

New Program Request Form

CA1

General Information

Institution submitting proposal	North Central Kansas Technical College
Name, title, phone, and email of person submitting the application <i>(contact person for the approval process)</i>	Dr. Corey Isbell VP of Students and Instructional Services 785.738.9055 cisbell@ncktc.edu
Identify the person responsible for oversight of the proposed program	Jennifer Brown, Dean of Instruction
Title of proposed program	Building/Construction Site Management
Method of program delivery (face to face, online, hybrid)	Face-to-Face
Proposed suggested Classification of Instructional Program (CIP) Code	46.0412
CIP code description (from nces.ed.gov/ipeds)	A program that prepares individuals to supervise, manage, and inspect construction sites, buildings, and associated facilities. Includes instruction in site safety, personnel supervision, labor relations, diversity training, construction documentation, scheduling, resource and cost control, bid strategies, rework prevention, construction insurance and bonding, accident management and investigation, applicable law and regulations, and communication skills.
Standard Occupation Code (SOC) associated to the proposed CIP code	47-1011
SOC description (from onetonline.org)	Directly supervise and coordinate activities of construction or extraction workers.
Number of credits for the degree <u>and</u> all certificates requested	AAS: 60 credits
Proposed Date of Initiation	August 1, 2024
Specialty program accrediting agency	N/A
Industry-recognized certification(s) to be earned by students	NCCER during the first year

Signature of College Official  Date 4/18/24

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, CA-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 why the program is needed, where the idea to offer the program came from (including the requesting entity), number of projected enrollments, and who was involved in the development of the program.

The proposed affiliation between Fort Hays State University (FHSU), North Central Kansas Technical College (NCK Tech) and Northwest Kansas Technical College created small teams to work through potential collaboration and opportunities to better serve students and the region through the affiliation. The construction discipline was highlighted as a priority team to start conversations surrounding business and industry needs within the region. Members from all three institutions as well as business and industry representatives meet twice a month to create pathways for students and exit points to meet the need for regional employers. From these discussions the idea of an AAS in Building/Construction Site Management was born.

Building/Construction Site Management mirrors the successful collaboration currently between NCK Tech and FHSU for the AAS degree, Welding Engineering Technology/Technician. The Welding AAS degree was approved several years ago using the design of students earning a certificate at NCK Tech and then moving on to the University to complete courses for the second year. These courses are then reversed transferred to NCK Tech to award the AAS. This model has been successful for both institutions and the students.

As noted above, the idea developed after conversations on creating additional pathways and exit points for students in the construction curriculum team for the affiliation. It was noted within the discussion, students often felt unprepared as a job site supervisor after earning a Construction Technology certificate, but wanted to impact industry sooner than continuing for a four-year degree. Industry representatives on the team agreed the demand for employees continues to increase and needed within the field. Since a successful model already existed with Welding, Building/Construction Site Management was developed to help meet the demand and provided frontline construction supervisors within the field sooner.

NCK Tech and Fort Hays State University have a history of successful partnerships. Currently, NCK Tech students on the Hays campus have access to the student supports and services including campus housing at FHSU through the Gateway program. NCK Tech's Welding program on the Hays campus is housed on the FHSU campus in the new Center for Applied Technology building. Lastly, the Welding Engineering Technology/Technician was approved in 2011 and serves students each year looking to build skills to expand their opportunities.

In conversations with students about the possibility of adding the AAS in Building/Construction Site Management, several students have expressed interest. When approved, we will have students pursuing this option starting in August 2024.

The proposed affiliation between NCK Tech, Northwest Tech and Fort Hays State University was created to better serve students, communities and the region. Adding an AAS in Building/Construction Site Management encapsulates the essence of the affiliation by providing opportunities for students via enhance training, meeting the needs of employers and helping serve the communities via the creation of a vast employee pipeline.

NCK Tech has Construction Technology on both campuses for a total enrollment per year of 30 to 40 students. The projected enrollment into the AAS program would be 10 students. As this option is not yet approved, students have already expressed interested based on mention of the possibility.

- If the recommended program is duplicative of other programs in the area, please specifically address why the new, additional program is necessary.

This degree is a stand-alone partnership between NCK Tech and FHSU. Currently, there are no duplicate programs. This program combines the construction skills from the aligned Construction Technology program at NCK Tech and courses at FHSU focused on construction job-site supervision.

Program Description and Requirements

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

Per NCK Tech's catalog:

This program will prepare students to apply basic engineering principles and technical skills in support of engineers, contractors and other professional engaged in the construction of buildings and related structures. Students will learn basic structural and construction techniques; estimating, supply logistics and procurement; site preparation; management and supervision of construction personnel; and computer aided drafting.

Students who complete NCK Tech's Construction Technology Certificate B, will combine those earned credits with 18 credit hours of prescribed technical course work at Fort Hays State University's Department of Applied Technology as listed below. Students will also need to complete an additional 6 hours of general education as listed below to fulfill the requirements for the AAS degree in Building/Construction Site Management awarded by NCK Tech.

- Include any work-based learning requirements of the program, such as clinicals, internships, etc. If clinical experience is required, please identify whether sufficient clinical sites are available.

N/A

- List and describe the admission and graduation requirements for the proposed program.

The program will follow NCK Tech’s admission and graduation requirements as documented with the College Catalog.

Admissions requirements:

All students applying to NCK Tech must:

1. Complete an Application (providing all requested information) at www.ncktc.edu.
2. Pay the \$50 non-refundable application fee.

Applicants will be notified in writing of their acceptance into the College.

Graduation requirements:

Students are eligible to earn an Associate of Applied Science Degree, a Certificate A or Certificate B upon successful completion of the following requirements:

1. Complete a Graduation Application and grade/degree audit with the Registrar.
2. Complete all required coursework, including all general education courses, according to individual program objectives. Students receiving a failing grade “F” in any coursework will be required to retake the course. Incomplete coursework “I” will not count towards graduation requirements.
3. A minimum cumulative grade point average of 2.0.
4. An official high school transcript reflecting graduation date and school official signature, it’s equivalent, or a GED.
5. No outstanding bills owed to the College.

Students completing the NCK Tech Construction Technology Certificate will then transfer to FHSU to complete the second year, plus finish their 15 hours of required general education. Once completed, those courses will be reverse transferred to NCK Tech. Students eligible to receive their AAS in Building/Construction Site Management will comply with NCK Tech’s graduation requirements and will participate in NCK Tech’s graduation ceremony.

Demand for the Program

- Using the most recent Kansas Department of Labor’s Long Term (10-year) Occupational Outlook, (<https://klic.dol.ks.gov>) identify employment trends and projections for the SOC code identified in the General Information section: annual occupational growth, estimated annual median wages, and typical education level needed for entry.
 - Labor information included should show demand in the occupation for the level of education being proposed for the program.
 - Include additional data for local and regional employer demand if available.
 - For new programs for which state-level labor data is not yet available, additional resources to demonstrate demand for the occupation being trained must be included. Job posting data (cite resource used and date of review) and projected hiring needs for employers (documented in employer letters of support) are examples of additional labor data documentation.

