

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING MINUTES
September 22, 2021

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

Trustees Absent: Vernie Coy, Kenneth Huss

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, Wamego Roof, Item VII.E, ProServ Proposal, and Item VII.F, Farm Ground, 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: Mr. Karn requested that a grammatical error in his last name be corrected in the Revenue Neutral Hearing Minutes. It was moved by Mr. Taylor, seconded by Mr. Karn, that the minutes of the August 25, 2021, Revenue Neutral Meeting, Budget Hearing and Regular Meeting be approved as amended. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Tharman, that warrants numbered 468911 through 469147 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Presentations- Jordon O'Brien, Women's Head Basketball Coach and Landon Hay, Head Baseball Coach: Ms. O'Brien, Women's Head Basketball Coach, introduced herself to the Board and gave a brief description about her background, education and experience. She gave a season update and team goals for the season. Mr. Landon Hay, Head Baseball Coach, also introduced himself to the Board and gave a brief description of his background as well as both of his Assistant Coaches. He went over numbers and gave a geographical explanation of where his players come from. He was happy to confirm that more athletes from the Midwest have been recruited and added to the roster this year. He stated that they are finishing up their current scrimmages and will be ready to start again in the Spring. Both Coaches expressed their gratitude for being asked to present at the meeting.

Approval of Faculty Emeritus: President Deborah Fox presented the Board with nominations for Faculty Emeritus. The HCC Faculty and members of the Administration have nominated retired faculty members, Mr. Bill Noll and Mrs. Eleanor Hensley for this honor. It was moved by Mr. Karn, seconded by Mr. Tharman, that the Faculty Emeritus nominations for Mr. Bill Noll and Mrs. Eleanor Hensley be approved as presented. Motion passed.

HCC Statement of Free Expression: Kansas Board of Regents has recommended all Kansas Technical and Community Colleges to adopt a statement similar to the Freedom of Expression statement that all Kansas State Universities have adopted. President Fox provided the Board with a drafted copy of the HCC Freedom of Expression statement that was presented to them and tabled in the August Board Meeting. It was moved by Mr. Tharman, seconded by Mr. Karn, that the HCC Statement of Free Expression discussion be tabled indefinitely. Motion passed.

Approval of Wireless Microphones: President Fox confirmed that the music department is in need of new wireless headset microphones. The department was gifted headsets a few years ago and they are no longer able to be repaired. The Board was presented with three bids and a recommendation from the Administration to purchase the 16 new headsets from AV Solutions. President Fox stated that the headsets could also be used by the theatre department. It was moved by Mr. Taylor, seconded by Mr. Tharman, that the music department purchase 16 headsets from AV Solutions. Motion passed.

Wamego Roof: The Wamego campus location has been experiencing leaks in Building C and in need of repairs. After a previous recommendation of replacing the screws, the repair did not fix the problem. The Board was provided with three bids for additional repairs. The contractor who replaced the old screws offered to perform the additional repairs with a discount for the amount the College already paid previously. Discussion. The Trustees would like to have someone personally known take a look at the facility to confirm no other problems need to be addressed. They would also like to negotiate the bid price. It was moved by Mr. Taylor, seconded by Mr. Tharman, that the job be awarded to Diamond Roofing if a price can be negotiated and after the facility has been inspected for any additional problem areas. Motion passed.

Pro-Serv Proposal: President Fox stated that the lease with Pro-Serv will be ending in June 2022. Pro-Serv will be receiving stimulus money and has offered to put those funds towards a new lease agreement if the College signs a new five-year contract agreement. The additional funds would give the College lower payments as well as new machines. The Administration also gave the option of bidding out other equipment and providers. Discussion. It was moved by Mr. Tharman, seconded by Mr. Taylor, that the proposal from Pro-Serv to put stimulus funds towards a new five-year lease agreement with the College be approved as presented. Motion passed.

Farm Ground: President Fox confirmed that the current farm ground agreement for the College property surrounding the Track and Football practice field will be expiring December 2021. It was suggested to the Board to include the four acres north of the Ag Building to the new contract. It was also suggested that both fields would be used for alfalfa instead of corn which would assist in keeping the track cleaner during harvest time. Discussion.

