

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES' MEETING MINUTES  
November 17, 2021

Trustees Present: Russell Karn, Thomas Smith, Jason Taylor, Carl Tharman, Vernie Coy

Trustees Absent: Kenny Huss

Call to Order: Chairperson Thomas Smith called the meeting to order at 6:30 p.m. in the Conference Room of the David Reist Administration Building on the Highland Campus.

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

Approval of the Minutes: It was moved by Mr. Taylor, seconded by Mr. Tharman that the minutes of the October 27, 2021, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Coy, that warrants numbered 469318 through 469638 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Contract Renewal, Nonrenewal and Resignations: President Deborah Fox stated that contracts for Jon Bingesser, Head Volleyball Coach, and Alberto "Kiko" Magana, Head Women's Soccer Coach, will be expiring on December 31, 2021. She recommended that they both be renewed for 2022. President Fox presented the Board with a resignation from Jeffery Hancock, Head Football Coach, effective December 31, 2021. She recommended the Board accept his resignation and recommended non-renewals of Assistant Football Coaches Bradley Oh, Christopher Landoll, Enoch Smith, and Gilbert White effective December 31, 2021. She added that the remainder of the assistant football staff were at-will and the Board did not need to act on those non-renewals. Discussion. It was moved by Mr. Taylor, seconded by Mr. Tharman, that the Board accept the President's recommendations regarding renewals, resignations and non-renewals. Motion passed.

Approval of Catastrophic Events and Continuity of Operations Policy: President Fox explained that the College has had requests from various external agencies regarding a continuity of operations policy in the event of a catastrophic event. She presented a Catastrophic Events and Continuity of Operations Policy for consideration. The policy speaks to instructional responses in the event of a catastrophic event. She noted that an IT policy in the event of shutdowns, power outages, etc., already exists. It was moved by Mr. Tharman, seconded by Mr. Coy, that the Catastrophic Events and Continuity of Operations Policy be adopted as presented. Motion passes.

RFP for Farm Ground: As noted at last month's meeting, the farm ground rental agreement for the property surrounding the track and football practice field ends December 2021. As per Board instructions, President Fox presented a bid proposal for that acreage along with the four acres north of the Clifford W. Hawk Agriculture Center. The four acre plot would be restricted to hay crop. The 25 acres around the track and football practice field could be bid as either row crop or hay. The new lease(s) would begin January, 1, 2022. Discussion regarding suggested changes regarding cash rent due dates. It was the consensus of the Board that President Fox publish the RFP with bids due by December 13, 2021, and that the Board reserves the right to accept or reject any or all bids.

Electric PowerWave 300C for Welding at Western Center: The Board was presented a request to purchase a PowerWave 300C Advanced Educational Pack for the Welding program at the Western Center in Baileyville. Three bids were discussed with the lowest bid from Lincoln Electric recommended. It was noted that this purchase would be made using Carl Perkins and Capital Outlay funds. It was moved by Jason Taylor, seconded that Vernie Coy, that the bid from Lincoln Electric for the purchase of a PowerWave 300C Advanced Educational Pact be accepted as presented. Motion passed.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through October 2021 and discussed income and expense reports.

Academic Affairs: Mrs. Sharon Kibbe, Dean of Instruction, reported that the College is nearing the end of a three year cycle of assessment data collection. Next year will be a planning year. The overall goal is to determine how well students are achieving the established academic outcomes.

Technical Education: Mr. Lucas Hunziger, Dean of Technical Education, informed the Trustees that he visited with Wamego High School about the possibility of adding Early Childhood and Computer Support Technology at the Wamego Center and it was very well received. He will be visiting with other high schools in that area to discuss the proposal with them. He reported on recent and upcoming activities at the Technical Center and the Western Center.

Student Services: President Fox reported that Dr. Eric Ingmire, VP for Student Services, was attending a conference. She provided the Trustees with his written report.

Trustees' Report: Chairperson Smith reported that he will be attending the Kansas Association of Community College Trustees meeting in Pratt on December 3 and 4.

President's Report: President Fox announced that the press box and bleachers for the track facility have been delivered and are in the process of being installed. She asked Mr. Hunziger to speak regarding the conversation he had with StressCrete, Inc., in Atchison about their offer to sell the College four light poles with cages. Discussion. President Fox noted that there are many unknown expenses at this point and that it has not yet been determined whether or not purchasing the poles would be to the College's advantage.

Announcements: Upcoming activities were announced including a joint Board of Trustees/Foundation Board Meeting on January 24 and a Board of Trustee dinner and meeting with the Doniphan County Commissioners on January 26.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into Executive Session at 7:37 p.m. for no more than 15 minutes to discuss Non-elected Personnel. Motion passed. The Board reconvened to Regular Session at 7:52 p.m.

Adjournment: Chairperson Smith declared the meeting adjourned at 7:53 p.m.

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Thomas Smith  
Chairperson

Date

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Carl Tharman  
Secretary/Treasurer