The occupation and CIP code were chosen by looking at the needs of business and industry. Many expressed the need for frontline, job-site management. At the same time, they wanted those employees to be prepared through education in construction techniques, materials, site planning

and documenting. As noted from industry partners, this is an area of need within the field. Laborers can be trained on-the-job, and students completing a certificate in Construction Technology are not yet ready to assume the role as a field supervisor. This degree creates a quicker pipeline for trained employees into industry.

The CIP code (46.0412) is in the same family as NCK Tech's Construction Technology. All areas within construction are noted to rise in demand. The occupation code (47-1011) for first line supervisors of building and construction trades notes a 5.2% growth within the state for 2020-2030 occupation projections. The occupation is noted as a high demand/high wage as classified by the Kansas Department of Labor.

The Construction Technology program is offered on both NCK Tech campuses with consistent enrollment each year. Data collected via the follow-up process notes 79.9% of NCK Tech graduates are employed in the service region. Offering an AAS through NCK Tech assists in building the workforce needed in central and western Kansas.

Beyond the above data, NCK Tech used information from the Affiliation team on construction and employer feedback in determining the need for this AAS degree.

- Show demand from the local community. Provide letters of support from at least three potential employers in your region, which state the specific type of support they will provide to the proposed program. Examples of program supports may include commitments to interview graduates for job positions, providing scholarships, providing internships or other work-based learning opportunities, donation of equipment/materials, assistance with program design, serving on advisory board, etc.

See attached letters of support from regional employers, advisory committee members, and Fort Hays State University administration, at the program and cabinet level.

- Provide data from the most recent Perkins Comprehensive Local Needs Assessment recommendations, demonstrating the need for the program initiation.

The 2024-2026 Hays Region Perkins Comprehensive Local Needs Assessment noted the demand for skilled employees in the construction areas. Team members acknowledge the need for construction and housing within the region. Member pointed to local advocacy groups including the Hansen Foundation and Grow Hays as noting the lack of available housing is a weakness within the region to attract population and growth.

The construction and design pathway is offered in 17 regional secondary schools. Enrollment capacity is limited due to staffing and lab safety concerns. The start-up cost for this program are also expensive for secondary schools.

The Local Needs Assessment also made note the continued discussion as part of the proposed affiliation with NCK Tech, Northwest Tech and FHSU could produce additional pathways and opportunities for students. Currently within the region there is a reported 60 openings in Construction Technology. The Hays Region is challenged with data that truly reflects the demand within the region. Many businesses looking to hire are small businesses not posting their positions, rather using word-of-mouth or recommendations from other to hire.

The proposed AAS in Building/Construction Site Management helps meet the needs as noted by the Hays Region assessment team. The pathway creates an additional exit point with the construction trades and helps fill a void in the central and western part of the state for field supervisors on construction sites.

- 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.

N/A

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 existing the system and employed.

No similar programs currently exist within the state.

- Was collaboration with similar programs pursued? Please explain the collaboration attempt, and if not pursued, rationale for why collaboration was not a viable option. (Recommend that collaboration opportunities be explored and documented with existing programs, examples include sharing best practices, recruitment and retention strategies, curriculum or equipment suggestions, working with business and industry on work-based learning opportunities, etc.)

N/A

Program Information

- If the program has undergone the alignment process at the state level, please review alignment requirements and ensure the courses, industry-recognized certifications, and accreditation requirements are met in the proposal. Listing of aligned programs can be found at: https://www.kansasregents.org/workforce_development/program-alignment
- List by prefix, number, title, and catalog description all courses (including prerequisites) to be required or elective in the proposed program.

Courses within the proposed program:

Courses at NCK Tech:

CC-101

Basic Drafting

This course covers sketching, multi-view drawing, dimensioning, and working drawings. It also covers proper and efficient use of basic drafting tools and equipment to produce technical

drawings It focuses on applying geometric construction as a problem-solving tool in technical drawing.

CC-105 Cabinetmaking

This course is designed to cover the use and maintenance of hand tools, power tools, hardware, adhesives, types of joints, types of cabinet materials, cabinet hardware, ordering materials and methods of construction. This course also covers actual construction of all cabinetwork to be placed in residential homes under construction. It includes vanities, china closets, built -in study areas, kitchen cabinets, and other incidental cabinet work in custom homes.

CC-106 Introductory Craft Skills

This course provides an overview to the construction industry including career paths and benefits of a career in the construction trades. In addition, the courses will focus on safety of construction sites. Course topics include: careers in construction; basic safety, including site safety; introduction to construction tools and equipment; construction math; and power tools.

CC-107 Construction Basics

This course covers the foundation for building. Students will be introduced to material handling, basic rigging, communication within the industry and the utilization of construction drawings to calculate layouts and placement. This course will continue career opportunity discussions from Introductory Craft Skills.

CC-110 Windows and Doors

Describes the various types of windows, skylights, and exterior doors, and provides instructions for installing weather-stripping and locksets. This course also covers various types of stairs and common building code requirements related to stairs. The module focuses on the techniques for measuring and calculating rise, run, and stairwell openings, laying out stringers, and fabricating basic stairways.

CC-111 Interior Finish

Covers interior trim work, finish floor covering, ceramic tile setting, interior wall and ceiling finishes, insulation, and special architectural features such as ceiling beams, room dividers and paneling.

CC-112 Exterior Finish

This course covers the installation of siding, exterior trim, cornices and roof trim.

CC-113 Carpentry I

This course covers the foundational elements of the construction of a residential home. During the construction, the following units are studied and methods applied: building site and layout; foundational layout; leveling instruments; foundation formwork; building materials and estimating, and calculating remodeling projects; and safety with material handling.

CC-114 Carpentry II

This course outlines the details in construction floor, wall and roof systems. Framing and the procedures for laying out and constructing various floor systems. Students will learn wall and ceiling framing including rough-in for doors and windows. Roof systems will be covered including laying out rafters for gable roofs and valley intersections. Coverage includes both stick-built and truss-built roofs. In addition, various types of stairs and common building code

requirements related to stairs will be covered including measuring and calculating rise, run and stairwell openings, laying out stringers and fabricating basic stairways.

CC-115 Concrete Technology

This course will cover the basic principles in concrete formation. Topics covered will including: specialized concrete tools, mixing properties, concrete footings, foundations, forming and flatwork. Site preparation and finishing techniques will also be covered.

General Education Courses

CIS-100 Computer Applications

Students will learn basic computer operations utilizing a windows-based computer. Word processing, spreadsheet, database, and presentation applications skills will be developed through the use of Microsoft Office, and students will learn how to integrate the data produced. Hands-on practice projects will be utilized that will be relevant for home and business use.

COM-103 English Composition I

English Composition I will examine rhetorical strategies and application of these strategies through writing, emphasizing grammatical correctness, acceptable usage, effective organization and expression of ideas.

