

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES

November 9, 2011

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

Call to Order: The meeting was called to order by Chairperson Rush at 7:30 pm in the Administration Building Conference Room on the Highland Community College campus.

Approval of the Agenda: It was moved by Mr. Taylor, seconded by Mrs. Simpson, 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 October 12, 2011 Regular Meeting. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Coy, that warrants 54037 through 54859, be approved as presented. Following discussion of the warrants, the motion failed. It was moved by Mr. Karn that all warrants except for those to PDG & Creative LLC be approved. Motion died for lack of a second. Discussion. It was moved by Mr. Taylor, seconded by Mr. Karn, that warrants 54037 through 54859 be approved with the stipulation that future invoices to PDG & Creative LLC be subject to Board approval prior to payment. Motion passed.

Public Comment: None.

Football Coaches Contracts: Mr. David Reist, President, informed the Trustees that part-time Assistant Football Coach Sam Honeyman had resigned. Mr. Reist recommended that contracts not be offered to the remaining football staff for the coming year. Those recommended for non-renewal for 2012 are: Mike Beagle, Johnny Burnett, Marvin Kendricks, Xavier Leonard, and Moses Harper. It was moved by Mr. Karn, seconded by Mrs. Simpson, that the football staff be non-renewed for 2012. Motion passed.

Biology Instructor at Holton: Mr. Reist explained that part of the emphasis of the Trac-7 grant is on bio-science. The three-year grant includes a full-time grant funded Biology Instructor position at the Holton Center. Mr. Reist asked approval for this new full-time position. Discussion. It was moved by Mr. Harter, seconded by Mr. Coy, that a new full-time Biology Instructor position be approved at the Holton Center. Motion passed.

Fire District Charges: Mr. Reist shared a recent correspondence with the local fire district regarding a request of \$200 per call be instituted if the Highland Fire Department is called to HCC dormitories and does not have to pull a hose or use a fire extinguisher. Mr. Reist informed the Trustees that he had conferred with legal counsel on this matter. Counsel advised that according to an Attorney General's opinion, such charges are not appropriate. If a fire alarm is triggered, College personnel do not have the training to determine whether or not a situation is a false alarm. Mr. Reist stated that he had responded to the Fire District with this information. The Board had no objection.

Klinefelter Cash Rent Bidding: Mr. Reist informed the Board that sealed bids for the cash rent of the Brown County Klinefelter Farm will be opened at 10:00 a.m. on November 22, 2011. He shared a copy of the proposed farm lease agreement with the Trustees. Mr. Reist also updated the Board on the progress of the Klinefelter Barn renovation. The Board expressed their appreciation of Wendell Ganstrom's work on various Klinefelter farm projects.

Branding Update: Dr. Cheryl Rasmussen, Vice President for Student Services, updated the Trustees on the progress of the new HCC website. She informed the Trustees about content migration difficulties, but added that content management is very good. Dr. Craig Mosher, Executive Assistant to the President/Executive Director of the HCC Foundation, stated that PDG has been asked to come up with more options on brand.

Finance/Operations Report: Ms. Deborah Fox, Vice President for Finance/Operations, reported that the auditors have finished their onsite visit and hope to have the audit available for Board review in December. Ms. Fox informed the Board that 40% of last year's outstanding receivables have been collected. Ms. Fox reported that Betty Forney is retiring from the Bookstore in December and she hopes to have Ms. Forney's replacement hired soon.

Academic Affairs Report: Dr. Mosher reported in Vice President for Academic Affairs Dr. Cia Verschelden's absence. He stated that Dr. Verschelden is exploring a new option of North Central accreditation called Pathways that is institutionally driven. She is also proposing this at the State level.

Student Services Report: Dr. Cheryl Rasmussen, Vice President for Student Services, informed the Trustees that housing on the HCC Highland Campus is currently 94% full with 447 of the 474 beds occupied. Total credit hours for Fall, 2011, for all campuses is 30,349 with a head count of 3,499 students. Dr. Rasmussen invited the Trustees to attend the Technical Center Open House for prospective students, current students, and their parents/families on November 10 from 4-7 p.m. She updated the Trustees on recent meetings and activities and stated that she has been honored to receive the National Association for Student Personnel Administrators Region IV-West Community College Professional Award at the fall conference in Denver.

Foundation Report: Dr. Craig Mosher, Executive Director of the HCC Foundation, reported that Barb Derrick has given another gift to be used as awards for HCC Education students.

Trustees' Report: Chairperson Rush announced that she and Trustee Joyce Simpson will be attending the Kansas Association of Community College Trustees meeting at Independence Community College on December 4 & 5.

President's Report: President Reist informed the Board that he served on the interview committee to hire the TRAC-7 grant director. Hopefully that position will be filled soon. He provided updates on the Dodge City lawsuit, the foreclosure of the Wamego property, and preliminary plans for the 44 acre Doniphan County farm. Schwab Eaton has examined the College outdoor track and determined that the asphalt is separating from the concrete, resulting in soft areas and cracks. They will be providing options and suggestions for the Board's consideration. Mr. Reist provided an update on recent personnel changes and a report on athletic program activities.

Announcements: The Joey + Rory concert has been sold out. Trustee Harter stated that the recent HCC musical was outstanding.

Executive Session: It was moved by Mrs Simpson, seconded by Mr. Karn, that the Board go into executive session at 9:07 pm for no more than 15 minutes to discuss non-elected personnel. Motion passed.

The Board reconvened to regular session at 9:22 pm.

Adjournment: It was moved by Mr. Coy, seconded by Mrs. Simpson, that the meeting adjourn. Motion passed. Meeting adjourned at 9:23 pm.

Joyce C. Rush
Chairperson

Date

Jason Taylor
Secretary/Treasurer