

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING MINUTES
January 12, 2022 (*rescheduled 12-15-21 meeting*)

Trustees Present: Thomas Smith, Jason Taylor, Carl Tharman, Kenneth Huss, Vernie Coy

Trustee Absent: Russell Karn

Call to Order: Chairperson Thomas Smith called the meeting to order at 6:32 p.m. in the Conference Room of the David Reist Administration Building on the Highland Campus.

Approval of the Agenda: Chairperson Smith requested that Item VII.D, Acceptance of Bids for Cornerstone Student Housing Unit, and Item VII.E, Acceptance of Laundry Facility Bids, be added to the agenda. It was moved by Mr. Taylor, seconded by Mr. Tharman, that the Agenda be approved as amended. Motion passed.

Approval of the Minutes: It was moved by Mr. Huss, seconded by Mr. Coy, that the minutes of the November 17, 2021, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Coy, seconded by Mr. Taylor, that warrants numbered 469639 through 469831 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Presentation by Dr. Eric Ingmire- Title IX: Dr. Eric Ingmire, Vice President for Student Services, gave a Power Point presentation over Title IX. He gave a brief review about what Title IX is and a background of how it has evolved throughout the years, as well as the process that takes place when a complaint is reported. Dr. Ingmire discussed any recent changes that have been made and gave the Trustees the opportunity to ask questions following the presentation.

Farm Ground Bids: President Deborah Fox received three bids for the rental of the farm grounds near the track and north of the Ag Building and presented them to the Board members at the meeting. It was moved by Mr. Huss, seconded by Mr. Coy, that the bid from Josh Keebler at the price of \$7,105 per year with a five-year contract for both farm grounds, be approved as presented. Motion passed.

LSU Tour: President Fox gave the Trustees a tour of the LSU building prior to the Board Meeting. She discussed with them future projects that the Administration would like to have done in different areas of the building including the Library and the Student Union/Cafeteria. She gave the Board the opportunity to discuss their thoughts about the tour and any questions they might have.

Discussion Topics for County Commissioners and Foundation Board: President Fox presented the Board with a copy of the Power Point presentation on College updates that she will be giving at the Foundation Meeting on January 24th and at the County Commissioners Meeting on January 26th. She also shared topics that she would like to discuss with the Foundation Board at their meeting and provided the Trustees with an opportunity to add any further topics or questions they would like to discuss. Discussion.

Acceptance of Bids for Cornerstone Student Housing Unit: The Administration has received one bid from Diversified Construction Management for the remodel of the Cornerstone Student Housing Unit. President Fox presented the bid to the Trustees and explained that the College was going to bid out the project last year but was unsure if there was enough time to complete it. This remodel will be the last one needed to complete the updates for that housing unit. It was moved by Mr. Tharman, seconded by Mr. Huss, that the bid from Diversified Construction Management be approved as presented. Motion passed.

Acceptance of Laundry Facility Bids: The Trustees were presented with one bid from Diversified Construction Management for the new Laundry Facility. Mr. Randy Willy, Vice President for Finance and Operations, discussed with the Board that upon meeting with the contractors, they offered several suggestions on where the College could cut costs within the project to stay within their projected budget. It was moved by Mr. Huss, seconded by Mr. Coy, that the bid from Diversified Construction Management be approved as presented. Motion passed.

Academic Affairs: Mrs. Sharon Kibbe, Dean of Instruction, shared a letter she received from a former student that gave praises and gratitude towards Mathematics Instructor, Carol White who teaches at the Wamego campus. She gave updates on the Perry and Wamego campuses and discussed ongoing projects that Librarian, Cindy Davis, has been working on as well as continuing to apply for grants to help support library needs. Mrs. Kibbe confirmed that the General Education Faculty In-Service Day for the Spring semester will be held on January 19th at the Technical Center. Art Day plans are underway and is scheduled to take place on April 21st at the Highland campus. She discussed HLC updates and gave brief details on the Institutional Directors Meeting that was on December 7th.

Technical Education: Mr. Lucas Hunziger, Dean of Technical Education, was not present. The Board was provided with a written report.

Student Services Report: Dr. Eric Ingmire, Vice President for Student Services, stated that the Highland Christian Church provided a holiday meal on November 22nd for 50 students that were not able to go home over Thanksgiving break. He stated that he and his wife hosted a separate dinner over Thanksgiving break for the students still on campus as well. The Admissions department hosted a Principal and Counselor luncheon at Kirkwood & Co. on December 3rd and he stated it was a great turnout. Dr. Ingmire shared with the Board that the Esports program set up a gaming area at Hiawatha High School for students as a reward for those who reached certain academic goals. He provided and discussed enrollment numbers for the Spring semester.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through November 2021 and discussed income and expense reports. He confirmed that the hail damage Insurance settlement from 2018 should be completed in the next couple of weeks. He also confirmed that Doniphan West High School is up to date on their payments for facility usage.

Trustees' Report: Chairperson Smith attended the KACCT Meeting at Pratt Community College on December 3rd and 4th and gave a brief update on what was discussed.

President's Report: President Fox gave a brief update on the KACCT Meeting she attended at Pratt Community College. She confirmed that the HCC President's Holiday Party had a great turnout and thanked the Trustees who were able to make it, for coming. She also expressed gratitude towards Kelly Twombly, Director of Alumni Relations, and Jaime Terry, Advancement Coordinator for Foundation/Alumni Activities, for their assistance in decorating and setting up for the party.

President Fox confirmed that the Administration has hired Jared Powers to fill the Head Football Coach position. She stated that the College is very excited to welcome him and he has already begun recruiting for the upcoming Fall season. President Fox shared with the Board that the Head Track/Cross Country Coach, Sandra Moran, has resigned and that Assistant Track/Cross Country Coach, William Fairhurst, has been named Interim Head Coach. President Fox gave COVID updates and confirmed that six employees were out sick with COVID following the holiday break. She anticipates a spike in cases and stated that the Administration is prepared to close campus and go remote at any point if needed.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into Executive Session at 8:38 p.m. for no more than 30 minutes to discuss Non-elected Personnel and asked that President Fox remain in the session. Motion passed.

The Board reconvened to Regular Session at 9:08 p.m.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into Executive Session at 9:08 p.m. for no more than 10 minutes to discuss Acquisition of Real Property and asked that President Fox remain in the session. Motion passed.

Adjournment: Chairperson Smith declared the meeting adjourned at 9:18 p.m.

Thomas Smith
Chairperson

Date

Carl Tharman
Secretary/Treasurer