Technical Education: Lucas Hunziger, Dean of Technical Education, provided the Board with photos of student's working on projects in the new diesel building. The Making Kansas Bus Tour stopped by the Atchison Technical Center on September 14th for a tour of the diesel facility. Mr. Hunziger confirmed that 30 students have accepted positions for the 2022 Associate Degree Nursing program as well as seven backups. A team is being constructed to serve on the Northeast Kansas Needs Assessment. Mr. Hunziger is working closely with other representatives to complete the needs assessment as well. The recent passing of former Western Center employee, Jolie McDaniel, has led to the recently developed Jolie McDaniel Memorial Scholarship that will be presented for the first time in Spring 2022 by the HCC Foundation. Mr. Hunziger confirmed that the Early Childhood programs have been successful and getting much support from local daycare facilities. The storage Container built by the Construction Technology Program has been moved to the Klinefelter Farm. Mr. Hunziger will be featured on KQ2 television to discuss the Kansas Promise Scholarship.

Student Services Report: Dr. Eric Ingmire, Vice President for Student Services, gave updates on student health and welfare checks. He discussed drug and alcohol violations which he was pleased to report have dropped drastically from previous years. Dr. Ingmire confirmed that TRIO grant funds have been awarded for the academic year to the Student Support Services program. He discussed the recent new hires. He discussed tutoring numbers and what kind of services students are checking into the library for. Student Life has had many on going activities for students including the recent coin treasure hunt that awarded the students with prizes for each hidden coin found around campus. Chicken and Waffle Night will take place for the students on September 28th. The Admissions team is currently attending the KACRAO (Collegiate Registrars and Admissions Officers) Conference in Colby, KS.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through August 2021 and discussed income and expense reports. He presented the Trustees with an updated drawing of the new laundry facility that incorporated changes discussed at the August Meeting. Discussion.

Academic Affairs: Mrs. Sharon Kibbe, Dean of Instruction, confirmed that the Performance Agreement has been submitted to Kansas Board of Regents (KBOR) and due to the COVID-19 pandemic, HCC has fallen below the 100% funding tier based on performance. Mrs. Kibbe will present the College's case to the Board of Academic Affairs Standing Committee on November 30th for a final determination on the funding by KBOR in Spring 2022. She will also be attending the CATYC (Council on Accreditation for Two-Year Colleges) Conference on September 12th-14th. Mrs. Kibbe confirmed that the Spring 2022 schedule is being worked on and enrollment for the spring semester will begin on October 20th. She stated that former employee Irene Covert's retirement reception went very well and gave a brief background on Mary Kate Thiltges who was hired to fill Irene's position. Faculty evaluations have begun and Mrs. Kibbe discussed the process of how they are conducted.

Trustees' Report: Chairperson Smith attended the Kansas Association of Community College Trustees Meeting on August 27th via Zoom and gave a brief review on discussion items.

President's Report: President Fox stated that the Foundation Board has requested to have a joint meeting with the Board of Trustees at some point in the near future. The County Commission has also requested a joint meeting. She attended the KACCT Meeting and reviewed a few discussion items that were on the agenda. President Fox confirmed that the press box and bleachers for the track have been delivered but is waiting to install them until concrete has been poured.

President Fox was pleased to confirm that 30 athletes were give random drug screenings and all came back negative. She gave updates on current athletic events and team statistics. She stated that Higher Education is not being affected at this time by the current COVID-19 vaccination mandate that is taking place around the country with certain employers. She gave an update on COVID-19 cases on campus with one being an employee and zero student cases. She did state that a few more students have been tested and waiting on results.

A recess was held from 8:35 p.m. –8:40 p.m.

Executive Session: It was moved by Mr. Karn, seconded by Mr. Tharman, that the Board go into Executive Session at 8:40 p.m. for no more than 15 minutes to discuss Non-elected Personnel with no action to follow and asked that President Fox remain in the session. Motion passed.

The Board reconvened to Regular Session at 8:55 p.m.

Adjournment: It was moved by Mr. Karn, seconded by Mr. Tharman that the meeting adjourn. Motion passed. Meeting adjourned at 8:55 p.m.

Thomas Smith
Chairperson

Date

Carl Tharman
Secretary/Treasurer