

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES' MEETING MINUTES  
March 27, 2019

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

Trustees Absent: Jason Taylor, Kenneth Huss

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

Approval of the Agenda: It was moved by Mr. Tharman, seconded by Mr. Karn, that the agenda be approved as amended. Motion passed.

Approval of the Minutes: It was moved by Mr. Coy, seconded by Mr. Karn, that the minutes of the February 27, 2019, Regular Meeting, and the Special Meetings of February 25, 2019, February 26, 2019, March 1, 2019, March 7, 2019, and March 11, 2019, be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Tharman, seconded by Mr. Coy, that warrants numbered 463043 through 463261 be approved as presented. Discussion. Motion passed.

Public Comment: Public comment was heard from Charles Batchelder.

Faculty Presentation: Mr. Harry Moeller, HCC Biology Instructor and sponsor of the Highland and Atchison Alpha Theta Gamma Chapter of Phi Theta Kappa, gave the Board an update on the March 1-3 Kansas/Nebraska PTK Regional Convention held in Wichita, KS. Ms. Margy Heddens is co-sponsor of the group. Mr. Moeller highlighted recent activities, accomplishments and awards of Alpha Theta Gamma chapter as well as the Beta Nu Omega Chapter at the HCC Center in Wamego, KS. Ms. Lisa Bellamy, Student Services Representative, is the sponsor of Beta Nu Omega. Both chapters were very successful and received numerous awards.

Ag Building Remodel Bids: Bids were received for the Ag Building remodel and AHRS of Bern, KS was the lowest bidder, although estimates were more than anticipated. President David Reist suggested that the Administration meet with AHRS and discuss what costs could be cut at this time. The Board directed the Administration to visit with AHRS and work on negotiating prices.

Cemetery Land Bids: President Reist presented the Board with bids for leasing of the Cemetery Land which is approximately 25 acres. The Notice to Bid was advertised in The Kansas Chief and bids were due on March 22<sup>nd</sup>. Three bids were received with Kyle Studer being the highest bidder. It was moved by Mr. Karn, seconded by Mr. Coy, that Kyle Studer be granted the Cemetery Land to lease. Motion passed.

Classroom and Garage Addition to Electrical Technology Building: President Reist informed the Trustees that the construction project to add a classroom and new garage for the electrical program is ready to move forward to the bidding process. More space is needed at the facility as Electrical Technology will become a two year program beginning in the fall and will need to accommodate more students. It was moved by Mr. Tharman, seconded by Mr. Coy, that the College move forward with the bidding process for the Electrical Technology Building remodel. Motion Passed.

Tuition, Fees and Book Rental Increases for 2019-2020: Current tuition, fees and book costs were presented to the Board. President Reist explained that the Administration would like to recommend raising tuition \$1 per credit hour, except for Doniphan County tuition. They recommended that fees be increased \$5 per credit hour except for concurrent enrollment classes and that books be increased by \$1 per credit hour. With technology costs increasing, among other expenses, they feel it is necessary to increase tuition, fees and books to help support those extra costs. It was moved by Mr. Karn, seconded by Mr. Coy that price increases for tuition, fees and books be approved as presented. Motion Passed.

Room and Board Increases for 2019-2020: President Reist informed the Board that due to a price increase with Great Western Dining, as well as college dorms needing renovations and repairs, the Administration would like to recommend room and board price increases for 2019-2020. The recommendation would be a \$100 price increase per semester for room and board. It was moved by Mr. Tharman, seconded by Mr. Karn that a room and board price increase of \$100 per semester be approved as presented. Motion Passed.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through February 2019. He discussed income and expense reports. Mr. Willy confirmed that the college made the first payment on the track project as well as the last payment on the Wellness Center. He gave brief facility and IT updates.

Academic Affairs: Dr. Erin Shaw, Vice President for Academic Affairs, informed the Board on an academic plan being put together for students interested in completing an Associate of Applied Science in Behavioral Health Care degree. A committee has met with Sharon Weiser from North Central Missouri College and Gary Hammond from the Family Guidance Center in St. Joseph. Students would be able to attend courses at Highland Community College their first year and online courses through North Central Missouri College their second year. Internships through Family guidance would be available. Dr. Shaw reviewed Arts at the Barn concerts. Cindy Davis, Director of the Library and Mike Kelley, English/Philosophy instructor, wrote two grants to help the Highland Community College Library preserve historical documents that were found on the Highland campus. The Kansas Humanities Grant was granted to the college to assist in funding for a consultant and preservation of the Land Grant document. They also wrote a grant request to the Kansas Historical Society to assist in funding equipment to digitize and catalog all of the historical documents.

Student Services Report: Dr. Eric Ingmire, Vice President for Student Services, reviewed the spring Principal and Counselor Luncheon on March 19<sup>th</sup> and said it went well. Principals and counselors from Troy, Riverside, Doniphan West and Hiawatha were in attendance. On April 10<sup>th</sup> the college will be hosting a Doniphan County open house night for seniors and parents. Dr. Ingmire gave a brief update on housing, enrollment, fall 2019 awarded scholarships and student life events during the months of March and April.

Trustees' Report: No report.

President's Report: President Reist reviewed State Legislation and Kansas Board of Regents news. He reported that Highland Community College will be hosting the Kansas Community College Leadership Institute on May 2<sup>nd</sup> and 3<sup>rd</sup>. An agreement has been finalized between Iowa Conference football schools and Kansas Jayhawk Community College Conference schools on adding football games to the schedule. The agreement extends to fall 2021. Recent personnel changes were reviewed. President Reist gave an update on athletics and current rankings. He is hopeful that with good weather, the construction on the track will begin again soon.

Announcements: President Reist gave details on upcoming events. Highland Community College will be hosting the NE Kansas FFA Career Development Event on April 3<sup>rd</sup>. The Lads and Lassies will be performing at the Klinefelter Barn on April 6<sup>th</sup> at 7pm with a \$10 admission charge. There will be a STEAM (Science, Technical, Engineering, Art, Music) event on April 8<sup>th</sup>. Doniphan County Open House will take place on April 10<sup>th</sup> from 5-8pm. The college will be closed on April 19<sup>th</sup> for Good Friday. The Children's Theatre production will be April 22<sup>nd</sup>-26<sup>th</sup>. The next Board Meeting will be held on April 24<sup>th</sup> and there will be no classes on April 25<sup>th</sup> due to Art Day.

Executive Session: It was moved by Mr. Karn, seconded by Mr. Tharman, that the Board go into Executive Session at 8:06 p.m. for no more than 5 minutes to discuss Non-Elected Personnel. Motion passed.

The Board reconvened to Regular Session at 8:11 p.m.

Adjournment: Chairperson Smith declared the meeting adjourned at 8:11 p.m.

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Thomas Smith, Chairperson

Date

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Carl Tharman, Secretary/Treasurer