

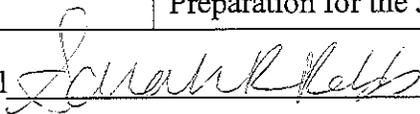
# New Program Request Form

## CA1

### General Information

Institution submitting proposal	Neosho County Community College
Name, title, phone, and email of person submitting the application (contact person for the approval process)	Brenda Krumm, Dean 620.432.0364 bkrumm@neosho.edu
Identify the person responsible for oversight of the proposed program	Brenda Krumm
Title of proposed program	Plumbing
Proposed suggested Classification of Instructional Program (CIP) Code	46.0503
CIP code description	A program that prepares individuals to practice as licensed plumbers by applying technical knowledge and skills to lay out, assemble, install, and maintain piping fixtures and systems for steam, natural gas, oil, hot water, heating, cooling, drainage, lubricating, sprinkling, and industrial processing systems in home and business environments. Includes instruction in source determination, water distribution, waste removal, pressure adjustment, basic physics, technical mathematics, blueprint reading, pipe installation, pumps, welding and soldering, plumbing inspection, and applicable codes and standards.
Standard Occupation Code (SOC) associated to the proposed program	47-2152
SOC description	<b>Occupation Title:</b> Plumbers <b>Occupation Description:</b> Assemble, install, or repair pipes, fittings, or fixtures of heating, water, or drainage systems, according to specifications or plumbing codes.
Number of credits for the degree <u>and</u> all certificates requested	21
Proposed Date of Initiation	Fall 2023
Specialty program accrediting agency	NA
Industry certification	OSHA 10, NCCER Core and Plumbing Level 1 Preparation for the Journeyman Plumbing exam

Signature of College Official



Date

9/26/22

Signature of KBOR Official

Date

## **Narrative**

Completely address each one of the following items for new program requests. Provide any pertinent supporting documents in the form of appendices, (i.e., minutes of meetings, industry support letters, CA1-1a form).

*Institutions requesting subordinate credentials need only submit the following sections:*

*1) General Information, 2) Program Rationale, 3) Complete catalog descriptions (including program objectives) for the proposed program, 4) List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program, 5) List any pertinent program accreditation available (rationale for seeking or not seeking accreditation and plan to achieve accreditation), and 6) Program Approval at the Institution Level.*

### **Program Rationale**

- Provide an overall explanation and background surrounding the development of the proposed program. Include where the idea came from, who was involved, and why the program is needed.

Neosho County Community College was made aware of the local need for plumbers in 2018 and started the development of a new program. At that time funding was not available to move forward with program development. Recently, NCCC received approval to use Title III funds to develop a plumbing program. This includes instructor salaries and equipment for the program. This program will be housed in the newly renovated Mitchell Career and Technology Center in Chanute. Over \$5 million dollars in grants and donations were received to create the MCTC.

The local need for plumbing is greater today than it was in 2018 and NCCC now has funding and a facility to house the program.

### **Program Description**

- Provide a complete catalog description (including program objectives) for the proposed program.

The Plumbing certificate program is a 21-credit hour program that includes theory, hands-on application, and an externship. In Kansas individual cities and counties issue licenses for plumbers. Check your local area to determine specific licensing requirements. The first requirement is typically attainment of the Journeyman classification through training and passing the Journeyman exam. This program provides foundational skills that will assist students in their work as an apprentice and provide knowledge needed for the Journeyman exam.

The program utilizes the National Center for Construction Education and Research (NCCER) curriculum. NCCER is a nationally recognized credentialing and certification system. Successful students will obtain the NCCER Core and Plumbing Level 1 credentials. Successful students will also obtain OSHA 10 certification.

In this program, students will learn about the plumbing trade including an overview of the profession, safety, plumbing tools, plumbing math, and blueprints. Students will learn about plastic, copper, cast-iron, and carbon steel plumbing materials and the differences of each. Students will have hands-on experience with fixtures, drains, waste, vent systems, water distribution systems, and the International Plumbing Code. US Department of Labor, Bureau of Labor Statistics indicates employment of plumbers is expected to grow 11.9% in southeast Kansas and 6.1% statewide from 2018 to 2028. The median annual wage for plumbers in Kansas was \$52,780 in 2018.

### **Plumbing Certificate Program Outcomes**

1. Demonstrate an understanding of OSHA safety standards.
  2. Demonstrate the ability to correctly use power and hand tools.
  3. Demonstrate the ability to read blueprints.
  4. Use basic math to perform plumbing-related calculations.
  5. Demonstrate proper techniques to measure, cut, and join plastic pipe and copper tube.
  6. Demonstrate proper techniques to measure, cut, and join cast-iron and steel pipes.
  7. Demonstrate proper installation techniques for plumbing fixtures, drain, waste, and vent systems.
  8. Demonstrate employability skills.
- List and describe the admission and graduation requirements for the proposed program.

Although there are no examinations required for general admission, all degree-seeking students and students enrolling in English composition or mathematics courses must provide placement scores from a testing instrument approved by the college. Degree-seeking students without placement scores must take the college's resident placement test.

Official transcripts of all GED or high school work and transcripts of all prior college coursework are required of all degree-seeking students. Transcripts must be sent directly to the student services office at NCCC by the issuing school.

The following are categories of students who will be admitted to NCCC:

1. Graduates of an accredited high school;
2. High school students who have completed the freshman year of high school and are approved by the high school administration;
3. Gifted children, as defined in K.S.A. 72-962 (g), who are enrolled in any of the grades 9 through 12 and who have been recommended for early college enrollment;
4. High school students who have not completed their freshman year or have not been designated as gifted may enroll for audit during summer session with permission of their high school principal;
5. Persons who have successfully completed the General Education Development (GED) test battery;
6. Persons 18 years of age or older who have not graduated from a state-accredited high school may be admitted conditionally after taking the ACCUPLACER or other suitable assessment to determine if the student has the ability to benefit from the courses in which the student wishes to enroll;
7. Students transferring from an accredited college or university;
8. Students who were home schooled and those from non-accredited high schools will be accepted for admission provided they take the ACT or SAT exams and obtain an ACT composite score of 20 or higher, or an SAT composite score of 850 or higher. Any student from a non-accredited high school must also take the ACCUPLACER for proper placement;
9. Students that have been determined by NCCC, after evaluation of their educational credentials, to be able to benefit from the courses in which they wish to enroll.
10. Students who demonstrate the ability to benefit from college as defined by NCCC policy.

The Board of Trustees grants a variety of certificates. Requirements for the certificates include the successful completion of all courses within the certificate and a minimum cumulative GPA of 2.0 in all courses within the certificate. To be eligible for a certificate, students must have earned at least 50% of the certificate hours from NCCC including their final semester at NCCC.

Course numbers under 100 will not count toward the hours required for the certificate. All currently enrolled students who plan to receive a certificate at the conclusion of any semester must file Intent to Receive Certificate form at the time they enroll for their final semester so that their records may be checked to ensure that all certificate requirements have been met.

Students in the Electrical Technology program must successfully complete the 21 credit hours in the program with a cumulative GPA of 2.0 or higher in all program courses.

**Demand for the Program**

- Using the Kansas Department of Labor’s Long Term Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections: occupational growth, occupational replacement rates, estimated annual median wages, and typical education level needed for entry.

Kansas Long-term Occupational Projections 2018-2028 Statewide								
Employment		Employment Change						
2018	2028	Numerical	Percent	Annual Openings	Exits	Transfers	Total Openings	Annual Median Wage
5,149	5,462	313	6.1%	619	1,551	4,334	6,198	\$52,780
Southeast Region								
235	263	28	11.9%		73	203	304	\$47,761

- Show demand from the local community. Provide letters of support from at least three potential employers, which state the specific type of support they will provide to the proposed program.

Company Name	Advisory Committee	Guest Speaker	Internship Site	Hire graduates	Donate Supplies	General Support
CDL	X	X		X	X	X
Lamp Liters, Inc	X		X	X		X
White Plumbing Co	X	X		X		X
Kane Plumbing	X	X	X			X
City of Lawrence		X	X	X		X
Steanson Plumbing	X					X
City of Chanute						X

- If the program/coursework will be made available to high school students, provide letters of support from local high schools and/or districts that intend to participate.

School District	Letter of Support
Iola – USD 257	Attached
Chanute – USD 413	Attached

- Describe how the Perkins Comprehensive Local Needs Assessment supports the program initiation.

Plumbing was identified as a gap in the February 1, 2022 PCLNA for the Chanute region. A severe shortage of plumbers currently exists in Southeast Kansas. On page 10 on the PCLNA the plumbing pathway/program is identified with a demand of 30 annual openings and a high annual wage of \$48,420. It was noted that the local stakeholder team identified gaps in availability of service. Long wait times are common for in home repairs. The team also discussed that facilities are often in the market for plumbing specialists, rather than general maintenance personnel. The team reported unanimous support for this program in the region.

- Describe/explain any business/industry partnerships specific to the proposed program.

*If a formal partnership agreement exists, agreement explaining the relationship between partners and documenting support to be provided for the proposed program must be submitted to the Board office independent from the CAI materials for review purposes. The agreement will not be published or posted during the comment period.*

Numerous plumbing entities have agreed to assist the program by serving on the advisory committee, serving as guest speakers, providing internship sites, hiring graduates, donating supplies, and providing general support of the program. While no formal partnership agreements exist, all entities expressed support of the program.

The City of Chanute provided extensive feedback on the design of the program. This program is a relatively short training program – 21 credit hours. The City and the employers are supportive of this CERTA program as it will get students into the workforce quickly, with specific skills that are necessary to work as an plumbing apprentice. As noted in the email from the City of Chanute, plumbing apprentices are often used as “laborers and go fors” who do not understand the rationale behind the techniques being performed by the journeyman or master plumber. This training program will provide dedicated time to teach the skills needed, the rationale for the skills, and the codes that govern plumbing. While this program will not eliminate the need for two years of apprenticeship, it will provide valuable knowledge of topics that will be included on the journeyman examination. The program includes instruction on the calculations and equations needed for water, sewer, and vent needs, which are often the most difficult topics for journeymen and master plumbers to teach apprentices.

Valuable partnerships exist that will assist students in being placed in internship positions. The term *externship* is used synonymously with the term *internship* in this document. Typically the term *externship* refers to unpaid positions and we do not require employers to pay students during this course; however, employers are more familiar with the term *internship*.

The USD 413 and 257 school districts received a Work-Based Learning grant. They are actively placing their high school students in job opportunities that complement CTE training. They will assist NCCC in finding paid or unpaid internship opportunities for our plumbing students. The USD 413 CTE coordinator, who oversees the Work-Based Learning grant, is housed in the Mitchell Career and Technology Center, where the plumbing program is located.

The local KansasWorks office with three employees is also located in the Mitchell Career and Technology Center. These individuals will assist students in finding employment after they complete the plumbing training program.

Finally, NCCC has a Guided CTE Pathways Coordinator is housed at the Mitchell Career and Technology Center. The role of this coordinator is to find and support the internship opportunities for these plumbing students. She is tasked with helping students stay on the plumbing path to completion.

She assists them if they struggle in the coursework and she assists in making sure they enroll in the second semester and beyond.

### Duplication of Existing Programs

- Identify similar programs in the state based on CIP code, title, and/or content. For each similar program provide the most recent K-TIP data: name of institution, program title, number of declared majors, number of program graduates, number of graduates exiting the system and employed, and annual median wage for graduates exiting the system and employed.

Program Search on the KBOR website shows three institutions with Plumbing programs in Kansas.