Prerequisite: Grade of C or better in COM-099 or appropriate placement scores.

COM-105 Fundamentals of Oral Communication

An elementary course in the study and practice of the basic principles of speech and interpersonal communication. We examine a variety of speaking situations including workplace speaking, persuasive speaking and special occasion speaking with emphasis on critical thinking, creative and intelligent selection of material, organization and oral presentations.

MA-102 Essential Math

Essential Math is a course starting with the basic numerical concepts and moving to more complex concepts involving critical thinking and problem solving. The course will not only deal with theory and principles, but will also concentrate on applications of using those concepts in solving problems dealing with Finance, Probability and Risk, Social Issues, and across other disciplines.

SS-100 General Psychology

This course is a survey of the introduction to the social science of psychology. It introduces basic concepts, theories, and founders of psychology, research methods, and contributions to the understanding of human behavior. Chapters studied throughout the course include the nervous system, perception, motivation, learning and memory, social behavior, personality, developmental, and clinical psychology.

Courses at Fort Hays State University

TECS-318 Intro to Computer Aided Drafting

An introduction to the fundamentals of a CAD operating system. Including the introduction to CAD features, title blocks and templates, CAD standards relating to drawing format and printing (mechanical, engineering, architectural, civil, etc.), drawing and editing basic shapes, computer aided drafting systems, operating techniques, text, dimensioning, model space and paper space, 2D and 3D environments, and the production of professional drawings using the CAD operating system.

TECS-382 Construction Estimating and Scheduling

Construction cost reporting, estimating and control, construction planning, both long-term and short-interval, construction scheduling, monitoring, and control along with computer applications. Successful construction companies have an understanding of the inner relations of labor production, cost control and schedule management. The class will use a series of problems and activities that have both individual and team components to define and develop these skills. In each activity, a real problem will be presented. Class discussions and lectures will prepare students to complete the assignment with some additional outside research. Class time will be split between lectures, which are designed to define and understand activities involved with scheduling and project facilitation and problem-solving activities that will reinforce topics of the lectures.

TECS-484 Site Prep and Foundation

This course is designed to acquaint students with site and foundation practices. Students will be exposed to construction equipment and will become familiar with job-site safety and working conditions. Students will gain proficiencies in building design, print reading, and surveying instruments and operation. The students will be introduced to work-related experiences on foundation and/or slab construction. Ultimately, students will be exposed to and practice construction management skills utilizing onsite supervisors.

TECS-415 Construction Graphics

This course is designed to acquaint the student to the processes now being utilized in the construction industry. Ultimately, the student will, through practical exercises, develop a detailed set of house plans which will illustrate the design and construction techniques of that structure. Typical problems covered are building codes, architectural standards, materials, styles, and finance.

TECS-480 Industrial Management

This course is designed to acquaint students with the engineering, methods, and management aspects of business and industry in order that they may be able to establish industrial goals efficiently and effectively.

TECS-385 Construction Planning and Design

This course is designed to give the student a look at the multitude of areas considered when planning and designing a construction project, both residential and commercial. Some of the areas that are covered are land use, historical considerations, environmental impact, community impact, right-of-way, state/governmental issues, traffic, lighting, green construction, utilities, design specifications, ADA.

- 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.

Certificate B in Construction Technology	37 credit hours
Prescribed Technical Courses at FHSU (See Below)	18 credit hours
Additional Hours of General Education	6 credit hours
Total:	60 credit hours

First Semester at NCK Tech

Course Code	Course Name	Credits
OSHA-110	OSHA Training	1
CC-101	Basic Drafting	1
CC-106	Introductory to Craft Skills	3
CC-107A	Construction Basics	2
CC-113	Carpentry I	3
CC-114	Carpentry II	4
	Total	14 credit hours

Second Semester

CC-105	Cabinetmaking	4
CC-110	Windows and Doors	3
CC-111	Interior Finish	3
CC-112	Exterior Finish	1
CC-115	Concrete Technology	3
	Total	14 credit hours

General Education Requirement for a Certificate B

CIS-100	Computer Applications	3
MA-102	Essential Math	3
SS-100	General Psychology	3
	Total	9 credit hours

Third Semester at FHSU

TECS-318	Intro to Computer Aided Drafting	3
TECS-382	Construction Estimating and Scheduling	3
TECS-484	Site Prep and Foundation	3
	General Education Course (NCK Tech)	3
	Total:	12 credit hours

Fourth Semester at FHSU

TECS-415	Construction Graphics	3
TECS-480	Industrial Management	3
TECS-385	Construction Planning and Design	3
	General Education Course (NCK Tech)	3
	Total:	12 credit hours

Elective:

GBUS-204 (FHSU)/BMGT-109 (NCK Tech) Business Law

3 credit hours

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

Currently, the Construction Technology program at NCK Tech follows NCCER.

- 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.

NCK Tech currently partners with regional high schools to offer courses within construction technology. The AAS program, as a whole, will not be available for high school students to complete while dually enrolled.

Faculty

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

Faculty qualifications will defer to NCK Tech's current policy. Credentials are the same as those who are employed for any position as a faculty member. The instructor will hold a degree one level higher than the program degree or be willing to obtain said degree within a prescribed time period. A minimum of two years' experience in the field or related field are required.

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.).

Due to the collaboration of two institutions with existing programs and existing faculty, there are no additional costs associated with this program. Both institutions will continue to utilize their current facilities and equipment. This program will maximize the usage of both institutions' facilities and faculty to create an additional pathway opportunity for students.

- Provide detail on **CA-1a form**.
- Describe any grants (including requirements of the grant) or outside funding sources that will be used for the initial startup of the new program and to sustain the proposed program.

N/A

- **Additional cost and funding documents to include as needed:**
 - Provide Excel in CTE fee details on the **CA-1b form** if the program will be offered to high school students and requesting approval for fees.

- If the program is requesting Perkins funding, provide details on the **CA-1c form**.
- If the program is requesting KS Promise Act eligibility, provide details on the **CA-1d form**.

Program Review and Assessment

- Describe the institution's program review cycle, and anticipated review timeframe for proposed program.

Faculty and administration regularly review the effectiveness of individual instructional programs. This review process may lead to recommendations for modifications of practice, changes in content and courses, and expansion of programs of instruction. The program review process assists the College in meeting its mission. Programs will be reviewed every three years based on the following subjects:

- *Enrollment/retention history
- *Graduation Rates
- *Third Party Credentials
- *Curriculum-Core Outcomes-Program Alignment-Program Outcomes
- *CIP Code review
- *Departmental Plan

The program Department Chair, the VP of Students and Instructional Services, and the Dean of Instruction meet to review the above data and documents and set goals for the next review cycle.

Building/Construction Site Management will follow the same process as outlined above for program review. The program will participate in program assessment on student learning outcomes at the end of each academic year.

