

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING MINUTES  
May 24, 2017

Trustees Present: Vernie Coy, Russell Karn, Tom Smith, Jason Taylor, Joyce Simpson, Carl Tharman.

Call to Order: The meeting was called to order by Chairperson Joyce Simpson at 6:30 pm in the Administration Building Conference Room on the Highland Community College Campus, Highland, Kansas.

Approval of the Agenda: It was moved by Mr. Taylor, seconded by Mr. Smith, that the agenda be approved as presented. Motion passed.

Approval of the Minutes: It was moved by Mr. Tharman, seconded by Mr. Smith, that the minutes of the April 26, 2017, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Smith, that warrants 427044 thru 427376 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Compease Study Team Presentation: The HCC Salary Study Team communicated findings from the HCC 2017 Performance Solutions Market Adjustment Salary Study and shared team feedback for the Board's consideration.

Executive Session: It was moved by Mr. Tharman, seconded by Mr. Smith, that the Board go into Executive Session for no more than 10 minutes at 6:59 p.m. to discuss Non-Elected Personnel Motion passed.

The Board reconvened to Regular Session at 7:04 p.m.

Administrative Employee Contracts: The Trustees were presented with a list of Administrative Employees presented for renewal for 2017-18. It was moved by Mr. Tharman, seconded by Mr. Taylor, to accept the Administration's recommendation for renewal of Administrative Employees for 2017-18 as presented. Motion passed.

USD 409 Lease Agreement: President David Reist presented a revised agreement with USD 409 for the lease of the Technical Center in Atchison. Discussion. It was moved by Mr. Taylor, seconded by Mr. Smith, that the lease agreement with USD 409 be approved as presented. Motion passed.

Calendar Approval for 2017-18 and 2018-19: The academic calendars for 2017-18 and 2018-19 were presented for approval. One correction was noted. It was moved by Mr. Taylor, seconded by Mr. Smith, that the calendars be approved as corrected. Motion passed.

Concealed Carry and Weapons Policy: The Trustees were presented with a Weapons Policy in anticipation of the new law that will allow conceal carry on campuses beginning July 1, 2017. President Reist noted that there has been some last minute actions in the Legislature to block the law, but that he did not anticipate they would be successful. Discussion. It was moved by Mr. Tharman, seconded by Mr. Smith, that the Weapons Policy be approved as presented contingent upon State of Kansas laws. Motion passed.

Alumni Hall of Fame Candidate Approval: Based on the new selection criteria approved by the Board at the April 26, 2017, meeting, President Reist proposed two new inductions: Doug Sterbenz, Class of 1983, and Gary McDaniel, 1957, into the HCC Alumni Hall of Fame. It was moved by Mr. Smith, seconded by Mr. Taylor, that the Board approve Doug Sterbenz and Gary McDaniel for induction into the HCC Alumni Hall of Fame. Motion passed.

Allied Health Fee Increase for EMT-A and CMA: President Reist informed the Trustees that, because of a new regulation, Certified Med-Aide courses now have an added \$40 insurance cost per student. Also, an additional cost for EMT-A courses of \$78 for a consumable workbook will be necessary. He recommended that these costs be passed along to the students in the form of fees. Discussion. It was moved by Mr. Smith, seconded by Mr. Taylor, that a \$40 insurance fee for CMA courses and a \$78 consumable book fee for EMT-A courses be approved as recommended. Motion passed.

Peuker Plaza Bids: Bids for the Peuker Plaza Project were presented. President Reist explained that the project is being funded in part by gifts from Janet Spangler and by Degginger funds. Discussion. It was moved by Mr. Tharman, seconded by Mr. Smith, that the base bid and alternate bid from Lee Grover Construction be accepted. Motion passed.

Western Center: President Reist updated the Trustees on the Western Center remodel of the gymnasium to create a larger space for the growing Diesel Program.

Lease for 25 Passenger Vehicle: Two years ago, the College leased a 25 passenger vehicle from Coach Masters out of Kearney, Nebraska. That lease is now up. After explaining the usage of the vehicle by athletic and academic programs and the lease agreement, President Reist recommended renewal of the lease for another two years for the same vehicle. Discussion. It was moved by Mr. Taylor, seconded by Mr. Smith, that a two year lease with Coach Masters for a 25 passenger vehicle be approved as presented. Motion passed.