#### 2020 K-TIP Data

Institution	Program Title	Total # Declared Majors	# Program Graduates	# graduates exiting the system and employed	Annual Median wage for graduates exiting and employed
Barton Community College	Plumbing / 16 credit hour CERT CIP 46.0503	33	26	24	*
Johnson County Community College	Plumbing Technology / 30 credit hour CERT CIP 46.0503	*	*	*	*
North Central Kansas Technical College	Plumbing, Heating & Air Conditioning / 44 credit hour CERT CIP 47.0201	32	24	21	\$30,506
Northwest Kansas Technical College	Plumbing / 68 credit hour AAS CIP 46.0503	Starts in 2023			
Northwest Kansas Technical College	Plumbing / 28 credit hour CERT CIP 46.0503	Starts in 2023			
Washburn Institute of Technology	Plumbing Technology / 30 credit hour CERT CIP 46.0503	Starts in 2023			
<i>*Data was not present in the 2020 K-TIP Report for Johnson County's Plumbing Technology program under CIP 46.0503. Data was present for their Heating, Air Conditioning, Ventilation and Refrigeration maintenance Technology program (CIP 47.0201). Data for that CIP is listed below for JCCC.</i>					
Johnson County Community College	HVAC and Refrigeration CIP 47.0201	122	26	18	\$52,022

- Was collaboration with similar programs pursued:
  - Please explain the collaboration attempt or rationale for why collaboration was not a viable option.

Collaboration was not pursued. NCCC can provide this short (21 credit hour) certificate program and meet the needs independently.

This program was requested by residents in the Southeast portion of Kansas. This program was also identified as a gap in the most recent Carl Perkins Needs Assessment for the Chanute region. A severe shortage of plumbers currently exists in Southeast Kansas.

### **Program Information**

- List by prefix, number, title, and description all courses (including prerequisites) to be required or elective in the proposed program.

### **CMCT 105 OSHA 10 Safety Orientation**

1 credit hour

This course provides students with the best practices for some of the most common and hazardous situations on the job site. It is designed for all students prior to working on the job site.

1. Demonstrate the knowledge of OSHA.

### **CMCT 106 Introduction to Craft Skills**

3 credit hours

This course explains the safety obligations of workers, supervisors, and managers to ensure a safe workplace. It discusses the causes and results of accidents and the impact of accident costs. It defines safe work procedures, proper use of personal protective equipment, and working with hazardous chemicals. It further identifies other potential construction hazards, including hazardous material exposures, welding and cutting hazards and confined spaces.

1. Demonstrate the fundamentals of Basic Safety. MODULE 00101-15 –BASIC SAFETY & CONSTRUCTION SITE SAFETY ORIENTATION
2. Demonstrate the ability to perform construction math. MODULE 00102-15 – INTRODUCTION TO CONSTRUCTION MATH
3. Demonstrate the ability to correctly use hand tools. MODULE 00103-15 – INTRODUCTION TO HAND TOOLS
4. Demonstrate the ability to correctly use power tools. MODULE 00104-15 – INTRODUCTION TO POWER TOOLS
5. Demonstrate the ability to read and utilize blueprints. MODULE 00105-15 – INTRODUCTION TO CONSTRUCTION DRAWINGS
6. Demonstrate basic rigging. MODULE 00106-15 –INTRODUCTION TO BASIC RIGGING
7. Demonstrate basic communication skills. MODULE 00107-15 – BASIC COMMUNICATION SKILLS
8. Demonstrate basic employability skills. MODULE 00108-15 – BASIC EMPLOYABILITY SKILLS

### **ELEC 102 Print Reading**

3 credit hours

This course teaches students to read specification manuals and prints as applied to residential, commercial, and industrial buildings.

1. Identify standard electrical symbols and notations
2. Interpret dimensions using scales
3. Identify basic layout of drawing set
4. Identify site plans, floor plans, one line diagrams and detail drawings

### **PLMB 102 Plumbing Fundamentals**

3 credit hours

This course introduces students to the careers available in the plumbing profession. It covers safety and basic tools of the plumbing trade. This course introduces plumbing math and application of calculations.

1. Describe the tasks and responsibilities of professionals in the plumbing industry.
2. Discuss common causes of plumbing-related accidents and injuries.
3. Identify basic plumbing tools and describe their functions.
4. Demonstrate proper use, care, and maintenance of basic plumbing tools.
5. Use basic math to perform plumbing-related calculations.

### **PLMB 104 Plastic and Copper Pipe, Tube, and Fittings**

3 credit hours

This course introduces the various types of materials, schedules, and applications of plastic and copper piping and tubing. Students will learn how to determine the appropriate types of fittings, valves, hangers, and supports needed for plastic piping and copper tubing and demonstrate the ability to measure, cut, and join plastic piping and copper tubing.

1. Identify the various types of plastic pipe and copper tube.
2. Identify the material properties, storage, and handling requirements of plastic pipe and copper tube.
3. Identify the types of fittings and valves used with plastic pipe and copper tube.
4. Identify the techniques used in hanging and supporting plastic pipe and copper tube.
5. Properly measure, cut, and join plastic pipe and copper tube.
6. Identify the hazards and safety precautions associated with plastic pipe and copper tube.

### **PLMB 106 Cast Iron and Carbon Steel Pipe and Fittings**

3 credit hours

This course introduces proper and improper applications of cast-iron and steel pipe and fittings. Students will learn how to identify materials, schedules, and fittings used with cast-iron piping and steel pipe, as well as how to properly measure, cut, join, and support cast-iron and steel pipe.

1. Identify the various types of cast-iron and steel pipes.
2. Identify the material properties, storage, and handling requirements of cast-iron and steel.
3. Identify the types of fittings and valves used with cast-iron and steel pipe.
4. Identify the techniques used in hanging and supporting cast-iron and steel pipe.
5. Properly measure, cut, and join cast-iron and steel pipes.
6. Identify the hazards and safety precautions associated with cast-iron and steel pipe.

### **PLMB 108 Fixtures and Drain, Waste, and Vent Systems**

3 credit hours

This course discusses the most common types of fixtures and the types of faucets available. It covers the factors that influence drain, waste, and vent system design and how different types of drains, fittings, vents, and pipe are used to move waste out of a building. Students will learn installation requirements that prevent malfunctions in the system. Additionally, students will learn the processes in which water is distributed.

1. Identify the basic types of materials used in the manufacture of plumbing fixtures.

2. Identify common types of sinks, lavatories, faucets, bathtubs, showers, toilets, urinals, and bidets.
3. Identify and describe common types of drinking fountains and water coolers as well as other appliances connected by a plumber.
4. Explain how waste moves from a fixture through the drain system to the environment.
5. Identify the major components of a drainage system and describe their functions.
6. Describe the different types of traps, their components, their role, and sealing features.
7. Describe the code and health issues, violations, and consequences related to DWV systems.
8. Describe the process by which water is distributed in municipal, residential, and private water systems.

### **PLMB 110 Plumbing Externship**

2 credit hours

This course provides an opportunity for formal classroom training to be applied in a supervised work experience. A minimum of 100 hours work under a licensed plumber is required.

1. Demonstrate workplace skills directly related to the plumbing industry.
2. Demonstrate workplace skills common to all jobs.

- If the proposed program includes multiple curricula (e.g., pathways, tracks, concentrations, emphases, options, specializations, etc.), identify courses unique to each alternative.

No additional coursework is available. After completing the training, students will be assisted in finding employment in the field. After one year in the field, students may sit for the

- Provide a Program of Study/Degree Plan for the proposed program including a semester-by-semester outline that delineates required and elective courses and notes each program exit point.

The following sequence of courses will be offered during the day for high school students and for traditional college students who may be taking additional coursework.

<b>Sequence of Courses</b>		<b>Cr Hrs</b>
<b>Semester I</b>		
CMCT 105	OSHA 10 Safety Orientation	1
CMCT 106	Introduction to Craft Skills	3
ELEC 102	Print Reading	3
	<b>Total</b>	<b>7</b>
<b>Semester II</b>		
PLMB 102	Plumbing Fundamentals	3
PLMB 104	Plastic and Copper Pipe, Tube, and Fittings	3
	<b>Total</b>	<b>6</b>
<b>Semester III</b>		
PLMB 106	Cast Iron and Carbon Steel Pipe and Fittings	3
PLMB 108	Fixtures and Drain, Waste, and Vent Systems	3
	<b>Total</b>	<b>6</b>
<b>Semester IV</b>		
PLMB 110	Plumbing Externship	2
	<b>Total</b>	<b>2</b>
<b>Total Plumbing Certificate Credits</b>		<b>21</b>

For students needing full-time coursework, the following schedule could be utilized.

<b>Sequence of Courses</b>		<b>Cr Hrs</b>
<b>Semester I</b>		
CMCT 105	OSHA 10 Safety Orientation	1
CMCT 106	Introduction to Craft Skills	3
ELEC 102	Print Reading	3
PLMB 102	Plumbing Fundamentals	3
PLMB 104	Plastic and Copper Pipe, Tube, and Fittings	3
<b>Total</b>		<b>13</b>
<b>Semester II</b>		
PLMB 106	Cast Iron and Carbon Steel Pipe and Fittings	3
PLMB 108	Fixtures and Drain, Waste, and Vent Systems	3
LMB 110	Plumbing Externship	2
<b>Total</b>		<b>9</b>
<b>+ Additional elective course</b>		<b>3</b>
<b>Total Plumbing Certificate Credits</b>		<b>21 +3</b>

- List any pertinent program accreditation available:
  - Provide a rationale for seeking or not seeking said accreditation.
  - If seeking accreditation, also describe the plan to achieve it.

Not applicable.

**Faculty**

- Describe faculty qualifications and/or certifications required to teach in the proposed program.

Experience with maintenance, construction, and plumbing including 4,000 hours in the field, plus industry credential are minimum requirements. Licensed master plumber preferred.

**Cost and Funding for Proposed Program**

- Provide a detailed budget narrative that describes all costs associated with the proposed program (physical facilities, equipment, faculty, instructional materials, accreditation, etc.).

Costs:

Physical Facilities: This program will be housed in NCCC’s Mitchell Career and Technology Center which was constructed with \$5.3 million dollars of grants and donations.

Equipment/Supplies: The following items will be purchased for the plumbing lab. Title III grant funds will pay for these needs, \$78,508.05. Complete list provided.

Qty	Part number	Description	Mfg	Price Per 1	Ext. Price
12	<a href="#">01762-06C</a>	SAFETY GLASSES FRAMELESS CLEAR	Greenlee	\$4.06	\$48.71
12	<a href="#">01762-07C</a>	SAFETY GLASSES OVER-WRAP CLEAR	Greenlee	\$6.15	\$73.84
12	<a href="#">0358-14L</a>	GLOVES TRADESMAN L	Greenlee	\$14.51	\$174.07
12	<a href="#">0358-14XL</a>	GLOVES TRADSMAN XL	Greenlee	\$14.54	\$174.50
12	<a href="#">36248</a>	8" Torpedo Level	Ridgid	\$40.34	\$484.11
6	<a href="#">20238</a>	212 Pro Arc Hacksaw	Ridgid	\$18.17	\$108.99
12	93785	18TPI hacksaw blade	Ridgid	\$16.89	\$202.73
3	<a href="#">713</a>	PLUMBER STUD PUNCH	Greenlee	\$469.31	\$1,407.92
3	<a href="#">710</a>	PUNCH ASSEMBLYSTUD-METAL 710.	Greenlee	\$248.78	\$746.35
6	40653	18V Cordless Combo Kit (Hammer Drill, Impact driver, Recip, circ. Saw, light)	Ridgid	\$714.28	\$4,285.66
6	<a href="#">DDKIT-1-68</a>	68 PIECE ELECTRICANS DRILL/DRIVER KIT	Greenlee	\$52.88	\$317.30
6	<a href="#">47057</a>	812 PIPE WRENCH	Ridgid	\$42.06	\$252.36
6	<a href="#">31005</a>	8-IN STR PIPE WRENCH	Ridgid	\$21.45	\$128.69
6	<a href="#">31025</a>	18-IN STR PIPE WRENCH	Ridgid	\$40.94	\$245.65
6	<a href="#">31030</a>	24-IN STR PIPE WRENCH	Ridgid	\$64.80	\$388.81
1	<a href="#">92685</a>	TONG, CHAIN 3237 2-12" DE	Ridgid	\$845.80	\$845.80
6	<a href="#">31345</a>	30-IN STRAP WRENCH	Ridgid	\$36.77	\$220.59
6	<a href="#">31400</a>	Spud Wrench	Ridgid	\$38.67	\$232.03
6	<a href="#">0354-01</a>	7 PC WRENCH SET	Greenlee	\$66.01	\$396.08
6	<a href="#">27023</a>	WRENCH ONE STOP	Ridgid	\$25.01	\$150.07
6	<a href="#">86912</a>	10" adjustable Wrench	Ridgid	\$19.94	\$119.65
6	<a href="#">31170</a>	1010 Basin Wrench	Ridgid	\$28.24	\$169.42
6	<a href="#">57003</a>	EZ Change Faucet Tool	Ridgid	\$20.34	\$122.05
12	62352	9-1/2" Pump Pliers	Ridgid	\$16.01	\$192.15
3	<a href="#">40195</a>	1/8-4-IN BNCH CHN VISE	Ridgid	\$207.91	\$623.73
3	<a href="#">40080</a>	21A 1/8 - 2" Bench Yoke Vise	Ridgid	\$173.20	\$519.61
6	<a href="#">36273</a>	460-6 TRISTAND CHAIN VISE	Ridgid	\$408.47	\$2,450.81
6	<a href="#">30088</a>	RATCHET PLASTIC PIPE CUTTER 1/2 TO 2 3/8	Ridgid	\$96.57	\$579.40
6	<a href="#">865</a>	CUTTER 2 PVC	Greenlee	\$119.03	\$714.16
6	<a href="#">35155</a>	Model 72 Deburring tool	Ridgid	\$19.61	\$117.67
6	<a href="#">64962</a>	Model 73 Deburring tool	Ridgid	\$25.45	\$152.69
6	<a href="#">23468</a>	Pex Crimper (1/2", 3/4")	Ridgid	\$163.44	\$980.64
6	<a href="#">23463</a>	1" Pex Crimper	Ridgid	\$184.36	\$1,106.15
1	<a href="#">57398</a>	RP240 w1/2" - 1-1/4" ProPress Jaws	Ridgid	\$1,986.33	\$1,986.33
1	<a href="#">57378</a>	RP241 w1/2" - 1" PureFlow Jaws	Ridgid	\$1,802.69	\$1,802.69
1	<a href="#">22958</a>	1/2" ASTM F 1807 PEX Jaw	Ridgid	\$135.87	\$135.87
1	<a href="#">22968</a>	3/4" ASTM F 1807 PEX Jaw	Ridgid	\$135.87	\$135.87
1	<a href="#">22973</a>	1" ASTM F 1807 PEX Jaw	Ridgid	\$135.87	\$135.87

