

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
June 26, 2014

Trustees Present: Joyce C. Rush, Joyce Simpson, Thomas Smith, Carl Tharman.
Absent: Vernie Coy and Jason Taylor.

Call to Order: The regular meeting was called to order at 6:36 p.m. by Chairperson Rush in the HCC Klinefelter Barn Conference Center.

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

Approval of Minutes: It was moved by Mr. Smith, seconded by Mrs. Simpson, that the minutes of the May 28, 2014, Regular Meeting be approved as presented. Motion passed.

Approval of Warrants: It was moved by Mr. Smith, seconded by Mrs. Simpson, that warrants numbered 413691 through 414072 be approved as presented. Discussion. Motion passed.

Public Comment: None.

Property and Casualty/Worker's Comp Insurance: President David Reist informed the Trustees that the renewal rate from EMC Insurance Companies through Highland Insurance Services LLC for property and casualty insurance was submitted with an estimate of a 7% increase over the previous year. This increase was due to several workers compensation claims and the addition of the Baileyville center. Discussion. It was moved by Mrs. Simpson, seconded by Mr. Smith, that the premium from EMC Insurance Companies for property/casualty insurance be accepted but is not to exceed the premium estimate. Motion passed.

Full-time Diesel Instructor for the Western Center: President Reist explained that one of the programs being offered at the Western Center in Baileyville in the fall is Diesel Technology. The enrollment for the program would be difficult for adjunct instructors. President Reist recommended the approval of a full-time instructor for the program. It was moved by Mr. Smith, seconded by Mr. Tharman, that the addition of a full-time Diesel Technology Instructor be approved for the Western Center. Motion passed.

Consider Property Purchase for Building Trades Program: President Reist discussed the possible purchase of a location for the first Building Trades House in Highland. Jerry Twombly owns property on Kansas Avenue across from Two Timbers Care Facility on which he has already poured a basement and is he is willing to sell it, the land, and the sewer/water hookups. There is already drainage tile laid around the outside of the foundation and, although the floor is yet to be poured, it is included in the purchase price. It was moved by Mr. Tharman, seconded by Mr. Smith, that the purchase of the property and basement from Jerry Twombly be approved as presented. Motion passed.

Furniture Purchase: The Trustees were presented with a bid from CSI, Inc, (Blockhouse Furniture) for beds, dressers, desks, and mattresses for the remodeled apartments. It was moved by Mrs. Simpson, seconded by Mr. Smith, that the bid for furniture be approved as presented.

Student Services: Dr. Cheryl Rasmussen, Vice President for Student Services, discussed enrollment and housing numbers for summer and fall as compared to the previous years, noting an increase in both. 83% of housing contract deposits have been received for fall. 120 students are expected for Summer Blitz. 24 students took advantage of the June 3-day session. Another 3-day session will be offered beginning July 28. The Crisis Team has been meeting on a regular basis and, as a result of their recommendations, the Visiplex Campus Emergency Notification System installation is nearly complete. The campus lockdown procedure is being reviewed and changed according to updated abilities to notify the campus in case of an intruder. In

addition, two AED units have been purchased which will compliment the two already on campus. Additional purchases of AED units at regional campuses are planned. Each college vehicle now carries an emergency kit.

Finance/Operations Report: Mr. Jerry Reid, Interim Vice President for Finance/Operations, provided the Trustees with current operating cash balances and bank account summaries.

Academic Affairs Report: Ms. Peggy Forsberg, Vice President for Academic Affairs, reported that the Human Services Program proposal will be presented to the Board for approval at the July meeting.

Institutional Advancement: No report.

Trustees' Report: Chairperson Rush and Mrs. Simpson are planning on attending the September Kansas Association of Community College Trustees' meeting in Pratt.

President's Report: President Reist discussed Legislative issues and the funding outlook for FY 2015. The Dodge City Community College merger with Fort Hays State University is proceeding. He reviewed recent personnel changes. He announced that the Anthros property has been surveyed and the legal description updated. Closing on the property will be scheduled in July. The College is working on an agreement with Brown County to chip and seal the Klinefelter Road. President Reist noted that three parking lots on campus need to be graveled but need grading first. The County has been contacted about possibly doing the grading and then following up with chip and seal. Discussion. It was the consensus of the Trustees that the three parking lots be graveled. President Reist sought the Trustees' opinions on the possibility of lowering the price of Building Trades' House #7 in Atchison and readvertising. The Trustees expressed no objection. President Reist informed the Trustees that notification has been received from the Kansas Attorney General that it will be necessary to put up new signs on each building that cover both conceal carry and open carry.

Announcements: President Reist expressed his thanks to Mr. Jim Krone for serving as Interim Director of Technical Education until a new director was found.

Executive Session: It was moved by Mr. Tharman, seconded by Mrs. Simpson, that the Board go into Executive Session at 7:27 p.m. to discuss Non-elected Personnel for no more than 10 minutes. Motion passed.

The Board reconvened to Regular Session at 7:37 p.m.

Adjournment: Chairperson Rush declared the meeting closed at 7:27 p.m.

Joyce C. Rush
Chairperson

Date

Jason Taylor
Secretary/Treasurer