

Flint Hills Technical College
BOARD OF TRUSTEES MINUTES
May 11, 2015

I. CALL TO ORDER

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

II. ROLL CALL

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

III. ADOPTION OF THE AGENDA

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

IV. OPPORTUNITY FOR VISITORS TO BE HEARD

No visitors.

V. AWARDS, RECOGNITIONS, ACHIEVEMENTS

Robert Sieberns and Bret Pope, Automotive Instructors, reported on the Ford AAA contest. There were two teams from FHTC that qualified this year, which was the second year in row for that to happen. High school students from Kansas and Missouri competed at the 66th annual competition at Pittsburg State University. Robert stated that only 10 teams can qualify for this state competition and one team from each state will go on to Nationals. A short video of the contest that was put together by Pittsburg State University was shown. The two teams from FHTC received a 4th and 6th place, which is the best the school has done in 5 years.

Bret Pope reported that the automotive program received accreditation from NATEF for another 5 years.

Rhonda Weatherbie, Dental Hygiene instructor, reported that all 14 of her Dental Hygiene students passed the state board, with six students receiving a 100% and eight receiving 83% or better. Rhonda stated that students have to take three major exams to get licensed and this is the first year that all 14 students have passed. For the National boards 11 students have taken the exam and only five have received their results and have passed.

John Decker, IMD instructor, spoke about internships for the program. John stated that that he has more requests for interns than he has students. Derek Swanson, Seth Gordon, Joshua Fry, and Dalton Wilson are all students that have received internships at local businesses. John showed a video that one of the students had produced.

Brian Romano, Culinary Arts instructor, gave a report on the program. Brian handed out an informational sheet on the program. There are 24 current students, four graduates for the spring, and job placement is at 79%. Brian spoke about challenges for the program and student accomplishments. For Skills USA the students received four medals in post collegiate competition category and Zach Frieling was a Gold medalist. Zach will be competing at National in June.

VI. CONSENT AGENDA

- A. Minutes from April 13, 2015 Board Meeting
- B. Warrants
- C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Retirements

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

- Community Ed and B&I revenue were stronger this month.
- Expenses are on target where expected to be.
- In the line item Other, Communications, and Insurance category there have been several new items added to that category, which would explain why that expense line is higher than this time last year.
- Nancy and the director for Adult Education Center worked on the budget for the center and the year will end well.
- Credit recovery monies from the school district should be coming in this month in the amount of \$20,000.
- The college has received the state numbers for the next year for the Adult Education Center. The center will take a significant hit of 12%, which is about \$14,000. Adjustments will need to be made for this loss in revenue and Nancy will explain changes next month.
- A transfer out of the financial aid account was made and that money will be put in the cash flow for the operating fund in the month of May.

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

- B. Approval of Strategic Plan

Upon a motion made by Teresa Walters to approve the 2015-2020 Strategic Plan, seconded by Dr. Jim Williams, the motion unanimously passed.

- C. Approval of Dental Hygiene Program Application Fee

Monica Graves asked the board to approve an application fee of \$40 to offset fees for overseeing all paperwork for each student application.

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

VIII. DISCUSSION ITEM

A. FY 16 Budget Draft

Nancy Thompson, Vice President of Business Services, reviewed the working draft of the budget for FY 2016 with board members. Due to legislative action the FY 16 budget has not been finalized.

B. College Report

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

- FHTC graduation is Saturday, May 16, 3:00 P.M. at William Allen White Auditorium.
- The National Honor Society luncheon will be at 11:30 A.M. at the college before graduation.
- The truck driving school is a success.
- The new welding building is having drywall put up and networking done. Equipment is being ordered for the building.
- June 25 the BOT will have a special board meeting for end of the year approvals. It will be a conference call starting at 7:30 A.M.

IX. EXECUTIVE SESSION

At 5:15 P.M. a motion was made by Dr. Jim Williams to go into Executive session for 20 minutes, seconded by Teresa Briggs, the motion unanimously passed. The Executive team was asked to stay for this session.

The meeting went back into open session at 5:35 P.M.

Dr. Jim Williams moved for approval of the request from FHTC administration to approve the requested reduction in force, seconded by Ken Roemer, the motion unanimously passed.

Teresa Briggs made a motion to approve the request to name the nursing lab – M108A to the “Kathy Bode Clinical Skills and Nursing Lab”, seconded by Dr. Jim Williams, the motion unanimously passed.

President Hollenbeck and the board members went back into Executive Session at 5:40 P.M. for 15 minutes.

The board members went back into Open Session at 5:55 P.M.

X. ADJOURNMENT

Upon a motion made by Teresa Briggs to adjourn, seconded by Dr. Jim Williams, the meeting adjourned at 5:58 P.M.