

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES' MEETING MINUTES  
April 27, 2022

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

Trustees Absent: Carl Tharman, Kenneth 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: Chairperson Smith requested that Item VI.D, Request for Alcohol Permission, be added to the agenda. It was moved by Mr. Karn, seconded by Mr. Taylor, that the Agenda be approved as amended. Motion passed.

Approval of the Minutes: It was moved by Mr. Karn, seconded by Mr. Coy, that the minutes of the March 23, 2022, 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 470351 through 470586 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Purchase of Commercial Washer and Dryers: President Deborah Fox presented the Board with information on Dexter brand washer and dryers for the new student laundromat. Mr. Randy Willy, Vice President for Finance and Operations, stated that he had toured two large laundromats and spoke with the owners about their experience with Dexter washer and dryers. He also spoke with Dexter representatives about costs and purchasing options. He confirmed that the laundromat owners highly recommended the Dexter machines. It was moved by Mr. Karn, seconded by Mr. Coy, that the College purchase 10 Dexter washers and 10 Dexter dryers for the laundromat. Motion passed.

Reduction in Force Theatre Program: It was announced that the Theatre Program at Highland Community College will be dropped at the end of the 2021-22 academic year, resulting in a Reduction in Force of the Theatre Program's instructor, Samuel Smith. The Board voted to adopt a Resolution in Regard to Nonrenewal of Tenured Teacher's Contract, declaring its intent to non-renew the employment contract of Samuel Smith, Theatre Instructor, beginning with the 2022-23 academic year. It was moved by Mr. Taylor, seconded by Mr. Karn, that the Board proceed with ending the Theatre Program and to non-renew the employment contract of Samuel Smith due to Reduction in Force. Motion passed.

Selection of Roofing Vendor for Baileyville Location: President Fox stated that the roof at the Baileyville center has had continuous leaking issues throughout the years. The Board was presented with bids from two vendors with the options of a metal roof or a shingle roof. It was moved by Mr. Taylor, seconded by Mr. Coy, that the bid from Lanter SPS for a metal roof be accepted as presented. Motion passed.

Request for Alcohol Permission: President Fox confirmed that the Klinefelter Barn is gradually reopening for public events. She requested approval from the Board to allow alcohol at the Continuing Legal Education Seminar on May 26<sup>th</sup>. It was moved by Mr. Coy, seconded by Mr. Taylor, that alcohol be allowed at the Continuing Legal Education Seminar. Motion passed.

Student Services Report: Dr. Eric Ingmire, Vice President for Student Services, was not present but provided a written report.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through March 2022 and discussed income and expense reports. Mr. Willy confirmed that construction work on Cornerstone Apartments is progressing as expected and should be finished soon. Dirt work for the laundry facility will begin soon.

Academic Affairs: Mrs. Sharon Kibbe, Dean of Instruction, gave updates on the HLC (Higher Learning Commission) and the Assessment Academy. She confirmed that the Institutional Update has been officially submitted to the HLC. Art Day on the Highland campus will be celebrating its 40<sup>th</sup> Anniversary this year and the annual event will take place on April 21<sup>st</sup>. Adam Graham, Chemistry Instructor, is interested in possibly setting up a Science Day during the Fall semester. Mrs. Kibbe confirmed that a course review for online programs will be assessed over Summer break. She stated that the Fall schedule should be available soon and will include College Algebra with Review, which is a new course offered by the math faculty that combines College Algebra and Intermediate Algebra as a five-hour credit course. The English faculty are working on creating a similar structure for English courses for Spring 2023.

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

Trustees' Report: None.

President's Report: President Fox gave an update on the HCC Foundation meeting she attended in Atchison. The Foundation Board members were given a tour of the Diesel facility. She gave Kansas legislature updates. She confirmed that Art Day on the Highland campus went really well and expressed gratitude towards Sam Perkins, Graphic Design Instructor, and Todd Meier, Art Instructor, for their efforts and dedication to making it a successful event. President Fox reported that the Softball team has broken a school record for the longest winning streak with 21 consecutive games. She expressed the need for surgical technicians and the possibility of offering the program in the future. The nursing accreditation visit will take place in April.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into Executive Session at 7:15 p.m. for no more than 30 min to discuss Non-elected Personnel and asked that President Fox remain in the session. Motion passed.

The Board reconvened to Regular Session at 7:45 p.m.

It was motioned by Mr. Taylor, seconded by Mr. Coy, that the Executive Session be extended for no more than 30 minutes. Motion passed.

The Board reconvened to Regular Session at 8:15 p.m.

It was motioned by Mr. Taylor, seconded by Mr. Coy, that the Executive Session be extended for no more than 30 minutes. Motion passed.

Adjournment: Chairperson Smith declared the meeting adjourned at 8:45 p.m.

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Thomas Smith  
Chairperson

Date

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Carl Tharman  
Secretary/Treasurer