1	<a href="#">22978</a>	1-1/4" ASTM F 1807 PEX Jaw	Ridgid	\$144.25	\$144.25
6	<a href="#">29583</a>	3/8 - 1" ASTM F1807 Gauge	Ridgid	\$4.56	\$27.39
2	<a href="#">28043</a>	C1 Kit 1/2" - 1-1/4" Ring	Ridgid	\$4.56	\$9.13
2	<a href="#">48433</a>	1/2" MegaPress Jaw	Ridgid	\$186.26	\$372.53
2	<a href="#">48438</a>	3/4" MegaPress Jaw	Ridgid	\$223.11	\$446.22
2	<a href="#">37993</a>	1/2" - 1" MegaPress End Prep Tool	Ridgid	\$165.03	\$330.06
6	<a href="#">23493</a>	PC-1375 Plastic Pipe/Tubing Cutter	Ridgid	\$29.94	\$179.65
6	<a href="#">34152</a>	#8 Kit with 3/8", 1/2", 3/4", 1" copper tube expander Heads and Case	Ridgid	\$476.84	\$2,861.01
6	<a href="#">31622</a>	150 Constant Swing Cutter	Ridgid	\$26.40	\$158.40
2	<a href="#">83240</a>	108 Internal Cutter	Ridgid	\$160.50	\$321.00
1	<a href="#">25638</a>	975 Combo Roll Groover	Ridgid	\$897.69	\$897.69
12	<a href="#">73370</a>	1619F Inside Reading Rule	Ridgid	\$17.35	\$208.24
12	<a href="#">20213</a>	616 Tape Measure (16')	Ridgid	\$18.62	\$223.49
2	<a href="#">42878</a>	238-P Soil Pipe Cutter	Ridgid	\$588.78	\$1,177.56
6	<a href="#">31803</a>	65S Stainless Tube Cutter	Ridgid	\$73.10	\$438.58
6	<a href="#">29983</a>	223S Inner-Outer Reamer	Ridgid	\$35.58	\$213.46
2	<a href="#">70835</a>	NU Clear Threading Oil	Ridgid	\$23.61	\$47.22
6	<a href="#">36505</a>	1/8" - 2" Hand Threading Kit	Ridgid	\$959.35	\$5,756.12
6	<a href="#">34945</a>	Hand Ratchet Reamer	Ridgid	\$194.44	\$1,166.64
6	<a href="#">32820</a>	Pipe Cutter	Ridgid	\$152.27	\$913.65
6	<a href="#">10883</a>	418 Oiler Bucket	Ridgid	\$287.28	\$1,723.67
1	<a href="#">67182</a>	300 Compact w/stand	Ridgid	\$5,900.68	\$5,900.68
1	<a href="#">51005</a>	819 Nipple Chuck Kit (1/2" -2")	Ridgid	\$393.74	\$393.74
1	<a href="#">46832</a>	700 Porta Threader	Ridgid	\$1,495.52	\$1,495.52
6	<a href="#">31020</a>	14 Straight Pipe Wrench 14"	Ridgid	\$28.47	\$170.83
6	<a href="#">89435</a>	14 Offset Pipe Wrench 14"	Ridgid	\$51.46	\$308.76
6	<a href="#">31375</a>	S-2 Com. Lev. Wrench 2"	Ridgid	\$339.89	\$2,039.35
6	<a href="#">86917</a>	12" Adjustable Wrench	Ridgid	\$28.13	\$168.78
6	<a href="#">31405</a>	342 Internal Wrench	Ridgid	\$68.38	\$410.27
6	<a href="#">57003</a>	WRENCH, EZ CHANGE FAUCET-TRAD	Ridgid	\$20.34	\$122.05
6	<a href="#">0153-02C</a>	SCREWDRIVER SET7 PIECE	Greenlee	\$37.92	\$227.51
6	<a href="#">0158-21</a>	TOOL BAG MULTI POCKET HD 20IN	Greenlee	\$82.06	\$492.37
6	<a href="#">0652-11</a>	KNIFEUTILITY-HD POP	Greenlee	\$8.80	\$52.80
6	<a href="#">87107</a>	724 Top Read Level 24"	Ridgid	\$37.05	\$222.29
6	<a href="#">54125</a>	788 Straight Tin Snips	Ridgid	\$24.38	\$146.26
6	<a href="#">54120R</a>	787 Left Cut Tin Snips	Ridgid	\$24.38	\$146.26
6	<a href="#">54115R</a>	786 Right Cut Tin Snips	Ridgid	\$24.38	\$146.26
3	<a href="#">50557</a>	1450 Pressure Pump	Ridgid	\$435.99	\$1,307.96
10	<a href="#">GT13</a>	NON-CONTACT VOLTAGE DETECTOR	Greenlee	\$16.34	\$163.42
6	<a href="#">DM-65</a>	DMM 1000V AC/DC 10A CAP TEMP DM-65	Greenlee	\$79.11	\$474.65
6	<a href="#">CM-960</a>	CLAMPMETER AC/DC 600 AMPS	Greenlee	\$171.35	\$1,028.07

6	<a href="#">36798</a>	Infrared Temp Gun	Ridgid	\$121.63	\$729.76
3	<a href="#">56663</a>	K-6P XL toilet Auger	Ridgid	\$78.43	\$235.28
1	<a href="#">53112</a>	K-3800 Drum Machinew/C31 Std Equip.	Ridgid	\$1,279.11	\$1,279.11
1	<a href="#">71722</a>	K-40AF Autofeed Auger machine C-131C SB kit	Ridgid	\$726.51	\$726.51
1	<a href="#">66497</a>	K-60SP-SE Sectional machine	Ridgid	\$1,932.73	\$1,932.73
1	<a href="#">62597</a>	KJ1350-c Jetter w/ H10 Cart	Ridgid	\$3,537.76	\$3,537.76
2	43358	RP340 Press Toolw/1/2" - 2" jaws	Ridgid	\$3,186.75	\$6,373.50
6	52475R	116 Curved Claw Hammer (16oz)	Ridgid	\$34.47	\$206.83
6	52485	216 Ripping Claw Hammer (16oz)	Ridgid	\$34.47	\$206.83
6	52455	16 Ball Pein Hammer (16oz)	Ridgid	\$24.49	\$146.97
6	52495	250 Short Handle Sledge (2-1/2 lb)	Ridgid	\$42.33	\$253.98
6	52505	303 Hand Drilling Hammer (3lb)	Ridgid	\$35.93	\$215.58
6	<a href="#">86127</a>	TUBING CUTTER MODEL 118	Ridgid	\$26.68	\$160.10
3	<a href="#">52310</a>	172 Rd Pt D-Handle Shovel	Ridgid	\$39.47	\$118.41
3	<a href="#">52315</a>	173 Sq PT D-Handle Shovel	Ridgid	\$38.24	\$114.71
4	<a href="#">5660L</a>	STORAGE BOX	Greenlee	\$1,453.33	\$5,813.32
4	<a href="#">503</a>	CASTER SET 503 OPTIONAL ON 668	Greenlee	\$123.46	\$493.85
<b>Total</b>					<b>\$78,508.05</b>

Faculty: One full-time faculty will be hired. The salary will depend on qualifications and the negotiated salary scale. It is anticipated this cost will be approximately \$42,000. The Title III grant will cover this salary for one year. NCCC will absorb the faculty cost over a period of three years.

- Provide detail on **CA-1a form**. See attached.
- Provide Excel in CTE fee details on the **CA-1b form**. See attached.
- If the program is requesting Perkins funding, provide details on the **CA-1c form**. See attached.
- If the program is requesting KS Promise Act eligibility, provide details on the **CA-1d form**. See attached.
- Describe any grants or outside funding sources that will be used for the initial startup of the new program and to sustain the proposed program.

The Mitchell Career and Technology Center (MCTC), which includes the plumbing classroom and lab, was built with donations from the following sources:

USDA Rural Business Development Grant:	\$89,613
USDA Rural Development RISE:	\$745,476
Sunderland Foundation:	\$750,000

USD 413	\$500,000
The Mitchell Family	\$1,400,000
Title III Grant	\$293,765
JHST Grant	\$26,411
NCCC Endowment Foundation	\$20,000
SEK Prosperity Foundation	\$25,000
The Monarch Cement Company	\$25,000
Community National Bank	\$12,000
Orizon Aerostructures	\$25,000
K-K Electric, Inc.	\$1,000
TCI Fabrication/Industrial	\$1,000
Private Individual Donations	\$5,000
State of Kansas Higher Ed Challenge Grant	\$1,500,000

**Total of all funding sources: \$5,419,265**

A \$2.25M Title III grant was awarded to NCCC to develop new programs. Plumbing is one of the approved programs. It will provide support for the program for three years.

**Program Review and Assessment**

- Describe the institution’s program review cycle. See attached Program Review Guidelines.

