

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
October 25, 2017

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

Call to Order: The meeting was called to order by Chairperson Thomas Smith at 6:30 pm in the Administration Building Conference Room on the Highland Community College Campus, Highland, Kansas.

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

Approval of the Minutes: It was moved by Mr. Coy, seconded by Mr. Karn, that the minutes of the September 27, 2017, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Coy, that warrants 428572 thru 429002 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Presentation - Shayna Leahy, Vocal Music: Ms. Shayna Leahy, Vocal Music Instructor, provided the Trustees with an overview of the Opera Production Class and how it collaborates with the Wichita Grand Opera annually. Students and Ms. Leahy travel to Wichita for a week and participate in singing in the chorus, performing with a professional company, and assisting with all other aspects of the production.

Selection of New Board of Trustees Member: Prior to the Board Meeting, the Trustees interviewed three candidates who expressed interest in filling the position vacated by Mrs. Joyce Simpson. Those candidates were Brett Neibling of Highland, Theresa McAnerney of Wathena, and Kenneth Huss of Troy. Discussion was held regarding the background of each candidate. It was moved by Mr. Karn, seconded by Mr. Taylor, that Kenneth Huss be appointed to fill the open position. Motion passed. The Board expressed their gratitude to all the candidates for their interest in serving on the Board.

Native American Mission: The State of Kansas Historical Society has contacted the College and offered the facility for the College's use. The Historical Society would retain ownership and maintain the facility. President David Reist asked if the Board had any objection to exploring the possibilities, if any, for use of the facility. The Board expressed no objection.

Succession Plan: Succession Planning is a hot topic with the Higher Learning Commission, HCC's accreditation agency. An informal succession plan involved appointing one of the current vice-presidents to serve as interim president until a replacement was named. With the upcoming HLC visit in March of 2018 and the current President nearing the end of his tenure, the opportunity presents itself to more fully develop a succession plan. President Reist presented several succession plans from other Kansas community colleges. Discussion. Based on the discussion, a formal Succession Plan will be presented for Board approval at the next regular Board Meeting.

Board By-Laws: President Reist shared the current Board of Trustee By-Laws. One of the initiatives of the College's Strategic Plan is to undertake a review and possible revision of the Bylaws. President Reist has consulted with the Kansas Association of School Boards as to what information is required in bylaws. At the time of this meeting, the review by KASB was not yet available. This item will be brought to the Board at a future meeting.

Location of Next Month's Board Meeting: Twice a year the Trustees hold their Board Meeting at a Regional location. President Reist suggested that the November 15, 2017, meeting be held at the Western Center in Baileyville. It was moved by Mr. Coy, seconded by Mr. Karn, that the November meeting be held at the

Western Center at 3:00 p.m. The Trustees will leave Highland at 1:00 p.m., tour the facility, and begin the Board Meeting at 3:00 p.m. Motion passed.

Student Services Report: Mr. Eric Ingmire, Vice President for Student Services, provided information regarding the November 10 and February 7 Highland Visit Days for prospective students. He highlighted other Admissions activities and plans, Student Life and Housing activities, and reported on enrollment and housing applications for Fall 2018. Advising for the Spring semester begins October 23.

Institutional Advancement: Dr. Craig Mosher, Vice President for Institutional Advancement, reported that the October 23, 2017, Foundation Board Meeting was held at the HCC Center in Perry. Three new Board Members were confirmed. Other Foundation news was highlighted.

Finance/Operations Report: Mr. Randy Willy, Vice President for Finance and Operations, reviewed cash flow and income for the quarter ending September 30, 2017, and a balance sheet for years ending June 30, 2016, and 2017 and September 2017. Once the Foundation audit is complete, the HCC audit will be finalized.

Academic Affairs Report: Dr. Erin Shaw, Vice President for Academic Affairs, reported that HCC has been recognized by the Kansas Board of Regents for taking the lead on articulating credit for military training in Military Occupation Specializations, including welding. A number of HCC faculty travelled to Washburn University for the Kansas Core Outcomes Group meeting on October 13 along with faculty from all public colleges and universities in the State to discuss specific courses. The outcomes of this list of specific courses were agreed upon and updated on the Kansas Guaranteed Transfer Matrix to ensure all schools are offering comparable classes. Representatives from Kansas State University visited HCC on October 24 to meet with Highland staff about Global Campus, KSU's new DirectLink initiative, and improving the transition for HCC transfers to KSU. The Fall Music Concert was October 19 and 21. Recent and upcoming activities at the Klinefelter Barn were highlighted. The Professional Development Faculty Committee will host a Meet & Greet for new faculty/staff in the Stadium Center on November 8.

Trustees' Report: No report.

President's Report: President Reist provided updates on recent Legislative and Kansas Board of Regents news. A task force is studying concurrent enrollment and ways to improve it. A report on recent personnel changes was provided. The Northeast Kansas Rural Economic Development group will be holding their November meeting at the Western Center in Baileyville. Prairie Street in Highland (owned by the College) has been closed and repaved. It will be accessible for ambulance and fire truck. The Golden Grads and Heritage Society were hosted at the home football game on October 14. The Athletic Hall of Fame will be this Saturday at the football game. There will be three inductees: Pat Wozniak, Class of 1966; Evette Edmondson, Class of 1991; and the 1983-84 Men's Basketball Team.

A meeting with the City and local school district will be held October 27 to discuss preliminary numbers for proposed new athletic fields. President Reist reported that Federal regulations have come out stating that websites have to be ADA accessible. He will keep the Board informed as this project moves forward.

Announcements: President Reist shared upcoming activities and events.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into executive session at 8:36 p.m. for no more than 10 minutes to discuss Non-Elected Personnel. Motion passed.

The Board reconvened to regular session at 8:43 p.m.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into executive session at 8:43 p.m. for no more than 15 minutes to discuss Acquisition of Property. Motion passed.

The Board reconvened to regular session at 9:02 p.m.

Adjournment: It was moved by Mr. Taylor, seconded by Mr. Coy, that the meeting adjourn. Motion passed. Meeting adjourned at 9:02 p.m.

Thomas Smith, Chairperson

Date

Carl Tharman, Secretary/Treasurer