

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING MINUTES
May 29, 2019

Trustees Present: Thomas Smith, Vernie Coy, Russell Karn, Jason Taylor, Carl Tharman. Kenneth Huss arrived at 6:45 p.m.

Call to Order: Chairperson Thomas Smith called the meeting to order at 6:31 p.m. in the Conference Room of the Administration Building on the Highland campus.

Approval of the Agenda: Chairperson Smith requested that Item VI.H, Highland Ballpark Agreement, be added after Item VI.G. It was moved by Mr. Coy, 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. Tharman, that the minutes of the April 24, 2019, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Tharman, that warrants numbered 463505 through 463752 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Calendar Approval for 2019-2020 and 2020-2021 Academic Years: President David Reist highlighted changes made from the draft presented last month. It was moved by Mr. Tharman, seconded by Mr. Coy, that the calendar for the 2019-2020 and 2020-2021 academic years be approved as presented. Motion passed.

Presentation about E-Sports: Tyler Nordman, Director of Athletics, Randy Willy, Vice President for Finance & Operations, and Marc Jean, Co- Director of IT, gave a brief presentation on eSports. They had put together a committee consisting of 15-17 employees to discuss the interest and option of adding an eSports program at Highland Community College. Mr. Nordman explained that Iowa Central Community College and Park University both offer this program and have been successful with it. He was very hopeful that the National Junior College Athletic Association would certify it as a sport within a few years. The Board was presented with information on eSports as well as costs and equipment needed. The college would like to offer the eSports program in the fall of 2019. Mr. Nordman expressed the need to hire a coach immediately to begin recruiting for the fall semester. The Board was provided with a job description to review for the eSports coaching position. Discussion. It was moved by Mr. Karn, seconded by Mr. Huss, that eSports be added as a program beginning fall of 2019. Motion passed.

Presentation about Women's Soccer, Men and Women's Bowling: President Reist informed the Board that the College would like to consider adding women's soccer and men and women's bowling to assist with enrollment numbers and to offer more options for incoming athletes. He explained that with the completion of the track, the grassy area in the middle would be large enough for a soccer field. He provided the Trustees with an expense report of the costs that would be expected to fund women's soccer. Information on bowling is not available at this time but will be brought to the Board once it becomes available. Tyler Nordman, Director of Athletics, explained that the Kansas Jayhawk Community College Conference would need notification of a sport addition at least one year in advance. A decision on adding the sports would need to be made by August 2019 in order for them to be approved and available for students during fall of 2020. As more information on both sports is gathered, the Board will be presented with updates at a later time.

Lease Agreement with USD 409 and Draft Contract: President Reist provided the Board with a revised lease agreement between Highland Community College and USD 409. He explained that the length of the agreement needed to be changed to 10 years due to the State Statute requirement that it be 10 years or less. The Trustees were also given a draft contract for USD 409 to convey a parcel of land to Highland Community College for the Diesel Technology Building addition. Discussion. It was moved by Mr. Huss, seconded by Mr. Karn, that the changes on the lease agreement with USD 409 pertaining to the Technical Center, be approved as presented. Motion Passed.

Tuition, Fees, and Books for Concurrent High School Classes: The Administration would like to recommend lowering the books, tuition and fees for concurrent enrollment classes. President Reist explained that other Kansas community colleges are beginning to offer concurrent classes online and at a cheaper rate which could affect concurrent enrollment numbers for Highland Community College. As costs are becoming competitive among Kansas community colleges, the Administration feels hopeful that lowering costs for concurrent classes will assist in keeping high school students in the HCC service area from taking classes from other institutions. Discussion.

Set Time, Date and location of the June Meeting: President Reist expressed his interest in conducting the June Board of Trustees Meeting at the Wamego Center in Wamego, KS, on June 26, 2019. He suggested everyone meet at the Wamego Center shortly before 3:00 p.m. to tour the campus and the winery. The meeting will take place around 4:00 p.m. at the Wamego Center. It was moved by Mr. Tharman, seconded by Mr. Taylor, that the June 26, 2019, Board of Trustees Meeting be held at the Wamego Center. Motion Passed.

Updated Procurement Policy: Mr. Randy Willy, Vice President for Finance and Operations, provided the Board with an updated Procurement Policy. He explained that there were two areas in the previous Procurement Policy that were not up to date with federal guidelines. He stated that both areas have been addressed and revised as needed. It was moved by Mr. Coy, seconded by Mr. Karn, that the Procurement Policy be approved as presented. Motion Passed.

Ballpark Agreement: The Board was presented with a draft Agreement for Usage and Maintenance of Highland Community Ballpark from USD 111. The agreement is between USD 111, Highland Community College and the City of Highland. The school district would like to make changes to the USD Usage section of the agreement. Discussion. This item will be brought back for action at a future meeting.

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

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through April 2019. He discussed income and expense reports. Mr. Willy confirmed that roof repairs on the Field House have begun. The Crestview dorm remodel that began in April is near completion. He stated that he would like to remodel another dorm in late June or early July if possible. More research is being done on the costs of putting vinyl plank flooring in the Ellis dorms.

Academic Affairs: Dr. Erin Shaw, Vice President for Academic Affairs, gave a review on the annual Kansas Council of Instructional Administrators retreat that she attended in Wichita this month. KCIA scholarship recipients gave presentations as well as representatives from Kansas City Kansas Community College, Hutchinson Community College and Barton Community College. She gave a brief review on all other topics that were discussed during the retreat. Dr. Shaw announced that she has been elected as KCIA's Vice Chair during the recent elections. Her new officer role will begin July 1, 2019. The next Arts at the Barn performance will feature Jazz Cigarettes on Saturday, June 1st. She explained that Kansas Board of Regents reduced the required amount of credit hours for universities last year which also requires community colleges to adjust their degree requirements to 60 credit hours. After presenting to the Highland Community College's Curriculum and Instruction Committee, the members voted to reduce the required credit hours for the Associate of Arts, Associate of Science and Associate of General Studies degrees. In order to meet reduced required hours, the members recommended removing the PE requirement (1 credit hour) and reduce electives by 2 credit hours.

Trustees' Report: Chairperson Tom Smith gave highlights on the Employee Appreciation Luncheon that was held on May 20th in the Wellness Center at the Highland Campus.

President's Report: President Reist expressed great gratitude for the kind words and the David Reist Administration Building dedication presented to him at the Highland commencement ceremony held on May 17th. He thanked the Board for the last 38 years he has served for the College. He reviewed State Legislation and Kansas Board of Regents news. President Reist gave a brief review on the Academic Hall of Fame Reception that was held on May 16th honoring Dr. Mark Anderson and Brenda Hines. Recent personnel changes were reviewed.

President Reist confirmed that the remodel on the Ag Building has begun. Demolition work on the College's Electrical Building in Atchison will begin the first week of June. He stated that the Highland Community College Winery in Wamego recently went through an inspection and passed the review. He confirmed that track construction is still on hold due to recent weather conditions. The Crestview dorm remodel has progressed and is close to being completed. President Reist gave an update on athletics and current rankings.

Announcements: None.

Executive Session: It was moved by Mr. Karn, seconded by Mr. Taylor, that the Board go into Executive Session at 8:58 p.m. for no more than 15 minutes to discuss Non-Elected Personnel. Motion passed.

The Board reconvened to Regular Session at 9:13 p.m.

Adjournment: Chairperson Smith declared the meeting adjourned at 9:13 p.m.

Thomas Smith, Chairperson

Date

Carl Tharman, Secretary/Treasurer