris Hoffman seconded the motion to adjourn the regular meeting of the Board of Trustees. Five votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:11 p.m.



**MINUTES OF THE TAX LEVY HEARING AND REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

August 24, 2021

I. CALL TO ORDER/ROLL CALL

The levy hearing of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center, by President Diane Lowrey at 5:25 p.m. The roll call showed the following members present: Don Dalrymple aye, Dr. John Holcomb aye, Chris Hoffman aye, Diane Lowrey aye, Rob Maloney aye, and Dr. NiCole Neal aye. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre' and Tyson Otto, Vice Presidents; Sara Van Dyke, Megan Erickson, McKinley Hurley, Angela Heins, Donnie Hillerman, Taylor Lavery, staff; Lindsay Oram, faculty; Mykayla Eads, Guy Moran, Jordan Gray, Lindsey Batson, Winter Matthis, Arturo Brito, Colin Craig, Alek Sullivan, students, Janet Gott and Sue Ewigman representing GHHS, and Ronda Lickteig and Jennifer Thies, representing the news media.

The floor was opened for public comment on the proposed tax levy rate of \$.399 per hundred of assessed valuation for the 2021-22 year. There were no comments.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to adjourn the levy hearing of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the levy hearing adjourned at 5:30 p.m.

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees Meeting room, Frey Administrative Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre' and Tyson Otto, Vice Presidents; Sara Van Dyke, Megan Erickson, McKinley Hurley, Angela Heins, Donnie Hillerman, Taylor Lavery, staff; Lindsay Oram, faculty; Mykayla Eads, Guy Moran, Jordan Gray, Lindsey Batson, Winter Matthis, Arturo Brito, Colin Craig, Alek Sullivan, students; Janet Gott and Sue Ewigman representing GHHS; and Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to amend the meeting agenda as presented to include section A. under New Business titled *annual tax levy approval*. Six votes were cast in favor of the amendment and none opposed.

II. APPROVAL OF THE MINUTES

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the minutes of the NCMC meetings of July 27, 2021 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. New Employee Introductions

Kristie Cross, Grant Writer, Angela Heins, SSS Academic Advisor, and Sara Van Dyke, Head Softball Coach/KCC Facilities Coordinator, provided information about their new position, plans for future efforts, and current projects underway.

Megan Erickson, Athletic Trainer, and McKinley Hurley introduced themselves to the board and provided information about their positions, progress, and responsibilities in their role.

B. Housing

Donnie Hillerman, Residence Life Director, introduced Taylor Lavery and McKinley Hurley-Residence Life Coordinators, and provided information and progress on the new residence halls as well as Selby and Ellsworth. Taylor Lavery discussed summer activities, academic year prep, move-in day, and gave the floor to the student

RA's to introduce themselves to the trustees; all are happy to be here. There are 142 students living in the residence halls on campus and Dr. Alley praised the RA's and residence life staff for their preparation efforts.

C. Head Start Directors

Sue Ewigman discussed program report highlights, reinstating family day, and head start will be opening with full comprehensive home and center services in the least restrictive way possible, and introducing a new social and emotional curriculum this year. Janet Gott reported on Head Start in-service and center enrollments. Head Start began on August 17 with 186 students enrolled at the centers.

D. Vice President of Academic Affairs

Dr. Tristan Londre reported information about the Teacher Energize event, Brightspace learning management platform, and enrollment with the number of cancelled classes down. Londre provided an update about new faculty orientation and about the upcoming HLC visit. The HLC assurance argument is locked and more information will be forthcoming about the visit schedule.

E. Vice President of Student Affairs

Dr. Kristen Alley discussed new employment clery training, move-in day, international student enrollment, and a focus on communication enhancements in student affairs. Alley also provided information on financial aid SAP numbers and an upcoming A+ meeting and MASFAP meeting on Sept. 23. She also provided A+ program changes and current efforts with admissions and campus activities.

F. President

Dr. Lenny Klaver discussed Jennifer Triplett's submitted written IT report and progress on the infrastructure improvements. Klaver also reported on enrollment with headcount up 2.3% and credit hours up 1.68% excluding high school students. He discussed enrollment across MO community college schools and varying covid measures. He discussed MCCA president evaluation, convention, and efforts for Buchanan county, including a partnership with Missouri Western and St. Joseph School District to provide an aligned effort to education. He has made several fundraising visits and provided an update on the campaign. Klaver also provided a growth agenda presentation to the trustees.

Maryellen Harman joined the meeting at 6:05 p.m.

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

A. Annual Tax Levy Approval

Don Dalrymple moved and Dr. John Holcomb seconded the motion to set the annual tax levy at \$.399 per hundred of assessed valuation for the 2021 tax year. Six votes were cast in favor with none opposed.

B. Consideration of Bids/Purchases

On behalf of Jennifer Triplett, Dr. Lenny Klaver provided a recommendation for payment to Ellucian. Chris Hoffman moved and Dr. NiCole Neal seconded the motion to pay Ellucian for a total cost of \$68,470 for licenses and services. Six votes were cast in favor with none opposed.

C. Head Start Annual Program Report

Sue Ewigman presented on the Head Start Annual Program report and asked for approval. Chris Hoffman moved and Don Dalrymple seconded the motion to approve the Green Hills Head Start Annual Program Report for 2020-2021. Six votes were cast in favor with none opposed.

D. Board Policy Revision

Dr. Kristen Alley presented a first reading for a proposed board policy revision. Dr. John Holcomb moved and Don Dalrymple seconded the motion to waive the first reading and accept the proposed changes to board policy section 5.11 regarding a mandated notification requirement. Six votes were cast in favor with none opposed.

E. Personnel

1. Employments

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to approve the employment of Alyssa Kosse as Trio Administrative Assistant as a non-exempt, full-time, classified staff beginning September 1, 2021. Six votes were cast in favor with none opposed.

Dr. NiCole Neal moved and Rob Maloney seconded the motion to approve the employment of Kaylee Wood as Admissions Recruiter as a non-exempt, full-time, classified staff beginning August 25, 2021. Six votes were cast in favor with none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve employment of Ruma De, Vu Nguyen, Lorinda Ross, Ashley Smith, Stan Scott, and Linda Cowling as exempt, adjunct instructors beginning fall 2021. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Rob Maloney seconded the motion to employ Chey Long as exempt, clinical instructor beginning fall 2021. Six votes were cast in favor with none opposed.

2. Job Description

Dr. NiCole Neal moved and Chris Hoffman seconded the motion to approve a new classified staff position titled Learning Services Specialist and the job description. Six votes were cast in favor with none opposed.

3. Head Start items

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve employment of Annett Lumsden as a full-time cook at the Milan Head Start center. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to formally accept the resignation of Kimberly Stallo, Teacher Aide at Brookfield A Head Start center. Six votes were cast in favor with none opposed.

VII. EXECUTIVE SESSION

Dr. John Holcomb moved and Don Dalrymple seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate matters citing statute 610.021.2 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:55 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Tyson Otto.

The board discussed real estate with no action taken.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:03 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Tyson Otto.

Chris Hoffman inquired about the timeline for the Savannah center and the movement of the Maryville and Bethany sites. Information was reiterated about Savannah opening timeline and site merges.

VIII. ADJOURNMENT

Chris Hoffman moved and Don Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:10 p.m.



**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

September 20, 2021

I. CALL TO ORDER/ROLL CALL

The special meeting of the Board of Trustees, North Central Missouri College, was called to order in the Sugg Room, Ketcham Community Center, by President Diane Lowrey at 12:07 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Kristi Harris, Board Secretary/Clerk; Amanda Herb, Chad Hanson, Chris Ostwinkle, and Kathy Kiser-Miller, members of the Higher Learning Commission (HLC) accreditation team.

II. NEW BUSINESS

The Trustees met with the Higher Learning Commission team for accreditation purposes and held discussion regarding board operations, organization, and institutional interactions.

VIII. ADJOURNMENT

The meeting was adjourned at 1:11 p.m. via dismissal from the HLC team.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

September 28, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees Meeting room, Frey Administrative Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Kaylee Wood, staff; Cassie Cordray, Janna Ingram, Maryellen Harman, Cydney Moppin (teams), and Rick Sharp (teams) faculty; Travis Leeper, Lilly Farmer, Noah Hudson, Courtney Nelson, Whitney Neighbors, students; Janet Gott and Sue Ewigman representing GHHS; Brent Stevens representing WIOA; and Ronda Lickteig and Jennifer Thies, representing the news media.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to amend the meeting agenda as presented to include section F. under New Business titled *Student Affairs Request for Flex Scheduling*. Six votes were cast in favor of the amendment and none opposed.

II. APPROVAL OF THE MINUTES

Chris Hoffman moved and Don Dalrymple seconded the motion to approve the minutes of the NCMC Tax Levy Hearing and regular meeting of August 24, 2021, and the September 20, 2021 Special Meeting, and the NW WDB September 14, 2021 meeting as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dr. NiCole Neal moved and Dr. John Holcomb seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Dr. John Holcomb moved and Rob Maloney seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. Employee Introductions

Cydney Moppin, Nursing Instructor, Rick Sharp, Industrial Technology Instructor, Janna Ingram, Behavioral Health Instructor, and Kaylee Wood, Admissions Recruiter introduced themselves to the board.

B. Annual Employee Retention Report

Kristi Harris, Chief of Staff provided the trustees the annual employee retention report and provided information and statistics about 2020-2021 non-retained employees.

C. Head Start Directors

Janet Gott reported on Head Start enrollment, screenings, and quarantines. Head Start is serving students who are in foster care, homeless, below the poverty line, and receiving public assistance.

D. WDB Director

Brent Stevens, Executive Director for WDB provided the trustees information about the 2020 program year for the NW WDB and provided an update about program services. The trustees inquired about businesses seeking assistance and Brent expanded on services provided to businesses.

E. Vice President of Academic Affairs

Dr. Tristan Londre, VPAA recapped the HLC visit and thanked the trustees for their participation. Results from the visit should be within 90 days. Dr. Londre discussed the Savannah campus and provided an update on the timeline. The bid process is expected to be completed by November for January construction start. Londre then gave the floor to Cassie Cordray, Teacher Education Instructor. Cassie provided the trustees an update on faculty preparation for the fall semester, and allowed her teacher education students to introduce themselves.

Dr. Holcomb expressed his thanks and appreciation for a well prepared and organized HLC visit. Chris Hoffman asked the students in attendance about their future plans for teaching and Hoffman and Holcomb praised the education program.

F. Vice President of Student Affairs

Dr. Kristen Alley, VPSA also praised the education department and discussed a new dual credit scholarship for spring 2022, the vaccination clinic held on campus, an upcoming Men of Color virtual student institute, and provided an update on HEERF III funding. Dr. Alley also provided the trustees an update on the new residence halls and efforts by departments within student affairs such as Registrar, Financial Aid, Advising, Campus Activities, and Admissions.

