

**Flint Hills Technical College**  
**BOARD OF TRUSTEES MINUTES**  
**September 8, 2014**

**I. CALL TO ORDER**

Vice- Chair, Mark Remmert, called the meeting to order at 4:02 p.m.

**II. ROLL CALL**

Members present were: Mark Remmert, Teresa Briggs, Dr. Jim Williams, and Grant Riles.  
Absent: Mary Beth Voorhees, Joe Pimple, and Ken Roemer.

**III. ADOPTION OF THE AGENDA**

Upon a motion made by Grant Riles to accept the agenda, seconded by Teresa Briggs, the motion unanimously passed.

**IV. OPPORTUNITY FOR VISITORS TO BE HEARD**

No visitors.

**V. AWARDS, RECOGNITIONS, ACHIEVEMENTS**

President Dean Hollenbeck reported for Monica Graves. A handout was given to board members with information regarding the 7 year reaccreditation visit. It was determined through the on-site visit and interviews that Flint Hills Technical College Dental Assisting Program is meeting or exceeding all standards set by the commission. Dean stated there are no suggestions or recommendations for the program.

Karen Christy, CPD instructor, gave a report on the program. Karen handed out and reviewed information on the program. Karen stated this is one of the fastest growing careers, according to Labor and Statistics, and the nation is short 1.4 million programmers.

**CONSENT AGENDA**

- A. Minutes from August 11, 2014 Meeting
- B. Warrants
- C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Classified & Unclassified Contracts

Upon a motion made by Teresa Briggs to approve the consent agenda, seconded by Grant Riles, the motion unanimously passed.

## **VI. ACTION ITEMS**

### **A. Approval of Financial Reports**

Nancy Thompson, Vice President of Business Services, gave a financial report. Highlights from her report are:

- In the month of August, tuition and fees were down compared to last year , due to enrollment being lower.
- The Accounts Receivable balance is fairly high, but once funds for Financial Aid come in that balance will go down.
- Expenses in line where expected to be for the month of August.
- The business office is keeping an eye on revenue and expenses and making adjustments where needed.
- AEC is doing a good job of watching their expenses.

Upon a motion made by Dr. Jim Williams to approve the financial report, seconded by Teresa Briggs, the motion unanimously passed.

### **B. Approval of Operating Agreement between Flint Hills Technical College and Flint Hills Technical College Foundation**

Upon a motion made by Grant Riles to approve the Operating Agreement, seconded by Teresa Briggs, the motion unanimously passed.

## **VII. DISCUSSION ITEMS**

### **A. Preliminary Census Day Report**

Lisa Kirmer, Vice President of Student Services, handed out and reviewed a Census Day Enrollment Report with the board members, as of September 8. Lisa stated that even though the actual census day is September 11, she felt the numbers would not change a lot. Census day is when the semester is 25% complete.

### **C. Program Advisory Dinner**

Steve Loewen, Vice President of Instruction, invited the board members to the Fall Appreciation Dinner on October 23, 2014. Steve stated the dinner is a way for the college to show their appreciation to the Program Advisory members.

#### D. College Report

Dean Hollenbeck, President, gave a college report. Highlights from his report are:

- The Commission on Dental Accreditation went well.
- The college has the contract/ lease with Core First for the building for the welding program. Monte Miller is reviewing the contract.
- Mike Crouch and Dean will be traveling to Cleveland the first week in October to meet with Lincoln Electric. Lincoln Electric may be working with the college to provide some equipment for the welding program in the new building.
- The auditors were here last week and have completed their audit.
- The mascot was rolled out last week during a ceremony at the college.
- The college is looking into possibly having an organized athletic program in the future.
- There will be a KBOR meeting next week and the budget is the big issue.
- Seth Carter, TRAC 7 Operations Manager, has taken a job with KBOR.
- TAACCCT Grant round 4.

#### **VIII. ADJOURNMENT**

Upon a motion made by Dr. Jim Williams to adjourn, seconded by Grant Riles, the motion unanimously passed.

The meeting adjourned at 5:12 p.m.