**Program Approval at the Institution Level**

- Provide copies of the minutes at which the new program was approved from the following groups:
  - Program Advisory Committee - Attached.  
*(Including a list of the business and industry members)*

Electric – Plumbing Advisory Board						
	Company	First	Last	Street	City	Phone
Plumbing	Lamp Liters	Kevin	Martin	103 E. 35 <sup>th</sup>	Chanute, KS 66720	620-431-3730
Plumbing	Seely Plumbing LLC	Tylee	Seely	<a href="mailto:tyleeseely@gmail.com">tyleeseely@gmail.com</a>	Chanute, KS 66720	620-212-9231
Plumbing	White Plumbing	Carol	Harris	<a href="mailto:ladyplumb_66733@yahoo.com">ladyplumb_66733@yahoo.com</a>	Erie, KS 66733	
Plumbing	Carey Plumbing	Mark	Carey	918 S. Sycamore St.	Ottawa, KS 66067	785-242-6126
Electric	Advantage Electric	Eric	Crowley	229 N. Main	Ottawa, KS 66067	785-418-1218
Electric	Gibson Electric	Phil	Gibson	2430 S. Eisenhower Ave.	Ottawa, KS 66067	785-242-2895
Electric	Hogelin Electric	Gary	Hogelin	2579 Sand Creek Rd	Ottawa, KS 66067	785-242-7770
Plumbing	Kane Plumbing	Brian	Kane	1345 S. Pine	Ottawa, KS 66067	785-242-7353
Electric		Dale	Kratzberg	210 N. Ransom	Richmond, KS 66080	785-418-6050
Plumbing	Plumbers and Pipefitter Apprenticeship Train of Kansas	Chris	Neel	1330 E 1st St, Ste 110	Wichita, KS 67214	316-267-8508
Plumbing	The Faucet Doc	Marlin	Porter	416 W 17th St.	Ottawa, KS 66067	785-242-0347
Electric	Pride Services	Kevin	Prouty	3842 Georgia Terrace	Pomona, KS 66076	785-242-9700
Electric	Performance Electric	David	Rossmann	206 N. Oak	Ottawa, KS 66067	785-242-5748
Electric	Plumbers and Pipefitters Local Union 441	Rick	Salyer	2132 S. Kansas Ave	Topeka, KS 66611	785-354-8539
Plumbing	Servatius Plumbing	Jerry	Servatius	941 W 4th St.	Ottawa, KS 66067	785-242-4794

Revised/Approved April 2022

Plumbing	Steanson Plumbing	Ray	Steanson	133 N. Cedar St.	Ottawa, KS 66067	785-242-7353
Electric	Faith Technologies	John	Storms	11086 Strang Line Rd	Lenexa, KS 66215	913-541-4700

- Curriculum Committee - Attached.
- Governing Board - Attached.  
*(Including a list of all Board members and indicate those in attendance at the approval meeting)*

Submit the completed application and supporting documents to the following:

Director of Workforce Development  
Kansas Board of Regents  
1000 SW Jackson St., Suite 520  
Topeka, Kansas 66612-1368

# KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2018)

Institution: Neosho County Community College

Proposed Program: Plumbing

## IMPLEMENTATION COSTS

<b>Part I. Anticipated Enrollment</b>		Implementation Year		
Please state how many students/credit hours are expected during the initial year of the program? 15x 13cr = 195				
		Full-Time	Part-Time	
A. Headcount:		--	15	
<b>Part II. Initial Budget</b>		Implementation Year		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#1	\$	\$42,000	Title III Grant
Part-time/Adjunct	#	\$	\$	
		Amount	Funding Source	
B. Equipment required for program		\$		
C. Tools and/or supplies required for the program		\$78,508.05	Title III Grant	
D. Instructional Supplies and Materials		\$		
E. Facility requirements, including facility modifications and/or classroom renovations		\$124,246	USDA RISE Grant	
F. Technology and/or Software		\$		
G. Other <i>(Please identify; add lines as required)</i>				
<b>Total For Implementation Year</b>		\$244,754.05		

## PROGRAM SUSTAINABILITY COSTS (Second and Third Years)

<b>Part I. Program Enrollment</b>		Second and Third Years		
Please state how many students/credit hours are expected during the first two years of the program? 25/275				
		Full-Time	Part-Time	
A. Headcount: (15x 13cr = 195) + (10 x 8 = 80) = 275		--	25	
<b>Part II. Ongoing Program Costs</b>		First Two Years		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#1	\$43,680	\$	Title III and General fund
Part-time	#	\$	\$	
		Amount	Funding Source	
B. Equipment required for program		\$		
C. Tools and/or supplies required for the program		\$		
D. Instructional Supplies and Materials		\$		
E. Facility requirements, including facility modifications and/or classroom renovations		\$		
F. Technology and/or Software		\$		
G. Other <i>(Please identify; add lines as required)</i>				
<b>Total For Program Sustainability</b>		\$43,680	Title III and General fund	

# KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2018)

Please indicate any additional support and/or funding for the proposed program:

Program-specific funding has come from the USDA RISE grant and Title III grant. Institutional funding will not be needed until the second year as the Title III faculty funding starts to gradually decline.

Submit the completed document to the following:

Director of Technical Programs & Curriculum  
Kansas Board of Regents  
1000 SW Jackson, Ste. 520  
Topeka, KS 66612-1368

# KBOR Excel in CTE Fee Summary for Proposed Academic Programs

CA-1b Form (2020)

*Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.*

*Please include all costs charged to **high school students** for the proposed new program.*

<b>Institution Name:</b>	Neosho County Community College
<b>Program Title:</b>	Plumbing
<b>Program CIP Code:</b>	46.0503

<i>Please list all fees associated with this <b>program</b>: Only list costs the institution <b>is</b> charging students.</i>		
<b>Fee</b>	<b>Short Description</b>	<b>Amount</b>

<i>Please list all courses within the program and any fees associated to those <b>courses</b> : Only list costs the institution <b>is</b> charging students. Do not duplicate expenses.</i>		
<b>Course ID</b>	<b>Short Description</b>	<b>Amount</b>
CMCT 105	OSHA 10 Safety Orientation	\$8
PLMB 104	NCCER Module Tests 6 x \$3	\$18
PLMB 108	NCCER Module Tests 6 x \$3	\$18

<i>Please list items the student will need to purchase on their own for this program: Institution <b>is not</b> charging students these costs, rather students are expected to have these items for the program.</i>		
<b>Item</b>	<b>Short Description</b>	<b>Estimated Amount</b>
Textbooks	NCCER Plumbing I	\$87

# Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act

CA-1c Form (2022)

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Carl D. Perkins funding eligibility.

## Program Eligibility

Any program receiving Perkins funds must be designated as a technical program by KBOR. Definition of a technical program may be found in state statute K.S.A. 72-1802.

Program Levels:

Educational Award Level	Credit Hours
SAPP	1-15
Certificate A	16-29
Certificate B	30-44
Certificate C	45-59
Associate of Applied Science	60-69

Stand-Alone Parent Program (SAPP) criteria:

1. Designated as “Technical Program” in KHEDS
2. Leads to an industry-recognized credential
3. Leads to a specific occupation
4. Addressed and evaluated in the Comprehensive Local Needs Assessment
5. Minimum 6 concentrators (average over the previous two academic years)
6. Instructor/Trainer/Teacher programs and Workforce AID programs are not eligible

Certificates and Associate of Applied Science (CERT and AAS) criteria:

1. Designated as “Technical Program” in KHEDS
2. Aligned at the state level (for select aligned programs). Visit the program alignment section of the KBOR website for the list of aligned programs at the state level.
3. Addressed and evaluated in the Comprehensive Local Needs Assessment
4. Minimum 6 concentrators (average over the previous two academic years)
5. Instructor/Trainer/Teacher programs and Workforce AID programs are not eligible

# Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act

CA-1c Form (2022)

Name of Institution	Neosho County Community College
Name, title, phone, and email of person submitting the Perkins Eligibility application <i>(contact person for the approval process)</i>	Dr. Sarah Robb 620.432.0302 <a href="mailto:sarah_robbs@neosho.edu">sarah_robbs@neosho.edu</a>
Name, title, phone, and email of the Perkins Coordinator	Dr. Sarah Robb 620.432.0302 <a href="mailto:sarah_robbs@neosho.edu">sarah_robbs@neosho.edu</a>
Program Name	Plumbing
Program CIP Code	46.0503
Educational award levels and credit hours for the proposed request(s)	Certificate Level A 21 Credit Hours
Number of concentrators for the educational level	Estimated 15 part-time students
Does the program meet program alignment?	NA
How does the needs assessment address the occupation and the program <i>(provide page number/section number from the CLNA and describe the need for the program)</i>	Regional Perkins Needs Assessment identified Plumbing as a high need occupation. Page 10 of Comprehensive Local Needs Assessment
Justification for conditional approval: <i>(how will Perkins funds will be used to develop/improve the program)</i>	Perkins funds may be utilized in future years to enhance equipment and/or instructor training.
Pursuant to Americans with Disabilities Act, the proposed program will be offered in a location or format is fully accessible, according to applicable ADA laws? <i>(Contact Board staff for technical assistance if there are questions regarding accessibility)</i>	Yes

Signature of College Official *Sarah Robb* Date 8/31/22

Signature of KBOR Official \_\_\_\_\_ Date \_\_\_\_\_

# Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act

CA-1c Form (2022)

# Kansas Promise Eligibility Request Form

CA-1d Form (2022)

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Kansas Promise eligibility.

## Program Eligibility

Per statutory language (Section 28), a “promise eligible program” means any two-year associate degree program or career and technical education certificate or stand-alone program offered by an eligible postsecondary educational institution that is:

- 1) approved by the Board of Regents;
- 2) high wage, high demand or critical need; and
- 3) identified as a “promise eligible program” by the Board of Regents pursuant to [K.S.A. 2021 Supp. 74-32,272](#):
  - Information Technology and Security
  - Mental and Physical Healthcare
  - Advanced Manufacturing and Building Trades
  - Early Childhood Education and Development

Section 29 (9d), states that the Board of Regents may designate an associate degree transfer program as an eligible program only if such program is included in:

- 1) An established 2+2 agreement with a Kansas four-year postsecondary education institution; or
- 2) An articulation agreement with a Kansas four-year postsecondary educational institution and is part of an established degree pathway that allows a student to transfer at least 60 credit hours from the eligible postsecondary educational institution to a four-year postsecondary education institution for the completion of an additional 60 credit hours toward a bachelor’s degree.

Section 30 states an eligible postsecondary educational institution may designate an additional field of study to meet local employment needs if the promise eligible programs within this field are two-year associate degree programs or career and technical education certificate or stand-alone programs approved by the Board of Regents that correspond to jobs that are high wage, high demand, or critical need in the community from one of the following fields:

- 1) Agriculture;
- 2) Food and Natural Resources;
- 3) Education and Training;
- 4) Law, Public Safety, Corrections, and Security; or
- 5) Distribution and Logistics

Name of Institution	<a href="#">Neosho County Community College</a>
Name, title, and email of person responsible for Academic program	<a href="#">Brenda Krumm, Dean of Outreach and Workforce Development, <a href="mailto:bkrumm@neosho.edu">bkrumm@neosho.edu</a></a>
Name, title, and email of Financial Aid contact	<a href="#">Jennifer Daisy, Financial Aid Director, <a href="mailto:jdaisy@neosho.edu">jdaisy@neosho.edu</a></a>

# Kansas Promise Eligibility Request Form

CA-1d Form (2022)

Information Technology and Security				
CIP Code	Program Name	High Wage, High Demand, or Critical Need	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date

Mental and Physical Healthcare				
CIP Code	Program Name	High Wage, High Demand, or Critical Need	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date

Advanced Manufacturing and Building Trades				
CIP Code	Program Name	High Wage, High Demand, or Critical Need	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date
46.0503	Plumbing	High Wage High Demand	Certificate A	Fall 2023

Early Childhood Education and Development				
CIP Code	Program Name	High Wage, High Demand, or Critical Need	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date

College Designated Field of Study:				
CIP Code	Program Name	High Wage, High Demand, or Critical Need	Type of Award (AAS, AA, AS, AGS, Certificate)	Scholarship Effective Date

\*\*If any programs are claiming "critical need" status, please provide supporting documentation:

Signature of College Official *Janan Roberts* Date 8/31/22

Signature of KBOR Official \_\_\_\_\_ Date \_\_\_\_\_

**Special Note to Kansas Independent Colleges:**

Please carbon copy the KICA contact below when submitting this application to the Kansas Board of Regent office:

Matt Lindsey, President KICA  
matt@kscolleges.org

**NEOSHO COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**AGENDA**

**April 17, 2018 – 5:30 P.M.  
Student Union – Room 209**

- I. Call to Order**
- II. Roll Call**
- III. Public Comment**
  - a.
- IV. Approval of the Agenda**
- V. Consent Agenda**
  - A. Minutes from March 13, 2018
  - B. Minutes from April 3, 2018 Special Meeting
  - C. Claims for Disbursement for March 2018
  - D. New Course Approval
  - E. Personnel
- VI. Reports**
  - A. Faculty – Andrew Ouellette
  - B. Treasurer – Sandi Solander
  - C. President – Dr. Brian Inbody
- VII. Old Business**
  - A.
- VIII. New Business**
  - A. Resolution 2018-11: Faculty Renewal Recommendations
  - B. Resolution 2018-12: Administrative Employees Contract Renewals
  - C. Resolution 2018-13: Hourly Non-Exempt Employees Contract Renewals
  - D. Executive Session: Real Estate
  - E. Executive Session: Negotiations
  - F. Executive Session: Employee Matters
  - G. Executive Session: Employee Matters
- IX. Adjournment**

**NEOSHO COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**AGENDA**

**April 17, 2018 – 5:30 P.M.  
Student Union – Room 209**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

The following members were present: Kevin Berthot, Lori Kiblinger, David Peter, Dennis Peters and Jennifer Westerman.

