

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING MINUTES
June 22, 2022

Trustees Present: Kenneth Huss, Russell Karn, Thomas Smith, Jason Taylor, Carl Tharman.
Absent: Vernie Coy

Call to Order: Chairperson Thomas Smith called the meeting to order at 7:42 p.m. in the David Reist Administration Building Conference Room on the Highland, KS, campus.

Approval of the Agenda: President Deborah Fox requested that Item VI.F, Board Items Year-End Review, be added to the agenda. It was moved by Mr. Tharman, seconded by Mr. Taylor, that the Agenda be approved as amended. Motion passed.

Approval of the Minutes: It was moved by Mr. Karn, seconded by Mr. Huss, that the minutes of the May 25, 2022, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Huss, that warrants numbered 470773 through 470952 be approved as presented. Discussion. Motion passed.

Public Comment: None.

President's Evaluation: Ms. Eileen Gronniger, Director of Human Resources, will be sending the Trustees the document for evaluation of President Fox. Completed evaluations should be returned to Ms. Gronniger no later than July 20, 2022.

Memo of Understanding with HCC Foundation Regarding Welding Improvements: The Trustees were presented a draft of a Memo of Understanding with the HCC Foundation to make improvements at the welding facility in Atchison. Discussion. It was moved by Mr. Tharman, seconded by Mr. Huss, that the Memo of Understanding with the Highland Community College Foundation Regarding Welding Improvements be approved as presented. Motion passed.

Insurance Renewal for Property, Liability, and Worker's Compensation: Mr. Randy Willy, Vice President for Finance/Operations, presented renewal bids for property, liability, worker's compensation, and automobile coverage as prepared by the College's insurance broker, IMA. Discussion was held regarding a comparison of last year's coverage to this year's coverage and whether or not it was apples to apples. It was moved by Mr. Taylor, that the renewal be accepted as presented. Motion died for lack of a second. The Board directed the Administration to contact IMA and obtain further clarification. The Board will hold a special meeting next week to make a final decision on renewal.

Athletic Insurance Renewal: The Board was presented with Athletic Insurance renewal proposal from insurance broker Dissinger Reed. They recommended staying with the current insurance company of A-G Administrators for athletic insurance and K&K Insurance Group for catastrophic insurance. It was moved by Mr. Tharman, seconded by Mr. Karn, that A-G Administrators and K&K Insurance Group be retained for athletic insurance and catastrophic insurance. Motion passed.

Acceptance of Revenue Neutral Rate Process for Budget Preparation: President Fox reminded the Trustees of Senate Bill No. 13 establishing the public hearing requirements and noted that the Doniphan County Clerk notified HCC of the revenue neutral rate for FY 2022. The General Fund Revenue Neutral Rate is 12.441. The current General Fund Tax Rate for the College is 12.959.

President Fox recommended maintaining the current rate of 12.959. In order to do so, the Board must make notification to the County Clerk of their intent to go above the neutral rate. The Board must also hold a special hearing, separate from the Budget Hearing. The Board is not required to approve the 12.959 following the hearing. Much like the former budget process, the rate can be lowered, but cannot be raised.

It was moved by Mr. Huss that the General Fund Tax Rate be raised to 14.5. Motion died for lack of a second. It was moved by Mr. Tharman, seconded by Mr. Taylor that the General Fund Tax Rate be set at 13.5. Motion passed.

Board Items Year in Review: President Fox provided an overview of the Board agenda items that were discussed or acted upon in the 2021-22 fiscal year. She asked that the Board review those items and that they be considering what areas need to be focused on in the upcoming year.

Technical Education: Mr. Lucas Hunziger, Dean of Technical Education, reported that the sale of the most recently completed Construction Trades house is moving forward. The inspection has been completed and he stated he is hopeful the sale will be finalized by the end of this month. Mr. Hunziger provided overviews of technical program activities at the Atchison Technical Center, Western Center, and Wamego Center.

Student Services Report: Dr. Eric Ingmire, Vice President for Student Services, discussed the types and numbers of student concerns that were reported to the Campus Counselor during the Spring 2022 semester. He reviewed Fall enrollment numbers and scholarship awards.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, reviewed cash and operating balances as of May 31, 2022. He reported that the Cornerstone dorm remodel is nearing completion. The dirt work and footings for the Laundry project are completed. IT summer projects were reviewed.

Academic Affairs: Mrs. Sharon Kibbe, Dean of Instruction, updated the Trustees on recent personnel changes in Academic Affairs. Mrs. Kibbe is working on the HLC Assurance Argument with final submission due July 17, 2022. Ms. Cindy Davis, Director of the Library, wrote a grant for the ALA COVID Emergency Relief program and was successful in obtaining a \$20,000 award. The grant will be used to purchase technology for the library. Mrs. Kibbe informed the Trustees that the Kansas Board of Regents has approved the General Education Core framework with implementation planned for Fall 2024.

Trustees' Report: Chairperson Smith reported that he did not attend the recent KACCT meeting, but provided the Trustees with a summary of the topics discussed at that meeting.

President's Report: President Fox provided highlights of the KACCT/COP meeting that she attended. She provided an update on recent personnel changes and position searches.

Announcements: None.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Huss, that the Board go into Executive Session at 9:40 p.m. for no more than 45 minutes to discuss Acquisition of Real Property. Motion passed.

The Board reconvened to Regular Session at 10:25 p.m.

Adjournment: Chairperson Smith declared the meeting adjourned at 10:25 p.m.

Thomas Smith
Chairperson

Date

Carl Tharman
Secretary/Treasurer