

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES

March 11, 2009

Trustees Present: Nancy Batchelder, Vernie Coy, Donald Harter, Russell Karn, Joyce Rush, Jason Taylor.

Call to Order: The meeting was called to order by Chairperson Rush at 7:30 p.m. in the Administration Building Conference Room on the HCC Main Campus.

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

Approval of Minutes: It was moved by Mr. Harter, seconded by Mr. Karn, that the minutes of the February 10, 2009, Regular Meeting be approved as presented. Motion passed.

Approval of Warrants: It was moved by Mr. Taylor, seconded by Mrs. Batchelder, that warrants numbered 26911 through 28025 be approved as presented. Discussion. Motion passed.

Executive Session: It was moved by Mr. Karn, seconded by Mrs. Batchelder, that the Board go into Executive Session at 7:35 p.m. for no more than 10 minutes to discuss Non-Elected Personnel. Motion passed. The Board reconvened to regular session at 7:45 p.m.

Approval of the 2007-08 Audit: Mr. Brad Koehn of the auditing firm Berberich Trahan & Co. reviewed a draft copy of HCC's financial statement and audit results for 2007-08. Discussion. It was moved by Mr. Harter, seconded by Mr. Karn, that the Board accept the 2007-08 final audit as presented. Motion passed.

President's Contract: It was moved by Mr. Taylor, seconded by Mrs. Batchelder, that the Board extend Mr. David Reist's contract as President through June 30, 2011, with the salary for the 2009-2010 contract year to be determined at a later date. Motion passed.

Administrative Contracts: It was moved by Mr. Karn, seconded by Mrs. Batchelder, that the Board extend contract renewals for the 2009-2010 academic year to the following administrators: Deborah Fox, Vice President for Finance & Operations; Craig Mosher, Executive Assistant to the President/Executive Director of the HCC Foundation; Cheryl Rasmussen, Vice President for Student Services; and Mike Rogg, Vice President for Trade/Technical Education, and that salary recommendations for the 2009-2010 contract year be set at a later date. Motion passed.

Lawn Care Bids: At the February, 2009, meeting, the Board of Trustees table this item and advised the Administration to determine if the items included in the bids could be done in-house. Mr. Reist reported that, after discussing the issue with the HCC Maintenance Department, it was the recommendation of the Administration that the items that were included in the lawn care bids could be conducted in-house at a considerable savings. He indicated that to do this, there will be a couple pieces of equipment that will need to be purchased, but the savings will still be substantial over having an outside contractor do the work. Discussion. It was moved by Mr. Karn, seconded by Mr. Harter, that the lawn care bids not be accepted and that the work be done in-house by current maintenance staff. Motion passed.

Associate Degree Nursing Program: Mr. Reist reported that one of the outstanding programs at the Technical Center is the LPN program. During the process of working with the Kansas Board of Regents on the merger, they raised the issue of an RN program and encouraged HCC to work toward that end. The College has been working on that project and Mr. Reist requested Board approval before the program goes further. Mr. Reist reviewed the process involved in setting up a new program and provided the Trustees with an overview of how the LPN program would bridge to an RN program. Discussion. It was moved by Mrs. Batchelder, seconded by Mr. Taylor, that the Board give approval to the Administration to proceed with seeking approval for an RN program. Motion passed.

Update on State Financial Situation: Mr. Reist shared the latest information about the State budget situation and how it may affect higher education in Kansas. He also discussed how the Federal Stimulus Money may play a role in determining how large the cuts may be. However,

he added, any Federal Stimulus Money that is received must be used for deferred maintenance and not in the general budget. It is certain that the community colleges will have to return 4.25% of the budget this year, but the amount the budget will be cut next year is still undetermined. It is anticipated that the cuts will be between 7% - 12.7%. It may be the end of the Legislative Session before the final determination is made.

Student Services Report: No report.

Academic Affairs: Mr. Mike Parker, Vice President for Academic Affairs, reported that the Kansas Board of Regents Performance Report was due March 1. Also, a Status of Concurrent Instruction report was provided to KBOR on March 6.