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

Program Proposal Submission

- Please enter proposed program into the Kansas Higher Education Data System (KHEDS)
- Please create a PDF of all documents, and submit the completed application to the following:

April Henry
Director of Workforce Development
ahenry@ksbor.org

Charmine Chambers
Associate Director for Workforce Development/Data/Finance

Revised/Approved April 2022, updated June 2023

cchambers@ksbor.org



FORT HAYS STATE UNIVERSITY

OFFICE OF THE PROVOST

March 5, 2024

Kansas Board of Regents
1000 SW Jackson Street, Suite 520
Topeka, KS 666120-1368

Dear Members of the Board:

It is my pleasure to support the proposal from North Central Kansas Technical College (NCKTC) for the Associate of Applied Science (AAS) in Construction Engineering Technology. This innovative degree program promises to equip students with the essential skills required for successful entry into the construction and home building industries.

The strategic affiliation between Fort Hays State University (FHSU), NCK Tech, and Northwest Kansas Technical College marks a significant step forward in our collective commitment to enhancing educational opportunities in the region. The introduction of this proposed degree holds immense promise, particularly for students residing in the western part of the State. Moreover, it is poised to benefit Kansas students, small businesses, and communities alike by supplying proficient graduates capable of meeting the demands of the construction workforce.

One notable aspect of this proposal is its potential to establish a seamless educational pathway for NCKTC students, facilitating their progression toward undergraduate and graduate degrees at Fort Hays State University. Additionally, the provision for reverse transfer credit back to NCKTC ensures a flexible and inclusive approach to student mobility and academic achievement.

In essence, the proposed degree stands as a testament to our collective commitment to fostering educational excellence and workforce development across the state.

Sincerely,

A handwritten signature in black ink that reads "Jill Arensdorf".

Jill Arensdorf, Ph.D.
Provost and Vice President for Academic Affairs



FORT HAYS STATE UNIVERSITY

OFFICE OF THE PROVOST

March 5, 2024

Kansas Board of Regents
1000 SW Jackson Street, Suite 520
Topeka, KS 666120-1368

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Jill Arensdorf, Ph.D.
Provost and Vice President for Academic Affairs



FORT HAYS STATE UNIVERSITY

Forward thinking. World ready.

APPLIED TECHNOLOGY

Kansas Board of Regents
1000 SW Jackson Street, Suite 520
Topeka, KS 66612-1368

Dear Members of the Board:

I am writing to express my support for the proposal put forth by North Central Kansas Technical College (NCKTC) to develop an Associates of Applied Science degree in Construction Engineering Technology/Technician. This proposal, conceived through the collaborative efforts of the FHSU-NCKTC-NWKTC Affiliation Implementation Team #3, signifies a significant step towards enhancing educational opportunities and meeting industry demands in the field of construction.

Drawing inspiration from the successful partnership between NCKTC and Fort Hays State University (FHSU) in Welding Engineering Technology/Technician, the AIT3 has diligently crafted a similar blueprint tailored specifically for aspiring construction professionals. This initiative aims to provide students with accessible pathways to employment, stackable credentials, and avenues for academic progression towards higher degrees.

The proposed AAS degree in Construction Engineering Technology/Technician aims to achieve several important goals.

- 1. Practical Skills:** An AAS degree in Construction Engineering Technology/Technician equips students with practical skills in building techniques, construction methods, and site supervision, providing them with a strong foundation for a career in the field.
- 2. Industry Knowledge:** Through a second-year program, students gain comprehensive knowledge of the construction industry, including building codes, safety regulations, material selection, and construction methods. This knowledge is essential for effectively managing construction projects and ensuring compliance with industry standards.
- 3. Leadership Skills:** Building Construction Engineering Technology/Technician graduates need strong leadership skills to coordinate construction activities, manage personnel, and resolve conflicts effectively. An AAS second year program includes coursework and training in leadership and communication skills to prepare students for these roles.
- 4. Job Opportunities:** The construction industry is constantly growing, and there is a high demand for a skilled construction laborer with the drive to be a site manager. With an AAS degree, students can access a wide range of job opportunities in various construction projects.

5. Career Advancement Opportunities: The second year Construction Engineering Technology/Technician allows an AAS degree graduate a job exit point, yet still allows that student a clear path to a BS degree in a construction management field. This type of seamless pathway can advance students to higher positions within the construction industry, such as project manager, construction superintendent, or even starting their own construction company.

The proposed academic program not only addresses some of the immediate needs of the construction industry but also aligns with the Affiliation Implementation Team #3's commitment to student success and workforce development. The Department of Applied Technology at Fort Hays State University is eager to collaborate with NCKTC and industry partners to ensure the successful implementation of this program.

Thank you for considering this important proposal.

Kim M. Stewart

A handwritten signature in black ink, appearing to read "Kim M. Stewart", with a large, sweeping flourish extending to the right.

Professor, Chair
Department of Applied Technology
Fort Hays State University
Hays, Kansas 67601



Phone# 785-479-0373

Fax# 785-776-4104

Corey Isbell
Vice President of Student and Instructional Services
North Central Kansas Technical College
Hays, Kansas 67601

Dear Mr. Isbell,

I am writing this letter to express my excitement in hearing about the possible formation of the Associate of Applied Science (AAS) program in Construction Technology at North Central Kansas Technical College. As an Alumni of North Central Kansas Technical College (NCKTC), and being active on many Boards and Committees, I see the impacts that are being had due to the lack of qualified field staff. I believe that the implementation of this program will fill a need for key learning opportunities for students, but also help address a critical need for skilled professionals in the region.

Since attending NCKTC programs myself, I identified that having staff members who have received technical training as a major key to the success and growth of our company. We have been fortunate to employ of 30 other NCKTC alumni. It has been of our experience and of our opinion that unlike many in the construction industry that are primarily taught by other while doing the trades, those who have had formal training in the trades typically show more true passion and desire for the work they perform. They are generally more eager to be a key part of the company and find more satisfaction and accomplishments in contributing to the success of the companies the work for as well.

As a way of continued support for the programs, and the development of the students we offer assistance in the following ways:

1. **Advisory Roles:** Myself or others will continue or are available for additional Advisory Board roles to the Construction Technology Instructors to assist in providing feedback and information on the changes we are experiencing in the industry and the workforce. We will also continue to offer a strong support for the classroom with class visits to discuss the industry, specific training on topics in our field, and opportunities when applicable to visit local projects to provide real in the field scenarios for the students.
2. **Provide Internship Opportunities.** ACS Construction offers students enrolled in the Construction Technology programs with internships. Providing on the job training with experience members of the staff (who was likely also a past graduate of NCKTC). Providing mentorship what will allow the student to grow and gain hands on trade comprehension, and skills to enable them to have successful careers in the construction field.
3. **Equipment and Supplies Provisions:** With the coordination and when available we will provide assistance with products for training students. This could be by means of equipment, building materials contributions, or tools that will assist in offering the ASA class member more experiences.

