

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING MINUTES
February 22, 2023

Trustees Present: Vernie Coy, Thomas Smith, Jason Taylor, Carl Tharman, Kenneth Huss

Trustee no present: Russell Karn

Call to Order: Chairperson Thomas Smith called the meeting to order at 6:33 p.m. in the Conference Room of the David Reist Administration Building on the Highland Campus.

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

Approval of the Minutes: Chairperson Smith noted a grammatical correction. It was moved by Mr. Tharman, seconded by Mr. Huss, that the Minutes of the January 25, 2023 Regular Meeting be approved as amended. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Coy, that warrants numbered 472373 through 472602 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Independent Audit for FY 2022: Karen Linn of Berberich Trahan & Co. P.A. was present via Zoom to review the 2021-2022 independent audit draft. She expressed gratitude towards Randy Willy, VP of Finance, and his group for their cooperation and hard work. She gave the Trustees the opportunity to address any questions they might have. It was moved by Mr. Tharman, seconded by Mr. Coy, that the draft of the 2021-2022 independent audit be approved as presented. Motion passed.

Approval of Klinefelter Barn Events, Alcohol Use: President Fox requested approval from the Board to allow alcohol at three upcoming events at the Klinefelter Barn. The events are the Dana Hubbard Concert, Blacksmithing Workshop and Spring Lawyer Event during the months of April, May and September. It was moved by Mr. Tharman, seconded by Mr. Taylor, that alcohol be allowed at the three mentioned events. Motion passed.

Tuition and Fee Proposed Increases: The Board was presented with a handout that provided a comparison of the 2023 fiscal year tuition and fees and the cost increase for the 2024 fiscal year. The Administration has researched what other institutions are charging and took into consideration the financial needs of the College and recommended the proposed increase. Discussion. This item will be brought back for action at a future meeting.

Finance and Operations: Mr. Randy Willy, Vice President for Finance/Operations, provided cash balance reports through January 2023 and reviewed income and expense reports. He discussed new and completed projects throughout all locations as well as a list of potential future projects.

Academic Affairs: Mrs. Sharon Kibbe, Vice President for Academic Affairs, gave an update on the Wamego center cleanup process from the previous flooding situation as well as the need for repairs on the HVAC system. Mrs. Kibbe discussed Kansas Board of Regents updates and provided the Board with a handout of the KBOR Strategic Plan Dashboard. She stated that Sarah Smith, Assistant Dean of Instruction for Concurrent Education, has been doing an excellent job relaying changes about concurrent/dual classes to high schools. Mrs. Kibbe discussed the writing project that English Instructor, Pamela Fulbright, was working on with students pertaining to the return of historical items from the Kansas State Historical Society to the Iowa Tribal Museum. She confirmed that Art Day will take place on April 20th at the Highland Campus.

Technical Education: Mr. Lucas Hunziger, Vice President for Technical Education, confirmed that Sophomore Visit Day on January 25th at the Western Center went very well. Joshua Smith has been hired as the new Construction Technology Instructor. The Western Center will hold a job fair on March 2nd and the Atchison Technical Center will be hosting a job fair on February 24th at the Atchison High School. He gave updates about the progress being made on the Building Trades house. Sophomores from Atchison High School will be touring the Tech Center Campus on February 28th and March 1st. Mr. Hunziger will be assisting Atchison Elementary School with their Junior Achievement Program as a mentor. He also attended the Mentor Connect training in New Orleans with Scott Kohl, Director of Viticulture & Enology, and Candice Fitch-Deitz, Vineyard Manager/Viticulture Instructor, at the beginning of the month. Mr. Hunziger stated that the Tech Center will be recognized at the Atchison Chamber of Commerce Annual Dinner on March 4th and offered an open invitation to any Board members that wanted to join.

Student Services: Dr. Eric Ingmire, Vice President for Student Services, stated that health and welfare checks for students living in housing have begun. He discussed the recent campus drug and alcohol violation report. Student Life has been hosting many events such as an intramural basketball tournament, specialty food nights, bubble ball and grocery bingo. He confirmed that close to 70 students were in attendance for Junior/Senior Visit Day on February 3rd. Dr. Ingmire discussed enrollment numbers as well as scholarships. He provided the Board with a copy of the January/February newsletter from the Student Support Services (SSS) department.

Trustee's Report: None.

President's Report: President Fox confirmed that the College applied for State funding through a Grant, and if awarded, the funds can be used towards a new welding exhaust at the Technical Center and for repairs on the Wamego Parking lot. Joanna Ingmire has accepted the position as the new Volleyball Coach. Football had a great turnout for Signing Day on February 1st and signed 53 new athletes. She confirmed that Football and Volleyball Fall schedules have been released. Football will be holding a golf tournament fundraiser on July 21st. President Fox confirmed that State Representative, Dr. John Eplee, will be hosting a Legislative Coffee and Doughnuts event on the Highland Campus on March 11th from 8am-11am in the Library.

Announcements: None.

Executive Session: It was moved by Mr. Tharman, seconded by Mr. Coy, that the Board go into Executive Session at 8:35 p.m. for no more than 15 minutes to discuss Acquisition of Property. Motion passed. President Fox and Mrs. Sharon Kibbe were asked to remain in the session.

The Board reconvened to Regular Session at 8:50 p.m.

Executive Session: It was moved by Mr. Tharman, seconded by Mr. Coy, that the Board go into Executive Session at 8:50 p.m. for no more than 30 minutes to discuss Non-Elected Personnel. Motion passed. President Fox was asked to remain in the session.

The Board reconvened to Regular Session at 9:20 p.m.

Adjournment: Chairperson Smith declared the meeting adjourned at 9:20 p.m.

Thomas Smith
Chairperson

Date

Carl Tharman
Secretary/Treasurer