Meetings that Mr. Parker has attended included the Deans & Directors of Continuing Education meeting at Pratt Community College. The KBOR Vice President for Academic Affairs met with the group.

Mr. Parker reminded the Trustees that Spring Break was the week of March 16 – 20.

Technical Center Report: Mr. Michael Rogg, Vice President for Trade/Technical Education, informed the Trustees that the National Automotive Technicians Education Foundation (NATEF) held an accreditation visit at the Technical Center last October. NATEF Certification determines eligibility to receive donations from Honda, Ford, etc. Mr. Rogg has been notified that certification has been granted.

The Technical Center participated in the recent car show in Kansas City. Over 500 technical students from Kansas attended. The two entries in the show by the HCC Technical Center received much interest.

The CAD program at the Technical Center has a new plotter and can now cut vinyl for sign projects. The Technical Center is working with Unit Rail to make prototypes on the 3-D printer. Unit Rail will use these for marketing purposes and the pieces will be seen worldwide.

Foundation Report: Dr. Craig Mosher, Executive Director of the HCC Foundation, announced that the Foundation has selected five Foundation Scholars for next year. In addition, the Robert Reeder scholarship has been finalized and a student has been selected from Troy High School for the \$500 award.

Finance/Operations: Ms. Deborah Fox, Vice President for Finance/Operations, provided the Trustees with a report from a recent visit by the Fire Marshall.

Trustees' Report: No report.

President's Report: Mr. Reist reported that he had attended the car show at Bartle Hall in Kansas City. He found it very interesting and commented that the Technical Center display looked as good as anyone's there. The students in the program received a lot of recognition.

Mr. Reist attended the Jayhawk Conference semi-annual meeting. Mr. Reist is on a committee to study ways to allow everyone to conserve their dollars.

The 20th day enrollment report showed a 7.7% increase in overall enrollment over last Spring. It appears that the Spring mini report will also show an increase.

On May 1st, Mr. Reist and Mr. Parker will sign an agreement with Pittsburg State University that will allow HCC students who have an Associate in Applied Science to transfer all of those credits into a Bachelor's of Applied Science or Bachelor's of Technology degree at Pittsburg.

LearningHouse, the provide for Online courses at Highland Community College, sent a representative to HCC on March 6th. HCC is the first community college LearningHouse has worked with and the partnership has proven to be a good one. Dr. Sharon Weiser, HCC On-Line Coordinator, is working on requesting approval from the Higher Learning Commission for AAS, AA, AS, and AGS degrees to be offered all online.

Mr. Reist provided updates regarding the test farm HCC will be operating in cooperation with Kansas State Research & Extension, personnel updates, and Senate Bill 11 which, if passed, would allow community colleges to own land in any county in their service area. Currently, community colleges can only hold ownership on property within the county where it is located.

Mr. Reist notified the Trustees that, during the summer, the College will go to flex hours and will be closed Friday afternoons.

Public Comment: None.

Announcements: Mr. Reist announced that Ms. Shayna Leahy, HCC Vocal Music Instructor, has, for the 5th year, taken students to participate in the Wichita opera. Other activities that Ms. Leahy is participating in were highlighted.

Mr. Harter noted that the annual Doniphan County Spelling Bee, held in the HCC Culbertson Auditorium, went very well and the sound system worked great.

Executive Session: It was moved by Mr. Karn, seconded by Mr. Taylor, that the Board go into Executive Session at 8:55 p.m. for no more than 15 minutes to discuss Acquisition of Real Property. Motion passed.

The Board reconvened to Regular Session at 9:10 p.m. It was moved by Mr. Karn, seconded by Mr. Taylor, that the Executive Session be extended for 5 minutes. Motion passed.

The Board reconvened to Regular session at 9:16 p.m.

Adjournment: It was moved by Mr. Coy, seconded by Mrs. Batchelder, that the meeting adjourn. Motion passed. Meeting adjourned at 9:19 p.m.

Joyce C. Rush

Date

Jason Taylor

Chairperson

Secretary/Treasurer