

Flint Hills Technical College
BOARD OF TRUSTEES MINUTES
November 10, 2014

I. CALL TO ORDER

Chair, Mary Beth Voorhees, called the meeting to order at 4:00 p.m.

II. ROLL CALL

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

III. ADOPTION OF THE AGENDA

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

IV. OPPORTUNITY FOR VISITORS TO BE HEARD

No visitors.

V. AWARDS, RECOGNITIONS, ACHIEVEMENTS

Steve Loewen, Vice President of Instructional Services, introduced and recognized Kim Dhority for receiving the KBEA Post-Secondary Educator of the Year Award.

Julie Cooper, Director of Career Services & Customized Training, reported that 53 employers signed up to attend a Career Fair that was held at FHTC on October 29. Julie stated that around 119 students attended the fair, which exceeded or met their expectations. Julie also works with ESU Career Services and helps students with mock interviews.

Monica Graves, Dental Assisting instructor, reported that Dental Hygiene has a new program to help veterans. Veterans can go to the Dental Hygiene program for a free dental screening and then they can get treatment from the program that is in line with what the program is teaching in that curriculum.

Monica reported that the Dental Assisting students have been involved in several activities: A Health Fair in Morris County, Boo at the Zoo, Health Fair for Riverside School 1st graders, and a Cultural student reception.

Kim McNeese, Nursing instructor, reported that every year the freshman nursing students, along with the instructors, go to Harvest House, for a Senior Life Fair. The students interact with the seniors, take their blood pressures, and help them with their meals.

Kim handed out an invitation to the Nursing pinning that will be December 19, at the Flint Hills Technical College.

Dean Hollenbeck, President, read a letter from Sondra VanSickle, praising the Culinary Arts Program on a reception dinner that they prepared for her daughter's wedding.

VI. CONSENT AGENDA

- A. Minutes from October 13, 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, with a correction to a name under Action Item B, seconded by Ken Roemer, the motion unanimously passed.

VII. ACTION ITEMS

- A. Approval of Financial Reports

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

- Income is where it was expected to be, after the enrollment numbers were in.
- Community Ed and B & I income numbers are higher than this point last year, due to a partnership with MAMTC.
- Expenses compared from year to date, is \$200,000 higher, due to the number of pay periods in October.
- The Accounts Receivable Clerk and Nancy have been working on getting proposals for a new collection agency.
- AEC budget expenses were higher, due to the extra payroll in the month of October.
- The solar panel project is being finished and the college will receive final payment from Westar after all paperwork is turned in.
- The college has received some monies for the Welding building remodeling project from donations.
- The college has received a draft of the audit report and the final report will be given at the December board meeting.

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

- B. Approval of Welding Technology Program Delivery Site at 3701W 6th Ave.

Steve Loewen, Vice President of Instructional Services, asked the board for approval of the new site for the Welding program. Dean stated that this was an HLC requirement.

Upon a motion made by Dr. Jim Williams to offer Welding at 3701 6th Avenue, seconded by Teresa Briggs, the motion unanimously passed.

VIII. DISCUSSION ITEMS

A. FHTC Open House, FOCUS, and Graduation

Lisa Kirmer, Vice President of Student Services, invited the board to attend FHTC's Open House, which will be on Saturday, November 15. Lisa also reported that the college will be hosting a FOCUS event on November 17. Lisa stated they are expecting to have 450 freshmen – seniors in high school attending. The students will be able to see demonstrations and talk to instructors in different programs.

Lisa invited the board members to attend FHTC's Winter Graduation, which will be December 19 at 7:00 p.m. at Albert Taylor Hall on the ESU campus.

B. College Report

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

- The FHTC Foundation held a Donor and Student Scholarship Recognition luncheon on November 4.
- There were interviews going on for the Grant Manager position. This position is for the Kan Train grant and finishing up the TRAC 7 grant.
- The college received a safety inspection report from the Department of Labor.
- Working with APAC on a proposal to pave part of the entryway to the new Welding program building and Dave Emig is working on plans for the inside of the building.
- 20 students that will be attending FOCUS have shown interest in the Welding program.
- Benjamin Coltrane, Ken Duckworth, and Dean will be on the radio to talk about the Welding program.
- Pizza with the President was held November 5.

IX. ADJOURNMENT

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

The meeting adjourned at 4:45 p.m.