

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING MINUTES
October 23, 2019

Trustees Present: Thomas Smith, Russell Karn, Jason Taylor, Carl Tharman, Kenneth Huss

Trustee Absent: Vernie Coy

Call to Order: Chairperson Thomas Smith called the meeting to order at 6:31 p.m. in the Conference Room of the David Reist Administration Building on the Highland campus.

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

Approval of the Minutes: It was moved by Mr. Taylor, seconded by Mr. Karn, that the minutes of the September 25, 2019, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Huss, seconded by Mr. Taylor, that warrants numbered 464724 through 464940 be approved as presented. Motion passed. Discussion.

Public Comment: None.

Presentation: John Haas, Ranson Financial, spoke to the Board about the process of purchasing bond bids for the refinancing of the College's debt. He provided the Trustees with a timeline and order of events that will take place during the purchasing process. On November 20th the Board will review Bond Bids and approve the Bond Resolution and December 4th will be the closing date on the bond bid that has been chosen.

Program: Chad Clevenger, Head Cross Country /Track and Field Coach, was not present.

Call for the Sale of Bonds: President Deborah Fox presented the Board with documentation for the Resolution 2019-1023 from Gilmore & Bell for the sale of the bonds. Discussion. It was moved by Mr. Karn, seconded by Mr. Huss, that the Resolution 2019-1023 be approved as presented. A roll call vote was held. Motion passed unanimously.

Approval of Gilmore & Bell Disclosure Compliance Services: Due to the obligation the College has with continuing disclosure on the current bond issuance, President Fox stated that the Administration would like to recommend entering into an agreement with Gilmore & Bell. The agreement would provide their services in accordance with the federal securities laws. It was moved by Mr. Karn, seconded by Mr. Taylor, that the College enters into an agreement with Gilmore & Bell for post-issuance disclosure compliance services. Motion passed.

Approval of Candidate for Faculty Emeritus: The Highland Community College faculty nominated Clifford Hawk to be honored as Faculty Emeritus. President Fox provided the Board with guidelines of receiving the honor. It was moved by Mr. Tharman, Seconded by Mr. Karn, that Clifford Hawk be honored as Faculty Emeritus. Motion passed.

Approval of Klinefelter Barn Event, Alcohol Use: President Fox requested approval from the Board to allow alcohol at three upcoming events at the Klinefelter Barn. The events are Hiawatha Foundation for Economic Development Dinner, Underwriter Appreciation Dinner and Cocktail and Chalk during the months of January and February. It was moved by Mr. Taylor, seconded by Mr. Huss, that alcohol be allowed at the three mentioned events. Motion passed.

Approval of Alcohol Use in Lower Level Stadium Center-Board Appreciation Day: The Board previously approved alcohol to be served at Peuker Plaza on November 9, 2019, for Board Appreciation Day, but the Administration would like to move the event to the Lower Level Stadium Center with the approval from the Board. It was moved by Mr. Huss, seconded by Mr. Tharman, that alcohol being served in the Lower Level Stadium Center on November 9, 2019, for Board Appreciation Day be approved. Motion passed.

Facilities Committees- Diesel Technology and Track Facility: President Fox expressed the idea of putting together a committee for the technical building renovation and a separate committee for the construction of a facility at the track which would house concessions, locker rooms, restrooms and storage space. The committees would assist with reviewing proposals from prospective contractors and choose a recommendation to present to the Board. The Board had no objection.

Student Services Report: Dr. Eric Ingmire, Vice President for Student Services, spoke about the GradFest event that the Advising Department and the Registrar's Office hosted on October 2nd. This event gave students planning to graduate, an opportunity to request a graduation check form and to apply for graduation. Students had the opportunity to take a professional photo in a cap and gown. Overall, 54 students completed their grad checks which was a great success. He gave an update on student life activities through the month of September. Dr. Ingmire stated that Admissions Counselors were currently traveling to high schools and attending college fairs. Highland Community College hosted a College Planning Conference on October 7th which included 40 colleges, universities and military attendants who spoke with 150 juniors and seniors from local high schools. Dr. Ingmire gave enrollment updates.

Academic Affairs: Dr. Erin Shaw, Vice President for Academic Affairs, gave an update on the grant the Jefferson County Alliance of Service Councils, Inc. received from the Tower Mental Health Foundation of Kansas. The grant will provide two sessions of youth mental health first aid trainings for 40 individuals countywide. Dr. Shaw announced that the Faculty Athletics Representative position will be eliminated due to budget cuts. Shelly Smith filled this role by handling emails, calls and concerns about student athletes from faculty members. Dr. Shaw wanted to express her gratitude to Ms. Smith for her services and dedication in creating better communication between academics and athletics. Dr. Shaw shared with the Board that Lucas Hunziger, Director of Technical Education, was recognized by the Kansas Board of Regents for Excellence in Carl Perkins Career & Technical Education Reporting. The award was presented to him on October 8th during the Kansas Workforce Summit in Wichita, KS. The HCC Nursing Program received National Accreditation for the LPN to RN program through the spring of 2024. National Accreditation allows the College to have partnerships with other accredited schools.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through September 2019 and discussed income and expense reports. He reported that the foundation audit draft has been completed and will be approved through the Foundation Board this month. The College draft audit will be ready for approval from the Board of Trustees at the November meeting. Repairs on the roofing damage is still ongoing and should be completed soon. Mr. Willy confirmed that reps from CANVAS will be on campus November 5th & 6th to assist with the transition of programs and employee training.

Trustees' Report: Chairperson Tom Smith gave an update on the Ag Appreciation Day that was held on October 19th and reported that it was a great success. Guests were able to tour the new agriculture building, meet with students and see demonstrations of new technology. Chairperson Smith shared that President Fox and he will be attending the KACCT meeting at Johnson County Community College on December 6th & 7th.

President's Report: President Fox attended the open house at the Wamego campus and also visited the Perry campus this month. She reported that the Ag Appreciation Day was a great success with close to 70 people in attendance. She stated that the students seemed to be very appreciative and enjoyed the event. President Fox shared that the Lads and Lassies did an excellent job during their patriotic themed concerts on October 17th and 19th. Entrance fee was a free will donation and all proceeds were donated to Tempered Steel which is a wounded veteran speaking program. She shared with the Board that Eileen Gronniger, Human Resource Manager, has found an original Walter Yost painting for sale online for a very reasonable cost. She would like to purchase the painting as an addition to the College's collection that is displayed throughout the Highland campus. President Fox plans on attending the Troy and Riverside Board Meetings in November. The Board had no objection.

Executive Session: It was moved by Mr. Karn, seconded by Mr. Huss, that the Board go into Executive Session at 8:08 p.m. for no more than 30 minutes to discuss Non-Elected Personnel. Motion passed. Dr. Ingmire, Vice President for Student Services, and Dr. Bryan Dorrell, Athletic Director, were asked to stay for the Executive Session.

The Board reconvened to Regular Session at 8:38 p.m.

Adjournment: It was moved by Mr. Taylor, seconded by Mr. Huss, that the meeting be adjourned at 8:38 p.m. Motion passed.

Thomas Smith, Chairperson

Date

Carl Tharman, Secretary/Treasurer