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

**III. PUBLIC COMMENT**

**IV. APPROVAL OF THE AGENDA**

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

**V. CONSENT AGENDA**

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

- A. Minutes from March 13, 2018**
- B. Minutes from April 3, 2018 Special Meeting**
- C. Claims for Disbursement for March 2018**
- D. New Course Approval**

At the March 2018 Board of Trustees meeting, the Board approved the courses for a plumbing certificate program and an electrical technology certificate program. The program sheets for these two new programs, as approved by the institutional curriculum committee. Approval of these two new programs by the Board of Trustees is requested, please see the following.

# Electrical Technology

## Certificate

### AAS Degree (option)

The Electrical Technology certificate program is a 30-credit hour program that includes theory and hands-on application. The program prepares students to take the Journeyman Electrician exam. In Kansas, individual cities and counties issue licenses for electricians. The first requirement is typically attainment of the Journeyman classification through training and passing the Journeyman exam. Graduates of a college program need only one additional year of field experience (2,000 hours) under the supervision of a licensed journeyman or master electrician in order to sit for the journeyman licensing exam.

The program utilizes the National Center for Construction Education and Research (NCCER) curriculum. NCCER is a nationally recognized credentialing and certification system. Students completing the program will cover NCCER Core and Electrical Level 1. Successful students will also obtain OSHA 10 certification. This program is aligned with the Kansas Board of Regents Electrical Technology Program CIP: 46.0302.

Electricians install, maintain, and repair electrical power, communications, lighting, and control systems in homes and businesses. Students may enter the industry as journeyman electricians, ready to perform on-the-job training in preparation for licensure. US Department of Labor Bureau of Labor Statistics indicates employment of electricians is expected to grow 9 percent from 2016 to 2026. The median annual wage for electricians was \$52,720 in May 2016.

In this program, students will learn about the electrical trade with strong emphasis on electrical safety. Students will learn electrical theory and the National Electric Code. Students will obtain hands-on experience with electrical circuits, device boxes, raceways and fittings, conductors and cables. Additionally, students will learn how to read electrical construction drawings and how to use electrical testing equipment.

#### Electrical Technology Certificate Program Outcomes

1. Demonstrate an understanding of OSHA safety standards.
2. Demonstrate the ability to correctly use power and hand tools.
3. Demonstrate the ability to read blueprints.
4. Use and interpret the National Electric Code.
5. Demonstrate an understanding of AC/DC Circuits.
6. Demonstrate safe and proper residential wiring methods.
7. Demonstrate safe and proper commercial wiring methods.
8. Demonstrate basic employability skills.

Sequence of Courses		Cr Hrs
<b>Semester I</b>		
CMCT 105	OSHA 10 Safety Orientation	1
CMCT 106	Introduction to Craft Skills	3
ELEC 102	Print Reading	3
	<b>Total</b>	<b>7</b>
<b>Semester II</b>		
ELEC 104	National Electrical Code I	4
ELEC 106	AC/DC Circuits I	4
	<b>Total</b>	<b>8</b>
<b>Semester III</b>		
ELEC 108	Residential Wiring I	4
ELEC 204	National Electrical Code II	4
	<b>Total</b>	<b>8</b>
<b>Semester IV</b>		
ELEC 206	Commercial Wiring I	4
ELEC 210	Electrical Externship	3
	<b>Total</b>	<b>7</b>
<b>Total Electrical Technology Certificate Credits</b>		<b>30</b>

#### Associate of Applied Science Option

Students interested in completing an Associate of Applied Science degree in Industrial Engineering Technology should visit with an advisor to determine general education requirements. The AAS Degree requires 64 credit hours including a minimum of 42 technical credits hours. First-time, full-time students are required to take CURR 100, First Year Seminar.

#### Required General Education Courses include:

ENGL 101 English Composition I, 3 cr hrs  
 COMM 213 Interpersonal Communication, 3 cr hrs  
 CSIS 100 Computer Concepts and Applications, 3 cr hrs  
 Additional General Education Hours to bring degree total to 64.

#### For more information contact:

Program Advisor:  
 Brenda Krumm, 620-432-0364  
[bkrumm@neosho.edu](mailto:bkrumm@neosho.edu)

# Plumbing

## Certificate

### AAS Degree (option)

The Plumbing certificate program is a 21-credit hour program that includes theory and hands-on application. The program prepares students to take the Journeyman Plumbing exam. In Kansas, individual cities and counties issue licenses for plumbers. The first requirement is typically attainment of the Journeyman classification through training and passing the Journeyman exam. Check in your local area to determine specific licensing requirements. Graduates of a college plumbing program need only one additional year of field experience (2,000 hours) under the supervision of a licensed journeyman or master plumber in order to sit for the journeyman licensing exam.

The program utilizes the National Center for Construction Education and Research (NCCER) curriculum. NCCER is a nationally recognized credentialing and certification system. Students completing the program will cover NCCER Core and Plumbing Level 1. Successful students will also obtain OSHA 10 certification.

Plumbers assemble, install, or repair pipes, fittings, or fixtures of heating, water or drainage systems in homes and businesses according to the International Plumbing Code. Students may enter the industry with journeyman skills, ready to perform on-the-job training in preparation for licensure. US Department of Labor, Bureau of Labor Statistics indicates employment of plumbers is expected to grow 16 percent (much faster than average) from 2016 to 2026. The median annual wage for plumbers was \$51,450 in May 2016.

In this program, students will learn about the plumbing trade including an overview of the profession, safety, plumbing tools, plumbing math, and blueprints. Students will learn about plastic, copper, cast-iron, and carbon steel plumbing materials and the differences of each. Students will have hands-on experience with fixtures, drains, waste, vent systems and water distribution systems.

#### Plumbing Certificate Program Outcomes

9. Demonstrate an understanding of OSHA safety standards.
10. Demonstrate the ability to correctly use power and hand tools.
11. Demonstrate the ability to read blueprints.
12. Use basic math to perform plumbing-related calculations.
13. Demonstrate proper techniques to measure, cut, and join plastic pipe and copper tube.
14. Demonstrate proper techniques to measure, cut, and join cast-iron and steel pipes.
15. Demonstrate proper installation techniques for plumbing fixtures, drain, waste, and vent systems.
16. Demonstrate employability skills.

#### Sequence of Courses

		Cr Hrs
<b>Semester I</b>		
CMCT 105	OSHA 10 Safety Orientation	1
CMCT 106	Introduction to Craft Skills	3
ELEC 102	Print Reading	3
	<b>Total</b>	<b>7</b>
<b>Semester II</b>		
PLMB 102	Plumbing Fundamentals	3
PLMB 104	Plastic and Copper Pipe, Tube, and Fittings	3
	<b>Total</b>	<b>6</b>
<b>Semester III</b>		
PLMB 106	Cast Iron and Carbon Steel Pipe and Fittings	3
PLMB 108	Fixtures and Drain, Waste, and Vent Systems	3
	<b>Total</b>	<b>6</b>
<b>Semester IV</b>		
PLMB 110	Plumbing Externship	2
	<b>Total</b>	<b>2</b>
<b>Total Plumbing Certificate Credits</b>		<b>21</b>

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#### Associate of Applied Science Option

Students interested in completing an Associate of Applied Science degree in Industrial Engineering Technology should visit with an advisor to determine general education requirements. The AAS Degree requires 64 credit hours including a minimum of 42 technical credits hours. First-time, full-time students are required to take CURR 100, First Year Seminar.

#### Required General Education Courses include:

ENGL 101 English Composition I, 3 cr hrs  
 COMM 213 Interpersonal Communication, 3 cr hrs  
 CSIS 100 Computer Concepts and Applications, 3 cr hrs  
 Additional General Education Hours to bring degree total to 64.

#### For more information contact:

Program Advisor:  
 Brenda Krumm, 620-432-0364  
[bkrumm@neosho.edu](mailto:bkrumm@neosho.edu)

## **E. Personnel**

### **1. Withdrawal of Resignation of English Instructor – Ottawa Campus**

It was the President's recommendation that the Board accept the withdrawal of the resignation of Jeremy Gulley, English Instructor on the Ottawa campus. Mr. Gulley had requested that his contract not be renewed for 2018-19, which the Board approved at the April Special Board meeting. The Board's acceptance of Mr. Gulley's resignation withdrawal means that he will be eligible for a contract for the 2018-2019 academic year.

### **2. Resignation of Director of Admissions**

It was the President's recommendation that the Board approve the resignation of Tristan Jones, Director of Admissions. Her last day will be April 20, 2018.

### **3. Resignation of Theatre Instructor**

It was the President's recommendation that the Board approve the resignation of Dustin Shaffer, Theatre Instructor. His last day will be May 16, 2018.

### **4. Resignation of Sociology Instructor**

It was the President's recommendation that the Board approve the resignation of Nick Gemas, Sociology Instructor. His last day will be May 16, 2018.

### **5. Resignation of Nursing Instructor – Ottawa Campus**

It was the President's recommendation that the Board approve the resignation of Crickett Johnston, Nursing Instructor. Her last day will be May 16, 2018.

### **6. Resignation of Office Services/Switchboard (Part-Time)**

It was the President's recommendation that the Board approve the resignation of Traci Follmer, Office Services/Switchboard, pending her approval to Payroll/Accounts Payable Clerk.

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

It was the President's recommendation that the Board approve the employment of Traci Follmer, Payroll/Accounts Payable Clerk.

Ms. Follmer has been an employee at Neosho County Community College since September of 2016.

Ms. Follmer will be paid \$11.50 per hour, (Level III) beginning April 23, 2018.

### **8. Simulation Clinician**

It was the President's recommendation that the Board approve the employment of Mamie Haque, Simulation Clinician. Ms. Haque has a Bachelor's Degree in Nursing from Mid-America Nazarene University, Associates Degree in Nursing from NCCC – Ottawa Campus and a B.S. in Human Biology from University of Kansas.

Ms. Haque's prior work experience includes Clinical Coordinator at DaVita, Registered Nurse at Stormont-Vail Health Center and Charge Nurse at Medicalodges.

Ms. Haque will be paid an annual salary of \$43,415.00 (MS+15 step 13) beginning April 18, 2018.

**9. Custodian (Part-Time) – Ottawa Campus**

It was the President’s recommendation that the Board approve the employment of Mark Ginsbach, Custodian (part-time) – Ottawa Campus.

Mr. Ginsbach’s prior work experience includes Assistant Maintenance Director/Custodian at USD 287 Pomona School District and Head Custodian at Spearfish School District.

Mr. Ginsbach will be paid \$11.50 per hour, (Level 1) beginning April 18, 2018.

**VI. REPORTS**

- A. Faculty – Andrew Ouellette reported what the faculty are doing. See attachment.
- B. Treasurer – Sandi Solander gave a treasurer’s report. Revenue for the month of March was \$2,705,944.75 and disbursements were \$2,516,927.09. See attachments.
- C. President – Dr. Brian Inbody gave his president’s report. See attachment.

**VII. OLD BUSINESS**

- A.

