

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
NOVEMBER 16, 2016

Trustees Present: Vernie Coy, Russell Karn, Joyce Simpson, Tom Smith, Jason Taylor, Carl Tharman.

Call to Order: The meeting was called to order by Chairperson Joyce Simpson at 4:05 pm in Building B of the Highland Community College Wamego Center.

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

Approval of the Minutes: Mr. Tharman made the motion to approve the minutes of the October 26, 2016, Regular Meeting. Mrs. Simpson noted that two times related to the Executive Session of those minutes were an hour incorrect: the Board reconvened at 8:57 (not 9:47) and then adjourned at 8:57 pm (not 9:47). Mr. Smith seconded the motion with those corrections. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Smith, that warrants 424988 through 425414 be approved as presented. Discussion. Motion passed.

Public Comment: Having provided the Board a tour of the new Enology facility prior to the meeting, Viticulture and Enology Director Scott Kohl thanked the Board for its support of the programs, noting that the incubator will be the only one in the Midwest and has the potential to make a significant impact on the wine industry, not only in Kansas, but throughout the Midwest.

Report from Keith Jaloma: Mr. Jaloma, Executive Director of HCC Foundation, updated the Board on fund-raising activities currently underway by the HCC Foundation and thanked President David Reist and Dr. Craig Mosher for being part of the inaugural group of The Heritage Society, those who are including the College in their wills. The Foundation is also re-implementing an Annual Fund request which will be sent to over 16,000 alumni and friends after Thanksgiving.

Football and Volleyball Coaching Contracts: President David Reist explained that full-time football coach and volleyball coach employment contracts run from January 1 through December 31. He recommended that contracts for Aaron Arnold, Head Football Coach; Walter Vaughn, Defensive Coordinator; Judd Remmers, Offensive Coordinator; Payton Kirk, Assistant Football Coach; Maurice Gray; Assistant Football Coach; and Jon Bingesser, Head Volleyball Coach, be renewed for 2017. It was moved by Mr. Karn, seconded by Mr. Coy, that employment contracts for Aaron Arnold, Walter Vaughn, Judd Remmers, Payton Kirk, Maurice Gray, and Jon Bingesser be renewed for 2016. Motion passed.

VESTA Classes Tuition: HCC has begun hosting Viticulture Enology Science and Technology Alliance (VESTA) classes online. In an agreement with VESTA, HCC students pay \$210 per credit hour for the viticulture and enology classes. HCC keeps its usual \$145 per credit hour and returns the \$65 difference to VESTA. In turn, VESTA keeps 40% of the \$65 and returns 60% of that to HCC for use in the V & E Program. President Reist requested approval to advertise a tuition rate of \$210 per credit hour for online classes offered through the VESTA consortium. It was moved by Mr. Taylor, seconded by Mr. Coy, that tuition for online Viticulture and Enology courses offered through VESTA be advertised at the tuition rate of \$210 per credit hour. Motion passed.

Highland Vineyard and Winery, LLC: The creation of the Highland Vineyards and Winery, LLC, will be a single ownership LLC controlled by the College with the manager of the LLC being the HCC Board of Trustees. A resolution stating such is being prepared by legal counsel and will be presented at a future meeting for approval.

2016-2017 and 2017-2018 Budget: President Reist shared with the Board the latest word on projected budget cuts from the state and the ramifications of those cuts not only for this year, but also for next year.

Textbook and Fee Waiver Change – First Reading: The Trustees were presented with a first reading of changes recommended to the General Personnel Policy regarding textbook and fee waivers for employees and their dependents. The final policy will be presented for approval at the regular December, 2016, meeting.

Institutional Advancement Report: Dr. Craig Mosher, Vice President for Institutional Advancement, informed the Board of activity at most of the College locations to be a responsible member of those communities by assisting local food banks with providing complete Thanksgiving meals from donations made by College employees at those locations. He also took the opportunity to thank those employees responsible for the writing, formatting, and submission of the College's accreditation portfolio.

Finance/Operations Report: Vice President for Finance and Operations Dan Erbert noted that the annual audit would get underway the next day as auditors would be visiting the Highland campus to begin the initial steps of this year's work. He also reviewed the financial reports previously submitted for Board review.

Academic Affairs Report: Vice President of Academic Affairs Peggy Forsberg was attending the monthly KBOR meeting, held in Emporia this month, and had previously submitted a report to the Board on academic achievements of Highland students, including a comparison of the academic success of Highland students who transfer to state universities.

Student Services Report: Dr. Cheryl Rasmussen, Vice President for Student Services, was attending and presenting at a regional student services conference. She had previously submitted reports to the Board on enrollment, housing, Workplace Answers

online staff training, upcoming Visit Days at College locations, the Spring Course Guide, and new FAFSA application dates and College financial aid award letters.

Trustees' Report: Mrs. Simpson reported that she will be joining Mr. Reist in attending the quarterly President's and Trustees meeting, this time at Labette Community College in Parsons on December 4-5. Mr. Smith indicated an interest in attending as well.

President's Report: President Reist provided the Board with information from the Brown County Rural Water District Number 2 on the opportunity for a water hookup at the Klinefelter Farm. Following discussion, he will proceed with making arrangements for that hookup. He then announced the hiring of new College personnel, a bid from AHRS for converting the second gymnasium at the Western Center into an enhanced facility for the diesel program, and a reception for retired English instructor Brenda Hines the next day in the Library, where a room will be named in her honor. Other upcoming events included the Scottie Classic basketball tournament for both teams, the Holiday Vocal Music Concert on December 1-3, Finals Week December 6-9, the holiday reception at his home on December 8, the employee holiday luncheon on December 12, and the holiday break from December 21 through January 2. College offices will reopen on January 3, 2017.

Announcements: None.

Executive Session: It was moved by Mr. Tharman, seconded by Mr. Taylor, that the Board go into executive session at 5:15 pm for no more than 10 minutes to discuss real property. Motion passed.

The Board reconvened to regular session at 5:25 pm.

Executive Session: It was moved by Mr. Tharman, seconded by Mr. Taylor, that the Board go into executive session at 5:25 pm for no more than 15 minutes to discuss non-elected personnel. Motion passed

The Board reconvened to regular session at 5:40 pm.

Adjournment: It was moved by Mr. Coy, seconded by Mr. Taylor, that the meeting adjourn. Motion passed. Meeting adjourned at 5:40 pm.

Joyce Simpson
Chairperson

Date

Jason Taylor
Secretary/Treasurer