Bids for Engineering Graphics: The Trustees were presented bids for computers and equipment for the Engineering Graphics program. President Reist explained that the purchases would be made with Capital Outlay money that the college receives each year and that those dollars are earmarked for this equipment. The money must be spent by June 30. Discussion. It was moved by Mr. Smith, seconded by Mr. Tharman, that the purchase of computers and accessories for the Engineering Graphics Program be purchased from CDW-G as presented. Motion passed.

Vehicle Purchase: The Technical Center in Atchison would like to replace their 4-wheel drive vehicle, a 2001 Dodge Durango. This vehicle was a total rebuild by the Auto Tech and Auto Collision departments. The vehicle was used to transport students to building sites, sometimes through terrain best suited to a 4-wheel drive. Bids for a new Chevy Suburban from the State Bid List and Lewis Chevrolet in Atchison were presented for consideration. Discussion. The Board recommended searching for a used vehicle. No action was taken.

Academic Affairs Report: Ms. Peggy Forsberg, Vice President for Academic Affairs, reported that the Academic Affairs Department has been working on consistency on all quality outcomes. She provided updates on the Military Articulation efforts. Ms. Forsberg ended her report by thanking the Board for the opportunity of working at HCC. Ms. Forsberg is retiring as of June 1, 2017.

Student Services Report: Dr. Cheryl Rasmussen, Vice-President for Student Services, provided reports on projected enrollment, housing indicators for Fall, 2017, scholarship goals, and an update on Precision Ag enrollment. Dr. Rasmussen, who is retiring as of June 1, 2017, thanked the Board for the opportunity of working at HCC and stated that she will always be a supporter of the College. She added that she has appreciated President Reist's leadership during her time at the College.

Institutional Advancement: The Trustees were provided with a report highlighting recent Alumni and Foundation activities as well as publications and news items.

Finance/Operations Report: President Reist introduced Mr. Randy Willy, newly hired Vice President for Finance and Operations. Current cash operating balances and revenues/expensures were discussed.

Trustees' Report: Chairperson Joyce Simpson reported that she had attended the HCC Technical Center graduation and pinning for LPN nurses on May 11. She and Tom Smith are planning on attending the upcoming Kansas Association of Community College Trustees meeting in Colby.

President's Report: President Reist provided a Legislative update. The level of funding for the upcoming year is still in question. He reported that Blake Flanders and Zoe Newton of the Kansas Board of Regents visited the Highland campus recently to learn more about the college. On the athletic front, HCC will need to determine how to handle athletic scholarships other than NJCAA rules. President Reist provided a report on recent personnel changes. He noted that the retirements of Peggy Forsberg, Vice President for Academic Affairs, and Cheryl Rasmussen, Vice President for Student Services, will be difficult positions to replace. Both are known as leaders in community colleges across the State of Kansas.

President Reist reported that the Construction Science house being built in Troy should be completed by June 15. Discussion was held regarding the best way to post the house for sale. President Reist informed the Board that George Moore, who owns property to the north of the HCC practice football field, has requested that the College fund the building of a fence between the practice field and his property. Discussion. The Board expressed no interest in providing funding for this project.

President Reist reported that he will be out of town on the June 28, which is the date of the next Board of Trustees meeting. He suggested that the meeting be held on either June 26 or 27. Discussion. The Trustees will let President Reist know of their availability and a determination made as to which evening the meeting will be held.

Announcements: President Reist announced that the Summer class session will begin June 5. Summer Blitz for students taking courses on the Highland Campus will begin July 5.

Executive Session: It was moved by Mr. Tharman, seconded by Mr. Coy, that the Board go into executive session at 8:38 p.m. for no more than 10 minutes to discuss Professional Employee Contract Negotiations. Motion passed.

The Board reconvened to regular session at 8:45 p.m.

Executive Session: It was moved by Mr. Smith, seconded by Mr. Taylor, that the Board go into executive session at 8:45 p.m. for no more than 15 minutes to discuss Non-Elected Personnel. Motion passed.

The Board reconvened to regular session at 9:00 p.m.

Adjournment: Chairperson Simpson declared the meeting adjourned at 9:01 p.m.

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Joyce Simpson, Chairperson

Date

Jason Taylor, Secretary/Treasurer