

HIGHLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
June 22, 2016

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

Call to Order: The meeting was called to order by Chairperson Joyce Simpson at 3:30 pm at the HCC Klinefelter Barn near Hiawatha, Kansas.

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

Approval of the Minutes: It was moved by Mr. Tharman, seconded by Mr. Coy, that the minutes of the May 25, 2016, Regular Meeting and the June 7, 2016, Special Meeting be approved as presented. Motion passed.

Approval of the Warrants: It was moved by Mr. Taylor, seconded by Mr. Smith, that warrants 422998 thru 423352 be approved as presented. Discussion. Motion passed.

Public Comment: Public comment was heard from Virgil Hallauer.

Wellness Committee Proposal: Mr. Thomas Martin, HCC Wellness Center Assistant, presented a Wellness Program proposal for employees. He explained that a Wellness Committee had been formed to work on ideas for employee wellness. Discussion. No action was taken.

Construction Tech Troy Foundation Bids: Three bids were presented for consideration for the foundation and flat work on the Construction Technology house in Troy next academic year. Discussion. It was moved by Mr. Smith, seconded by Mr. Tharman, that the bid from Bobe Rahe Construction of Hiawatha be accepted for the foundation and flat work on the Troy Construction Technology house in Troy, Kansas, for FY17. Motion passed.

Employee Health Insurance: The Trustees were presented with employee health insurance proposals. President David Reist stated that this information will also be shared with employees for their input. He noted that it may be necessary to call a special meeting for action on this item prior to the next regular Board meeting.

Property Casualty Insurance: The Trustees were presented the renewal notice and premium summary for Property/Casualty/Workers Comp insurance from IMA. In addition, additional coverage for Cyber Insurance was presented for consideration. Discussion. It was moved by Mr. Tharman, seconded by Mr. Taylor, that the renewal premium for Property/Casualty/Workers Comp insurance through IMA, not to include cyber insurance, be approved as presented. Motion passed. The Board directed President Reist to obtain additional information on the cyber insurance for consideration at a future meeting.

Athletic Insurance: President Reist informed the Trustees that HCC, as well as most of the Kansas colleges, uses Dessinger Reed brokerage agency for bidding athletic insurance policies. The Trustees reviewed the policy bids as presented. It was moved by Mr. Coy, seconded by Mr. Karn, that the \$0 deductible bid for athletic insurance and the \$0 deductible bid for the campus-wide mandatory student accident plan both be accepted through QBE Specialty Insurance Co. with A-G Administrators as the third party administrator of the plans, and that NJCAA Catastrophic Coverage be approved through Mutual of Omaha as presented. Motion passed.

Budget and Salaries: Discussion was held on year end budget and anticipated FY 17 projections. Based on those projections, it was moved by Mr. Coy, seconded by Mr. Smith, that a full-time Administrative and Classified employees receive a \$625 raise for 2016-17 effective July 1, 2016. Motion passed. It was noted that negotiations with Professional Employees (faculty) are not yet completed.

The Fair Labor Standard Act Implications: New FLSA regulations were discussed and the Board updated on steps that are being considered so that HCC will be in compliance at the December 1, 2016, deadline.

Practices for Supporting Transgender Students: The Trustees were provided with a copy of the newly created "HCC Practices for Supporting Transgender Students." These practices were created based on guidance provided by the U. S. Department of Education and the U. S. Department of Justice. Failure to implement such practices may result in the loss of all Federal funding including student financial aid. Discussion.

Precision Ag and Diesel Tech Positions: President Reist informed the Trustees that the enrollment in the new Precision Ag program at the Western Center in Baileyville will require a full-time instructor. The Title III grant will pay for most of this salary. In addition, there are currently 53 students enrolled in Diesel Technology at the Atchison location necessitating the hire of a full-time Diesel Lab Technician there to assist the instructor. Discussion. It was moved by Mr. Taylor, seconded by Mr. Tharman, that the creation of a full-time Precision Ag Instructor at the Western Center in Baileyville and a Diesel Lab Technician at the Technical Center in Atchison be approved as recommended. Motion passed.

Institutional Advancement: Dr. Craig Mosher, Vice President for Institutional Advancement, reported on upcoming Alumni and Foundation activities. He discussed weekly news updates, publications that are being developed, and a new promotional hashtag campaign called #alwaysascottie.

Student Services Report: Dr. Cheryl Rasmussen, Vice-President for Student Services, provided reports on projected enrollment and housing indicators for Fall, 2016. She noted that 102 students are currently enrolled in Summer Blitz. She discussed Kansas law changes regarding guns being allowed on campuses beginning July 1, 2017, and reported that policies are being written that will align with the new law. Informational sessions will also be held with all employees to keep them informed.

Academic Affairs Report: No report.

Finance/Operations Report: Mr. Erbert reviewed current operating balances and revenues and projected budgets.

Trustees' Report: Chairperson Joyce Simpson reported that she, Tom Smith, and David Reist had attended the Kansas Association of Community College Trustees in Hutchinson June 10-11. She provided a brief summary of the meeting topics.

President's Report: President Reist informed the Trustees that the Wichita State University/Wichita Area Technical College merger is likely to happen next year. He updated the Trustees on Kansas Board of Regents news and provided recent personnel changes.

Announcements: President Reist noted that Summer Blitz will begin July 6, 2016.

Executive Session: It was moved by Mr. Karn, seconded by Mr. Coy, that the Board go into executive session at 5:55 p.m. for no more than 15 minutes to discuss Non-Elected Personnel. Motion passed.

The Board reconvened to regular session at 6:10 p.m.

Executive Session: It was moved by Mr. Coy, seconded by Mr. Taylor, that the Board go into executive session at 6:10 p.m. for no more than 15 minutes to discuss Acquisition of Property. Motion passed.

The Board reconvened to regular session at 6:25 p.m.

Adjournment: Chairperson Simpson declared the meeting adjourned at 6:25 p.m.