

**Flint Hills Technical College**  
**BOARD OF TRUSTEES MINUTES**  
**March 9, 2015**

**I. CALL TO ORDER**

Teresa Briggs called the meeting to order at 4:02 p.m.

**II. ROLL CALL**

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

Absent: Mary Beth Voorhees

**III. ADOPTION OF THE AGENDA**

Upon a motion made by Grant Riles to approve the agenda, with one change, adding the resignation of Kathy Bode to the staff appointments. The motion was seconded by Ken Roemer, and unanimously passed.

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

No visitors.

**V. AWARDS, RECOGNITIONS, ACHIEVEMENTS**

Lisa Kirmer, Vice President of Student Services, introduced Ramon Rivera to the board members. Ramon has taken the position of Admissions Representative. Lisa Kirmer reported that Ramon was a graduate of Flint Hills Technical College.

Rhonda Weatherbie, Dental Hygiene instructor, gave a report on Kansas Mission of Mercy. There were 17 students from the Dental Assisting Program and 11 students from the Dental Hygiene Program that attended the KMOM volunteer dental clinic. Approximately 2,000 people were treated at the clinic, some camping out over night to be sure and get in for care the next day. A student from the Hygiene program, Olivia, spoke about her experience at the clinic.

Kim Dhority, Instructional Design Center Director, stated there are 16 students involved in PBL (Phi Beta Lambda) and two students competed in the state competition. Tommy Thompson, a Computer Program Design and Development student, placed 1<sup>st</sup> in Community Service Project, 1<sup>st</sup> in Network Concepts, and 2<sup>nd</sup> in Cyber Security. Karen Stewart, a Business Administration Technology student, placed 1<sup>st</sup> in Community Service Project, 1<sup>st</sup> in Word Processing, 1<sup>st</sup> in Desktop Publishing, and 2<sup>nd</sup> in Social Media. The students were not able to attend the board meeting.

Steve Loewen, Vice President of Instructional Services, reported that this year PBL recognized Kim Dhority as the outstanding advisor for the state of Kansas. Kim will be recognized at the National Conference as the Kansas Outstanding Advisor. Steve stated that Kim has been a vocational student organizational advisor for 25 plus years. She has been the PBL advisor for FHTC the last four years and was the Future Business Leaders of America advisor at Northern Heights High School for many years.

Steve Loewen, Vice President of Instructional Services, introduced Janet Anderson-Story, Ben Coltrane, Kim Dhority, and Kenda O'Mara, who have shared their knowledge and expertise at a variety of conferences that the college has been a part of over the past few months. The conferences help get the colleges name out there and form partnerships with other institutions.

Dean Hollenbeck spoke on behalf of Mike Crouch. Dean stated that the FHTC Foundation Gala will be April 24<sup>th</sup> at the William L. White Auditorium at 6:30 p.m. Each board member received an invitation to the event. Dean also reported that the foundation is already ahead of where they were last year with the fundraising portion.

Ben Coltrane, Power Plant Technology Program Director, gave a report on an Energy Fair and the Power Plant Technology Program. Highlights from his report are:

- Ben introduced instructors for the program: Jeff Devilbiss, Rick Vilander, Terry Scarlett.
- A new commercial was shown highlighting the Power Plant Technology Program.
- A few slides were shown of students who have graduated from the program and received jobs in their field of study.
- Students are job shadowing at Wolf Creek, Kansas City Plants, Westar Energy, Sunflower Electric, and Bowersock hydropower plant in Lawrence.
- One big highlight for the program is transferring to the new Moodle program.
- The Student Success Center is now manned by students from Power Plant, Multi Media, and BAT programs, as lab assistants.
- Energy Day – 84 middle school students from 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade came to learn about the Jones Education Center.
- There are 49 students in the program this spring semester, down from 69 in the fall.

## **VI. CONSENT AGENDA**

- A. Minutes from January 12, 2015 and February 9, 2015 Meeting
- B. Warrants from February 9, 2015 Meeting
- C. Warrants
- D. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Classified & Unclassified Contracts from February 9, 2015 Meeting
- E. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Classified & Unclassified Contracts

Upon a motion made by Dr. Jim Williams to approve the consent agenda, seconded by Joe Pimple, 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:

- In the month of January, received revenue for the Operating fund with a secondary tuition payment for the fall semester enrollment.
- Received state Tech Ed funding and Capital Outlay funding, which in February turned around and sent back about \$46,000 due to state budget cuts.
- Revenue, over all, is where it was expected it to be after getting fall enrollment in.
- Projections are looking better than what anticipated, may have to use some cash reserves at the end of the year.
- On the Adult Ed side of the budget, \$1,000 was returned to the state due to the state budget cuts. Some mill levy funds were received in the month of February. This will help with cash flow.
- The other funds are staying in line where anticipated them being.

Upon a motion made by Dr. Jim Williams to approve the January and February financials, seconded by Grant Riles, the motion unanimously passed.

#### B. Approval of bid for Welding building at 3701 W 6<sup>th</sup>

Nancy Thompson, Vice President of Business Services, asked the board to accept the base bid of \$350,800 and the alternate bid #2 of \$9,450 with a total of \$360,250 from Mitchell-Markowitz for the building remodel at 3701 W 6<sup>th</sup>.

Upon a motion made by Dr. Jim Williams to accept the bid from Mitchell-Markowitz, seconded by Ken Roemer, the motion unanimously passed.

President Dean Hollenbeck stated that the college is holding off on doing the other projects that were listed on the memo.

#### C. Approval of bids for Welding Equipment

Nancy Thompson, Vice President of Business Services, asked the board to approve the eight companies as listed in the memo to purchase welding equipment.

Upon a motion made by Joe Pimple to accept the bids as listed in the memo, seconded by Mark Remmert, the motion unanimously passed.

#### D. Approval of Tuition and Fees for FY 2015-2016

Lisa Kirmer, Vice President of Student Services, reviewed the summary of the proposed fees and the reason for the increases with the board.

Upon a motion made by Mark Remmert to accept the proposed fees for FY 2015-2016, seconded by Ken Roemer, the motion unanimously passed.

#### E. Approval of Guiding Documents

Rachael Leclair, Dean of Instructional Services, asked the board for approval of the Guiding documents as presented in the board packet.

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

### **VIII. DISCUSSION ITEM**

#### A. Open House

Lisa Kirmer, Vice President of Student Services, spoke about an Open House that will take place on March 28 from 9:00 a.m. – 12:00 p.m. at the college. An invitation was given to each board member. Lisa stated that the Open House was an opportunity for the public to visit the college and also the first day for new students to enroll.

#### B. College Report

Dean Hollenbeck, President, stated that he and Beth Voorhees were invited to a dinner given by the KBOR on March 11 in Topeka. Beth is not able to attend and Dean asked the board members if anyone would be interested in attending the dinner with him. Joe Pimple said he would go to the dinner with Dean.

**IX. EXECUTIVE SESSION**

A motion was made by Teresa Briggs to go into executive session at 5:45 p.m. for 15 minutes. Sheri Knight, Steve Loewen, Nancy Thompson, and Lisa Kirmer were asked to stay for the executive session. At 6:00 p.m. the board went back into open session and after further discussion the meeting was adjourned.

**X. ADJOURNMENT**

The meeting adjourned at 6:08 p.m.