

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING MINUTES  
September 23, 2015

Trustees Present: Vernie Coy, Russell Karn, Joyce Simpson, Jason Taylor, Carl Tharman  
Trustees Absent: Tom Smith

Call to Order: The meeting was called to order by Chairperson Joyce Simpson at 7:30 pm in the Administration Building Conference Room on the HCC Highland Campus.

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

Approval of the Minutes: It was moved by Mr. Tharman, seconded by Mr. Taylor, that the minutes of the August 19, 2015, Budget Hearing and the September 3, 2015, Special Meeting be approved as presented, and the August 19, 2015, Regular Meeting, be approved as corrected. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Coy, that warrants 419271 thru 419686 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Strategic Plan Update: Ms. Peggy Forsberg, Vice President for Academic Affairs, reviewed Criterion 1, Objective 2 of the Strategic Plan which is Contribute to strengthening local economics and enhance the quality of life. The strategy for this objective was to develop a self-funding cultural event series called "Arts at the Barn." Ms. Forsberg updated the Trustees on the activities held in that series thus far as well as upcoming events that are planned.

Update Board By-Laws: Changes to the Board of Trustees' Bylaws were introduced at the August 19, 2015, meeting for Board review. President David Reist discussed the proposed changes. It was moved by Mr. Tharman, seconded by Mr. Taylor, that the changes be approved as presented. Motion passed. Discussion was held regarding the posting of the Board Agenda on the HCC website prior to the meeting as well as posting an unofficial summary of the minutes shortly after the meeting. Official minutes are always posted after they are approved at the next Board meeting.

Director of Development: The creation of a committee to study the creation of a Director of Development position with the cost of such a position to be shared between the College and the HCC Foundation was discussed. Committee members would consist of two members from each Board. It was moved by Mr. Taylor, seconded by Mr. Tharman, that a committee be formed in cooperation with the HCC Foundation to study and develop the parameters for a shared Director of Development position to be presented for consideration at a future meeting. Motion passed.

Power Campus Reimplementation: Full Measure: Mr. Josh Berry, Director of IT, presented a proposal from Full Measure Education. Full Measure is a software platform that would integrate with the current Power Campus software and allow the College to bridge the current gap that exists in mobile accessibility. Being accessible to students and potential students on mobile devices provides the college a huge leap forward in the Power Campus reimplementation phase of the Strategic Plan that would otherwise take several years. The product allows the College to offer mobile apps and automated communication routines with students. Mr. Berry discussed the costs associated with the proposed three year licensing fee compared to a similar product by Ellucian, the current owner of Power Campus software. Discussion. It was moved by Mr. Tharman, seconded by Mr. Taylor, that a three year contract with Full Measure Education be approved as presented. Motion passed.

Framing Bids for Building Trades House: President Reist reported that only one bid was received for the framing of the new Building Trades house in Highland. It was moved by Mr. Karn, seconded by Mr. Coy, that the bid from Porters Lumber in Elwood for framing materials for the second Building Trades house in Highland be accepted as presented. Motion passed.

2015-2016 Budget: The Trustees were presented with projected revenues and expenditures for the current budget year as well as projected carryover. Specific departmental budgets were also provided.

Institutional Advancement: No report.

Finance/Operations Report: Mr. Daniel Erbert, Vice President for Finance/Operations, reported that Rick Blevins of Severance, Kansas, has been hired as the new Director of Maintenance Operations.

Academic Affairs Report: Ms. Peggy Forsberg, Vice President for Academic Affairs, provided the Trustees with a report of the September 23, 2015, Kansas Core Outcomes Group Annual Meeting held at Johnson County Community College. This meeting was attended by a number of HCC instructors in the biology, mathematics, criminal justice, social work, and sciences disciplines. Also in attendance were other Kansas community college and university representatives. The purpose of these meetings are to design binding agreements whereby Kansas community college students can transfer seamlessly and without issue into public universities for completion of a bachelor's degree in their chosen field. Ms. Forsberg noted that Kansas leads the nation in successful transfer of community college students into public universities. Ms. Forsberg ended her report by highlighting HCC programs that will be up for internal Academic Program Review this year and briefly described the process that is utilized.

Student Services Report: Dr. Cheryl Rasmussen, Vice President for Student Services, reviewed the Student Services Strategic Action Plan's five Criterion: Mission; Integrity; Teaching and Learning: Quality, Resources & Support; Teaching & Learning: Evaluation & Improvement; and Resources, Planning & Institutional Effectiveness, and highlighted the goals for each Criterion. Dr. Rasmussen provided the Trustees with reports on fall head count and credit hour enrollment numbers.

Trustees' Report: Chairperson Simpson reported that she had attended the Kansas Association of Community College Trustees meeting on September 11-12 at Cloud County Community College in Concordia, Kansas, along with President Reist, and gave a review of the discussions there.

President's Report: President Reist provided updates on the recent discussions held at the State level regarding the possibility of reinstating tiered/non-tiered block grant funding. There has also been much discussion on the topic of mergers at the college level as well as other proposed ways to save money Statewide. At a recent Kansas Board of Regents meeting, one of the items discussed was concurrent enrollment. President Reist announced that HCC has been awarded approval from the State to provide welding, drafting, and perhaps other technical training for employees of Summit Trucks of Wathena.

President Reist provided a report on recent personnel changes at the College. He announced that Janet Spangler, daughter of Myrtle Peuker, will be providing financial support for the development of a plaza area where her family home used to stand on property now owned by the College. River Bluff Architects of St. Joseph, Missouri, is developing the plans for Peuker Plaza.

Creal Clark & Seifert Architects/Engineers, Inc., of St. Joseph, Missouri, inspected the HCC Technical Center property in Atchison and provided a report documenting issues/deficiencies with the current facilities. The property is owned by USD 409 School District and the College leases the property. President Reist will be meeting with USD 409 officials to discuss these issues and future ownership of the property.

Announcements: President Reist highlighted upcoming activities at the College including the October 3 Homecoming and 50 Year Alumni event; October 17 Ag Alumni Reunion; October 22 & 24 Vocal Music Concert. Mr. Taylor expressed his appreciation of the recent letter that President Reist wrote and placed in the Kansas Chief.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into executive session at 9:26 pm for no more than 20 minutes to discuss Acquisition of Real Property. Motion passed. Mr. Rex Bollinger, USD 111 Superintendent, and Mr. Mark Allen, USD 111 School Board Member, were asked to remain during the executive Session.

The Board reconvened to regular session at 9:46 p.m. Mr. Bollinger and Mr. Allen left the meeting. It was moved by Mr. Karn, seconded by Mr. Coy, that the executive session be extended 10 minutes to continue discussion of Acquisition of Real Property. Motion passed.

The Board reconvened to regular session at 9:56 p.m.

Executive Session: It was moved by Mr. Coy, seconded by Mr. Karn, that the Board go into executive session at 9:57 p.m. for no more than 20 minutes to discuss Non-Elected Personnel. Motion passed. Mr. Dan Erbert, Vice President for Finance/Operations, was asked to remain during the executive session.

The Board reconvened to regular session at 10:17 p.m. Mr. Erbert left the meeting. It was moved by Mr. Karn, seconded by Mr. Coy, that the executive session be extended 15 minutes to continue discussion of Non-Elected Personnel Motion passed.

The Board reconvened to regular session at 10:32 p.m.

Adjournment: Chairperson Simpson declared the meeting adjourned at 10:32 p.m.

---

Joyce Simpson, Chairperson

Date

---

Jason Taylor, Secretary/Treasurer