

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES' MEETING MINUTES  
September 28, 2022

Trustees Present: Thomas Smith, Jason Taylor, Vernie Coy, Kenneth Huss

Trustees Not Present: Russell Karn, Carl Tharman

Call to Order: Chairperson Thomas Smith called the meeting to order at 7:00 p.m. at the Highland Community College Perry Center.

Approval of the Agenda: President Deborah Fox requested that Executive Session Acquisition of Property, and Possible Action Item VII.C, Quick Claim Deed to Highland Improvement LLC, be added to the agenda. It was moved by Mr. Taylor, seconded by Mr. Coy, that the Agenda be approved as amended. Motion passed.

Approval of the Minutes: It was moved by Mr. Coy, seconded by Mr. Taylor, that the minutes of the August 24, 2022 Revenue Neutral Hearing, Budget Hearing and Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Coy, seconded by Mr. Huss, that warrants numbered 471292 through 471537 be approved as presented. Discussion. Motion passed.

Public Comment: None.

A tour of the Perry facility was held from 7:15 p.m. – 7:35 p.m.

Status of Perry Building: After touring the facility, Mrs. Sharon Kibbe, Dean of Instruction, discussed details about the Perry Center's current condition and its historical background. Due to low enrollment numbers and not enough use for the facility, she discussed potential options for future plans of the property that have been expressed to her by community members. Discussion.

Academic Calendar- First Reading: President Fox presented the Board with a draft of the 2023-2024 academic calendar for a first reading. Discussion. The calendar will be brought back to the Board at a future meeting for final approval.

Academic Affairs: Mrs. Kibbe, Dean of Instruction, discussed feedback she received regarding the HLC Assurance Argument that the college submitted over the Summer. She announced that Wamego Center Director Nicole Bartel will be transitioning to Student Services Coordinator for Online Programming, and Lindsey Milburn, Student Services Coordinator, will become the interim Wamego Director until the position is filled. Mrs. Kibbe gave KBOR updates and stated that she is currently working on the Spring semester schedule.

Technical Education: Mr. Lucas Hunziger, Dean of Technical Education, had a meeting with KSU reps on September 21<sup>st</sup> to discuss an articulation agreement for Precision Ag that will go towards KSU's Ag Technology Management degree. Mr. Hunziger gave recent updates on the Western Center and Atchison Technical Center. The Technical Center will be holding an

Advisory Dinner on October 19<sup>th</sup>. The Construction Trade students have begun working on measurements and layouts for the new home they are working on.

Student Services Report: Dr. Eric Ingmire, Vice President for Student Services, stated that Student Life has been busy hosting several events for students such as luxury bingo, block party, a hypnotist, kickball tournament and a slip and slide. He confirmed that College Planning conferences have begun and discussed plans for the Admissions department. Jill Morrison was recently hired for the Admissions Coordinator position. Mr. Ingmire provided Marketing and E-Sports updates as well as Fall enrollment numbers.

Finance and Operations: Mr. Randy Willy, Vice President for Finance and Operations, provided cash balance reports through August 2022 and discussed income and expense reports. He stated that the laundry facility for students should be completed in October. Mr. Willy discussed ongoing and completed projects on campus.

Trustees' Report: Chairperson Smith gave an update on the KACCT Meeting that he attended in Fort Scott on August 26<sup>th</sup> & 27<sup>th</sup>.

President's Report: President Fox stated that Amberwell Health of Hiawatha requested a meeting with her to discuss expanding the Allied Health Program to high school students. She confirmed that homecoming will be held on October 8<sup>th</sup> and Alumni will be hosting the Class of '72. She also gave a brief review on the KACCT meeting she attended on August 26<sup>th</sup> & 27<sup>th</sup>.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into Executive Session at 9:35 p.m. for no more than 15 minutes to discuss Non-elected Personnel and asked that President Fox remain in the session. Motion passed.

The Board reconvened to Regular Session at 9:50 p.m.

Executive Session: It was moved by Mr. Taylor, seconded by Mr. Coy, that the Board go into Executive Session at 9:50 p.m. for no more than 10 minutes to discuss Acquisition of Real Property and asked that President Fox remain in the session. Motion passed.

The Board reconvened to Regular Session at 10:00 p.m.

Quick Claim Deed to Highland Improvement LLC: It was moved by Mr. Coy, seconded by Mr. Huss, that the College transfer the property of the gravel parking lot of the old post office to Highland Improvement LLC. Mr. Taylor left the room before voting began to avoid conflict of interest. Motion passed 3-0.

Adjournment: Chairperson Smith declared the meeting adjourned at 10:10 p.m.

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Thomas Smith  
Chairperson

Date

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Carl Tharman  
Secretary/Treasurer