G. Chief Information Officer

Jennifer Triplett, CIO provided recent highlights from the IT services department including telephony system migration, technology installation in the new residence halls, Dynamics GP upgrade, and HLC support for technology and IT services.

H. President

Dr. Lenny Klaver, President extended his thanks and compliments about the HLC visit. Dr. Klaver provided an update on recent MCCA events and an enrollment update. Klaver reported enrollment is up 3.8% in headcount and 4.6% in credit hours and provided an enrollment fact sheet to the trustees. He discussed a recent grant submission for MoExcels, and reported Sarah Bird is the new faculty liaison for athletics. Klaver also reported on a letter from the city stating their intent to close a portion of 12th street and NCMC is has opposition.

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

A. Head Start Items

Sue Ewigman presented recommendations on several Head Start items for approval.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to approve the Head Start Certificate of Compensation Cap, Wage Comparability Study, and the Certificate of Cost Allocation plan as presented. Six votes were cast in favor with none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion to approve the annual Head Start Training Assistance plan as presented. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to approve the 2022 Year three of the five-year Head Start Grant application. Six votes were cast in favor with none opposed.

Dr. Holcomb expressed his wish for more parent participation at Head Start policy council.

B. Consideration of Bids/Purchases

Dr. Tristan Londre provided recommendations for two purchases.

Rob Maloney moved and Dr. NiCole Neal seconded the motion for the purchase of a Kubota B26TLB loader tractor from Kubota Tractor Corporation in the amount of \$36,367.48. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Don Dalrymple seconded the motion for the purchase of a Mechatronics Trainer from Aidex Inc. in the amount of \$76,510. Six votes were cast in favor with none opposed.

C. Consideration of Surplus Property

Tyson Otto presented a recommendation for surplus property. Dr. NiCole Neal moved and Rob Maloney seconded the motion to declare a MCI motor coach and the contents from the Savannah car dealership building as surplus property. Six votes were cast in favor with none opposed.

Jennifer Triplett presented a recommendation for surplus property. Dr. John Holcomb moved and Chris Hoffman seconded the motion to declare the list of IT items as presented as surplus property. Six votes were cast in favor with none opposed.

D. Scholarship Funds Transfer

Tyson Otto presented a recommendation for funds transfer. Dr. John Holcomb moved and Don Dalrymple seconded the motion for the funds from the Russ and Elna Derry Scholarship be turned over to the NCMC Foundation. Six votes were cast in favor with none opposed.

E. Personnel

1. Head Start Item

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to formally accept the resignation of Head Start Employee Kelli Cowell, Teacher Aide effective August 26, 2021. Six votes were cast in favor with none opposed.

2. Resignations

Chris Hoffman moved and Dr. NiCole Neal seconded the motion to formally accept the resignation of Bailey Weese, Nursing and Health Sciences Administrative Specialist at Maryville effective September 13, 2021. Six votes were cast in favor with none opposed.

Rob Maloney moved and Dr. John Holcomb seconded the motion to formally accept the resignation of Ronna Owens, Marketing and Inter-Loan Library Assistant effective October 6, 2021. Six votes were cast in favor with none opposed.

3. Employments

Dr. NiCole Neal moved and Chris Hoffman seconded the motion to approve the employment of Abigail Oneal as Learning Services Specialist as a non-exempt, full-time, classified staff beginning September 29, 2021. Six votes were cast in favor with none opposed.

Don Dalrymple moved and Chris Hoffman seconded the motion to approve employment of Susan McMillian as exempt, adjunct instructor beginning fall 2021. Six votes were cast in favor with none opposed.

Dr. NiCole Neal moved and Chris Hoffman seconded the motion to approve employment of Autumn Thomsen and Addison Frazier as exempt, clinical instructors beginning fall 2021. Six votes were cast in favor with none opposed.

4. Contractual and Classification Changes

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion to accept the contractual change for Kelly Claycomb, Director of the PN to ADN program from an 11-month to a 10-month contract effective September 1, 2021. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to accept the job description change and the classification change from classified to AMP for Tobi Crippen, Extended Campus Operations Specialist effective October 1, 2021. Six votes were cast in favor with none opposed.

5. Job Descriptions

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to accept the revised job description and title change from Diagnostic Imaging Coordinator to Radiologic Technology Instructor and Program Director. Six votes were cast in favor with none opposed.

Chris Hoffman moved and Dr. John Holcomb seconded the motion to accept the revised job description and title change for the English Instructor position to become English/Speech Instructor. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Dr. NiCole Neal seconded the motion for the approval of a new full-time faculty position and the job description for Radiologic Technology Instructor and Clinical Coordinator. Six votes were cast in favor with none opposed.

Don Dalrymple moved and Dr. NiCole Neal seconded the motion for the approval of a new full-time faculty position and the job description for Surgical Technology Instructor and Program Director. Six votes were cast in favor with none opposed.

Dr. John Holcomb moved and Rob Maloney seconded the motion for the approval of a new full-time faculty position and the job description for Surgical Technology Instructor and Clinical Coordinator. Six votes were cast in favor with none opposed.

F. Student Affairs Request for Flex Scheduling

Dr. Kristen Alley presented a recommendation to begin flex scheduling for Student Affairs employees. The trustees posed questions and discussion was held about logistics, hours of operations, student service, and implementation. Chris Hoffman moved and Rob Maloney seconded the motion to table the request for the October meeting and requested additional information and details be presented about the recommendation. Six votes were cast in favor with none opposed, motion tabled.

VII. EXECUTIVE SESSION

Dr. John Holcomb moved and Chris Hoffman seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate and legal matters citing statute 610.021.2 and 610.021.1 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 7:05 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Jennifer Triplett.

The board discussed real estate and legal items with no action taken.

Dr. John Holcomb moved and Don Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:26 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Jennifer Triplett.

VIII. ADJOURNMENT

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:26 p.m.



**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

October 12, 2021

I. CALL TO ORDER/ROLL CALL

The special meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees meeting room in the Frey Administrative Center, by President Diane Lowrey at 12:28 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, and Rob Maloney. Also present were Kristi Harris, Board Secretary/Clerk; Dr. Lenny Klaver, President; Dr. Tristan Londre, Vice President; Mitch Holder and Janet Pultz, staff; and Rhonda Lickteig representing the news media.

II. COMMUNICATIONS AND REPORTS

A. Talent Search Grant

Mitch Holder, Dean of Instruction and Janet Pultz, Trio Director provided the trustees a presentation and information about the acquisition of a Trio Talent Search grant. The trustees followed up with questions and discussion, then thanked Janet for her work.

III. NEW BUSINESS

A. Personnel

1. Job Descriptions

Dr. John Holcomb moved and Don Dalrymple seconded the motion for the approval of a new full-time AMP position and job description for Talent Search Director. Five votes were cast in favor with none opposed.

Dr. John Holcomb moved and Chris Hoffman seconded the motion for the approval of two new full-time AMP positions and the job description for Talent Search Advisor. Five votes were cast in favor with none opposed.

VIII. ADJOURNMENT

Rob Maloney moved and Don Dalrymple seconded the motion to adjourn the special meeting of the Board of Trustees. Five votes were cast in favor with none opposed. President Lowrey declared the meeting adjourned at 12:54 p.m.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

October 26, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Board of Trustees Meeting room, Frey Administrative Center, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Amanda Steinman, Megan Pester, and Janet Pultz, staff; Maryellen Harman, faculty; MaKayla Eads, Sammie Bradshaw, Marissa Buckallew, and Cloe Buckallew, students; Sue Ewigman representing GHHS; and Ronda Lickteig and Jennifer Thies, representing the news media.

Dalrymple moved and Neal seconded the motion to approve the agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Hoffman moved and Holcomb seconded the motion to approve the minutes of the NCMC regular meeting of September 28, 2021, and the October 12, 2021 Special Meeting. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Neal moved and Holcomb seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Holcomb moved and Dalrymple seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. Employee Introductions

Kristi Harris, Chief of staff provided a written introduction from new employee, Alyssa Black.

B. Student Senate

The Student Senate officers introduced themselves to the Board of Trustees.

C. Admissions/Marketing Report

Megan Pester, Director of Marketing and Admissions and Amanda Steinman, Enrollment Marketing Specialist provided an Admissions and Marketing report to the Board of Trustees including current and future efforts.

D. Trio Report

Janet Pultz, Trio Director provided a report to the Board of Trustees about the Student Support Services and Upward Bound Trio programs and future efforts.

E. Vice President of Academic Affairs

Dr. Tristan Londre, VPAA discussed second session, the calendar for classes around the holidays, and efforts around Tonga student enrollment.

F. Vice President of Student Affairs

Dr. Kristen Alley, VPSA discussed the recent Men of Color Student Leadership Institute, upcoming trick to treating with Student Senate, and the audit went well with no findings for financial aid. Alley also discussed advising efforts.

G. Chief Information Officer

Jennifer Triplett, CIO provided recent highlights from the IT services department including upgrades to Dynamics GP, PowerCampus, and PowerFaid. Triplett also discussed the efforts for 10-digit dialing on the phone system, and security configurations for student accounts.

H. President

Dr. Lenny Klaver, President provided updates on the recent MCCA Presidents and Chancellors meeting, donor visits, expansion planning, and progress on funding efforts. Klaver discussed plans for the Student Center and Savannah campus. He also discussed fundraising and the capital campaign.

V. UNFINISHED BUSINESS

Rob Maloney moved and Dr. John Holcomb seconded the motion to remove the Student Affairs Flex Schedule proposal from the table at this time.

VI. NEW BUSINESS

A. Head Start Salary Adjustments

Sue Ewigman discussed a modification for the cost allocation plan and salary adjustments to allow for minimum wage increase.

Dr. NiCole Neal moved and Don Dalrymple seconded the motion to approve the Head Start salary adjustments as presented. Six votes were cast in favor with none opposed.

B. Consideration of Bids/Purchases

Jennifer Triplett presented a recommendation for purchase. Hoffman moved and Holcomb seconded the motion for the purchase of replacement door hardware from TouchNet for a total of \$29,056. Six votes were cast in favor with none opposed.

C. Consideration of Surplus Property

Jennifer Triplett presented a recommendation for surplus property. Holcomb moved and Neal seconded the motion to declare the list of IT items as presented as surplus property. Six votes were cast in favor with none opposed.

D. Policy Recommendation

Dr. Kristen Alley presented a recommendation for a student policy. Dalrymple moved and Holcomb seconded the motion to waive the policy for first reading and approve the pregnant and parenting student policy as presented. Six votes were cast in favor with none opposed.

E. Special Meeting Request

Dalrymple moved and Hoffman seconded the motion to set a joint meeting with the NCMC Foundation on November 18, 2021 at 5:30 p.m. in Cross Hall. Six votes were cast in favor with none opposed.

Hoffman moved and Maloney seconded the motion to move the November regular board meeting to November 18, 2021 at 4:30 p.m. in Cross Hall. Six votes were cast in favor with none opposed.

Hoffman moved and Dalrymple seconded the motion to move the December regular board meeting to December 21, 2021 at 5:30 p.m. in the Frey Administrative Center. Six votes were cast in favor with none opposed.

