

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES

April 11, 2012

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

Trustees Absent: Jason Taylor.

Call to Order: The meeting was called to order by Chairperson Rush at 3:00 pm in the HCC Administration Building Conference Room on the HCC Highland Campus.

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

Approval of the Minutes: It was moved by Mr. Harter, seconded by Mr. Coy, to approve the minutes of the March 14, 2012, Regular Meeting as presented. Motion passed.

Approval of the Warrants: Discussion. It was moved by Mr. Coy, seconded by Mr. Karn, that warrants 57606 – 58750. Motion passed.

Public Comment: None.

Presentation by HCC Director of Information Technology: Mr. John Nicholas, HCC IT Director, presented an update on the progress of the transfer of the HCC website from PDG to HCC servers. He also informed the Board about updated security cameras on campus. Discussion was held regarding the way web pages are set up. Mr. Karn expressed concern over the ongoing relationship with PDG.

Administrative Contracts: President David Reist informed the Board that Ms. Deborah Fox, Vice President for Finance/Operations has submitted her resignation effective June 30, 2012. It was moved by Mr. Harter, seconded by Mrs. Simpson, that the Board extend contract renewals for the 2012-2013 academic year to the following administrators: Craig Mosher, Executive Assistant to the President/Executive Director of the HCC Foundation; Cheryl Rasmussen, Vice President for Student Services; and Cia Verschelden, Vice President for Academic Affairs, and that salary recommendations for the 2012-2013 contract year be set at a later date. Motion passed.

Gator Purchase: President Reist recommended the purchase of a Gator for use by Maintenance, IT, and Admissions at the HCC Technical Center in Atchison. Four bids were provided. It was moved by Mr. Karn, seconded by Mr. Coy, that the low bid of \$9,832.96 from Fries Lawn & Leisure in Platte City, MO, be accepted for the purchase of a Gator. Motion passed.

2013-2014 Draft Calendars: Mr. Reist presented for Board review the college calendars for 2012-13 and 2013-14 and a separate 2012-13 calendar for the Technical Center. The Trustees were asked to review the calendars and the 2013-14 calendar will be brought to the May, 2012, Board Meeting for approval. The 2012-13 calendar has already been approved.

2011-12 and 2012-13 Budget Discussions: President Reist reported that the Kansas Legislature did not agree on an appropriations bill before adjourning. They will come back April 25, 2012, for a veto session and the appropriations bill will be discussed then. Ms. Deborah Fox, Vice President for Finance & Operations updated the Board on budget plans for the end of the current fiscal year. A report on budget recommendations for 2012-13 will be provided at the May, 2012, meeting after the Legislature has decided on the appropriations bill.

HCC Foundation Report: Dr. Craig Mosher, Executive Director for the HCC Foundation, thanked the Board of Trustees for participating in the Joint Meeting with the HCC Foundation earlier in the day. The Board expressed their appreciation for the meeting.

Academic Affairs Report: Dr. Cia Verschelden, Vice President for Academic Affairs, reported that she, along with several other HCC personnel, had attended the Higher Learning Commission meetings in Chicago recently. She reported that the hiring process has begun for several academic positions.

Finance/Operations Report: Ms. Fox reviewed maintenance projects planned for the summer. She reported that she had attended a conference on updating business office computer systems, international student payments, and the Higher Learning Commission annual conference.

Student Services Report: Dr. Cheryl Rasmussen, Vice President for Student Services, provided the enrollment dates for on-campus and regional centers. She reported that she will be the Chairperson for this year's State ACT Meeting. Dr. Rasmussen informed the Trustees that student services is reviewing a number of items for next year including more consistent use of drug dogs on campus and additional training for students and staff on safety and security.

Trustees' Report: No report.

President's Report: President Reist updated the Trustees on Wamego Campus plans, TRAC-7 Consortium Grant, and the Klinefelter Barn/Farm. An update on HCC recent athletic activities was provided. Upcoming activities, including the Lads and Lassies Spring Concert, the May 10th commencement on the Highland campus and the May 15 commencement at the HCC Technical Center were highlighted.

President Reist stated that the Administration is investigating options for getting more water to the HCC Practice Football Field. The Kansas State Board of Nursing has been conducting a review of the Practical Nursing and ADN programs at the Technical Center. There have been no major findings. Recent personnel changes were discussed.

Announcements: The HCC Theatrical Production will be held April 26, 27, 28.

Executive Session: It was moved by Mrs. Simpson, seconded by Mr. Karn, that the Board go into executive session at 4:45 pm for no more than 20 minutes to discuss non-elected personnel.

Motion passed.

The Board reconvened to regular session at 4:53 pm.

Executive Session: It was moved by Mr. Karn, seconded by Mrs. Simpson, that the Board go into executive session at 4:53 pm for no more than 10 minutes to discuss faculty contract negotiations. Motion passed.

The Board reconvened to regular session at 5:02 pm.

Adjournment: It was moved by Mr. Coy, seconded by Mrs. Simpson, that the meeting adjourn. Motion passed. Meeting adjourned at 5:02 pm.

Joyce C. Rush
Chairperson

Date

Jason Taylor
Secretary/Treasurer