Mailing Address:
P.O. Box 1966
Manhattan, Kansas
66505

www.acsglc.com

Nick Acheson
nick@acsclc.com
785-479-0373

ACS

Phone# 785-479-0373

Fax# 785-776-4104

4. **Carrer Opportunities:** Upon completion of their education, we will continue to be a channel that offers them an opportunity to continue personal growth and skills. We hope they will have a long employment with ACS Construction, but no matter the length we will support them with continuing education opportunities, competitive wages, health benefits, 401k, and abilities as available for advancement in the Company. Tuition reimbursement assistance is another option that we offer exclusively to NCKTC graduates upon signing full time job offers with ACS Construction.

I would like to take this opportunity to also thank the faculty at NCKTC for their never-ending commitment to the success of the student in the Construction Technology program. The development of that AAS program for the College shows that NCKTC understands the needs they hear from us in the industry and continue to make advancement in the programs to better support the student's education and future success.

We are confident that by collectively working together, we can foster a platform to provide talented workforce, and combat the shortage of qualified individuals that is impacting the construction trades in the region. The potential of the AAS program being implemented at NCKTC will help provide the student more opportunities and help them advance their careers in the trades at a more rapid pace. We are always excited to discuss and learn more about the future of the AAS program, and any partnership opportunities that will ensure the success of the students, as well as be in line with the needs of the industry.

As always please do not hesitate to contact me at the information below if we can help in the development, and launching of the AAS in Construction Technology program, or any other needs of the programs.

We are thrilled to assist in the future of what this program will do for NCKTC, the students, the construction industry, and what opportunities it will bring.

Respectfully,



Nick Acheson

Mailing Address:
P.O. Box 1966
Manhattan, Kansas
66505

www.acsglc.com

Nick Acheson
nick@acsglc.com
785-479-0373



CITY COMMISSION	CITY MANAGER
SHAUN MUSIL, MAYOR	TOBY DOUGHERTY
SANDY JACOBS, MASON RUDER	DEPUTY CITY MANAGER
ALAINA CUNNNIGHAM, REESE BARRICK	COLLIN BIELSER

March 11, 2024

Corey Isbell
Vice President of Student and Instructional Services
North Central Kansas Technical College
Hays, Ks 67601

Dear Mr. Isbell,

I am writing to express my enthusiasm and support for the establishment of the Associate of Applied Science (AAS) program in Construction Technology at North Central Kansas Technical College. As someone deeply invested in the growth and prosperity of our region, I believe that this initiative will not only provide valuable educational opportunities for students but also address a critical need for skilled professionals in the Northwest Kansas area.

The City of Hays recognizes the importance of a well-trained workforce in the construction industry, and we are committed to playing an active role in supporting the success of this program. We are eager to collaborate with North Central Kansas Technical College in various ways to ensure the program's success and to provide opportunities for its graduates.

To demonstrate our commitment, we would like to offer the following forms of support:

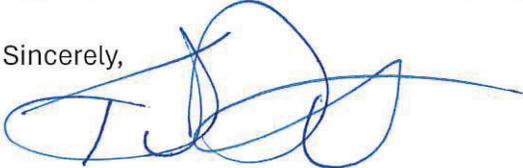
1. **Hosting Internships:** We are keen to provide internship opportunities for students enrolled in the Construction Technology program. Our organization is prepared to offer hands-on experience and mentorship to help students develop their skills and gain valuable industry insights.
2. **Material Support:** We are willing to provide materials and resources that may be beneficial for the practical training and learning experiences of students in the program. Whether it's equipment, tools, or supplies, we are ready to contribute to the learning environment.
3. **Employment Opportunities:** Perhaps most importantly, we are committed to hiring graduates of the Construction Technology program. We recognize the value of their education and training and believe they will make valuable additions to our workforce. We are eager to provide employment opportunities that align with their skills and career goals.

We believe that by working together, we can help nurture a pipeline of talented individuals who are ready to contribute to the thriving construction industry in our region. We are excited about the potential impact of this program and look forward to collaborating with North Central Kansas Technical College to ensure its success.

Please let us know how we can further support your efforts in establishing and implementing the AAS in Construction Technology program. We are eager to discuss potential collaborations and initiatives in more detail.

Thank you for your dedication to providing exceptional educational opportunities for students, and for your commitment to meeting the needs of our community. We are honored to be a part of this important initiative and look forward to the possibilities it holds.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Toby Dougherty', with a long horizontal flourish extending to the right.

Toby Dougherty
City Manager

Corey Isbell
Vice President of Student and Instructional Services
North Central Kansas Technical College
Hays, Ks 67601

Dear Mr. Isbell,

I am writing to express my enthusiasm and support for the establishment of the Associate of Applied Science (AAS) program in Construction Technology at North Central Kansas Technical College. As someone deeply invested in the growth and prosperity of our region, I believe that this initiative will not only provide valuable educational opportunities for students but also address a critical need for skilled professionals in the Northwest Kansas area.

At Cabinets by Phoenix we recognize the importance of a well-trained workforce in the construction industry, and we are committed to playing an active role in supporting the success of this program. We are eager to collaborate with North Central Kansas Technical College in various ways to ensure the program's success and to provide opportunities for its graduates.

To demonstrate our commitment, we would like to offer the following forms of support:

1. **Hosting Internships:** We are keen to provide internship opportunities for students enrolled in the Construction Technology program. Our organization is prepared to offer hands-on experience and mentorship to help students develop their skills and gain valuable industry insights.
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Thank you for your dedication to providing exceptional educational opportunities for students, and for your commitment to meeting the needs of our community. We are honored to be a part of this important initiative and look forward to the possibilities it holds.

Sincerely,

Chase Berg

Cabinets by Phoenix

A handwritten signature in blue ink, appearing to read "Chase Berg", with a stylized flourish extending to the right.



*P.O. Box 843 / Hays, Kansas 67601 / www.hess-services.com
(888) 455-4377 toll free / (785) 625-9295 / (785) 625-4030 fax*

Cory Isbell
Vice President of Student and Instructional Services
North Central Kansas Technical College
Hays, Ks 67601

Dear Mr. Isbell,

I am writing to express my enthusiasm and support for the establishment of the Associate of Applied Science (AAS) program in Construction Technology at North Central Kansas Technical College. As someone deeply invested in the growth and prosperity of our region, I believe that this initiative will not only provide valuable educational opportunities for students but also address a critical need for skilled professionals in the Northwest Kansas area.

At Hess Services Inc., we recognize the importance of a well-trained workforce in the construction industry, and we are committed to playing an active role in supporting the success of this program. We are eager to collaborate with North Central Kansas Technical College in various ways to ensure the program's success and to provide opportunities for its graduates.

To demonstrate our commitment, we would like to offer the following forms of support:

1. **Hosting Internships:** We are keen to provide internship opportunities for students enrolled in the Construction Technology program. Our organization is prepared to offer hands-on experience and mentorship to help students develop their skills and gain valuable industry insights.
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We believe that by working together, we can help nurture a pipeline of talented individuals who are ready to contribute to the thriving construction industry in our region. We are excited about the potential impact of this program and look forward to collaborating with North Central Kansas Technical College to ensure its success.



