

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING MINUTES
January 24, 2024

Trustees Present: Vernie Coy, Jason Taylor, Thomas Smith, Carl Tharman, Bill Noll, Mark Rounds

Call to Order: President Deborah Fox called the meeting to order at 6:30 p.m. in the Barber Room on the Highland Campus.

Oath of Office: The Highland Community College Board of Trustees Oath of Office was administered to Board Member Carl Tharman and newly appointed Board Members Mark Rounds and Bill Noll by Eileen Gronniger, sworn notary public.

Election of 2024-2025 Board Officers: President Fox conducted the annual election of Board Officers. It was moved by Mr. Tharman, seconded by Mr. Rounds, to continue with the current slate of officers. Motion passed.

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

Approval of the Minutes: It was moved by Mr. Tharman, seconded by Mr. Coy, that the Minutes of the December 13, 2023 Regular Meeting and Special Meetings of January 4, 2024, be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Noll, that warrants numbered 474549 through 474675 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Independent Audit for FY 2023: Karen Linn of Berberich Trahan & Co. P.A. was present via Zoom to review the 2022-2023 Independent Audit. A copy of the audit was presented to the Trustees and she gave them the opportunity to address any questions they had. It was moved by Mr. Taylor, seconded by Mr. Tharman, that the 2022-2023 independent audit be approved as presented. Motion passed.

Strategic Plan Document Draft Criteria 1 and Criteria 2: President Fox provided the Trustees with a copy of the College's Strategic Plan which was reviewed by members of the College and confirmed that it met the Higher Learning Commission's Five criteria for accreditation. President Fox asked the Board for their thoughts on preferred goals. Discussion.

Wamego Building C: Mr. Randy, Vice President of Finance, provided the Board with additional information regarding leasing options for Building C at the Wamego campus. Discussion.

Student Services: Dr. Eric Ingmire, Vice President for Student Services, confirmed that the Admissions team attended the Western Center's Sophomore Day on January 24th to assist with tours and provide information about HCC to visitors. The Highland campus will host a Junior/Senior

Visit Day on February 2nd. Dr. Ingmire discussed the complications with the 2024-25 FAFSA opening on its original date of October 1st, and instead it was opened to applicants on December 30th as changes were being implemented. Updates from the Marketing department were given. He discussed enrollment numbers and scholarships.

Finance and Operations: Mr. Randy Willy, Vice President for Finance/Operations, provided cash balance reports through December 2023 and reviewed income and expense reports. He gave updates from the IT department as well as all completed and possible future projects.

Academic Affairs: Mrs. Sharon Kibbe, Vice President for Academic Affairs, gave Kansas Board of Regents updates and confirmed that the Academic Year 2022 Performance Report was approved for 100% of new funding. The Spring Inservice was attended by all full-time faculty via Zoom due to scheduling conflicts and inclement weather. Mrs. Kibbe confirmed that the Wamego Center Director position is currently vacant and efforts to fill the position have begun. Scott Kohl, Director of Viticulture and Enology, has taken over as Interim Director until someone has been hired. She gave a brief review of other ongoing activities.

Technical Education: Mr. Lucas Hunziger, Vice President for Technical Education, confirmed that the Western Center is hosting a Sophomore Visit Day on January 24th. They also held a fundraiser for a Skills USA competition and it was a successful event. The Accreditation Commission for Education in Nursing (ACEN) will be visiting the Technical Center January 23rd-25th. He stated that the HVAC and Electrical program students continue to work on a home that is being built by David Deware. Currently the Technical Center is searching to fill the Allied Health Coordinator position. Mr. Hunziger confirmed that the Computer Support Specialist program has received equipment and work continues to be done to prepare for students. The program does not have high enough enrollment numbers to begin in the Spring.

Trustee's Report: None.

Announcements: None.

President's Report: President Fox confirmed that the College cancelled classes and closed offices for a few days due to inclement weather. On January 10th all staff and faculty were asked to attend an in-service training via Zoom. She hosted Legislative Coffee and Doughnuts for KS Representative Dr. Eplee on January 18th.

Executive Session: It was moved by Mr. Coy, seconded by Mr. Noll, that the Board go into Executive Session at 8:45 p.m. for no more than 30 minutes to discuss Non-Elected Personnel. President Fox was asked to remain in the session. Motion passed.

Adjournment: Chairperson Smith declared the meeting adjourned at 9:15 p.m.

Thomas Smith
Chairperson

Date

Carl Tharman
Secretary/Treasurer