

**Flint Hills Technical College**  
**BOARD OF TRUSTEES MINUTES**  
**January 12, 2015**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

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

**III. ADOPTION OF THE AGENDA**

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

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

No visitors.

**V. AWARDS, RECOGNITIONS, ACHIEVEMENTS**

Savannah Phillips, Director of Nursing at FHTC, reported on the Hospital Simulation Task Force Partnership w/ESU & Newman Regional Health. Savannah stated that this was a new undertaking taken on by Dr. Linda Adams-Wendling, ESU's Director of Nursing. When the ICU unit at Newman Regional Health was shut down, Dr. Adams-Wendling thought the space would make a good place to be set up with simulation models to help train nursing students and employees. Savannah stated this would be collaboration between ESU, FHTC, and Newman Regional Health.

Benjamin Gray, CST instructor, gave a report on the program. Highlights from his report are:

- In 2012-2013 students help build a home for Habitat for Humanity.
- Students have taken field trips to Wheelers Truss plant and different construction sites around Emporia, Wichita and Kansas City.
- Instructors and students attended the Chick-Fil-A leader cast that was put on at FHTC.
- In 2013-2014 school years the students put in a basement foundation, framed a house, and put on the exterior wall of a house on Marco Court.
- The Associate Degree students helped work on renovations for the USD 253 bus barn.
- Benjamin and Nathan Knight attended the International Builders Show in Las Vegas.
- In 2014-2015 students finished working on house on Marco Court by finishing the basement of the house, which they have never done before.
- The end of 2015 students will start another house on Marco Court.

## **VI. CONSENT AGENDA**

- A. Minutes from December 8, 2014 Meeting
- B. Warrants
- C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Classified & Unclassified Contracts

Upon a motion made by Dr. Jim Williams to approve the consent agenda with adding Discussion Item B – Strategic Plan 2015-2020 to the agenda, seconded by Mark Remmert, 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:

- There was not a lot of change in the month of December, as compared to the last two months.
- Revenues are down a little.
- Accounts Receivables balance is lower than at this time last year.
- Accounts are being turned over to Credit World.
- On the revenue side, did receive the post-secondary state aid state aid came in January.
- A payment came in and out again for the Energy Net Grant.
- AEC is keeping their expenses down.

Upon a motion made by Ken Roemer to approve the financial report, seconded by Grant Riles, the motion unanimously passed.

- B. Approval of Federal Policy

Nancy Thompson, Vice President of Business Services, after reviewing the new policies, asked the board to approve the Federal Grants Policies and Procedures Handbook.

Upon a motion made by Dr. Jim Williams to approve the new policies, seconded by Ken Roemer, the motion unanimously passed.

- C. Approval of Dental Hygiene Revised Program Request

Steve Loewen, Vice President of Instructional Services, after explaining the reason for the revised program application, asked the board to approve the Revised Program Application for Associate of Applied Science Degree in Dental Hygiene.

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

- D. Approval of FY 2015-2016 Academic Calendar

Upon a motion made by Mark Remmert to approve the FY 2015-2016 Academic calendar, seconded by Ken Roemer, the motion unanimously passed.

## **VIII. DISCUSSION ITEM**

### **A. Spring Enrollment Report**

Lisa Kirmer, Vice President of Student Services, handed out and reviewed a Spring 2015 enrollment report. Lisa stated that this is the highest spring enrollment the college has had. There was discussion regarding the low enrollment for some of the programs.

### **B. Strategic Plan 2015-2020**

Rachael LeClear, Dean of Instruction, spoke about the guiding documents for the Strategic Plan. Rachael asked for feedback from the board members for any wording changes to the vision statement. After much discussion on wording changes and questions, board members are to get any other suggestions to Rachael by Wednesday at 12:00 noon.

### **C. College Report**

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

- Tina Khan, AEC Director, was on KVOE's Something to Talk About talking about technical education.
- Dean and Mike Crouch will be on Tech Talk speaking about the Flint Hills Youth Charitable Foundation and the \$68,000 scholarships for high school students.
- David Budke, IET instructor, had a Power Up IET Student Showcase at the college. 70 plus people attended the event.
- The Administration staff has been collecting data for the Strategic Plan.
- Operations are running good.

## **IX. EXECUTIVE SESSION**

A motion was made by Ken Roemer to go into executive session for 15 minutes, seconded by Grant Riles. The motion unanimously passed. Dean asked the FHTC Executive team to stay for this session.

A motion was made by Mary Beth Voorhees to go back in open session at 5:47 p.m., seconded by Ken Roemer. The motion unanimously passed.

## **X. ADJOURNMENT**

A motion was made by Dr. Jim Williams to adjourn, seconded by Ken Roemer. The motion unanimously passed. The meeting adjourned at 6:00 p.m.