

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES

January 9, 2008

Trustees Present: Nancy Batchelder, Donald Harter, Joyce Rush, Jason Taylor.
Absent: Vernie Coy, Russell Karn

Call to Order: The meeting was called to order by Chairperson Rush at 7:30 p.m. in the Highland Community College Administration Building Conference Room.

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

Approval of the Minutes: It was moved by Mr. Taylor, seconded by Mrs. Batchelder, that the minutes of November 14, 2007, and December 20, 2007, be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Harter, seconded by Mr. Taylor, that the warrants numbered 15983 through 16839 be approved as presented. Discussion. Motion passed.

Purchase of College Maintenance Vehicle: Mr. David Reist, President, informed the Trustees that the 2002 Dodge ¾ ton pickup used by the Maintenance Department is experience transmission problems and needs to be replaced. Option One would be to look for a used vehicle and use the Dodge pickup as a trade in. Option Two would be to purchase a new pickup from the State of Kansas bid list and sell the Dodge pickup outright. Discussion. It was moved by Mr. Taylor, seconded by Mrs. Batchelder, that a new pickup be purchased per the State of Kansas bid list and that the 2002 Dodge pickup be sold. Motion passed.

Bobcat Purchase: Mr. Reist explained that, although the College currently owns a bobcat skid steer loader, it is over 10 years old and too light for much of the work that needs to be done. Bids have been received from three companies for a new, heavier duty bobcat. Another option would be to lease one. Discussion. It was moved by Mr. Harter, seconded by Mr. Taylor, that the low bid from Lang Diesel of Sabetha be accepted for the purchase of a new Bobcat Skid Steer Loader. Motion passed.

Friends University: Mr. Reist reported that Friends University has contacted Highland Community College with a request to offer Bachelor Degrees on the HCC Campus. Mr. Reist asked the Trustees for their permission to pursue talks with Friends University about having their programs on the HCC Campus. There was no objection.

Community College Distribution Formula: Mr. Reist stated that he has been serving on a committee that is studying a new funding distribution formula for Kansas community colleges. Each year the Legislature appropriates a lump sum of money for Kansas Community Colleges. The current formula is flawed and the errors in that formula perpetuate each year. Mr. Reist explained the formula that the committee may be recommending. The new formula would equalize payments to the community colleges.

Emergency Communication Systems: The Kansas Board of Regents has given notice that colleges will have to submit a plan and report at some point in the future regarding systems in place to notify students and employees if a disaster should occur. The Administration has been studying two concepts: How would students and employees located in campus buildings be notified in an emergency situation and How would students and employees who are not in campus buildings when the event occurs be notified?

Mr. Reist discussed several systems which might meet the requirements, but further study and pricing information will be brought back to the Board at a future meeting.

Academic Hall of Fame: Mr. Reist informed the College does not have a formal process in place for selection of Faculty Emeritus. He provided a draft proposal for a system which would create an HCC Academic Hall of Fame and would recognize Faculty Emeritus, Alumni, Administrators and Faculty, and Years of Service Awards for employees. He reviewed the draft document with the Board and stated that he would be submitting it to the Faculty for their review as well.

Academic Affairs Report: Mr. Mike Parker, Vice President for Academic Affairs, provided enrollment figures for Spring 2008 on-line classes. The on-line classes begin January 22nd, so enrollment is still underway.

Mr. Parker announced that the Kansas Department of Aging has approved a \$46,136 Workforce Enhancement grant to assist in offering Service First to upgrade and take care of State requirements for nursing facility employees.

Foundation Report: Dr. Craig Mosher, Executive Director of the HCC Foundation, reported that the next Foundation Board Meeting will be on January 28th.

Finance/Operations Report: Ms. Deborah Fox, Vice President for Finance/Operations, reported that a lot of staff helped during the ice storm in December. She especially recognized Rick Crossland and Barry Simmons of the Maintenance Staff and Darlene McNemee in Payroll.

The Deferred Maintenance requests that the Kansas community colleges and Washburn University have submitted to the State are being reviewed. It is hoped that the State's decision will be known by February.

Ms. Fox talked with the Board about banking options once the merger with the Northeast Kansas Technical College becomes finalized. This item will be brought back to the Board at a future meeting.

Student Services Report: Dr. Cheryl Rasmussen, Vice President for Student Services, reported that, as of this meeting, there are 493 students enrolled on campus taking 7333.5 credit hours. Although classes started on January 8th, students are still enrolling. Enrollment is still underway for regional and online courses. Those classes start on January 22nd.

Dr. Rasmussen stated that serving the mental health needs of students can be a challenge. KANZA Mental Health is now charging for services that previously had no cost attached to them. In addition, the students must go to Hiawatha to receive services. This is problematic for students without transportation. The College has visited with KANZA about having an office on the campus in Highland, but KANZA has not been open to this option thus far. Dr. Rasmussen

reported that she is working on a survey of community colleges to determine what others do relative to serving the mental health needs of their students.

Trustees Report: No report.

Presidents Report: Mr. Reist reported that he had recently traveled to Redlands Community College in El Reno, Oklahoma, to view their grape growing/wine making operation. Mr. Scott Kohl, Coordinator of the Wamego Center, and Mr. Will Gladhart, Business & Industry Coordinator, traveled with Mr. Reist. HCC is beginning to offer courses in grape growing and wine making at the Wamego Center in response to a growing interest in that area. Future plans for expansion as well as grants available for these types of endeavors were discussed.

Mr. Reist announced that the next Kansas Board of Regents meeting and the Phi Theta Kappa recognitions in Topeka were scheduled at the same time as February 13th Board of Trustees regular meeting. Mr. Reist and Mrs. Rush, as well as a number of administrators, will be attending these activities. Mr. Reist asked if it might be possible to move the February 13th meeting to either February 11th or 12th. The Trustees indicated they would check their calendars and let the President's Office know which day would be best.

Mr. Reist provided an update on the Klinefelter Property. Dirt work on the waterways has started along with a general cleanup of the property.

HCC's 150th Celebration will kick off on Saturday, February 9, 2008, with a Noon meal and gathering. Three former HCC President's will be in attendance, as well as other past Administrators and employees. Several State dignitaries will be present as well.

Mr. Reist announced that, on January 14th, a Renewable Energy Workshop will be held on the HCC Campus with live feeds to Atchison and Holton.

Public Comment: No Public Comment

Announcements: Mr. Harter commended the HCC Music Department on the recent Christmas Program.

Executive Session to Discuss Contract Negotiations: It was moved by Mr. Taylor, seconded by Mr. Harter, to go into executive session at 8:35 p.m. to discuss contract negotiations for no longer than 10 minutes. Motion passed. Mr. Reist was asked to remain during the session.

The Board reconvened to regular session at 8:45 p.m. No action taken.

Adjournment: It was moved by Mr. Taylor, seconded by Mrs. Batchelder, that the meeting adjourn. Motion passed. Meeting adjourned at 9:45 p.m.

Joyce C. Rush
Chairperson

Date

Jason Taylor
Secretary/Treasurer