

HIGHLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING MINUTES

April 13, 2011

Trustees Present: Nancy Batchelder, Donald Harter, Russell Karn, Joyce C. Rush

Absent: Vernie Coy, Jason Taylor

Call to Order: The meeting was called to order by Chairperson Rush at 7:30 pm in the Barber Room of the Stadium Center on the Highland Community College campus.

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

Approval of the Minutes: It was moved by Mr. Harter, seconded by Mr. Karn, that the minutes of the March 9, 2011, Regular Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mrs. Batchelder, seconded by Mr. Karn, that warrants numbered 47873 through 49191 be approved as presented. Motion passed.

Public Comment:

President's Contract: It was moved by Mr. Harter, seconded by Mrs. Batchelder, that the Board extend Mr. David Reist's contract as President through June 30, 2013, with the salary for the 2011-2012 contract year to be determined at a later date. Motion passed.

Administrator's Contracts: It was moved by Mr. Karn, seconded by Mrs. Batchelder, that the Board extend contract renewals for the 2011-2012 academic year to the following administrators: Deborah Fox, Vice President for Finance & Operations; Craig Mosher, Executive Assistant to the President/Executive Director of the HCC Foundation; Cheryl Rasmussen, Vice President for Student Services; and Cia Verschelden, Vice President for Academic Affairs, and that salary recommendations for the 2011-2012 contract year be set at a later date. Motion passed.

HCC Academic Hall of Fame: Mr. David Reist, President, reviewed the process for selection into the HCC Academic Hall of Fame. Former HCC faculty, alumni, and administrators may be nominated by current members of those groups, followed by elections. The faculty and administrator nominees must receive votes from at least two-thirds of all possible votes. The alumni candidates must receive a simple majority of the possible votes. An approval of two-thirds of the Board of Trustee members is also required.

Based on the results of the faculty, alumni, and administrator elections, Mr. Reist presented the following people for the Board to consider for inclusion in the HCC Academic Hall of Fame: Helen Lewis in the Alumni category and Ruth Culbertson in the Administration/Faculty category. It was moved by Mr. Harter, seconded by Mr. Karn, that Helen Lewis and Ruth Culbertson be inducted into the HCC Academic Hall of Fame. Motion passed.

2011-12 Budget Discussions: Mr. Reist updated the Trustees on Legislative issues relating to budget.

Draft Calendar for 2012-13 and Review of 2011-12: Mr. Reist presented for Board review the college calendars for 2011-12 and 2012-13 and a separate 2011-12 calendar for the Technical Center. The Trustees were asked to review the calendars and the 2012-13 calendar will be brought to the May, 2011, Board Meeting for approval. The 2011-12 calendar has already been approved.

Transfer of Electrical Building from Foundation to HCC: When the merger with the Technical College took place in 2008, the old Belvue School in Atchison was part of the merger. Since the College could not, at that time, own property outside of Doniphan County, the HCC Foundation took ownership. The building was converted and is currently used for the Electrical Program. The State of Kansas laws have changed and community colleges can now

own property outside of their home county. The HCC Foundation has already approved transfer of ownership of the building to the College. It was moved by Mr. Karn, seconded by Mr. Harter, that the College accept the transfer of ownership of the Electrical Building from the Foundation. Motion passed.

Finance/Operations Report: Ms. Deborah Fox, Vice President for Finance/Operations, informed the Trustees that, because of new technical funding, she has created a new Technical Fund that will show up on the Board reports beginning July, 2011. She stated that the new housing project is progressing nicely and is projected to be done on time. The State Fire Marshall visited the campus recently and reported no major findings.

Student Services Report: Dr. Cheryl Rasmussen, Vice President for Student Services, reported that she and several of the IT staff had attended the Sungard Summit in New Orleans. Sungard owns PowerCampus which is HCC's management information system software. She provided the Trustees with an overview of the conference. HCC Commencement will be held May 13 at 7 p.m. on Kessinger Field. The Technical Center graduation will be May 18. A series of Open Houses will be held on campus and at several of the off-campus centers to encourage the public to visit and learn more about the programs offered.

Academic Affairs Report: Dr. Cia Verschelden, Vice President for Academic Affairs, reported that the Viticulture/Enology grant funding ends September 30, 2011. The Viticulture/Enology Instructor and the Wamego Center Director are working on reapplying for the grant as well as seeking out other grant opportunities for that program.

Dr. Verschelden announced that Cathy Boyd, a student in HCC's Early Childhood Program, wrote a book as part of her class. Amazon.com has picked the book up and is offering it for sale. The name of the book is "The Little Snowman's New Hat."

Dr. Verschelden shared the results of a Common Learning Outcomes survey.

Foundation Report: Dr. Craig Mosher, Executive Director of the HCC Foundation, announced that he has received notice of a residual bequest from the estate of Earl and Elmira Euler. The next Foundation Board Meeting will be on April 25, 2011, at 10:30 a.m.

Trustees' Report: Mrs. Rush reported that she will be attending the KACCT meeting in Kansas City, Kansas, on June 10-11.

President's Report: Mr. Reist offered his congratulations to Mrs. Rush and Mr. Karn on their successful reelection to the HCC Board of Trustees and also to Ms. Joyce Simpson who will be joining the Board in July.

Mr. Reist informed the Trustees that Dr. Andy Tompkins, CEO of the Kansas Board of Regents, had visited the Atchison and Holton campuses on April 12<sup>th</sup>. Mr. Reist provided the Trustees with a copy of a study showing estimated economic impacts of school systems and colleges on each county in the state.

The home in Atchison built by the Buildings & Trades Department of the Technical Center has been listed on the market and is being shown to potential buyers. The Trustees were provided with updated preliminary drawings of potential renovations to the Klinefelter Barn. Mr. Reist informed the Trustees that the City of Highland has vacated the 700 block of Illinois to the College. He shared preliminary plans to make it a pedestrian area.

Doniphan West High School will be hosting the 2A Regional Baseball Tournament here on May 16-18. Professional negotiations with the HCC Faculty Association have begun. Mr. Reist provided an update on recent personnel changes.

Announcements: None.

Executive Session: It was moved by Mr. Karn, seconded by Mrs. Batchelder, that the Board go into executive session at 8:48 pm for no more than 20 minutes to discuss non-elected personnel. Motion passed.

The Board reconvened to regular session at 9:08 pm.

Adjournment: It was moved by Mr. Karn, seconded by Mrs. Batchelder, that the meeting adjourn. Motion passed.  
Meeting adjourned at 9:10 p.m.

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Joyce C. Rush, Chairperson

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Date

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Jason Taylor, Secretary/Treasurer