**VIII. NEW BUSINESS**

**A. Faculty Renewal Recommendations**

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

Completion of Probation

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

Lindsay Reustle	Mindy Covey
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The following coaching faculty on the renewal list has completed three probationary contracts. By statute coaches are not eligible for non-probationary contracts:

Rafael Simmons	Shareese Hicks
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NCCC Faculty Recommended for Non-probationary Contract Renewal

The administration recommends the following faculty for non-probationary contract renewal for the 2018-2019 academic year:

Melinda Ayers	Bobbie Forrest	Alex Myers
P. Kevin Blackwell	Curtis Hughes	Andrew Ouellette
Debra Callahan	William Jordan	Eric Row
Michael Campbell	Luka Kapkiai	Kristy Snyder
Nancy Carpenter	Nikki King	Nathan Stanley
Chad DeVoe	Janet Mitchell	Amber Vail
Rita Drybread	Alan Murray	Cheryl VanHemert

Kristin Varner-Lee  
Dyan Vespestad  
Paul Walcher

Richard Webber  
Mary Weilert  
Steve Yuza

Ruth Zollars

#### NCCC Faculty Recommended for Probationary Contract Renewal

The administration recommends the following faculty for probationary contract renewal for the 2018-2019 academic year:

Jackie Bennett  
Ashley Davis  
Cathy Gordon  
Jeremy Gulley  
Jim Halstead

Mamie Haque  
Marty Moyer  
Nick Northern  
Melissa Lawrence  
Brandon Sprague

Reena Thomas  
Anthony Vidali  
Maureen Wiederholt  
Kala White

#### NCCC Coaches Recommended for Contract Renewal

The administration recommends the following coaches for contract renewal for the 2018-2019 academic year (by statute coaches are not eligible for non-probationary contracts):

Kim Alexander  
Jeremy Coombs

J. J. Davis  
Asya Herron

Hiroko Matsuura  
Steve Murry

#### **Resolution 2018-11**

RESOLVED, that the Board of Trustees of Neosho County Community College approves the recommendation from the administration to renew faculty/coaches contracts for the 2018-2019 academic year as presented.

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

#### **B. Administrative Employees Contract Renewals**

It was the President's recommendation that the Board approve 2018-2019 employment contracts for the administrator and management support employees listed below under the classification system which was approved at the September 2008 Board meeting:

##### **Executive Administrator**

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

##### **Senior Administrator**

Christiansen, Claudia – Director of Development and Marketing  
Coomes, Kerrie – Dean of Student Services  
Gardner, Marie – Dean for the Ottawa and Online Campuses  
Krumm, Brenda – Dean of Outreach and Workforce Development (11 months)  
Ranabargar, Kerry – Dean of Operations/CIO  
Saddler, Mike – Athletic Director

## **Administrator**

- Bures, Kyle – Director of the Teaching & Learning Center-Ottawa  
Cadwallader, Sarah – Director of International Student Services  
Cain, Jennifer – Surgical Technology Program Director-Ottawa  
Carman, Peggy – Occupational Therapy Assistant Instructor/Fieldwork Coordinator-Ott  
\*Chaney, Bart – STARS Student Support Services Project Director  
\*Clay, Krista – Director of Adult Basic Education  
Clements, Lori – Assistant Director of Financial Aid  
Covault, Pam – Director of Nursing-Ottawa  
Daisy, Jennifer – Director of Financial Aid-Ottawa  
Ferguson, Jennifer – Surgical Technology Program Instructor/Clinical Coordinator-Ott  
Flett, Barbara – Occupational Therapy Assistant Program Director-Ottawa  
\*Haggard, Sandra – Retired Senior Volunteer Program Director  
Haworth, Andrew – Director of Academic Advising & Counseling  
Jacobson, Karin – Director of Human Resources  
Kellogg, Karah – Outreach Director – Southern Area  
Knispel, Todd – Coordinator of Library Services  
\*Lyden Heather – Assistant Director of Adult Basic Education  
Mallett, Laura – Assistant Director of Nursing  
Morris, Amy – Registrar  
\*Nunn, Michael – Director of Youth Activities  
Ouellette, Allison – Director of Residence and Student Life (11 months)  
Rhine, Tracy – Director of Allied Health  
Richardson, Kaleigh – Assistant Director of Residence and Student Life (11 months)  
Rossman, Wendy – Director of Outreach & Workforce Development  
Seibert, Jon – Director of Technology Services  
Seufert, Kyle – Director of Facilities  
Solander, T. J. – Assistant Director of Facilities  
\*Vaughn, Adrienne – Upward Bound Director  
\*Wiltse, Nicci – Talent Search Project Director

## **Management Support**

- Allen, Samantha – Assistant Softball Coach  
Bentley, Adam – STARS Math Specialist  
\*Collier, Jamie – ABE Instructor-Ft. Scott  
Compton, Marisa – Assistant Volleyball Coach  
\*Donovan, Lindsay – Student Support and Data Specialist for Student Support Services  
\*Duft, Aubrey – ABE Instructor-Ft. Scott  
Fairman, Justin – Assistant Men's Basketball Coach  
Gilner, Michael – Assistant Baseball Coach  
\*Goins, Megan – Student Support Services English/Reading Specialist  
Guzman, Cristhian – Assistant Cheer & Dance Coach (9 month)  
Hale, Kara – Bookstore Coordinator-Chanute  
Hauser, LuAnn – Coordinator of Institutional Research and Reporting  
Hecker, Caleb – Coordinator of Residence & Student Life (part time)  
Hicks, Antwon – Assistant Track Coach  
Hudson, Danny – Network Systems Administrator  
Isaac, Nancy – Advertising/Media Coordinator (half-time)  
Jacks, Ben – Assistant Baseball Coach (part time)

- \*Lamer, Steven – ABE Instructor-Ottawa
- Landaverde, J. Nelson – Assistant Men’s Soccer Coach
- Maring, Virginia – Admissions Specialist
- McDaniels, Jenna – Admissions Specialist – Ottawa
- \*Monaco, Pamela – Nursing Student Success Specialist
- \*Morton, Jane – ABE Instructor-Ottawa
- Munsell, Ramona – TRIO Grant Writer (half-time)
- Owens, Heather – Upward Bound Academic Coordinator
- \*Ramsay, Amber – Youth Activities Data Specialist (half-time)
- \*Robinson, Isaac – ABE Instructor-Chanute
- \*Rose, Mike – Talent Search Academic Advisor (11 months)
- Savage, Christina – Assistant Director of Health Information Technology (10 months)
- Smith, Sarah – Alumni Relations/Development Assistant
- Speed, DeAndre – Assistant Track Coach (part time)
- \*Steinert, Nancy – ABE Instructor-Labette
- Sudja, Sally – Teaching & Learning Center (TLC) Specialist (11 months)
- Urenda, Tim – Assistant Wrestling Coach
- Vanatta, Kim – Developmental Lab Coordinator
- Vineyard, Julie – Bookstore Coordinator-Ottawa
- \*Wark, Ruthanne – Court Reporting Coordinator/Technical Education Recruiter

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

**Resolution 2018-12**

RESOLVED that the Board of Trustees of Neosho County Community College approves the 2018-2019 employment contracts for the administrator and management support employees listed above under the classification system which was approved by the Board and contingent upon future grant funding for grant employees effective at the end of the current contracts.

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

**C. Hourly Non-Exempt Employees Contract Renewals**

It was the President's recommendation that the Board approve 2018-2019 employment contracts for the following hourly, non-exempt employees:

- Alexander, Larry – Bus Driver (part-time)
- Allen, Karl – Bus Driver (part-time)
- Anderson, Tracy – Lead Custodial Services
- Barker, Steve – Safety Officer (half-time, 11 months)
- Barr, Mary – Switchboard/Administrative Assistant
- Beeman, Gloria – Office Services Clerk
- Benton, Garrett– Desktop Support Technician-Ottawa
- Benton, Patty – Cashier-Ottawa
- Bitts, Kendall – Groundskeeper (part-time)
- Burk, Cheryl – Administrative Assistant to Health Occupations (half-time)
- Burkholder, Kevin – Safety Officer
- Burton, Linette – Bookstore Assistant (part time)
- \*Carroll, Daniel – Administrative Assistant for Upward Bound
- Clinesmith, Trisha – CLC Associate (half-time)
- Crawford, Sharlene – Custodian
- Dix, Marcy – Administrative Assistant to Director of Nursing-Ottawa
- Dodson, Joyce – Maintenance - Ottawa
- Eagle, Vincent – Maintenance (part time)
- Ensminger, Kim – Administrative Assistant to Athletic Director
- Ewen, Mary – Accounts Payable/Payroll Clerk
- Follmer, Traci – Payroll/Accounts Payable Clerk
- Fugate, Jamie – Custodian
- Garner, Tony – Bus Driver (part time)
- Ginsbach, Mark – Custodian - Ottawa (part time)
- Godinez, James – Safety Officer (half-time, 11 months)
- Hale, Jonathan – Desktop Support Technician
- Hamm, Kelly – Administrative Assistant to the Director of Nursing
- Hershberger, Sue – Bookstore Assistant – Ottawa (part time)
- Jacobson, Tony – Financial Aid Specialist (part-time, 27 hrs wk)
- Kahler, Autumn – Accounts Receivable Clerk
- Kimberlin, Starlet – Library Clerk (half-time)
- Klaassen, Gail – Bookstore Assistant (part time)
- Kroenke, Jean - Custodian
- Kuzen-Stephens, Lorraine – Library Clerk (half-time)
- Madden, Dan – Maintenance Carpentry
- Mitchell, Dustin – Maintenance HVAC
- Morton, Rita – AA to Division Chairs, Faculty & Assessment Coordinator (10 months)
- Murrow, Gretchen – Cashier
- Nelson, Monty – Groundskeeper (part-time)
- Parker, Rebecca – Registration Specialist-Ottawa
- Parriott, Paulette – Receptionist/Switchboard-Ottawa
- Rogers, LuAnn – Custodian
- Rose, Ryan – Registration Specialist
- \*Roseberry, Gwen – Administrative Assistant to ABE/Receptionist for CLC
- Rowan, Angela – Administrative Assistant to the President
- Schommer, Debra – Administrative Assistant to Vice President for Student Learning

Setter, Kasie – Accounting Specialist  
Smith, Amy – Administrative Assistant to Outreach and Workforce Development  
Smith, Melissa – Administrative Assistant to the Dean of Student Services (half-time)  
Snyder, Rena – Receptionist/Data Clerk  
Stephens, Melissa – Administrative & Technical Assistant for Chief Financial Officer  
\*Thomas, Rhonda – Administrative Assistant for Talent Search  
Unrein, Jyl – Administrative Assistant to the Vice President for Operations  
Vining, Cassie – STARS Student Support & Data Specialist  
Waymire, Allison – Administrative Assistant to Health Occupations –Ottawa (part time)  
Westhoff, Rebecca – Custodian  
Woolman, Sheri – Administrative & Technical Assistant for the Online Campus

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

### **Resolution 2018-13**

RESOLVED that the Board of Trustees of Neosho County Community College approves 2018-2019 employment contracts of the hourly, non-exempt employees listed above contingent upon future grant funding for grant employees effective at the end of the current contracts and conditioned upon continued good standing.

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

#### **D. Executive Session – Real Estate**

Mr. Chairman,

I move that the Board recess into executive session to discuss potential properties to be acquired, pursuant to the open meetings exception for preliminary discussions relating to acquisition of real property and that our President, both Vice-Presidents, Chief Financial Officer and attorney be included. The open meeting will resume here in the Oak Room in 15 minutes.

**On motion by Dennis Peters and second by Lori Kiblinger, the Board entered into executive session at 6:00 pm.**

RESOLVED that the Board of Trustees approves the contract for the purchase of real estate and improvements at 4101 Ross Lane, Chanute Kansas.

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

#### **E. Executive Session – Negotiations**

Mr. Chairman,

I move that the Board recess into executive session to discuss proposals to modify the Negotiated Agreement pursuant to the open meetings exception for matters relating to employer-employee negotiations and that our President, both Vice-Presidents, Chief Financial Officer and attorney be included. The open meeting will resume here in the Oak Room in 15 minutes.

**On motion by Dennis Peters and second by Jennifer Westerman, the above resolution was approved unanimously.**

#### **F. Executive Session – Employee Matters**

Mr. Chairman,

I move that the Board recess into executive session to discuss confidential employee information pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that our President, both Vice-Presidents, Chief Financial Officer and attorney be included. The open meeting will resume here in the Oak Room in 10 minutes.

**On motion by Dennis Peters and second by Lori Kiblinger, the Board entered into executive session.**

#### **Resolution 2018-14**

RESOLVED, that it is the intent of the Board of Trustees of Neosho County Community College that the employment contracts of Nichole Bushnell, Blake Cochran, Dan Fossoy, William Harrington, Veronica Polak and Richard Ryan, not be renewed for the 2018-2019 academic year, and that written notice of the Board's intent not to renew employment contracts be given as required by Board policy.