F. Personnel

1. Head Start Resignation

Dalrymple moved and Neal seconded the motion to formally accept the resignation of Head Start Employee Hannah Dailey, Teacher Aide effective October 12, 2021. Six votes were cast in favor with none opposed.

2. Resignations

Hoffman moved and Holcomb seconded the motion to formally accept the resignation of Kaylee Wood, Admissions Recruiter effective October 22, 2021. Six votes were cast in favor with none opposed.

Holcomb moved and Neal seconded the motion to formally accept the resignation of Nathan Vandevender, IT Systems Administrator effective October 29, 2021. Six votes were cast in favor with none opposed.

Holcomb moved and Dalrymple seconded the motion to formally accept the resignation of Jeff Hale, Lead Custodian effective October 29, 2021. Six votes were cast in favor with none opposed.

3. Employments

Neal moved and Hoffman seconded the motion to approve the employment of Kaitlyn Coleman as Nursing and Health Sciences Administrative Specialist at Maryville as a non-exempt, full-time, classified staff beginning November 8, 2021. Six votes were cast in favor with none opposed.

Holcomb moved and Hoffman seconded the motion to approve the employment of Lyle Wheelbarger as Custodian as a non-exempt, full-time, classified staff beginning October 27, 2021. Six votes were cast in favor with none opposed.

Dalrymple moved and Hoffman seconded the motion to approve employment of John Cool as exempt, adjunct instructor beginning fall 2021. Six votes were cast in favor with none opposed.

4. Job Descriptions

Maloney moved and Neal seconded the motion to accept the revised job description and contractual change for Student Support Services Assistant Director as presented. Six votes were cast in favor with none opposed.

Dalrymple moved and Holcomb seconded the motion to accept the revised job description and contractual change for Upward Bound Assistant Director as presented. Six votes were cast in favor with none opposed.

Neal moved and Dalrymple seconded the motion to accept the revised job description and classification change of Admissions Recruiter. Six votes were cast in favor with none opposed.

Dalrymple moved and Neal seconded the motion for the approval of a new full-time AMP position and the job description for Counselor/Emergency Preparedness. Six votes were cast in favor with none opposed.

Holcomb moved and Neal seconded the motion for the approval of a new full-time faculty position and the job description for Agriculture Equipment and Technology Instructor. Six votes were cast in favor with none opposed.

Dalrymple moved and Holcomb seconded the motion for the approval of a new full-time AMP position and the job description for Assistant Director of Facilities. Six votes were cast in favor with none opposed.

VII. EXECUTIVE SESSION

Dalrymple moved and Neal seconded the motion to close the regular meeting and reconvene in Executive Session to discuss students and personnel citing statute 610.021.6 and 610.021.3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 7:35 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Dr. Kristen Alley.

The board met in closed session with no action taken.

Dalrymple moved and Neal seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:50 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Dr. Kristen Alley.

VIII. ADJOURNMENT

Holcomb moved and Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:50 p.m.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

November 18, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Cross Hall Building room 105, by President Diane Lowrey at 4:15 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, and Rob Maloney. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Dre Morehead, student; Janet Gott representing GHHS; and Ronda Lickeig and Jennifer Thies, representing the news media.

Dalrymple moved and Holcomb seconded the motion to approve the agenda as presented. Five votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Hoffman moved and Holcomb seconded the motion to approve the minutes of the NCMC regular meeting of October 26, 2021 as presented. Five votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dalrymple moved and Hoffman seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Holcomb moved and Dalrymple seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. Head Start Directors

Janet Gott, Head Start Director provided the Trustees information regarding Head Start enrollment, funding, employment recruitment, and make-up days.

B. Vice President for Academic Affairs

Dr. Tristan Londre provided the Trustees information on the new program review process, NCMC as a new CNA testing site, and updates about student events and program ranking.

C. Vice President for Student Affairs

Dr. Kristen Alley provided the Trustees information about the annual tree lighting ceremony set for December 1, and provided updates from residence life, registrar, financial aid, advising, and campus activities.

D. Chief Information Officer

Jennifer Triplett provided the Trustees recent highlights from IT services including information about multifactor authentication, classroom technology, and support demand.

H. President

Dr. Lenny Klaver provided the Trustees information on the campaign, community council, economic development alliance board, MCCA annual conference and President and Chancellors meeting. He discussed MCCA awards, the recent CBHE meeting, and provided an update on the Savannah project and student center. He then gave the floor to Dr. Alley to discuss student focus groups for the student center.

Dr. Alley provided the Trustees feedback about student focus groups discussion on the student center regarding needs, wants, and possible ideas for space use.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

A. Consideration of Bids/Purchases

Tyson Otto presented a recommendation for payment. Dalrymple moved and Hoffman seconded the motion to pay Ellison-Auxier Architects, Inc. in the amount of \$119,528.00. Five votes were cast in favor with none opposed.

B. Consideration of Election Filing Dates

Kristi Harris presented a recommendation for election filing dates. Holcomb moved and Dalrymple seconded the motion to set the candidate filing period for December 7, 2021 through December 28, 2021 during regular college business hours. Five votes were cast in favor with none opposed.

Dr. NiCole Neal joined the meeting at 4:43 p.m.

F. Personnel

1. Head Start Employments

Dalrymple moved and Holcomb seconded the motion to employ Margaret Groves as a Teacher Aide in Bethany for the Green Hills Head Start program. Six votes were cast in favor with none opposed.

Maloney moved and Hoffman seconded the motion to employ Kortney Nelson as a part-time teacher aide at Chillicothe A for the Green Hills Head Start program. Six votes were cast in favor with none opposed.

2. Resignation

Maloney moved and Neal seconded the motion to formally accept the resignation of Rickiann Hoskins, Technical Support Engineer effective November 19, 2021. Six votes were cast in favor with none opposed.

3. Employments/Transfers

Holcomb moved and Neal seconded the motion to approve the transfer of Sarah Bonnett from Custodian to Lead Custodian as a full-time, non-exempt, classified staff beginning November 4, 2021. Six votes were cast in favor with none opposed.

Holcomb moved and Dalrymple seconded the motion to approve the transfer of Chris Mengel from Student Services Coordinator to Admissions Recruiter as a full-time, exempt, AMP beginning December 13, 2021. Six votes were cast in favor with none opposed.

Dalrymple moved and Holcomb seconded the motion to approve the employment of Lorinda Ross as Radiologic Technology Instructor and Clinical Coordinator as a full-time, exempt, faculty beginning January 11, 2022. Six votes were cast in favor with none opposed.

Neal moved and Dalrymple seconded the motion to approve the employment of Jeremy Wilson as Surgical Technology Instructor and Program Director as full-time, exempt, faculty beginning January 3, 2022. Six votes were cast in favor with none opposed.

Holcomb moved and Dalrymple seconded the motion to approve the employment of Liza Duncan as Marketing and Interlibrary Loan Librarian as full-time, non-exempt, classified staff beginning November 29, 2021. Six votes were cast in favor with none opposed.

Hoffman moved and Neal seconded the motion to approve the employment of Cindy Wells as Talent Search Director as a full-time, exempt, AMP beginning November 29, 2021. Six votes were cast in favor with none opposed.

4. Job Description

Hoffman moved and Dalrymple seconded the motion to accept the revised job description and classification change of Personal Computer Specialist II. Six votes were cast in favor with none opposed.

President Lowrey gave the floor to student Dre Morehead to introduce himself. Morehead provided an introduction and his education plans.

VII. EXECUTIVE SESSION

Dalrymple moved and Neal seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate and personnel citing statute 610.021.2 and 610.021.3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 4:55 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Dr. Tyson Otto.

The board met in closed session with no action taken.

Dalrymple moved and Maloney seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 5:10 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre and Tyson Otto.

VIII. ADJOURNMENT

Dalrymple moved and Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 5:10 p.m.

The Trustees met in conjunction with the NCMC Foundation Board.

I. CALL TO ORDER

The meeting of the Board of Trustees with the Foundation Board, North Central Missouri College, was called to order in the Cross Hall Building room 107, by President Diane Lowrey at 5:53 p.m. The roll call showed the following members present: Don Dalrymple, Dr. John Holcomb, Chris Hoffman, Diane Lowrey, and Dr. NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Alicia Endictott, Tricia Key, staff; Allan Sidel, Beth Boxley, Cathie Smith, Cathy Bailey, Erick Haulk, Glend Homedale, Harry Bratton, Phyllis Jackson, Scott Wilson, Phil Hamilton NCMC Foundation members; also present were Rich Gross and Kim Washburn.

Rich Gross presented a campaign update to the NCMC Board of Trustees and the NCMC Foundation Board.

Holcomb moved and Dalrymple seconded the motion to adjourn the meeting of the Board of Trustees. Five votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:28 p.m.

The NCMC Foundation Board continued to meet independently from the NCMC Board of Trustees.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

December 21, 2021

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Frey Administrative Center Board of Trustees meeting room, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, NiCole Neal, and Rob Maloney. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Beth Caldarello and Amy Guthrie, faculty; Cindy Wells (virtually) and Kaitlyn Coleman (virtually), staff; Janet Gott and Sue Ewigman representing GHHS; and Ronda Lickteig and Jennifer Thies, representing the news media.

Holcomb moved and Dalrymple seconded the motion to approve the agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Dalrymple moved and Holcomb seconded the motion to approve the minutes of the NCMC regular meeting of November 18, 2021 and the NW WDB minutes from December 7, 2021 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Holcomb moved and Neal seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Hoffman moved and Holcomb seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. New Employee Introductions

Dr. Cindy Wells, Talent Search Director and Kaitlyn Coleman, Maryville Nursing and Health Sciences Administrative Specialist provided the Trustees introductions via Microsoft teams.

B. Board Presentation: Library

Dr. Beth Caldarello provided the Trustees a report on NCMC Library services including the library, tutoring center, and testing center.

C. Head Start Directors

Janet Gott, Head Start Director provided the Trustees information regarding Head Start federal vaccine mandates for all staff, volunteers, and outside services by January 31. GHHS can accept exemptions. Gott expressed concern about losing staff and having to close centers. Head Start will also be under a mask mandate that includes children and families in their home during services provided.

D. Vice President for Academic Affairs

Dr. Tristan Londre provided the Trustees information the clinical facility vaccination requirements for nursing students. Londre stated NCMC does not require a vaccine mandate, but many nursing clinical sites do. Exemptions will be addressed in the same manner as the fall semester. Londre then gave the floor to English Instructor Amy Guthrie.

Amy Guthrie provided the Trustees information about online courses, online instruction, and a walk-through of the learning platform Brightspace.

E. Vice President for Student Affairs

Dr. Kristen Alley provided the Trustees updates on information regarding student probation/suspension and updates from residence life, registrar, financial aid, advising, and campus activities.

