

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
August 10, 2011

Trustees Present: Vernie Coy, Donald Harter, Joyce C. Rush, Joyce Simpson. Russell Karn arrived at 8:15 p.m.
Absent: Jason Taylor.

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

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

Approval of Minutes: It was moved by Mrs. Simpson, seconded by Mr. Coy, that the minutes of the July 14, 2010, Regular Meeting be approved as presented. Motion passed.

Approval of Warrants: It was moved by Mr. Taylor, seconded by Mr. Karn, that warrants numbered 50862 thru 51435 be approved as presented. Discussion. Motion passed.

Approval of the 2011-2012 Budget: Ms. Deborah Fox, Vice President for Finance/Operations, reviewed expected revenues and expenditures for 2011-12. It was moved by Mrs. Simpson, seconded by Mr. Coy, that the mill levy rate of 14.64 be approved as published. Motion passed.

Property and Casualty Insurance: EMC Insurance is the only company in Kansas offering property and casualty insurance to educational institutions. EMC submitted a 2011-12 premium renewal quote in the amount of \$186,314. It was moved by Mr. Harter, seconded by Mr. Coy, that the bid submitted by EMC Insurance Companies for property and casualty insurance for 2011-12 be accepted. Motion passed.

Capital Outlay List: The Capital Outlay Grant that the Technical Center receives from the State is intended for Technical Program equipment and improvements to assist in keeping programs current with changes in technology in the workplace. The Trustees were presented with a list outlining the proposed expenditures for the Capital Outlay Grant. It was noted that the grant requires a 50% match. It was moved by Mr. Coy, seconded by Mrs. Simpson, that the Board accept the FY 2012 Capital Outlay Grant with provisions for amendments. Motion passed.

Technology Grant Bids: Each year, Kansas community colleges and Washburn University receive a Technology Grant from the State of Kansas. For FY 2012, HCC will receive \$18,597. The grant, which requires a 50% match, is used to update computer labs. The Board was presented with costs and specs of the proposed computers and equipment which will be placed in rooms CT 108 and CT 109. It was moved by Mr. Harter, seconded by Mrs. Simpson, that the Board approve the Technology Grant purchases as presented. Motion passed.

Scottie Park Lease: Mr. David Reist, President, provided the Board with a lease agreement between Highland Community College and Russell and JoAnn Karn for the use of Scottie Softball Park, which is owned by the Karns. Discussion. It was moved by Mrs. Simpson, seconded by Mr. Coy, that the lease agreement between the Karns and the College for use of Scottie Park be approved as presented. Motion passed.

Klinefelter Barn Project: Mr. Reist stated that the College has been working with the low bidder of the barn project to lower the costs even more. He presented the Trustees with a revised bid. Discussion. It was moved by Mrs. Simpson, seconded by Mr. Harter, that L & L Construction be awarded the Klinefelter Barn Project and that the architects and L & L Construction work on further reducing costs. Motion passed.

Regarding the Klinefelter farm land located in Doniphan County, it was moved by Mrs. Simipson, seconded by Mr. Harter, that the College offer the final year of the lease to the Scott family. Motion passed.

DCCC, et al. v Kansas Board of Regents: Mr. Reist provided an update of the ongoing lawsuit filed by Dodge City, Pratt, and Cowley Community Colleges against the Kansas Board of Regents over equity in technical education funding.

Finance/Operations: Ms. Deborah Fox, Vice President for Finance/Operations, reported that approximately 20 students will require daily transportation from the Highland campus to the Technical Center. She requested Board approval on the purchase of a used van for this purpose. Discussion. It was moved by Mr. Coy, seconded by Mrs. Simpson, that approval be given for the purchase of a used van. Motion passed.

Academic Affairs: Dr. Cia Verschelden, Vice President for Academic Affairs, reported that the student garden is producing well. She and Dr. Cheryl Rasmussen met with Eruvial Montez, head of the Student Green Team, to talk about goals and plans for the garden. Plans are underway to start a composting project with scraps from food service.

The AQIP Portfolio is due in November. Dr. Verschelden, Dr. Harold Arnett, Dr. Jeffrey Hurn, and Dr. Craig Mosher are meeting regularly regarding the portfolio.

(Trustee Russell Karn arrived at 8:15 p.m.)

Dr. Vershelden reported that she and the eLearning staff attended a Learning House Conference in Louisville, Kentucky, at the end of July. Inservices for online instructors have been held at the Holton Center. The All Employee Inservice will be held on Friday, August 12. On August 15, inservice for Adjunct faculty will be held at Wamego and on August 16, inservice for Adjunct faculty will be held at Perry.

Student Services: Dr. Cheryl Rasmussen, Vice President for Student Services, reported that housing is full with people on a waiting list. Forty-four students attended HCC's leadership training held both on campus and at Camp FarWesta in Stewartville, Missouri. Students will move in to the apartments on August 13. There will be a BBQ for students and parents at 5:00 p.m. Housing orientation will be on August 14. Registration will be held on August 15 and New Student Orientation is on August 16. The annual HCC Block Party will be August 16 from 6 – 8 pm on the campus front lawn. Dr. Rasmussen provided the Trustees with information regarding HCC's upcoming *Fusion* Performing Arts Series. The Trustees were provided with graphs comparing HCC costs with four year institutions in the area.

Foundation Report: Dr. Craig Mosher, Executive Director, informed the Trustees that the College has received a bequest in the amount of \$50,000 from Cynthia Johnson. The French Family Educational Fund has added another \$10,000 to that fund. The Foundation Board is contacting potential new members.

Trustees' Report: Chairperson Rush reported that she is a member of the KACCT Marketing Committee. She handed out a survey and asked the Trustees to think about how they would the questions. The KACCT meeting will be held at Highland on September 11 & 12. She encouraged all Trustees to attend.

President's Report: Mr. Reist provided an update on personnel changes. He informed the Trustees that he and Greg Delzeit, AD, had attended the KJCCC Meeting in Hutchinson the previous week. Mr. Reist reviewed the agenda for the Kansas Association of Community College Trustees/Council of Presidents meeting that will be held on the Highland Community College campus on September 11 & 12.

Mr. Reist notified the Trustees that the Viticulture/Enology grant is ending in September. The College reapplied for the National Science Foundation grant and has been refunded. Additional grants for viticulture/enology have been submitted. When the Title III grant application process opens, the College will apply for those funds. The Grant Consortium in the TAACCCT Grant will be announcing winners in September.

Mr. Reist announced that Washburn Tech will be offering the Auto Tech program at the Holton Center. In return, HCC will be working with Washburn Tech about the possibility of an ADN program on their campus.

Mr. Reist has received word from Brown and Doniphan Counties that the College has received State cost share matching funds to be used for conservation work on the College farms.

HCC will be hosting the annual Kansas PRIDE Executive Meeting on August 12.

Public Comment: None.

Announcements: The annual HCC Alumni Games will be held on August 20.

Executive Session to Discuss Non-Elected Personnel: It was moved by Mr. Karn, seconded by Mr. Coy, that the Board go into Executive Session at 8:42 p.m. for no more than fifteen minutes to discuss non-elected personnel. Motion passed.

The Board reconvened at 8:56 p.m.

Adjournment: It was moved by Mr. Coy, by Mrs. Simpson, that the meeting adjourn. Motion passed. Meeting adjourned at 8:56 p.m.

Joyce C. Rush
Chairperson

Date

Jason Taylor
Secretary/Treasurer