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

#### **G. Executive Session – Employee Matters**

Mr. Chairman,

I move that the Board recess into executive session to discuss an individual employee's performance pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that our President be included and NCCC attorney on standby. The open meeting will resume here in the Oak Room in 20 minutes.

**On motion by Kevin Berthot and second by Lori Kiblinger, the Board entered into executive session.**

#### **Resolution 2018-15**

RESOLVED, by the Board of Trustees of Neosho County Community College that the Employment Agreement with Dr. Brian Inbody as President and Chief Executive Officer of Neosho County Community College be extended for an additional one year, for a total of four years, ending in June of 2022 updating the written Goals and Objectives, as discussed in Executive Session.

The Chairman of the Board shall provide written Notice of Extension with modified compensation and benefits stated, and updated written Goals and Objectives attached, to be prepared by the Board Attorney on or before June 15, 2018.

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

#### **IX. Adjournment**

**On motion by Dennis Peters and second by Lori Kiblinger, the meeting adjourned at 7:10 pm.**

Respectfully submitted,

David Peter, Board Chair

Angela Rowan, Board Clerk

## **CURRICULUM COMMITTEE MEETING**

### **AGENDA**

**Friday, March 2, 2018**

**1:30 – 2:30pm**

**SU 213/\*Zoom**

- I. Approval of Agenda
  - Consent Agenda
    - A. Approval of minutes Feb 2, 2018 – Minutes were approved via email and posted to InsideNC.
  
- II. New Business
  - A. ELEC 102 Print Reading
  - B. ELEC 104 National Electrical Code I
  - C. ELEC 106 AC – DC Circuits I
  - D. ELEC 108 Residential Wiring I
  - E. ELEC 204 National Electrical Code II
  - F. ELEC 206 Commercial Wiring I
  - G. ELEC 210 Electrical Externship
  - H. Electrical Technology Program Sheet
  - I. PLMB 102 Plumbing Fundamentals
  - J. PLMB 104 Plastic and Copper Pipe Tube and Fittings
  - K. PLMB 106 Cast Iron and Carbon Steel Pipe and Fittings
  - L. PLMB 108 Fixtures and Drain Waste and Vent Systems
  - M. PLMB 110 Plumbing Externship
  - N. Plumbing Program Sheet
  - O. Accommodations Master Syllabus Language
  - P. Process For Ending A Program (Healthcare Documentation and Medical Transcription)
  
- III. Old Business
  - A. *(Pre-Professional Studies)*
  
- IV. Next Meeting – April 6, 2018 1:30 – 2:30pm SU 213
  
- V. Adjournment

## CURRICULUM COMMITTEE MEETING

### MINUTES

Friday, March 2, 2018

1:30 – 2:30pm

SU 213/\*Zoom

Attendance: \*Kevin Blackwell, Chair, \*Mindy Ayers, \*Cathy Gordon, \*Patty McDonald, Lindsay Reustle, Tracy Rhine, \*Kristy Snyder

Ex-Officio: \*Pam Covault, \*Marie Gardner, Brenda Krumm, Amy Morris, Dr. Sarah Robb, \*Nathan Stanley

The meeting was called to order at 1:30pm.

I. Approval of Agenda

Marie Gardner moved to approve the agenda, Brenda Krumm seconded the motion.

Motion carried

II. New Business

- A. ELEC 102 Print Reading
- B. ELEC 104 National Electrical Code I
- C. ELEC 106 AC – DC Circuits I
- D. ELEC 108 Residential Wiring I
- E. ELEC 204 National Electrical Code II
- F. ELEC 206 Commercial Wiring I
- G. ELEC 210 Electrical Externship
- H. Electrical Technology Program Sheet

Most of the discussion among committee members focused on minor grammatical changes and punctuation. Brenda provided an overview of the program and curriculum basis. She shared the benefits to providing an externship and how chapters are referred to in the industry. There was some discussion that completing this program does not qualify for journeyman licensure. The committee members determined the best wording and placement for this information. Each course, along with the program sheet and matrix, all received a motion to approve and each motion received a second. All motions to approve the courses, program sheet, and matrix carried.

- I. PLMB 102 Plumbing Fundamentals
- J. PLMB 104 Plastic and Copper Pipe Tube and Fittings
- K. PLMB 106 Cast Iron and Carbon Steel Pipe and Fittings
- L. PLMB 108 Fixtures and Drain Waste and Vent Systems
- M. PLMB 110 Plumbing Externship
- N. Plumbing Program Sheet

Most of the discussion among members again focused on minor grammatical changes and punctuation. Brenda shared that there was no data on the KBOR website indicating there is no Plumbing program in the state of Kansas. She explained how there is a need not being met and an interest shown in providing such a program. She provided an overview of the program and curriculum basis. This program completion also does not qualify for licensure and the committee members agreed to apply similar wording and placement for this

information. Each course, along with the program sheet and matrix, all received a motion to approve and each motion received a second. All motions to approve the courses, program sheet, and matrix carried.

- O. Accommodations Master Syllabus Language – The language for accommodations mirrors the ADA language and the placement order recommended on the Master Syllabus was Accommodations language, followed by the Non Discrimination language, and then the Title IX language. Marie moved to approve the accommodations language and recommended placement order of the three subjects. The motion was seconded by Kristy Snyder. Motion to approve carried.
- P. Process for Ending A Program (Healthcare Documentation and Medical Transcription) - Dr. Robb saw an opportunity to go over the process for ending a program with the Healthcare Documentation and Medical Transcription programs. She explained that generally the process begins with a departmental decision that is taken to the Program Review Committee. If a recommendation to approve the ending of a program is reached, that recommendation is then taken to the Curriculum Committee for input and feedback. The Vice President then makes a final decision. With the process reviewed, she explained why the two programs on the table were recommended to end and asked for any questions, input, or feedback from the committee members. Amy Morris moved to terminate the Healthcare Documentation and Medical Transcription programs. Brenda seconded the motion. The motion carried.

### III. Old Business

- A. Pre Professional Studies – Kevin Blackwell reported on Dr. Kapkiai's behalf that the Applied Science Division met to work on this and will have a draft for the next meeting.

### IV. Next Meeting – April 6, 2018 1:30 – 2:30pm SU213 – Kevin informed the committee members that the meeting for April will be rescheduled.

### V. Adjournment – The meeting adjourned at 2:40pm

Minutes were recorded by Rita Morton.

Plumbing and Electrical Advisory Meeting  
March 13, 2018  
12:00PM NCCC Ottawa Campus

Attendees: David Rossman – Performance Electric, John Storms – Faith Technologies, Brian Kane – Kane Plumbing, Ray Steanson - Servatius Plumbing, Brenda Krumm, Wendy Rossman, Ruthie Wark and Amy Smith all with NCCC.

Started the meeting off by round table introductions. Brenda then thanked each of them for coming, as we know they are all busy, but the support/interest is greatly appreciated. She then went over the Electrical Program Sheet and explained that they are all aligned programs except for the internship as she felt it was important to add that for some actually fieldwork experience for the students. Our thinking is that most of the audience will be juniors and seniors in high school as the high school students will have first rights to classes over adults as they work on their class schedules.

John with Faith explained how they do training at their facility and showed us the custom book they use and he did leave one for Brenda to review. He stated that he does not see anything that raises a red flag to him with the layout of the courses. He also mentioned he would like to visit with us about an articulation agreement with Faith Technologies in the future.

David Rossman expressed that there is a large market for use of workers without a licensure. Also brought up that with the decrease of industrial trades classes offered in high schools has really effected the drive of high school students coming out looking for jobs. He said that they use to have students come looking for summer jobs or afternoon job and that just does not happen anymore. Kids are getting lazy and just not being taught the trades in school, so they do not really know what they are capable of doing or what there interest really are.

David also mentioned that he was able to walk through the Ottawa High School new technology portion and was concerned with where they would have the hands on lab space for Electrical and Plumbing programs. He said he really feels like they will need something like the space at Garnett. Brenda had wondered about the same thing and the idea she had was possibly using a regular classroom for class portion and the new area for the lab portion of the class. That is just one idea.

Brenda then asked for help from all of the industrial attendees to keep eyes and ears open for instructors for the programs, as this will be a part time position. Possibly a retired professional trade's person. If they had any ideas to please share them with her and her contact, information is on the program sheets that they were provided before meeting.

John asked if we work on interview skills or anything like that within the programs. Brenda explained how we do; we either bring in a company or guest to do mock interviews with students. She also mentioned that just because we do cover does not mean that they are always utilized. Scott did say he would be more than willing to be a contact to come in and do mock interviews.

David Rossman did express concern about getting word out about the programs.

Brenda then continued on and went over the Plumbing Program Sheet and explained that we used curriculum straight out of NCCER and that they would notice the first 3 course for each of the programs were exactly the same.

Brenda then explained how we had to have three letters of support for each program, not just one that says we will support these programs. They have to say specifically what you are willing to do will you come in for interviews, come to advisory meetings or come speak to classes.

David Rossman said he will report back to Performance Electric company and see about being a member of the advisory board and anything else that they could do for us.

John Storms said he would be happy to be guest speaker, be on advisory board and hire qualified graduates to send them there way! He explained they are a growing company and are always growing.

Brian with Kane Plumbing said he would do letter did not elaborate on what he is willing to provide.

Ray with Steanson Plumbing said he would do letter as well.

Brenda said our goal is to start these programs this fall. We would like to have letters of support back to us by March 23<sup>rd</sup>.

John offered for us to come tour Faith Industries, just contact him to set that up.

Ray mentioned to contact Inspection Company of Johnson County as they might be a good contact for these programs.

## NCCC Electrical Technology Advisory Committee Meeting

Thursday, April 28, 2022, 4:00 PM

Conference Room

### Committee:

Advantage Electric Eric Crowley

Faith Technologies John Storms

Performance Electric Solutions John Campanelli

Gibson Electric Bryan Mille

Gibson Electric Will

Gibson Pride Services Kevin Prouty

NCCC Electrical Instructor Tom Cox

NCCC HVAC Instructor Alex Myers

NCCC HVAC Instructor Tom Swafford

NCCC Amy Smith

NCCC Ruthie Wark

NCCC Wendy Rossman

NCCC Brenda Krumm

NCCC Christina Stange

Ottawa High School Stella Tharp

Wellsville High School Ashli Votaw

West Franklin High School Shannon Hassler

- I. Approval of Agenda
- II. Approval of Minutes
- III. Minutes from Fall 2021 meeting were approved via email.
- IV. Information Items
  - a. Introductions
  - b. Program Sheet
  - c. Student certification numbers – Students complete OSHA 10 in semester 1 of the course sequence, which was last fall semester. Of the 9 enrolled, 1 student was withdrawn administratively, 1 did not pass, 4 completed OSHA successfully, and 3 had completed it already.
  - d. Student employment numbers/earnings [K-Tip report data + student self-reported, [https://www.kansasregents.org/workforce\\_development/k-tip-report](https://www.kansasregents.org/workforce_development/k-tip-report)] Two students successfully completed this program, having their certificate conferred in December.
  - e. Course/Program assessment results – Course outcomes were met.
- V. Reports
  - a. Basic Structure of the Electrical Program - Curriculum is based on NCCER guidelines. Class meets on Tuesday and Thursday evening in our lab housed at Ottawa High School. Stella asked about adding an additional blueprint reading

section. Would like to spend more time on grounding and bonding. A guest speaker came to class for pipe bending. Students go to a jobsite at least once per semester. Tom is attending Greenlee training over the summer. b. Students – Started the semester with 8 students enrolled. Three of the students were new this semester, 1 has been withdrawn administratively. We have three new students enrolled for to start this program in Fall 2022 so far.

V. New Business

a. Trends, Suggestions

Promise Act All Outreach programs cover employability skills. Tom Swafford used role-play in his class.

VI. Adjournment, 4:42 PM

VII. Next Meeting – approximately 6 months



Sep 22, 2022

Kansas Board of Regents:

I have been asked to write a letter of support for Neosho County Community College in regards to the creation of a Plumbing program at the Mitchell Career & Technology Center located in Chanute, Kansas.