D. Chief Information Officer

Jennifer Triplett provided the Trustees recent highlights from IT services including information about the website redesign, system hardware upgrades, a new computer lab for Digital Media, and a nationwide cybersecurity concern in Log4j. So far, NCMC has not been impacted, but are continuing to monitor.

Matt Wallace joined the meeting virtually.

E. President

Dr. Lenny Klaver provided the Trustees information on the campaign, legislative day, meetings with legislators, and the legislative priorities for 2022. He also discussed the December MCCA President and Chancellors meeting and the CBHE meeting. He provided information on recent events and meetings.

V. UNFINISHED BUSINESS

none

VI. NEW BUSINESS

A. Consideration of FY21 Annual Audit Report

Matt Wallace from KPM Auditors and Advisors provided the Trustees a summary of the FY21 audit stating NCMC has no findings with a clean report. Hoffman moved and Neal seconded the motion to approve the fiscal year 2021 annual audit. Six votes were cast in favor with none opposed.

B. Head Start Items

1. Medical and Religious Vaccine Exemption Forms

Janet Gott presented a recommendation for exemption forms. Holcomb moved and Hoffman seconded the motion to approve the Head Start medical and religious exemption forms. Chris Hoffman raised a question about optional weekly testing which Gott replied weekly testing isn't an option, but if granted exemption, they will be subject to weekly testing. Six votes were cast in favor with none opposed.

2. Non-Federal Share Waiver

Sue Ewigman presented a recommendation for approval. Holcomb moved and Dalrymple seconded the motion to approve the Head Start non-federal share waiver for both preschool and Early Head Start for the non-competitive year 2 grant. Six votes were cast in favor with none opposed.

C. Consideration of Bids/Purchases

Tyson Otto presented a recommendation for purchase. Neal moved and Maloney seconded the motion to purchase a 2022 John Deere Gator and snow blade from Sydenstricker Nobb Partners in the amount of \$30,923.52. Six votes were cast in favor with none opposed.

Tyson Otto presented a recommendation for payment. Holcomb moved and Dalrymple seconded the motion to pay Ellison-Auxier Architects, Inc. in the amount of \$104,074. Six votes were cast in favor with none opposed.

Tyson Otto presented a recommendation for purchase. Hoffman moved and Neal seconded the motion to purchase property/casualty/liability insurance through MUSIC for the 2022 calendar year at a cost of \$170,356. Six votes were cast in favor with none opposed.

Jennifer Triplett presented a recommendation for renewal. Hoffman moved and Holcomb seconded the motion to renew the service contract with Network Technology Partners for \$51,000 annually. Holcomb raised a question about the differences in bids which Jennifer provided an explanation of local services and already existing installation with the company. Six votes were cast in favor with none opposed.

Jennifer Triplett presented a recommendation for purchase. Neal moved and Dalrymple seconded the motion to purchase hardware and services with CDWG in the amount of \$646,779.45. Six votes were cast in favor with none opposed.

D. Consideration of COVID Salary Supplement

Tyson Otto presented a recommendation for payment. Holcomb moved and Dalrymple seconded the motion to approve a one-time COVID salary supplement as presented for payment in the college December payroll. Six votes were cast in favor with none opposed.

E. Consideration of Surplus Property

Tyson Otto presented a recommendation for surplus on behalf of Brent Stevens. Hoffman moved and Neal seconded the motion to declare the list of property presented by the Northwest Workforce Development Board as surplus. Six votes were cast in favor with none opposed.

F. Personnel

1. Head Start Personnel Items

Holcomb moved and Dalrymple seconded the motion to approve the employment of Alyssa Nichol as Teacher Aide at Brookfield B. Six votes were cast in favor with none opposed.

Dalrymple moved and Neal seconded the motion to approve the transfer Kelsey Cordray to Teacher at Brookfield A. Six votes were cast in favor with none opposed.

Neal moved and Hoffman seconded the motion to approve the transfer of Janessa Gaunt to Teacher Aide at Brookfield A. Six votes were cast in favor with none opposed.

Dalrymple moved and Hoffman seconded the motion to approve the transfer of Aundriea Lopez, Teacher Aide from Chillicothe A to Trenton Head Start Center. Six votes were cast in favor with none opposed.

Holcomb moved and Maloney seconded the motion to formally accept the employment end of Emily Gladbach, Teacher at Brookfield A. Six votes were cast in favor with none opposed.

Dalrymple moved and Maloney seconded the motion to formally accept the resignation of Michelle Thurman, Teacher Aide effective December 14, 2021. Six votes were cast in favor with none opposed.

Neal moved and Holcomb seconded the motion to formally accept the resignation of Roxanne Knowles, Teacher effective December 13, 2021. Six votes were cast in favor with none opposed.

2. Resignations

Dalrymple moved and Hoffman seconded the motion to formally accept the resignation of Shanell Mullins, Custodian effective November 29, 2021. Six votes were cast in favor with none opposed.

Hoffman moved and Neal seconded the motion to formally accept the resignation of Matthew Johnson, Mathematics Instructor effective December 22, 2021. Six votes were cast in favor with none opposed.

3. Employments

Hoffman moved and Holcomb seconded the motion to approve the employment of Don Kennedy as Custodian as a full-time, non-exempt, classified staff beginning December 15, 2021. Six votes were cast in favor with none opposed.

Neal moved and Maloney seconded the motion to approve the employment of Dennis Sturgess as Assistant Director of Facilities as a full-time, exempt, AMP beginning January 3, 2022. Six votes were cast in favor with none opposed.

Holcomb moved and Hoffman seconded the motion to approve the employment of Grace Carder as Counselor/Emergency Preparedness as a full-time, exempt, AMP and also for adjunct instruction beginning January 3, 2022. Six votes were cast in favor with none opposed.

Neal moved and Dalrymple seconded the motion to approve the employment of Ally Graham as Talent Search Advisor as a full-time, exempt, AMP beginning January 3, 2022. Six votes were cast in favor with none opposed.

Maloney moved and Dalrymple seconded the motion to approve the employment of Angela Lane, Stephen Williamson, Katy Drowns, and Tristan Londre as adjunct instructors beginning Spring 2022. Six votes were cast in favor with none opposed.

Neal moved and Holcomb seconded the motion to approve the employment of Elizabeth Webb as a clinical instructor beginning Spring 2022. Six votes were cast in favor with none opposed.

4. Job Description

Hoffman moved and Neal seconded the motion to approve a new position and job description for Andrew County Site Assistant. Six votes were cast in favor with none opposed.

VII. EXECUTIVE SESSION

Neal moved and Dalrymple seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate, legal and personnel citing statute 610.021.2, 610.021.1, and 610.021.3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:57 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre, Tyson Otto, Dr. Kristen Alley, and Jennifer Triplett.

The board met in closed session.

Dalrymple moved and Neal seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:14 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Kristi Harris, Chief of Staff/Board Clerk; and Vice Presidents Dr. Tristan Londre, Tyson Otto, Dr. Kristen Alley, and Jennifer Triplett.

Holcomb moved and Neal seconded the motion to approve the purchase of 121 E 9th in Trenton, MO in the amount of \$75,000. Six votes were cast in favor with none opposed.

VIII. ADJOURNMENT

Holcomb moved and Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:16 p.m.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

January 25, 2022

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Frey Administrative Center Board of Trustees meeting room, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, and NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Korynn Skipper, Jaime Pittman, Lindsay Oram, Maryellen Harman, and Lorinda Ross (virtually), faculty; Chris Mengel, Grace Carder, Ally Graham (virtually), and Liza Duncan (virtually) staff; Janet Gott and Sue Ewigman representing GHHS; and Ronda Lickteig and Jennifer Thies, representing the news media.

Holcomb moved and Neal seconded the motion to approve the agenda as presented. Five votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Dalrymple moved and Hoffman seconded the motion to approve the minutes of the NCMC regular meeting of December 21, 2021 as presented. Five votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Holcomb moved and Neal seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Five votes were cast in favor and none opposed.

Neal moved and Dalrymple seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Five votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. New Employee Introductions

Chris Mengel, Admissions Recruiter discussed his new position with the Trustees. Grace Carder, Counselor/Emergency Preparedness, Lorinda Ross, Radiologic Technology Instructor and Clinical Coordinator, Ally Graham, Talent Search Director, and Liza Duncan Marketing and Interlibrary Loan Librarian introduced themselves to the board and discussed their role at NCMC.

B. Board Presentation: Math/Science/SB Sciences Department

Dr. Lindsay Oram, Department Chair, provided the Trustees a report on her department including Math, Science, History, and Social Behavioral Sciences division.

C. SEM Communication Report

Megan Pester, Director of Marketing and Admissions provided the Trustees a report on the Strategic Enrollment Management group, goals of the group, efforts that have taken place, and future initiatives.

Jeremy Wilson joined the meeting virtually at 5:45 p.m. and introduced himself to the board.

D. Head Start Directors

Janet Gott, Head Start Director provided the Trustees information regarding Head Start enrollment, site closures due to illness, and vaccination exemptions. Sue Ewigman, Head Start Director reported on the non-federal share waiver and the 22-23 grant year funds.

Hoffman inquired about the vaccination mandate being overturned and if it resulted in staff returning. Gott explained those that left are concerned about the decision being appealed and not returning at this time.

E. Vice President for Academic Affairs

Dr. Tristan Londre stated NCMC received formal notification the Higher Learning Commission accreditation has been continued. The next full reaffirmation visit will be 2031-32 with a written argument due in four years. Bid documents are available for the Savannah project. A pre-bid meeting is on Jan. 26 and the bids will be opened on February 8. Londre also discussed Tongan enrollment and then gave the floor to Korynn Skipper and Jaime Pittman.

Korynn Skipper and Jaime Pittman provided the Trustees information about intrusive advising, how faculty help students be successful, and supplemental instructors.

F. Vice President for Student Affairs

Dr. Kristen Alley provided the Trustees information on recent student deaths, HEERF funds, and NCMC Homecoming on Jan. 29. Cancer Awareness night will be Feb. 3 with proceeds going to Ashley Lamma. There will be an upcoming A+/Dual credit/Counselor meeting and NCMC had 85 December graduates. There are currently 0 res life students in on-campus quarantine and Grace has begun work on counseling protocol.

G. Chief Information Officer

Jennifer Triplett provided the Trustees recent highlights from IT services including information about onboarding a new staff member, troubleshooting Microsoft Dynamics, improving account security, remote learning classroom update, concerns about the new OneCard system hardware, the website redesign, and network installation for the US Bank building.

H. President

Dr. Lenny Klaver provided the Trustees information on the address he provided at spring convocation, and briefly discussed how NCMC is funded. He gave an update on state budget planning and MCCA discussions regarding support for the Governors funding plan.

V. UNFINISHED BUSINESS

none

VI. NEW BUSINESS

A. Head Start Salary Schedule

Sue Ewigman presented a recommendation for the 22-23 salary schedule. Holcomb moved and Dalrymple seconded the motion to approve the 2022-2023 Salary Schedule for Green Hills Head Start Employees. Five votes were cast in favor with none opposed.