*P.O. Box 843 / Hays, Kansas 67601 / www.hess-services.com
(888) 455-4377 toll free / (785) 625-9295 / (785) 625-4030 fax*

Please let us know how we can further support your efforts in establishing and implementing the AAS in Construction Technology program. We are eager to discuss potential collaborations and initiatives in more detail.

Thank you for your dedication to providing exceptional educational opportunities for students, and for your commitment to meeting the needs of our community. We are honored to be a part of this important initiative and look forward to the possibilities it holds.

Sincerely,

A handwritten signature in cursive script that reads "Mark Hess".

Mark Hess
Vice President of Sales and Service
Hess Services Inc.

KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2020)

Institution: North Central Kansas Technical College_
 Proposed Program: _Building/Construction Site Management_

<u>IMPLEMENTATION COSTS</u>				
Part I. Anticipated Enrollment		Implementation Year		
Please state how many students/credit hours are expected during the initial year of the program?				
		Full-Time	Part-Time	
A. Headcount:		--	--	
Part II. Initial Budget		Implementation Year		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#	\$	\$	Existing funding structures
Part-time/Adjunct	#	\$	\$	Existing funding structures
		Amount		Funding Source
B. Equipment required for program		\$ N/A		Existing funding structures
C. Tools and/or supplies required for the program		\$ N/A		Existing funding structures
D. Instructional Supplies and Materials		\$ N/A		Existing funding structures
E. Facility requirements, including facility modifications and/or classroom renovations		\$ N/A		Existing funding structures
F. Technology and/or Software		\$ N/A		Existing funding structures
G. Other <i>(Please identify; add lines as required)</i>				
Total for Implementation Year		PROGRAM SUSTAINABILITY COSTS (Second and Third Years)		
Part I. Program Enrollment		Second and Third Years		
Please state how many students/credit hours are expected during the first two years of the program?				
		Full-Time	Part-Time	
A. Headcount:		--	--	
Part II. Ongoing Program Costs		First Two Years		
A. Faculty		Existing:	New:	Funding Source:
Full-time	#	\$	\$	Existing funding structures
Part-time	#	\$	\$	Existing funding structures
		Amount		Funding Source
B. Equipment required for program		\$ N/A		Existing funding structures
C. Tools and/or supplies required for the program		\$ N/A		Existing funding structures
D. Instructional Supplies and Materials		\$ N/A		Existing funding structures
E. Facility requirements, including facility modifications and/or classroom renovations		\$ N/A		Existing funding structures
F. Technology and/or Software		\$ N/A		Existing funding structures
G. Other <i>(Please identify; add lines as required)</i>				
Total for Program Sustainability				

KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2020)

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

Due to the collaboration of two institutions with existing programs and existing faculty, there are no additional costs associated with this program. Both institutions will continue to utilize their current facilities and equipment. This program will maximize the usage of both institutions' facilities and faculty to create an additional pathway opportunity for students.

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

AIT #3 Meeting

12-14-23

Present: Kim Stewart (FHSU), Corey Isbell (NCK Tech), Brett Ottley (Commercial Builders, Inc), Mike Zimmerman (NW Tech), Joseph Dobbs (NW Tech), Mark Hess (Hess Services), Jennifer Brown (NCK Tech), Peter Laipson (Director of Strategic Affiliation)

Discussion on working through a gap analysis of what is needed in the region. The discussion centered on housing needs and trying to find current data on housing needs within Hays and the surrounding region. The Docking institute complete a student of housing needs in the Hays areas, but we could also pull city permits to get an accurate number of housing starts. This group could make an impact on new housing. The Docking Institute was a one-time study. Business representatives can pull housing permits issued in the last year for the group. The group needs to decide on a data point to start with.

It was noted follow-up information on past graduates, especially from the Technical College side could also be used as another data point. We can determine how many graduates are staying in the area.

The group discussed using multiple points of data as a way to discuss impact.

Discussion on creating pathways from programs at the Technical Colleges into FHSU. FHUS is starting with carpentry on both campuses and engineering programs at NW Tech to develop pathways. Marketing materials in relation to the developed pathways was discussed as to how to communicate to potential students and let them know these options exist.

The idea of a reverse transfer program was discussed using the first year of Carpentry. The process of developing a new program and determining CIP and SOC codes was discussed within the group. It was mentioned Carpentry would keep the existing CIP code and the new AAS program would need a new, separate CIP code to reflect those skills. Kim Stewart asked if we can get something as soon as fall. Kim noted we are currently doing this now with Welding. Kim Stewart and Brett Ottley approved the program and agreed to provide support. Kim will put together a list of courses on FHSU side and Jennifer Brown will work on the forms for KBOR and select CIP/SOC codes for the new AAS option.

The conversation switched to working with existing courses to provide short-term curriculum to FHSU students such as Heavy Equipment training or training on using the total station. CDL was also mentioned as an option.

Marketing was mentioned and being prepared to market all proposals to students and make sure advisors are aware of options once developed.

The next meeting was discussed for after holiday break.

AIT 3 Carpentry/Construction Management Meeting

Meeting date: 4/11/24

Meeting time: 3:30pm CST

Members present: Jill Arensdorf, Brett, Kim Stewart, Joseph Dobbs, Mike Zimmerman, Peter Laipson, Jennifer Brown

From Zoom AudioTranscript

Kim Stewart

It's about 3:34 and in the interest of keeping people moving along, I think that we're going to get started with our with our agenda today. I kind of wanted to circle back with Jennifer just had you give us a quick update on where we are at with the new AAS? I know that there is still some work to be done on the name and CIP code. Can we get an update please?

Jennifer Brown

I met with the folks at KBOR and went through some possible solutions and we landed with the 47-1011 SOC code which is more of first line manager. Its not Construction Management and is geared more towards construction site management. The new name would be Building/Construction Site Management. It will also correspond with the CIP code of 46.0412.

Kim Stewart

OK, this sounds great. This sounds like it may be a better fit anyway.

Jennifer Brown

We couldn't connect it to the 15-1001, but that's ok. After looking at data and analyzine it, the SOC code and CIP code is high wage and high demand, which is what we are looking for. So I'm hoping to have that in and ready to go by the 18th.

Kim Stewart

Yeah. So what do you need from this committee to help with the process?

Jennifer Brown

I think we are good as far as information goes. What we really need is for this group to approve this change in direction for the degree. We have great support from business and industry, which is great. We will now need this group to show the same support.

Kim Stewart

We already have several students interested, so of course we support this. Do you need a vote?

Jennifer Brown

Yep, that would be great.

Kim Stewart

Can I get a show of hands who all approves?

Looks like Brett, Jennifer, Michael, Josh, Jill, and Peter all approve with none opposed

Jennifer Brown

Thank you all for the help.