I am currently the Career & Technical Education Coordinator for USD413 Chanute Public Schools, I oversee all internship and work-based learning programs for our high school students. Along with USD 257 Iola Public Schools, USD 413 received a Work Based Learning grant that allowed us the opportunity to connect with area business and industry professionals. A part of this grant we completed many Local Comprehensive Needs Assessments to find out what employment gaps we have in our region with what education programs that are available in our area. Plumbing was one of the careers specifically listed as a high employment need in our region.

The Chanute community has a high need for skilled plumbers, I receive numerous phone calls requesting if any students are interested in participating in a plumbing internship. I feel that having a program like this will have a positive impact on our community as well as fill some employment gaps and educational opportunities for our high school students.

I highly support the start of a Plumbing program with Neosho County Community College.

Thank you,

*Sherri Bagshaw*

Sherri Bagshaw  
CTE Coordinator  
USD 413 Chanute Public Schools

Board of Education  
Unified School District #257  
305 North Washington, Iola, KS 66749



Mr. Stacey Fager  
Superintendent

August 24, 2022

Jenna  
Higginbotham  
Curriculum Director

Kansas Board of Regents

Aaron Cole  
Director of Operations

I have been asked to write a letter of support for Neosho County Community College for the Plumbing dual credit program they are requesting to establish at their Mitchell Career & Technology Center in Chanute. With numerous construction projects our school district has recently completed, I feel assured to be able to offer testimony of the need for qualified plumbers in SEK.

Teresa Taylor  
Human Resources/  
Payroll Clerk/ Board  
Clerk

In the community of Iola, with a population of roughly 5,500 people, there is one local plumbing company. They are an outstanding company, family owned & run, but with limited family staff. They have repeatedly shared with me they would gladly hire more staff—if they were available. They work diligently to handle the needs of our community, but scheduling can be weeks out, potentially longer.

Marcie Boring  
Business Manager/  
Accounts Payable

When we have a school project involving plumbing, which most do, it routinely is delayed, due to lack of availability to service all the needs of the community & school district at the same time. In my opinion, plumbing is an honorable profession, but one that few HS students pursue on their own, without a CTE dual-credit program to offer support while in HS.

Staci Talkington  
Food Service  
Coordinator

In closing, I hope you strongly consider NCCC's request for a Plumbing Program. The need for plumbers is evident in SEK.

Ben Prasko  
Technology  
Coordinator

Sincerely,

Phone:  
(620) 365-4700

Fax:  
(620) 365-4708

Mr. Stacey Fager  
Superintendent of Schools  
USD 257-Iola

[www.usd257.org](http://www.usd257.org)



# HANUTE HIGH SCHOOL

Phone: 620.432.2510

1501 W. 36<sup>th</sup> Street, Chanute, KS 66720

Fax: 620.431.6789

September 15, 2022

Kansas Board of Regents:

Here you will find a letter of support for Neosho County Community College for the plumbing dual credit program they are requesting to establish at their Mitchell Career & Technology Center in Chanute. With the numerous construction projects our school district has recently completed, it is quite easy to speak to the need for qualified plumbers in southeast Kansas.

There are very few plumbing companies here in Chanute with a population approaching 10,000. Even though these family operated and owned companies are fantastic, they have specifically spoken to the willingness to hire more plumbers if they were available. Trying to get a job completed could potentially be weeks before someone is onsite due to the high demand and low amount of qualified plumbers currently.

The thought of having another project delayed due to lack of availability makes it very easy to speak in support of this program. It is very difficult to support school systems along with the community with such a high need. Plumbing may not sound like the most glamorous job as a young student, but when coupled with CTE dual credits and a way to be qualified out of high school, it becomes much more appealing.

Please consider the addition of the plumbing program to be offered by Neosho County Community College. Our schools and community need it tremendously.

Sincerely,

Sherri Bagshaw

Kellen J. Adams  
USD 413 Superintendent

Zack Murry  
Chanute High School Principal

Sherri Bagshaw  
CTE Coordinator

SUCCESS: EVERY STUDENT. EVERY DAY.

**From:** Preston Stich <PStich@Chanute.org>  
**Sent:** Wednesday, September 21, 2022 11:07 AM  
**To:** Brenda Krumm <bkrumm@neosho.edu>  
**Subject:** RE: EXTERNAL -- One more request re Plumbing program

Brenda,

What Steve said yesterday is true many times apprentices do much of the leg work with little knowledge of why they are taking these needed steps in the process. There are different reason a journeyman or master may not take the time to walk a apprentices though the steps of why they are doing something a certain way. Many times there are deadlines on jobs or a rush to get a portion of a job done so another trade can start in that work area. Also there is many cases in which a apprentices moves on to new career before achieving the necessary years of experience to take the journeyman exam. Because of this it can take time before a apprentice earns the respect of a journeyman/master for them to take the time out of there day to teach a apprentice.

I believe that taking this class would give a apprentice a head start in this profession and help them catch the eye of the journeyman/master. Entering the trade with some basic knowledge will show that they care about their work and they are not just for a paycheck. The knowledge from this class will also help them understand some of the more complex parts of the trade that hard to learn on the job.

Finally the most important part to me is there are many apprentices that never even open a code book until they are ready to take there journeyman exam. These code books can be hard to understand at first. There is terminology in code books that is not used on most jobsites. Also the equations used to figure for water, sewer, and vent demands are mostly used in the planning for jobs and apprentice would never see this.

**Preston Stich**  
**City of Chanute**  
**Building Inspector**  
101 S. Lincoln Avenue  
Chanute KS, 66720  
Office: 620-431-5279  
Fax:620-431-5238  
Cell: 620-3051002  
[pstich@chanute.org](mailto:pstich@chanute.org)

**From:** Steve Trester <STrester@Chanute.org>  
**Sent:** Wednesday, September 21, 2022 9:32 AM  
**To:** Brenda Krumm <bkrumm@neosho.edu>  
**Subject:** NCCC Plumbing Program

Brenda,

We believe that the Plumbing Program that NCCC is preparing to offer would be a great benefit to the local plumbing community. A step in the right direction for future Journeyman and Master Plumbers. Often times, apprentices are laborer's and "go fors" that are given instructions to do certain things, but, are often not explained to, as to why they are doing that or that it is a code requirement. We feel that this

Revised/Approved April 2022

course will give them some understanding of code requirements that they will need to know and understand when they take the test for their trade.

Thank you,

**Steven Trester**

**City of Chanute**

101 S. Lincoln Avenue

Chanute ks, 66720

Office: 620-431-5291

Fax: 620-431-5238

Cell: 620-212-4884

[strestre@chanute.org](mailto:strestre@chanute.org)

August 30, 2022

Kansas Board of Regents

I have been asked to write a letter of support for Neosho County Community College for the Plumbing dual credit program they are requesting to establish at their Mitchell Career & Technology Center in Chanute.

CDL Electric Company needs workers with plumbing experience, and we are pleased to learn that NCCC will start a plumbing program in Chanute. CDL Electric will be happy to help as our schedule permits.

CDL Electric Company supports this training program, and we will serve on your advisory committee and be glad to speak to your students about the importance of plumbing skills.

We are always looking for qualified employees and will look forward to having your graduates as applicants. We will hire qualified graduates of the program.

CDL Electric Company would also be happy to donate supplies.

This training will be beneficial to our community.

In closing, I hope you strongly consider NCCC's request for a Plumbing Program. The need for plumbers is evident in SEK.

Thank you,

Dennis Howard  
CDL Electric Company  
1308 N. Walnut  
Pittsburg, KS 66762  
620-231-6420



620-431-3730 / 103 E 35<sup>th</sup> Street / Chanute, KS 66720  
lampliters@outlook.com

Plumbing / Heating / Air Conditioning / Sheet Metal

*Brenda,*

*Lamp Liters, Inc. would be happy to support the addition of a plumbing program at the Mitchell Career and Technology Center. The demand for Master Plumbers in our area is extremely high. Currently, the work load is very demanding and in some cases creating a full schedule for months at a time. A training program in southeast Kansas is very much needed to help encourage ones to join this field.*

*We would be happy to support the program by hiring qualified graduates and providing internship opportunities and/or serving in an advisory capacity.*

*Sincerely,*

*Kayla Martin  
Lamp Liters, Inc*

|  
**From:** jean white [[mailto:ladyplumb\\_66733@yahoo.com](mailto:ladyplumb_66733@yahoo.com)]  
**Sent:** Friday, August 26, 2022 2:28 PM  
**To:** Christina Stange <[cstange@neosho.edu](mailto:cstange@neosho.edu)>  
**Subject:** Re: Plumbing Program Support

8-26-22  
Kansas Board of Regents

I have been asked to write a letter of support for Neosho County Community College for the Plumbing dual credit program they are requesting to establish at their Mitchell Career & Technology Center in Chanute.

White Plumbing Co. needs workers with plumbing experience and we are pleased to learn that NCCC will start a plumbing program in Chanute. *Our company has been in business for 112 years and we have never had so much trouble finding help.*

White Plumbing Co. supports this training program and we will serve on your advisory committee and be glad to speak to your students about the importance of plumbing skills.

We are always looking for qualified employees and will look forward to having your graduates as applicants. We will hire qualified graduates of the program.

This training will be beneficial to our community.

In closing, I hope you strongly consider NCCC's request for a Plumbing Program. The need for plumbers is evident in SEK. When the older plumbers retire there is nobody to take their place and even at our shop we just have my son and my husband who is 81. The younger people we have tried do not want to do this type of work when they can have something that is computerized and never get dirty.

*Very Sincerely,*

*Carol Harris, Owner  
White Plumbing Co.  
Erie, KS*



**KANE PLUMBING**  
**1345 S Pine St**  
**Ottawa, KS 66067**  
**(785) 242-7353**  
[KanePlumbingKS@gmail.com](mailto:KanePlumbingKS@gmail.com)

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13 March 2018

Ms. Krumm,

Kane Plumbing is extremely excited about the prospect of bringing in a plumbing trades curriculum to the Ottawa campus. As a trade professional for the last 18 years, I have seen a steady decline in the the number of plumbers. This is a national problem and I am pleased to be a part of the discussion to help bring about more options for our young people while also increasing the number of young plumbing professionals.

With that said, I fully support the initiation of the plumbing program. I am willing to serve in any way I can, including teaching or serving on the Advisory Committee. I am also willing to allow students to assist me with real world applications of what they will be learning. Please let me know how I can be of service as you begin this endeavor.

Sincerely,

Brian Kane  
Kane Plumbing



**City of Lawrence**  
**PUBLIC WORKS**

THOMAS M. MARKUS  
CITY MANAGER

City Offices  
PO Box 708 66044-0708  
[www.lawrenceks.org](http://www.lawrenceks.org)

6 East 6<sup>th</sup> St  
785-832-3000  
FAX 785-832-3405

**CITY COMMISSION**

**MAYOR**  
STUART SOLEY

**COMMISSIONERS**

LISA LARSEN  
JENNIFER ANANDA, JD, MSW  
MATTHEW J. HERBERT  
LESLIE SODEN

To: Brenda Krumm, Dean  
Neosho County Community College  
800 W. 14<sup>th</sup> St.  
Chanute, KS 66720  
From: Jason Stowe, Manager, Building and Structures Manager  
CC: Mark Theil Asst. Public Works Director  
Charles Soules Public Works Director  
Re: Letter of Support

Dear Ms. Krumm

As the manager of the Building and Structures Division of the Public Works Department at the City of Lawrence, I am pleased to hear that you are considering establishing electrical and plumbing certification programs at Neosho County Community College. This division would be able to support an intern/externship for both programs during the last semester of the programs. There is potential for graduates of this program which may make them eligible for hire in any one of our maintenance level worker positions. I also would be willing to participate as a guest speaker or participate in group conversations related to these programs.

Best regards

Jason Stowe



**STEANSON PLUMBING**

133 N. Cedar  
Ottawa, Kansas 66067  
(785) 242-7353

Brenda Krumm, Dean  
Neosho County Community College  
800 W 14th St.  
Chanute, KS 66920

Dear Ms. Krumm:

Stearns Plumbing is pleased to hear that NCC plans to start a plumbing program. In support of the program I will be glad to serve on the advisory committee.

Sincerely,  
  
May D Stearns