B. Consideration of Bids/Purchases

Tyson Otto presented a recommendation for payment. Holcomb moved and Neal seconded the motion to pay Ellison-Auxier Architects, Inc. in the amount of \$104,074. Five votes were cast in favor with none opposed.

Dr. Tristan Londre presented a recommendation for payment. Hoffman moved and Dalrymple seconded the motion to pay ATI in the amount of \$124,550. Five votes were cast in favor with none opposed.

C. Consideration of Board Policy Changes

Dr. Tristan Londre presented a recommendation for policy change. Dalrymple moved and Holcomb seconded the motion to amend the policy recommendation to say “appropriate working day” instead of “on Friday (Monday) if it falls on a Saturday (Sunday).” Five votes were cast in favor with none opposed. Holcomb moved and Neal seconded the motion to waive the first reading policy and approve the change to board policy 5.15.6.3.4 as amended. Five votes were cast in favor with none opposed.

Kristi Harris presented a recommendation for policy change. Hoffman moved and Neal seconded the motion to waive the first reading policy and approve changes to board policy 3.20.2.1 and the addition of policy 3.20.2.5 as presented. Five votes were cast in favor with none opposed.

D. Personnel

1. Head Start Personnel Items

Holcomb moved and Neal seconded the motion to formally accept the resignation of Morgan Kornbrust, Teacher Aide effective January 4, 2022. Five votes were cast in favor with none opposed.

Neal moved and Dalrymple seconded the motion to formally accept the resignation of Mary Clapp, Cook effective January 4, 2022. Five votes were cast in favor with none opposed.

2. Resignation

Dalrymple moved and Neal seconded the motion to formally accept the resignation of Shiann Campbell, Campus Store Associate-Retail Operations effective January 14, 2022. Five votes were cast in favor with none opposed.

3. Employments

Hoffman moved and Dalrymple seconded the motion to approve the employment of Hannah Lovett as Student Services Coordinator as a full-time, non-exempt, classified staff beginning January 12, 2022. Five votes were cast in favor with none opposed.

Neal moved and Dalrymple seconded the motion to approve the employment of Brandon Mysliwec as Personal Computer Specialist II as a full-time, non-exempt, classified staff beginning January 18, 2022. Five votes were cast in favor with none opposed.

Holcomb moved and Dalrymple seconded the motion to approve the employment of Susan McMillian as Surgical Technology Instructor and Clinical Coordinator as a full-time, exempt, faculty beginning February 1, 2022.

VII. EXECUTIVE SESSION

Neal moved and Dalrymple seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate, legal and personnel citing statute 610.021.2, 610.021.1, and 610.021.3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:40 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; and Kristi Harris, Chief of Staff/Board Clerk.

The board met in closed session.

Holcomb moved and Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 6:45 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; and Kristi Harris, Chief of Staff/Board Clerk.

Dalrymple moved and Hoffman seconded the motion to extend the contract of Dr. Lenny Klaver, President until June 30, 2027 with salary to be determined as part of the budget process. Five votes were cast in favor with none opposed.

Discussion was held about the Student Center and Hoffman made suggestions for the building plans to include a music room. Discussion was held about music and drama incorporation efforts.

VIII. ADJOURNMENT

Dalrymple moved and Neal seconded the motion to adjourn the regular meeting of the Board of Trustees. Five votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:55 p.m.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

February 22, 2022

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Frey Administrative Center Board of Trustees meeting room, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Maryellen Harman, and Susan McMillian (virtually), faculty; Rick Cole, Hannah Lovett, Randy Young, staff; Janet Gott and Sue Ewigman representing GHHS; Jeremy Proctor representing Ellison Auxier; and Ronda Lickteig and Jennifer Thies, representing the news media.

Holcomb moved and Dalrymple seconded the motion to approve the agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Hoffman moved and Neal seconded the motion to approve the minutes of the NCMC regular meeting of January 25, 2022 as presented. Six votes were cast in favor with none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Dalrymple moved and Holcomb seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Neal moved and Hoffman seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. New Employee Introductions

Susan McMillian, Surgical Technology Instructor and Clinical Coordinator and Hannah Lovett, Student Services Coordinator introduced themselves to the board and discussed their role at NCMC.

B. Board Presentation: Digital Media

Rick Cole, Digital Media Specialist provided the Trustees a recap video of digital media activities and an update on digital media efforts.

C. Head Start Directors

Janet Gott, Head Start Director provided the Trustees information regarding Head Start enrollment, make-up days, staff openings, and attendance.

Holcomb inquired about low participation at policy council. Gott agreed attendance has been a struggle this year and GHHS is looking at ways to improve participation.

D. Vice President for Academic Affairs

Dr. Tristan Londre discussed recent activities at main campus including Nursing and Health Science Day, CNA testing, faculty in-service, and SkillsUSA competition.

E. Vice President for Student Affairs

Dr. Kristen Alley informed the Trustees on graduation and withdraw rates. NCMC is the only college with a graduation rate greater than the withdraw date. She also recognized students Delaney Embree and Jordan Jenkins selected for the MO Governors Student Leadership Forum, and provided information on A+.

F. Chief Information Officer

Jennifer Triplett provided the Trustees recent highlights from IT services including information about remote learning classroom upgrade, OneCard Hardware upgrade, the US Bank building IT renovations, Microsoft GP, account security, electronic forms, and website redesign.

G. President

Dr. Lenny Klaver provided the Trustees information on recent meetings including Governor Parson, MCCA presidents, a Hillyard expansion meeting, and the ACCT National Legislative Summit. He also discussed budget and recent highlights including the Williamson family as Family of the Year, Science Olympiad, Scholarship Reception, and athletic competitions. He discussed the virtual day and the Savannah project.

V. UNFINISHED BUSINESS

none

VI. NEW BUSINESS

A. Consideration of Bids/Purchases

Tyson Otto presented and discussed the bid breakout and tab sheet for the Savannah project. Randy Young and Jeremy Proctor provided a summary and answered questions from the Trustees regarding the bids submitted.

Holcomb moved and Dalrymple seconded the motion to accept the base bids and all alternate bids from E.L. Crawford Construction of St. Joseph, MO totaling \$8,767,900 for the Savannah campus project. Six votes were cast in favor with none opposed.

Jennifer Triplett presented a recommendation for renewal. Neal moved and Hoffman seconded the motion to renew Proofpoint Email Security Solution in the amount of \$33,410.70. Six votes were cast in favor with none opposed.

Tyson Otto presented a recommendation for purchase. Dalrymple moved and Neal seconded the motion to purchase seven HVAC systems from Foster Refrigeration and Electric/Heating and Air Conditioning in the amount of \$71,154.00. Six votes were cast in favor with none opposed.

B. Head Start Child Selection Criteria

Sue Ewigman presented a recommendation for approval. Holcomb moved and Neal seconded the motion to approve the Head Start Child Selection Criteria for both preschool and Early Head Start for the non-competitive year 3 grant year. Six votes were cast in favor with none opposed.

C. Consideration of Mission Statement Edit

Dr. Lenny Klaver presented a recommendation for edit. Hoffman moved and Maloney seconded the motion to accept edits to the NCMC Mission Statement as presented. Six votes were cast in favor with none opposed.

D. Personnel

1. Head Start Personnel Items

Holcomb moved and Neal seconded the motion to approve the transfer of Chasity Rardon to Brookfield B teacher effective January 18, 2022. Six votes were cast in favor with none opposed.

Dalrymple moved and Neal seconded the motion to approve the employment of Lynda Brosdahl as Cook for Brookfield B as of January 13, 2022. Six votes were cast in favor with none opposed.

Neal moved and Dalrymple seconded the motion to approve the employment of Karrigan Bowling as Teacher Aide for Bethany. Six votes were cast in favor with none opposed.

2. Resignations

Holcomb moved and Maloney seconded the motion to formally accept the resignation of Zane Robinson, IT Helpdesk Specialist effective February 28, 2022. Six votes were cast in favor with none opposed.

Hoffman moved and Neal seconded the motion to formally accept the resignation of Carmen Austin, Upward Bound Program Coordinator effective July 29, 2022. Six votes were cast in favor with none opposed.

3. Transfer and Employments

Hoffman moved and Holcomb seconded the motion to approve the transfer of Jamie Taylor from part-time North Belt Center Evening Assistant to Andrew County Site Assistant as a full-time, non-exempt, classified staff beginning February 14, 2022. Six votes were cast in favor with none opposed.

Neal moved and Dalrymple seconded the motion to approve the employment of Kyle Jones as Custodian as a full-time, non-exempt, classified staff beginning February 16, 2022. Six votes were cast in favor with none opposed.

Holcomb moved and Neal seconded the motion to approve the employment of Delana Gardner as Campus Store Associate-Retail Operations as a full-time, non-exempt, classified staff beginning March 7, 2022. Six votes were cast in favor with none opposed.

Neal moved and Hoffman seconded the motion to approve the employment of Maggie McAllister as a clinical instructor beginning spring 2022 semester. Six votes were cast in favor with none opposed.

4. Tenure Recommendations

Dalrymple moved and Holcomb seconded the motion to award tenure to full-time faculty members Jack Green, Dr. Sterling Recker, Sophia Swink, and Ashtyn Wilson effective with their next full-time teaching contracts. Six votes were cast in favor with none opposed.

VII. EXECUTIVE SESSION

Holcomb moved and Neal seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate and personnel citing statute 610.021.2 and 610.021.3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Diane Lowrey called the Executive Session to order at 6:55 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Tyson Otto and Dr. Tristan Londre, Vice Presidents; Dr. Lenny Klaver, President; and Kristi Harris, Chief of Staff/Board Clerk.

The board met in closed session.

Dalrymple moved and Holcomb seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Lowrey called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:12 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Dr. Tristan Londre, Vice President; and Kristi Harris, Chief of Staff/Board Clerk.

Hoffman moved and Maloney seconded the motion to formally accept the resignation of Brittany Page, English Instructor effective May 7, 2022. Six votes were cast in favor with none opposed.

VIII. ADJOURNMENT

Dalrymple moved and Holcomb seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:15 p.m.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

March 22, 2022

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Frey Administrative Center Board of Trustees meeting room, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Maryellen Harman, Sterling Recker, and Cassie Cordray faculty; Mitch Holder, and Whitney Trump, staff; Janet Gott and Sue Ewigman representing GHHS; Emma Angel, Alexia Bowyer, Sarah Killen, and Carli Beck students; and Ronda Lickteig and Jennifer Thies, representing the news media.

Holcomb moved and Dalrymple seconded the motion to approve the agenda as presented. Six votes were cast in favor and none opposed.

II. APPROVAL OF THE MINUTES

Hoffman moved and Neal seconded the motion to approve the minutes of the NCMC Board of Trustees regular meeting of February 22, 2022 and the NW WDB meeting minutes from March 1, 2022 as presented. Six votes were cast in favor and none opposed.

III. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Holcomb moved and Hoffman seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Neal moved and Dalrymple seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

IV. COMMUNICATION REPORTS

A. New Employee Introductions

No report

B. Board Presentation: Dual Credit and Early College

Whitney Trump, Director of Regional programs provided the Trustees an update and information about NCMC dual credit and early college programs.

C. Head Start Directors

Janet Gott, Head Start Director provided the Trustees information regarding Head Start enrollment, health screenings, and a recent fire of one of their families.

D. Vice President for Academic Affairs

Dr. Tristan Londre provided an update on the NCMC Testing Center and new programs for fall and updated curriculum. He then gave the floor to Dr. Sterling Recker, Political and Social Sciences faculty. Dr. Recker provided an overview of the curriculum committee, purpose, and overall function.

E. Vice President for Student Affairs

Dr. Kristen Alley announced the MCCA Student Leadership Award nominee, Edward Neill. Dr. Alley also discussed Student Senate elections, RA applications, summer housing, commencement numbers, and upcoming student affairs events.

F. Chief Information Officer

Jennifer Triplett provided the Trustees recent highlights from IT services including information about remote learning classroom upgrade, OneCard Hardware upgrade, US Bank building IT renovations, account security, electronic forms, website redesign, technology needs for Savannah Site, and NCMC's telephony system.

G. President

Dr. Lenny Klaver provided the Trustees information on current legislative issues, an update on major gifts campaign work, Missouri Western Convergent Technology Alliance Center, and praised the women's basketball team for their successful finish at nationals.

V. UNFINISHED BUSINESS

none

VI. NEW BUSINESS

A. Head Start 2022-2023 Policy Council By-Laws

Neal moved and Dalrymple seconded the motion to approve the 2022-2023 Green Hills Head Start Policy Council By-Laws as presented. Six votes were cast in favor and none opposed.

B. Consideration of Bids/Purchases

Holcomb moved and Neal seconded the motion to approve purchase of a 2022 Ford Transit Connect Wagon for \$28,679 and a 2022 Ford F-250 for \$40,680 from Barnes-Baker Automotive of Trenton, MO. Six votes were cast in favor and none opposed.

C. Consideration of Surplus Property

Hoffman moved and Neal seconded the motion to declare the list of IT items as presented surplus property. Six votes were cast in favor with none opposed.

D. Consideration of Tuition, Fees, Room and Board for 2022-2023

Hoffman moved and Neal seconded the motion to accept tuition and fees for the 2022-2023 fiscal year as presented. Six votes were cast in favor with none opposed.

Holcomb moved and Neal seconded the motion to approve a new course fee for the 22-23 academic year to be added to BH201 for student family care safety registry. Hoffman asked what the fee is used for. Londre and Holder provided explanation. Six votes were cast in favor with none opposed.

Neal moved and Maloney seconded the motion to accept the room and board rates for the 2022-2023 fiscal year as presented. Trustees held discussion about the rates. Six votes were cast in favor with none opposed.

E. Consideration of Board Policy (summer four-day) *first reading*

Holcomb moved and Dalrymple seconded the motion to waive the first reading policy. Six votes were cast in favor with none opposed.

Neal moved and Hoffman seconded the motion to accept the policy change to 5.7.6. to include summer four-day work week as presented. Six votes were cast in favor with none opposed.

F. Personnel

1. Resignation and Retirement

Hoffman moved and Dalrymple seconded the motion to formally accept the resignation of Alyssa Black, Trio Administrative Assistant effective March 10, 2022. Six votes were cast in favor with none opposed.

Holcomb moved, with regrets and gratitude, and Dalrymple seconded the motion to formally accept the retirement of Dennis Sager, Life Science Instructor effective July 29, 2022. Six votes were cast in favor with none opposed.

2. Employments

Holcomb moved and Neal seconded the motion to approve the employment of Holly Hernandez as Trio Administrative Assistant as a full-time, non-exempt, classified staff beginning March 28, 2022. Six votes were cast in favor with none opposed.

Dalrymple moved and Neal seconded the motion to approve the employment of Richard Wilson as IT Systems Administrator as a full-time, exempt, AMP beginning March 28, 2022. Six votes were cast in favor with none opposed.

Hoffman moved and Holcomb seconded the motion to approve the employment of Troy Figg and Travis Birkhead as adjunct instructors beginning spring 2022 semester. Six votes were cast in favor with none opposed.

Hoffman moved and Neal seconded the motion to approve the employment of Sarah Musgrove as a clinical instructor beginning spring 2022 semester. Six votes were cast in favor with none opposed.

VIII. ADJOURNMENT

Neal moved and Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 6:19 p.m.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

April 26, 2022

I. CALL TO ORDER/APPROVAL OF THE AGENDA

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Frey Administrative Center Board of Trustees meeting room, by President Diane Lowrey at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Maryellen Harman faculty; Mitch Holder, Holly Hernandez, and Jenna Stevens, staff; Janet Gott and Sue Ewigman representing GHHS; Aubrey Burns and Shelby Penry students; and Ronda Lickteig and Jennifer Thies, representing the news media.

Holcomb moved and Dalrymple seconded the motion to approve the agenda as presented. Six votes were cast in favor and none opposed.

President Lowrey gave special recognition to Ronda Lickteig for her reporting and representation at NCMC Board of Trustees meetings. The board provided gratitude for her long history and service to NCMC.

II. ADMINISTRATION OF THE OATHS OF OFFICE

Board Clerk Kristi Harris administered the Oath of Office to Chris Hoffman and Diane Lowrey and they re-assumed their seats on the board for a six-year term.

III. REORGANIZATION OF THE BOARD

Holcomb moved and Dalrymple seconded the motion to nominate Dr. NiCole Neal as president of the Board of Trustees. There being no other nominations, five votes were cast in favor and none opposed, with Neal abstaining, to name Dr. NiCole Neal as president by acclamation. Neal immediately assumed her role as president, thanking the board for her nomination.

Lowrey moved and Holcomb seconded the motion to nominate Chris Hoffman as vice-president of the Board of Trustees. There being no other nominations, five votes were cast in favor and none opposed, with Hoffman abstaining, to name Chris Hoffman as vice-president by acclimation.

Lowrey moved and Dalrymple seconded the motion to name Kristi Harris as Secretary/Clerk for the Board of Trustees. Six votes were cast in favor and none opposed.

Holcomb moved and Lowrey seconded the motion to name Tyson Otto as Treasurer of the Board of Trustees. Six votes were cast in favor and none opposed.

IV. APPROVAL OF THE MINUTES

Holcomb moved and Dalrymple seconded the motion to approve the minutes of the NCMC Board of Trustees regular meeting of March 22, 2022 as presented. Six votes were cast in favor and none opposed.

V. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Lowrey moved and Hoffman seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Holcomb moved and Lowrey seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

VI. COMMUNICATION REPORTS

A. New Employee Introductions

Holly Hernandez, Trio Administrative Assistant introduced herself to the board.

B. Board Presentation: Advising and Retention

Jenna Stevens, Director of Advising and Retention provided the Trustees with a presentation and information regarding OAR. Trustees then asked questions and thanked Jenna for the information.

C. Head Start Directors

Sue Ewigman, Head Start Director provided Trustees a summary of the Head Start self-assessment. Janet Gott, Head Start Director provided the Trustees information regarding Head Start enrollment, recruitment, staff onboarding/training, and health screenings. Neal inquired about the onboarding process.

D. Vice President for Academic Affairs

Dr. Tristan Londre provided an end of the semester wrap-up summary and discussed new certificates pending state approval for fall. Londre also discussed recent grant applications for the Economic Development Administration. Londre then gave the floor to Dean of Instruction, Mitch Holder.

Dean Holder discussed the recent Tonga flag ceremony and efforts for recruitment and enrollment for students from the Kingdom of Tonga and fielded questions from the Trustees.

President Neal asked the two education students in attendance to introduce themselves. Aubrey Burns and Shelby Penry introduced themselves and discussed their program of study.

E. Vice President for Student Affairs

Dr. Kristen Alley thanked Jenna Stevens for her presentation and her efforts as Director of Advising and Retention. Alley announced MCCA student awards and Student Senate officers for the 22-23 academic year. Alley discussed student mental health efforts, financial aid and OAR numbers, and commencement.

F. Chief Information Officer

Jennifer Triplett provided the Trustees recent highlights from IT services including information about remote learning classroom upgrade, US Bank building IT renovations, and efforts on account security improvements including multi factor authentication for employees and student network account criteria.

G. President

Dr. Lenny Klaver discussed a service region conflict between another community college and a four-year. Klaver gave praise for the Savannah groundbreaking ceremony and discussed legislative bills and the state budget. Klaver summarized his NJCAA conference and provided information on the major gifts campaign.

Dr. John Holcomb commented on commencement and how far NCMC has come in the last 50+ years. Holcomb provided information on TJC commencement from 1964 and his time at TJC as a student. Dalrymple also provided input from his commencement experiences at TJC in the 60s.

V. UNFINISHED BUSINESS

none

VI. NEW BUSINESS

A. Head Start Grievance and Internal Dispute Policy

Lowrey moved and Don seconded the motion to approve the 2022-2023 Green Hills Head Start Public Complaint Policy and Internal Dispute Resolution policy as presented. Six votes were cast in favor and none opposed.

B. Consideration of Bids/Purchases

Lowrey moved and Dalrymple seconded the motion to approve purchase of a SimMan 3G for \$78,419.50 from Laerdal Medical Corporation. Six votes were cast in favor and none opposed.

Lowrey moved and Holcomb seconded the motion to approve purchase of an electronic medication dispensing cabinet for \$36,949.90 from KbPort. Six votes were cast in favor and none opposed.

Holcomb moved and Lowrey seconded the motion to accept the low bid from Joe DeVorss in the amount of \$61,447 for multiple concrete sidewalk projects on campus. Six votes were cast in favor and none opposed.

C. Special Meeting Request

Holcomb moved and Lowrey seconded the motion to set a joint meeting with the NCMC Board of Trustees and the NCMC Foundation on May 26th, 2022 at 5:30 p.m. in Cross Hall. Six votes were cast in favor and none opposed.

D. Consideration of Board Policy (faculty office hours)

Holcomb moved and Dalrymple seconded the motion to waive the first reading policy and move forward with second reading of the proposed board policy. Six votes were cast in favor and none opposed.

Holcomb moved and Lowrey seconded the motion to accept the board policy change for faculty hours as presented. Six votes were cast in favor and none opposed.

E. Personnel

1. Head Start Personnel Items

Holcomb moved and Dalrymple seconded the motion to formally accept the retirement of Connie Anderson, Nutrition Specialist effective June 30, 2022. Six votes were cast in favor and none opposed.

Lowrey moved and Maloney seconded the motion to approve the employment of Heather Harper as full time Cook at Brookfield B beginning March 2, 2022. Six votes were cast in favor and none opposed.

Dalrymple moved and Hoffman seconded the motion to approve the transfer of Lynda Brosdahl from Cook to Teacher Aide at Brookfield B beginning March 28, 2022. Six votes were cast in favor and none opposed.