Kim Stewart

This is promising. I'm really proud of you for what you've accomplished there. That's totally awesome, especially for, you know, not only this affiliation, but just for students across our region.

Kim Stewart

So moving on, we had talked a little bit about the your curriculum, course name changes. Joseph, have you heard any anything about that transition? Have we moved forward with some of that stuff?

Josh Dobbs

We actually have our last meeting tomorrow, so we'll look at the last little it's been open to. Public comments and changes and then we're going to look at that tomorrow.

Kim Stewart

Fantastic. So once that gets done then you can kind of relay that information to us and likewise Jennifer, yeah.

Jennifer Brown

Yeah, I think we have, I think we're doing the carpentry 1 and adding concrete.

Josh

Yeah, I don't think we're talking about concrete. So that's probably because we aren't there yet.

Jennifer Brown

It's there, we didn't have it, and so we're adding that.

Kim Stewart

OK. So I'll just need to get with both schools and see how that's filtering out, so then I can go back and get to work on the alignments. Michael likewise has any has any of the names changed with your interior design program?

Michael Zimmerman

A couple have, because Lisa's been going through and revising some stuff because of the affiliation and touching other things. So she's going through everything right now, so course numbers and four letter prefixes are changing and there was only a couple, I believe one.

Kim Stewart

Any other notable updates that we might need to know about Peter? I do have promotion update in a couple of minutes here, but is there anything else from your end that maybe this group should be thinking about?

Peter Liapson

I don't know nothing really to think about, but just to let everyone know that the HLC visitors report came back and if you haven't heard it was extremely favorable. You know they don't make a recommendation. What they do is just report out, but basically they're report out is all of the criteria that the three Affiliates would need to meet to be in compliance with HLC rules. They would continue to meet once they affiliate.

Peter Liapson

Huge thumbs up and a really very, very gracious final paragraph in which they go as far as they can to an endorsement by saying something like, you know, this could be a great model if I can find it, maybe I'll, I'll just copy and put it in the chat because you'd want to read it. It's really nice.

Kim Stewart

OK, I think the next item of business here is just to talk a little bit about how we can do some type of alignment. With programs that are not specifically construction building type construction and even interior design that that fits a little better with some of the programs that Fort Hays has. We will tackle this one next time.

Kim Stewart

Thank you all for putting up with all my commentary. I appreciate any input that we can have to make things better for kids so. Alright, thank you. Appreciate it.

Adjourned 4:37



Academic Affairs

Meeting Agenda

2/14/2024

3:30 pm

Attendance: Alyssa Deneke, Jennifer Brown, Robert McCreight, Brian Dechant, Sara Arnold, Darsey Offutt

1. Discussion on a new program, "Construction Management"
 - a. There was a proposal to approve a new Construction Management degree. Students would take one year at NCK Tech and then take additional classes at Fort Hays State University and we would reverse transcript them and then they could achieve a Associates of Applied Science degree.
 - i. Brian made the motion to approve the proposal and Alyssa seconded the motion.
 - ii. Motion was voted on and approved.
2. Some discussion was had on the upcoming HLC visit.
3. Meeting concluded at 4:15

North Central Kansas Technical College Board of Trustees
REGULAR MEETING AGENDA
Dreiling Administrative Center – Hays, KS
Monday, February 26, 2024 @ 5:30 p.m.

Members in attendance: Bob Becker, Glennys Doane, Carolyn Finney, Don Miller, Dale Montgomery, and Lance Smith.

Members absent: Justin Rexroat.

Others in attendance: President Eric Burks, VP Diana Baumann, Director Mendi Anschutz, Dean Tricia Cline, Director Robert McCreight, Student Senate - Matt Reddick and Clerk Hanel.

In attendance by Zoom: VP Corey Isbell, Dean Jennifer Brown and Director Sheri Stone.

Call to Order

President Bob Becker called the meeting to order at 5:36 pm. President Becker asked to move Discussion Item 3.5 Network Security Report to the top of Discussion Agenda and Monitoring Reports.

Approval of the Consent Agenda

Don Miller moved to approve the consent agenda and the January 22, 2024 regular meeting minutes. Also, to move Discussion Item 3.5 Network Security to the top of Discussion Agenda and Monitoring Reports. Dale Montgomery seconded. Motion carried.

The meal was provided by the Culinary Arts class, they introduced themselves and were thanked for the wonderful meal.

Network Security, Robert McCreight

Robert presented his network security report included in the board packet. He received a grant for \$250,000. The company was given access to try to hack from inside our network. It took them five hours to hack from inside our network. They gave him the results along with perspectives and opportunities to patch through these issues. One of the main concerns was passwords, they are too short. If we have longer passwords it will take longer to hack our system. President Burks, we will get \$250,000 grant again next year for Cyber Security. He thanked Director McCreight for all his work. He also thanked Director McCreight for the work he did this summer boring and installing wiring on both campuses. Carolyn Finney asked if he has checked for internal issues, between departments? Director McCreight said he has checked for the less secure networks to the highest secure networks. Staff is more secure than faculty. Carolyn Finney ask how vulnerable are the student systems? Director McCreight said the students don't get computer training. If someone impersonates a student then they can get into the system. He works to keep them from doing this. Right now, he trains faculty and staff, they are being trained on the KnowBe4 program. Students would need several hours of class. Director McCreight has been with the school for 19 years. President Becker thanked Director McCreight for his work with NCK Tech.

Student Senate Report provided by Matthew Redick

They want to plan an activity with all the students and the community. They are going to have a fund raiser and reach out to the nursing homes in Hays. Departments can put coins in for the fundraiser – these coins will allow the departments to get points for their class. Paper money will count against the department. This money will be used to purchase items for the nursing home residents. The plan is to purchase pizza and ice cream bars for the winning department. Their hope is to start this the first of April. Matthew will meet with Megan Rust to discuss their plans. He hopes to have volunteers help to deliver the items.

Enrollment Report by Dean Cline

Dean Cline presented her enrollment report as represented in the board packet. The numbers she presented this month were 154 students on the Hays campus and 174 students on the Beloit campus. This number is up from last year. The Hays Automotive Technology I, Electrical Technology I, PHAC and Welding departments have waiting lists. The Beloit Diesel Technology I, has a waiting list. The deadline for Nursing is March 1, 2024. After the deadline, those spots will be offered, and the numbers will go up.

Foundation Update by Director Anschutz

Director Anschutz presented her foundation report as presented in the board packet. For the last three years, (2021 – 2023) the Hansen Foundation has given us \$150,000 each year in grant money, and we needed to match it. We have done this for three years. They have agreed to donate for an additional year \$200,000 this match for us will be fifty cents on the dollar. Previous years we have matched dollar per dollar. The latest grant she has received is \$2,000 for ramps for graduation. This grant came from the Solomon Valley Community Foundation. Glennys Doane asked if the alumni listing is good? Director Anschutz, not really good. She needs someone to help update the list, it takes a lot of time finding addresses. Carolyn Finney, when do you have to meet the \$200,000 deadline? Director Anschutz, December 31, 2024.

