

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES

August 20, 2014

Trustees Present: Vernie Coy, Joyce C. Rush, Joyce Simpson, Thomas Smith, Jason Taylor, Carl Tharman

Call to Order: The meeting was called to order by Chairperson Rush at 7:32 p.m. in the Conference Room of the Administration Building on the Highland Community College Campus, Highland, Kansas.

Approval of the Agenda: It was moved by Mr. Taylor, seconded by Mrs. Simpson, that the Agenda be approved as amended. Motion passed.

Approval of Minutes: It was moved by Mr. Tharman, seconded by Mr. Smith, that the minutes of the July 23, 2014, Regular Meeting be approved as presented. Motion passed.

Approval of Warrants: It was moved by Mr. Taylor, seconded by Mrs. Simpson, that warrants numbered 414366 through 414722 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Executive Session: It was moved by Mrs. Simpson, seconded by Mr. Taylor, that the Board go into Executive Session for no more than 10 minutes at 8:01 p.m. to discuss non-elected personnel. Motion passed. The Board reconvened to Regular Session at 8:11 p.m. It was moved by Mrs. Simpson, seconded by Mr. Taylor, that the Executive Session be extended for 10 minutes. Motion passed. The Board reconvened to Regular Session at 8:20 p.m.

Approval of the 2014-15 Budget: The 2014-15 budget was published at the mill levy rate of 14.272. It was moved by Mr. Tharman, seconded by Mrs. Simpson, that the 2014-15 mill levy rate of 14.272 be approved as published. Motion passed.

Investment of Idle Funds: Mr. Jerry Reid, Interim Vice President for Finance/Operations, reviewed the RFP for Proposal of Banking Services for the Investment of Idle Funds. Mr. Reid reviewed the three bids that were received from Exchange National Bank, Morrill & Janes Bank & Trust, and UMB Treasury Services. It was moved by Mr. Taylor, seconded by Mrs. Simpson, that the bid from Morrill and Janes Bank & Trust be accepted for the investment of idle funds. Motion passed.

September Board Meeting Date and Joint Meeting with the HCC Foundation: President Reist reported that The Higher Learning Commission has notified HCC of a new AQIP timeline for HCC's continued accreditation process. He and seven others from the College will be required to attend a Strategy Forum in Chicago the last week of September which is the normal meeting week for the Board of Trustees' meeting. President Reist requested that the September meeting be moved from September 24 to September 17 so he and the other staff can attend the Strategy Forum. It was moved by Joyce Simpson, seconded by Mr. Smith that the September Board of Trustees' meeting be held on September 17, 2014, rather than September 24. Motion passed.

President Reist informed the Trustees that the HCC Foundation has invited the Board of Trustees to a joint meeting on October 6, 2014. The Foundation Board will have their regular meeting at 10:00 a.m. The Board of Trustees will join them for lunch at Noon followed by a joint meeting of the two entities.

Computer Bids: The Trustees were presented three bids for 15 computers and monitors, 15 APC Backups, seven Pro Docks, seven laptop chargers, and three printers. This equipment will be replacing outdated equipment for faculty. It was moved by Mrs. Simpson, seconded by Mr. Taylor, that low bid from CDW-G be accepted for the computer equipment described. Motion passed.

IDL Equipment for Title III: President Reist requested approval to purchase Pexip Infinity software and support to be used as the backbone for the Interactive Distance Learning delivery system at the Western Center. This system is software-based and virtualized and will be used to connect each of the College's centers working with existing IDL equipment at those centers. The purchase would come out of Title III grant funds. Discussion. It was moved by Mrs. Simpson, seconded by Mr. Smith, that the Board approve the purchase of the Pexip Infinity software/support for the Western Center from Covene of St. Louis, Missouri, with funding for the purchase coming from the Title III grant. Motion passed.

Institutional Advancement Report: Dr. Craig Mosher, Vice President for Institutional Advancement, announced the Alumni game schedule for the Saturday, August 23, 2014, HCC Alumni Day.

Finance/Operations Report: Mr. Jerry Reid, Interim Vice President for Finance/Operations, provided the Trustees with current operating cash balances and bank account summaries.

Student Services Report: Dr. Cheryl Rasmussen, Vice President for Student Services, provided the Trustees with a report showing enrollment comparisons to this time last year. She also reported on the Memorandum of Understanding agreement in place with the Western school districts.

Academic Affairs Report: Ms. Peggy Forsberg, Vice President for Academic Affairs, provided the Summer Blitz 2014 enrollment report. 109 students participated generating 822 credit hours. She reported that attendance at the Fall 2014 In-Service Programs was good. There were 92 participants at the August 4 In-Service for Concurrent & Distance Learning Instructors held at the Holton Center; 29 participants at the Technical Center Faculty In-Service on August 11; and 71 participants at the All-Faculty Workshop on August 15. Ms. Forsberg announced that seven faculty members will be attending the Core Outcomes Meetings at Johnson County Community College on September 12.

Trustees' Report: The next Kansas Association of Community College Trustees' meeting will be in Pratt on September 12-13. Trustees Rush and Simpson will be attending.

President's Report: President Reist reviewed several community college publications. He reported on high schools who had received State funding for students completing technical certifications. He discussed the Kansas Board of Regents 2020 Goal which includes funding based upon how many certificates and degrees are earned by students. He reported on the recent KACCT President's Meeting and the Jayhawk Conference Meeting he had attended. He announced that 20 students graduated the RN program in a ceremony last week. September 13 will be the first home football game. The HCC Athletic Hall of Fame banquet will be held the same day. President Reist provided an update on recent personnel changes.

Announcements: None.

Adjournment: It was moved by Mr. Tharman, seconded by Mrs. Simpson, that the meeting adjourn. Motion passed. Meeting adjourned at 9:55 p.m.

Joyce C. Rush
Chairperson

Date

Jason Taylor
Secretary/Treasurer