2. Retirement

Lowrey moved and Holcomb seconded the motion to formally accept the retirement of Randy Young, Facilities Director with gratitude effective June 30, 2022. Six votes were cast in favor and none opposed.

3. Emeritus Recommendations

Dalrymple moved and Lowrey seconded the motion to award emeritus status to Dennis Sager as professor emeritus upon retirement. Six votes were cast in favor and none opposed.

Hoffman moved and Dalrymple seconded the motion to award emeritus status to Randy Young as director emeritus upon retirement. Six votes were cast in favor and none opposed.

4. Employments

Lowrey moved and Holcomb seconded the motion to approve the employment of Colton Greer as IT Helpdesk Specialist as a full-time, non-exempt, classified staff beginning March 30, 2022. Six votes were cast in favor and none opposed.

Dalrymple moved and Lowrey seconded the motion to approve the employment of Stephen Williamson as English Instructor as a full-time, exempt, faculty beginning August 17, 2022. Student Aubrey Burns gave praise to Mr. Williamson and commendation for his hire. Six votes were cast in favor and none opposed.

Lowrey moved and Holcomb seconded the motion to approve the employment of Auric Brockfeld as Mathematics Instructor as a full-time, exempt, faculty beginning August 17, 2022. Six votes were cast in favor and none opposed.

Hoffman moved and Dalrymple seconded the motion to approve the employment of Jessica Wallace as Talent Search Advisor as full-time, exempt, AMP beginning June 6, 2022. Six votes were cast in favor and none opposed.

Hoffman discussed positive comments he has heard about the Talent Search program and their work so far.

Hoffman moved and Dalrymple seconded the motion to approve the employment of Stancy Bond as adjunct instructor beginning summer 2022 semester. Six votes were cast in favor and none opposed.

5. New Faculty Position Recommendation

Holcomb moved and Lowrey seconded the motion to approve a new full-time faculty position for Diagnostic Medical Sonography Director and the job description as presented. Six votes were cast in favor and none opposed.

VII. EXECUTIVE SESSION

Dalrymple moved and Holcomb seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate, legal, and personnel citing statues 610.021.2, 610-021.1, and 610.021.3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Neal called the Executive Session to order at 6:50 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Janet Gott and Sue Ewigman representing Green Hills Head Start; Tyson Otto and Dr. Tristan Londre, Vice Presidents; Dr. Lenny Klaver, President; and Kristi Harris, Chief of Staff/Board Clerk.

The board met in closed session.

Dalrymple moved and Holcomb seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Neal called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:15 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; and Kristi Harris, Chief of Staff/Board Clerk.

Hoffman moved and Dalrymple seconded the motion to purchase property at 1026 Union St. in Unionville, MO in the amount of \$215,000 for the Green Hills Head Start program. Six votes were cast in favor and none opposed.

VIII. ADJOURNMENT

Lowrey moved and Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:22 p.m.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

May 24, 2022

1. CALL TO ORDER

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Frey Administrative Center Board of Trustees meeting room, by President NiCole Neal at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, John Holcomb, Chris Hoffman, Diane Lowrey, Rob Maloney, and NiCole Neal. Also present were Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, Jennifer Triplett, and Tyson Otto, Vice Presidents; Maryellen Harman and Lindsay Oram faculty; Jamie Edwards (virtually), Kimberly Meeker, Merribeth Copeland, staff; Janet Gott and Sue Ewigman representing GHHS; Brent Stevens representing WDB; and Jennifer Thies, representing the news media.

APPROVAL OF THE AGENDA

Holcomb moved and Dalrymple seconded the motion to approve the agenda as presented. Six votes were cast in favor and none opposed.

2. APPROVAL OF THE MINUTES

Hoffman moved and Lowrey seconded the motion to approve the minutes of the NCMC Board of Trustees regular meeting of April 26, 2022 as presented. Six votes were cast in favor and none opposed.

3. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Lowrey moved and Holcomb seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Six votes were cast in favor and none opposed.

Lowrey moved and Hoffman seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Six votes were cast in favor and none opposed.

4. COMMUNICATION REPORTS

A. New Employee Introductions

Jamie Edwards, Andrew County Site Assistant introduced herself to the board.

B. Board Presentation: Financial Aid

Kimberly Meeker, Financial Aid Director and Merribeth Copeland, Financial Aid Representative provided the Trustees with a presentation about the work-study program and answered questions from the Trustees.

C. Head Start Directors

Janet Gott, Head Start Director provided the Trustees information regarding wrapping up the end of the Head Start year, recruitment efforts, staff recruitment efforts, and a recent recognition and award regarding positive behavioral support. Gott also expressed her thanks to the Trustees for the Unionville building.

Sue Ewigman, Head Start Director provided Trustees a summary of the Head Start self-assessment and changes made to the self-assessment goals. Ewigman discussed the possibility of Head Start going to a four-day week. Holcomb discussed Head Start Policy Council.

D. Vice President of Business and Finance

Tyson Otto provided the Trustees with a budget projection showing the budget with a projected consolidated surplus of \$17,741.

E. Vice President for Academic Affairs

Dr. Tristan Londre said that NCMC has received preliminary word the current Upward Bound grant is expected to be renewed with the addition of Brookfield High School. Upward Bound students will be moving in on Monday evening for the summer program. He then gave the floor to Maryellen Harman and Lindsay Oram.

Maryellen Harman and Lindsay Oram discussed the faculty negotiations report and the plan. They expressed thanks for everyone that helped with the work, feedback, and support. Hoffman said the board would always do their best to be fair and reasonable within the means of the college and provided feedback about the proposal.

F. Vice President for Student Affairs

Dr. Kristen Alley provided the Trustees feedback on the graduation survey, discussed a partnership with North Central Missouri Psychological Services, probationary status, the collaboration with CMU Counseling Center, and Financial Aid SAP and HEERF reporting. Alley also discussed upcoming OAR days.

G. Chief Information Officer

Jennifer Triplett provided the Trustees recent highlights from IT services including information about remote learning classroom upgrade, US Bank building IT renovations, and a collaboration with IT Services and the Financial Aid Department regarding knowledge transfer and process improvement efforts.

H. President

In Dr. Klaver's absence, Dr. Tristan Londre provided the president's report. Londre discussed works on a new MCCA structure, state funds allocation and one time funding, CBHE changes in leadership, a possible ARPA grant opportunity, and a fall admissions report. He also discussed major gifts campaign meetings and a reminder about the upcoming joint meeting between the Trustees and Foundation board on Thursday.

5. UNFINISHED BUSINESS

none

6. NEW BUSINESS

A. Head Start COLA and Quality Improvement Funding

Dalrymple moved and Lowrey seconded the motion to approve the Green Hills Head Start COLA and Quality Improvement funding distribution as presented. Six votes were cast in favor and none opposed.

B. Head Start ARP Budget Revision

Lowrey moved and Holcomb seconded the motion to accept the Green Hills Head Start ARP Funding Budget Revision for 2022-2023 as presented. Six votes were cast in favor and none opposed.

C. WDB Merger of Regions

Brent Stevens, WDB Director provided the Trustees an update on WDB progress and discussed recent career fairs and events. He also provided reasons and justifications for a merger between the NW WDB and NE WDB programs. He has proposed the merger to take place on July 1, 2023 and NCMC becoming the fiscal agent for both programs beginning immediately. Discussion and questions were presented regarding the merger.

Hoffman moved and Lowrey seconded the motion to accept the CLEO/WDB/NCMC Grant Recipient/Fiscal Agent Agreement as presented. Six votes were cast in favor and none opposed.

D. Health Insurance Renewal

Tyson Otto presented the Health Insurance renewal and discussed the three plans and options provided by United Healthcare.

Holcomb moved and Hoffman seconded the motion to renew NCMC's 2022-2023 health insurance with United Healthcare at the rates as presented with the college continuing to cover 100% of the monthly premium costs for employees coverage for the first two options listed and in addition to the monthly premium, NCMC contributing \$150/month to an employee's health savings account. Six votes were cast in favor and none opposed.

E. Course Fee Recommendation

Lowrey moved and Holcomb seconded the motion to add a \$500 course fee for the 2022-2023 academic year to FB101 Professional Cooking 1 and FB102 Professional Cooking II. Six votes were cast in favor and none opposed.

F. Personnel

1. Head Start Personnel Items

Lowrey moved and Dalrymple seconded the motion to accept the retirement of Shelby Evans, Unionville Teacher effective June 30, 2022. Six votes were cast in favor and none opposed.

Lowrey moved and Hoffman seconded with thanks to accept the retirement of Marilyn Cranmer, Chillicothe B Teacher Aide effective June 30, 2022. Six votes were cast in favor and none opposed.

Holcomb moved and Hoffman seconded the motion to formally accept the resignation of Tabitha Searcy, Chillicothe B Teacher Aide effective May 26, 2022. Six votes were cast in favor and none opposed.

Lowrey moved and Dalrymple seconded the motion to formally accept the resignation of Marsha Phillips, Chillicothe B Teacher Aide effective May 26, 2022. Six votes were cast in favor and none opposed.

Lowrey moved and Dalrymple seconded the motion to formally accept the resignation of Amber Lamp, Chillicothe A Teacher Aide effective May 25, 2022. Six votes were cast in favor and none opposed.

Hoffman moved and Lowrey seconded the motion to approve the transfer of Regena Renshaw from Trenton Teacher Aide to Nutrition Specialist beginning May 23, 2022. Six votes were cast in favor and none opposed.

2. Resignation

Holcomb moved and Hoffman seconded the motion to formally accept the resignation of Taylor Lavery, Assistant Men's Basketball Coach/Residence Life Coordinator effective May 12, 2022. Six votes were cast in favor and none opposed.

Lowrey moved and Holcomb seconded the motion to formally accept the resignation of Teddy Leffler, Maintenance effective June 3, 2022. Six votes were cast in favor and none opposed.

3. Employments

Holcomb moved and Lowrey seconded the motion to approve the employment of Ally Ockenfels as Upward Bound Academic Advisor as a full-time, exempt, AMP beginning August 1, 2022. Six votes were cast in favor and none opposed.

Lowrey moved and Maloney seconded the motion to approve the employment of Robert Karr as adjunct instructor for Industrial Technology courses beginning summer 2022 semester. Six votes were cast in favor and none opposed.

Lowrey moved and Dalrymple seconded the motion to approve the employment of Ashley Smith as Sonography Program Director as a full-time, exempt, faculty beginning July 5, 2022. Six votes were cast in favor and none opposed.

4. Job Description Changes

Holcomb moved and Lowrey seconded the motion to approve the revised job description for Academic Affairs Coordinator as presented and classification change from classified staff to Administrative, Management, Professional staff (AMP) effective July 1, 2022. Six votes were cast in favor and none opposed.

Hoffman moved and Lowrey seconded the motion to approve the revised job description for Tutoring Center Director as presented and classification change from classified staff to Administrative, Management, Professional staff (AMP) effective July 1, 2022. Six votes were cast in favor and none opposed.

