

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES

October 12, 2011

Trustees Present: Vernie Coy, Donald Harter, Russell Karn, Joyce Rush, Joyce Simpson, Jason Taylor

Call to Order: The meeting was called to order by Chairperson Rush at 7:30 pm in the Administration Building Conference Room on the Highland Community College campus.

Approval of the Agenda: It was moved by Mr. Taylor, with a second from Mr. Coy, to approve the agenda. Motion passed.

Approval of the Minutes: Mr. Harter made the motion to approve the minutes of the September 14, 2011 Regular Meeting. Mrs. Simpson seconded the motion. Motion passed.

Approval of the Warrants: Mr. Taylor moved to approve the warrants, 52216 to 54036, as presented. Mr. Karn seconded that motion. Following discussion of the warrants, motion passed.

Public Comment: None.

Approve Technical Center Computer Servers: IT Director John Nicholas informed the Board of the need for updating the computer servers at the Tech Center. He proposed making this upgrade by creating a virtual server system, and provided quotes for all the necessary hardware, software, and warranties needed to create that system. Monies for this system would come from Perkins and Capital Outlay Funds for the Technical Center. Mr. Karn made the motion to accept the bid from CDW-G. Mr. Harter provided the second. Motion passed.

Update on Branding, Web Site, and Publication Efforts: Dr. Craig Mosher, Executive Assistant to the President, updated the Board on the work done to date by an outside consultant, PDG, to create a new Web site for the College, along with a new branding effort and resulting publications. The new branding effort has been released and new publications have been received. The new Web site is scheduled to go live on October 24.

Climate Survey: President David Reist provided the Board with the results of an institutional climate survey that was conducted in the Spring of 2011 as part of the College's commitment to be a continuously improving institution. That commitment is related to the institutional accreditation option known as AQIP – Academic Quality Improvement Program. Based on the results of the survey, the Strategic Planning Council initiated a College team chaired by Dr. Harold Arnett, Director of Institutional Research, to follow up on specific findings.

Foundation Report: Dr. Craig Mosher, Executive Director of the HCC Foundation, reported on the results of a Foundation strategic planning session, with a new focus on Mission and Vision statements and goals for fund raising.

Academic Affairs Report: Vice President for Academic Affairs Dr. Cia Verschelden, informed the Board about sustainability activities at the College, including an expansion of the College's community garden, current projects on the Klinefelter farm, and course offerings that include new apiculture programming.

Finance/Operations Report: Deborah Fox, Vice President for Finance and Operations, attended training to be an appraiser of accreditation materials with the Higher Learning Commission, the accreditor of the College. The annual financial audit of the College will begin October 24.

Trustees' Report: Mrs. Rush thanked all those involved in putting on such an exceptional reception for the quarterly KACCT and COP meeting that the College hosted in September. She received many favorable comments.

President's Report: President Reist informed the Board the College has received additional grants for the viticulture and enology program and another as part of a consortium to provide technical education throughout the state. He reviewed Homecoming activities which went well and the progress on the renovation of the barn on the Klinefelter farm.

Announcements: None.

Executive Session: It was moved by Mr. Karn, seconded by Mrs. Simpson, that the Board go into executive session at 9:10 pm for no more than 20 minutes to discuss non-elected personnel. Motion passed.

The Board reconvened to regular session at 9:30 pm.

Adjournment: It was moved by Mr. Coy, seconded by Mr. Harter, that the meeting adjourn. Motion passed. Meeting adjourned at 9:31 pm.

Joyce C. Rush
Chairperson

Date

Jason Taylor
Secretary/Treasurer