

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING MINUTES

March 14, 2012

Trustees Present: Vernie Coy, Donald Harter, Joyce C. Rush, Joyce Simpson.

Trustees Absent: Russell Karn, Jason Taylor.

Call to Order: The meeting was called to order by Chairperson Rush at 4:00 pm in the HCC Technical Center Building B Conference Room in Atchison, Kansas.

Approval of the Agenda: It was moved by Mrs. Simpson, seconded by Mr. Coy, to approve the agenda as amended. Motion passed.

Approval of the Minutes: It was moved by Mr. Harter, seconded by Mrs. Simpson, to approve the minutes of the February 8, 2012, Regular Meeting as presented. Motion passed.

Approval of the Warrants: Discussion. It was moved by Mr. Harter, seconded by Mr. Coy, that warrants 56795 – 57605 to include PDG invoices as presented. Motion passed.

Public Comment: None.

Housing Furniture Bid: President David Reist presented a bid from Contract Supply, the vendor for Blockhouse Furniture, to replace worn and damaged furniture in student housing. Discussion. It was moved by Mrs. Simpson, seconded by Mr. Coy, that the bid from Contract Supply be approved as presented. Motion passed.

Aluminum Shelter for LSU West Stairs: President Reist discussed the possibility of adding an aluminum shelter over the stairway on the west side of the Library/Student Union building. He presented a bid from Austin Mohawk and Company for a shelter in the amount of \$20,891, but stated that the Administration would like to check out some other options. Discussion. It was moved by Mr. Harter, seconded by Mrs. Simpson, that a shelter for the LSU west stairs be approved at a cost of \$20,891 or less. Motion passed.

Company Agreement for Electronic Payments and ACH Authorized Signature Form: Mr. Reist informed the Trustees that, because of the changeover in bank ownership, The Bank of Highland (now owned by Bendena State Bank) has requested HCC Board approval on a Company Agreement for Electronic Payments and an Automated Clearing House (ACH) Authorized Signature form. It was moved by Mr. Coy, seconded by Mrs. Simpson that the Company Agreement for Electronic Payments and the ACH Authorized Signature form be approved as presented. Motion passed.

Grant Funded Risk Management Position: President Reist informed the Trustees that three grant-funded faculty positions were included with the TRAC-7 grant HCC received with the Washburn Institute of Technology. The Biology Instructor position at the Holton Center has been filled and a Chemistry Instructor position at Wamego has been advertised. President Reist requested approval for the third position, that of an online Risk Management Instructor to be based in Perry. The position would begin with the Fall, 2012, semester. Discussion. It was moved by Mrs. Simpson,

seconded by Mr. Harter, that the Board approve an online Risk Management faculty position funded through the TRAC-7 grant. Motion carried.

Welding AAS: Welding has undergone an alignment process through the Technical Education Authority of the Kansas Board of Regents. The HCC Welding Program currently qualifies for Certificates A and B. The HCC Curriculum and Instruction Committee has met and approved a revision to the program which would qualify the Welding Program to offer Certificate C and an AAS degree. President Reist asked approval for Certificate C and AAS degree options. If approved by the Board, the next and final step will be to submit it to the Kansas Board of Regents for final approval. Discussion. It was moved by Mr. Harter, seconded by Mr. Coy, that the Board approve the Certificate C and AAS degree options for the HCC Welding Program. Motion passed.

TRAC-7 Grant: Highland Community College is part of a consortium of institutions awarded a \$20 million grant known as a Trade Adjustment Assistance Community College and Career Training Grants (TRAC-7). HCC's cut of the money is nearly \$800,000. Ms. Terri Ball, Director of HCC Technical Education, updated the Board on the details of the grant and how the money is to be utilized.

Viticulture and Enology Program: Mr. Scott Kohl, V & E Program Director, and Mr. Dominic Martin, V & E Instructor, updated the Board on the HCC Viticulture and Enology Program and HCC's partnerships with the Viticulture and Enology Science and Technology Association (VESTA), the Kansas Grape Growers and Winemakers, and the Kansas Department of Commerce. Mr. Kohl and Mr. Martin spoke about how the program started in 2008, the progress that has been made since then, and plans for the future.

Finance/Operations Report: No report.

Academic Affairs Report: No report.

Student Services Report: Dr. Cheryl Rasmussen, Vice President for Student Services, shared current enrollment numbers. There was good participation at the HCC Technical Center Open House on March 13, 2012. A survey regarding smoking on campus was sent out to employees and students. Based on those results, there may be a recommendation brought to the Board in the future regarding the smoking policy. The College is looking at ways to increase safety on campus. Notices have been sent out to Doniphan County residents notifying them about scholarship offers for in-county residents.

Dr. Rasmussen stated that she attended a Kansas Hunger Dialogue on March 5-6 at Kansas State University. Several other HCC employees and students attended also. The seminar addressed the systemic cause of hunger. As a result of that seminar, HCC is planning several activities on the HCC campus and in the county to raise awareness about hunger.

Foundation Report: Dr. Craig Mosher, Executive Director for the HCC Foundation, reported that the Foundation has selected three Foundation Scholars for 2012-13. They are Keshana Cook of Highland, Megan Griffiths of Valley Heights, and Jake Swalley of Blue Valley North.

Trustees' Report: Chairperson Rush reported that she had attended the Phi Theta Kappa luncheon and joint meeting of the Kansas Association Community College Trustees/Council of Presidents. She provided a summary of the activities and meeting topics.

President's Report: President Reist reported that he and Greg Delzeit, HCC Athletic Director, had attended the recent Jayhawk Conference Region VI meeting and discussed some of the changes that are being considered.

President Reist has attended three meetings with area superintendents to discuss the Technical Education bill which addresses high school students attending technical colleges on a concurrent basis. Mr. Reist also updated the Board on other Legislative issues affecting community colleges.

The Trustees were provided an update on the progress of the Klinefelter Barn. President Reist announced that the purchase of the Wamego facility is complete and the facility now belongs to the HCC Foundation.

Recent personnel changes were discussed. President Reist reminded the Trustees of upcoming activities: Art Day – April 26; HCC Musical – April 26, 27, & 28; HCC Vocal Music Concert – March 29 & 31.

The Women's Basketball team had a 28-4 season under Coach B. J. Smith, the most wins in HCC history. Baseball and Softball are both off to a good start. The HCC Softball team is currently ranked 12<sup>th</sup> in the nation.

A joint Foundation Board/HCC Board of Trustees meeting will be scheduled in April.

The house being built in Atchison by the Technical Center programs will be ready for sale soon. Mr. Reist visited with the Board about the best way to proceed with the sale. Discussion. The Board requested that President Reist discuss the issue with legal counsel and bring a recommendation back to the Board at a future meeting.

Announcements: None.

Executive Session: It was moved by Mrs. Simpson, seconded by Mr. Coy, that the Board go into executive session at 5:47 pm for no more than 15 minutes to discuss non-elected personnel. Motion passed.

The Board reconvened to regular session at 6:02 pm.

Adjournment: It was moved by Mr. Coy, seconded by Mrs. Simpson, that the meeting adjourn. Motion passed. Meeting adjourned at 6:02 pm.

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Joyce C. Rush  
Chairperson

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Date

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Jason Taylor  
Secretary/Treasurer