5. New Position Recommendations

Holcomb moved and Lowrey seconded the motion to approve a new full-time classified staff position for Academic Affairs Assistant and the job description as presented. Six votes were cast in favor and none opposed.

Hoffman moved and Dalrymple seconded the motion to approve a new position for the Workforce Development Board (WDB) for Compliance Coordinator Northeast Workforce Development Board/NCMC and the job description as presented. Six votes were cast in favor and none opposed.

6. 2022-2023 Salary Schedules and Salary Recommendations

Dalrymple moved and Holcomb seconded the motion to approve the 2022-2023 year NCMC salary schedules, salaries, and stipends as presented. Six votes were cast in favor and none opposed.

7. EXECUTIVE SESSION

Holcomb moved and Dalrymple seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate, legal, and personnel citing statues 610.021.2, 610-021.1, and 610.021.3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Neal called the Executive Session to order at 6:50 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Tyson Otto and Dr. Tristan Londre, Vice Presidents; and Kristi Harris, Chief of Staff/Board Clerk.

The board met in closed session.

Hoffman moved and Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Holcomb, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Neal called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:04 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Dr. John Holcomb, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Tyson Otto and Dr. Tristan Londre, Vice Presidents; and Kristi Harris, Chief of Staff/Board Clerk.

8. ADJOURNMENT

Holcomb moved and Lowrey seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:05 p.m.



**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF TRUSTEES/FOUNDATION BOARD OF DIRECTORS
NORTH CENTRAL MISSOURI COLLEGE**

May 26, 2022

CALL TO ORDER/APPROVAL OF THE AGENDA

The special meeting of the Board of Trustees, North Central Missouri College, was called to order by President NiCole Neal at 5:43 p.m. in Cross Hall 107. The roll call showed the following members present: NiCole Neal, Don Dalrymple, Chris Hoffman, and Dr. John Holcomb. Diane Lowrey and Rob Maloney were absent. Also present were; Kristi Harris, Board Clerk; Alicia Endicott, administrative staff; Tricia Key, classified staff; Foundation Board of Directors members Cathy Bailey, Harry Bratton, Chad Boyd, Phil Hamilton, Glenda Homedale, Phyllis Jackson, Cathy McKay, Allan Seidel, and Cathie Smith.

The Foundation conducted business for their quarterly meeting including approval of a title change for Alicia Endicott to Foundation Executive Director. Kristi Harris on behalf of NCMC President Lenny Klaver gave an update on the state of the college.

ADJOURNMENT

Dalrymple moved and Holcomb seconded the motion to adjourn the special meeting of the Board of Trustees. Four votes were cast in favor and none were opposed. President Neal declared the meeting adjourned at 7:10 p.m.



**REGULAR MEETING OF THE
BOARD OF TRUSTEES
NORTH CENTRAL MISSOURI COLLEGE**

June 28, 2022

1. CALL TO ORDER

The regular meeting of the Board of Trustees, North Central Missouri College, was called to order in the Frey Administrative Center Board of Trustees meeting room, by President NiCole Neal at 5:30 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Diane Lowrey, Rob Maloney, and NiCole Neal. Also present were Lenny Klaver, President; Kristi Harris, Board Secretary/Clerk; Kristen Alley, Tristan Londre, and Tyson Otto, Vice Presidents; Janet Gott and Sue Ewigman representing GHHS; Brent Stevens representing WDB; and Jennifer Thies, representing the news media. Trustee John Holcomb was absent.

APPROVAL OF THE AGENDA

Dalrymple moved and Lowrey seconded the motion to approve the agenda as presented. Five votes were cast in favor and none opposed.

2. APPROVAL OF THE MINUTES

Hoffman moved and Dalrymple seconded the motion to approve the minutes of the NCMC Board of Trustees regular meeting of May 24, 2022 and the May 26, 2022 special meeting as presented. Five votes were cast in favor and none opposed.

3. APPROVAL OF THE FINANCIAL REPORTS AND BILLS

Lowrey moved and Hoffman seconded the motion to approve the Treasurer's Reports for North Central Missouri College, Head Start, and WIOA all as presented. Five votes were cast in favor and none opposed.

Hoffman moved and Lowrey seconded the motion to approve the payment of the monthly bills for North Central Missouri College, Head Start, and WIOA, all as presented. Five votes were cast in favor and none opposed.

4. COMMUNICATION REPORTS

A. Head Start Directors

Janet Gott, Head Start Director provided the Trustees information regarding four-day week pilot programs in Milan and Bethany, staffing, the Unionville building, eligibility, and enrollment.

B. Vice President for Academic Affairs

Dr. Tristan Londre provided the Trustees information on the recent Dual Credit workshop, dual credit accreditation, fall enrollment sessions, a partnership with Graceland University for education courses, and CNEA nursing accreditation status of requiring clinical instructors to have or be pursuing a master's degree. Londre and the nursing department are looking into the matter further. He also discussed Perkins core file and other end of year reporting.

C. Vice President for Student Affairs

Dr. Kristen Alley provided the Trustees information on Title IX proposed changes and an update on housing agreements and capacity. Anchor residence halls are full and housing agreements are up 30 from last year. She also provided information on OAR sessions and a recent campus activities retreat on campus.

H. President

Dr. Lenny Klaver provided the Trustees information on recent capital campaign visits, MCCA restructure, visits and events in St. Joseph/Savannah area, and updates regarding other colleges and universities. He also provided a legislative update and discussed the community college funding formula. He provided an enrollment report noting NCMC is up in head count and credit hours both for summer and fall semesters.

5. UNFINISHED BUSINESS

none

6. NEW BUSINESS

A. Head Start Self Assessment and Community Assessment

Dalrymple moved and Lowrey seconded the motion to approve the Green Hills Head Start self assessment and community assessment as presented. Five votes were cast in favor and none opposed.

B. Consideration of Bids/Purchases

Lowrey moved and Hoffman seconded the motion to approve the purchase of server hardware and services for the Savannah campus from Sourcewell consortium by CDWG for \$40,398.54. Five votes were cast in favor and none opposed.

Hoffman moved and Lowrey seconded the motion to approve the purchase of network hardware and licensing for the Savannah campus from Soucewell consortium by CDWG for \$315,755.88. Five votes were cast in favor and none opposed.

Hoffman moved and Dalrymple seconded the motion to approve the payment of Ellucian software and support fees for \$59,372. Five votes were cast in favor and none opposed.

C. 2022-2023 College Catalog

Alley presented the college catalog and Dalrymple asked about hardcopies. Dalrymple also stated the map needs to be updated to reflect the new location of the Bookstore.

Lowrey moved and Dalrymple seconded the motion to approve the 2022-2023 NCMC college catalog with recommended changes. Five votes were cast in favor and none opposed.

D. 2022-2023 NCMC Budget

Otto presented the 22-23 NCMC Budget. Hoffman asked a question about nursing fees and noted the significant increase in personnel cost.

Hoffman moved and Dalrymple seconded the motion to approve the 2022-2023 NCMC unrestricted/operational budget and the auxiliary service budget as presented. Five votes were cast in favor and none opposed.

E. PY 2022 NW WDB Budget and Salaries

Lowrey moved and Maloney seconded the motion to approve the WDB PY 2022 administrative budget/salaries as presented. Five votes were cast in favor and none opposed.

Klaver offered praise to Brent Stevens for his leadership and hard work over the past year.

F. Personnel

1. Head Start Personnel Items

Lowrey moved and Dalrymple seconded the motion to accept the resignation of Kortney Nelson, Teacher Aide, Chillicothe A effective May 18, 2022.. Five votes were cast in favor and none opposed.

Lowrey moved and Hoffman seconded the motion to accept the resignation of Margaret Groves, Teacher Aide, Bethany effective May 20, 2022.. Five votes were cast in favor and none opposed.

Lowrey moved and Dalrymple seconded the motion to formally accept the resignation of Aundrea Lopez, Teacher Aide, Trenton effective May 26, 2022. Five votes were cast in favor and none opposed.

Lowrey moved and Hoffman seconded the motion to approve the employment of Katie Gaberry as Unionville Teacher effective May 23, 2022. Five votes were cast in favor and none opposed.

Maloney moved and Dalrymple seconded the motion to approve the employment of Alexis Clements as Teacher Aide, Brookfield A effective June 1, 2022. Five votes were cast in favor and none opposed.

2. Resignation

Dalrymple moved and Hoffman seconded the motion to formally accept the resignation of McKinley Hurley, Assistant Softball Coach/Residence Life Coordinator effective June 30, 2022. Five votes were cast in favor and none opposed.

3. Employments

Lowrey moved and Dalrymple seconded the motion to approve the employment of Jonathan “Hank” Mathews as Assistant Men’s Basketball Coach/Residence Life Coordinator as a full-time, exempt, AMP beginning June 13, 2022. Five votes were cast in favor and none opposed.

Lowrey moved and Hoffman seconded the motion to approve the employment of Cole McAdams as Director of Facilities as a full-time, exempt, AMP beginning June 29, 2022. Five votes were cast in favor and none opposed.

Lowrey moved and Hoffman seconded the motion to approve the employment of Ralph Filipelli as adjunct instructor for Business-food and beverage courses beginning summer 2022 semester. Five votes were cast in favor and none opposed.

Hoffman moved and Lowrey seconded the motion to approve the employment of Kristie Cross as adjunct instructor for communication courses beginning fall 2022 semester. Five votes were cast in favor and none opposed.

4. Revised Organizational Chart

Holcomb moved and Lowrey seconded the motion to approve the updated 2022-2023 organizational chart as presented.. Five votes were cast in favor and none opposed.

7. EXECUTIVE SESSION

Lowrey moved and Dalrymple seconded the motion to close the regular meeting and reconvene in Executive Session to discuss real estate, legal, and personnel citing statues 610.021.2, 610-021.1, and 610.021.3 which allow the Board to do so. Roll call vote showed Dalrymple, aye; Hoffman, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Neal called the Executive Session to order at 6:46 p.m. in the Board of Trustees Meeting room, Frey Administrative Center. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Dr. Tristan Londre, Vice President; and Kristi Harris, Chief of Staff/Board Clerk.

The board met in closed session.

Hoffman moved and Dalrymple seconded the motion to adjourn the Executive Session and reconvene in regular session. Roll call vote showed Dalrymple, aye; Hoffman, aye; Lowrey, aye; Maloney, aye; and Neal, aye.

President Neal called the regular session to order in the Board of Trustees Meeting room, Frey Administrative Center, at 7:05 p.m. The roll call showed the following members present: Don Dalrymple, Chris Hoffman, Diane Lowrey, Rob Maloney, and Dr. NiCole Neal. Also present were Dr. Lenny Klaver, President; Dr. Tristan Londre, Vice President; and Kristi Harris, Chief of Staff/Board Clerk.

8. ADJOURNMENT

Lowrey moved and Dalrymple seconded the motion to adjourn the regular meeting of the Board of Trustees. Six votes were cast in favor and none opposed. President Lowrey declared the meeting adjourned at 7:05 p.m.