OpportUNITY 2027-Goal 2D (Increase Alumni Involvement) & 3A (Secure Additional Funding) by Director Anschutz

Director Anschutz presented her report for OpportUNITY 2027-Goal 2D & 3A as presented in the board packet. 2D-she continues to increase alumni involvement. 3A-she continues to secure additional funding.

Administrative Report by VP Isbell, VP Baumann and President Burks

President Burks, VP Isbell and VP Baumann presented their information for the administrative report provided in the packet. President Becker asked VP Isbell; what schools would be coming to the welding competition? How far away are they coming from? President Burks, in the past they have come from Ellis, Hays, Riley, Abilene and Nebraska. VP Isbell will let him know. VP Baumann spoke about the fire fighter training for July 13 & 14 on the Hays campus. Glennys Doane asked if the firefighter program is something we need to look into for certification training. Maybe even offer it to our students. Don Miller, the fire departments have regular training. He has two students on their fire department. President Burks, this year's Disaster Day is going to be a gas leak in the housing area. Carolyn Finney, we need to teach what to do when an electric vehicle has a wreck. VP Isbell, this could be training for the future. Hays has funding for new signs, thirty-one signs, we are probably on twenty plus. President Burks would like to give them our new name for the signs, but wants to wait until everything is finalized. Don Miller, you could ask the commissioners to see if they can push back the deadline for the new signs.

BOC Expansion-Hays Campus by President Burks

President Burks reviewed the information provided in the packet. He reviewed the contract and the deadlines. We have 5.5M in hand. We will be approving a design team tonight. He thanked Dale Montgomery and Lance Smith for their assistance in this process.

Affiliation by President Burks

President Burks reviewed the information provided in the packet. Our new URL/Domain Name will be fhtechn.edu. March 18 and 19th HLC will visit NCK Tech for the Change of Control visit. President Burks would like President Becker, Dale Montgomery and Lance Smith to attend if possible. They agreed to attend. President Burks will have a luncheon training session for faculty, staff and students to learn about the affiliation on Thursday at Hays and on Friday at Beloit. They will be able to ask questions.

Approval Financial Report by VP Baumann

VP Baumann reported notable financial transactions for the month of January. Income and Expenditures – General fund was 271,513.91 under budget. The Income and Expenses-Enterprise fund was 50,459.09 under

budget. As of January 31, 2024, NCK Tech is \$321,973 under budget. A motion was made by Dale Montgomery to accept the financial report as presented. Glennys Doan seconded. Motion carried.

Approval of Student Information System (SIS) Selection: Campus Café by Dean Cline

Dean Cline presented her report provided in the packet for the SIS Selection. She has watched demonstrations for six systems. Three were too expensive and out of the other three Campus Café was chosen. Don Miller asked what the difference in price is between the systems we are currently using and Campus Café? Dean Cline said it is basically a wash. President Becker asked if she has talked with anyone using Campus Café? Dean Cline has. President Burks thanked Dean Cline for all her work on this project. He really appreciated her hard work. Carolyn Finney made a motion to purchase Campus Café as our new SIS. Don Miller seconded. Motion carried. For the minutes, President Burks asked for the motion to say: Administration and the CAMS replacement committee would like to recommend President Burks and NCK Tech to purchase Campus Café as the new college SIS.

Approval of the Hays Expansion Designer by President Burks

President Burks, we have chosen to go with design and build option. President Burks said Alloy Architecture has been chosen to be the Designer for the Hays Expansion. McCown Gordon will be our contractor and they will talk with Alloy Architecture and they will pay Alloy Architecture. Lance Smith, Brian with McCown Gordon did a great job. President Burks, this will be the only time we will vote on the project. They will show us the ideas, but everything will go through McCown Gordon. Dale Montgomery, McCown Gordon will send monthly spending information for the Board of Trustees to approve. A motion was made by Lance Smith to approve Alloy Architecture for the designer. Dale Montgomery seconded. Motion carried.

Approval of Design-Build Contract with McCown Gordon by President Burks

President Burks asked for this to be tabled until next month. He received the contract on Sunday and has not had enough time to review it. He will bring a letter of intent first and then the contract.

Approval of Website Company Contract by Dean Cline

Dean Cline presented her report provided in the packet for the website design & development company. The three companies she considered were, Nex-Tech Creative Solutions; JNT, LLC; New Boston Creative Group, LLC. She has chosen New Boston Creative Group as the provider. The plan is to start working on the website around July 15th – August 1st. Don Miller recommended to approve New Boston Creative Group as the website company. Carolyn Finney seconded. Motion carried. President Burks said we may be able to use HEERF funds or Cyber Security money to pay for this.

Approval of a Special Meeting of the Board by President Burks

President Burks said if there are no changes with the Affiliation after HLC reviews the Change of Control, he would like to set a date for a special board meeting. He would like to have the meeting on July 1st, he is unsure where or at what time this meeting will take place. He would like to have the ceremonial discussion at the July, Board of Trustee meeting. The Change of Control meeting could be remote. President Burks should have a meeting place or process decided by the May meeting.

Approval of Construction Engineering Technology/Technician AAS by VP Isbell

VP Isbell presented the degree plan and rationale for the AAS in Construction Engineering Technology/Technician program for approval by the Board. VP Isbell explained this program is a partnership between NCK Tech and Fort Hays State University and models the AAS degree for Welding Engineering Technology/Technician. The idea developed through AIT #3 Construction. He further explained the next steps after approval by the Board with a projected timeline of the degree plan being available for students in August 2024. Don Miller made a motion to approve the Construction Engineering Technology/Technical program. Glennys Doane seconded. Motion carried.

There will be a short break of five minutes and then Executive Session will begin at 8:03 p.m.

Executive Session (Board of Trustees and President Burks)

President Burks asked for a ten-minute executive session. President Becker asked for a motion for the ten-minute Executive Session. Dale Montgomery made a motion for a ten-minute executive session. Lance Smith seconded. Motion carried.

Second Executive Session (Board of Trustees, President Burks and VP Baumann)

At 8:15 p.m. President Burks asked for a second executive session for fifteen minutes. President Becker asked for a motion for a fifteen-minute executive session. Carolyn Finney made a motion for the second executive session to begin at 8:15 p.m. Glennys Doane seconded. Motion carried.

At 8:30 p.m. the board members asked for an additional five minutes for the executive session. Dale Montgomery made a motion to extend the executive session five more minutes. Carolyn Finney seconded. Motion carried.

Adjourn

With no other items to discussed a motion was made by Don Miller to adjourn the meeting. Glennys Doane seconded. Motion carried. The meeting adjourned at 8:38 p.m.

Don Miller thanked President Burks for the use of the Conference room on the Beloit campus for the movie preview of Sod and Stubble.

Board Clerk

Approved:

Board Chair/Vice Chair

