

Flint Hills Technical College
BOARD OF TRUSTEES MINUTES
June 8 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, Joe Pimple, Mark Remmert, Grant Riles, Ken Roemer, and Mary Beth Voorhees.

Absent: Dr. Jim Williams

III. ADOPTION OF THE AGENDA

Upon a motion made by Teresa Briggs to approve the agenda, with the addition of Item E under the Action Items, seconded by Grant Riles, the motion unanimously passed.

IV. OPPORTUNITY FOR VISITORS TO BE HEARD

No visitors.

V. AWARDS, RECOGNITIONS, ACHIEVEMENTS

Barb Evans, EMS instructor, gave a report on her program. Barb stated that she had 181 First Aid/ CPR and Blood borne Pathogens students; 23 EMS students and 78 public students, with a total of 282 students. A hybrid EMT class and a Hybrid Advanced EMT class were started last semester. Barb reported that seven students have passed their written exam. The Manhattan Ambulance Service EMS will be added to the field internship starting in August. FHTC is the training center for the American Heart Association. Clay Center and Coffey County/Burlington have been added to her field service. EMT students will finish July 29 and the AEMT class on August 9.

VI. CONSENT AGENDA

- A. Minutes from May 11, 2015 Board Meeting
- B. Warrants
- C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Retirements

Upon a motion made by Mark Remmert 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:

- On the revenue side, summer tuition for enrollment came in lower than what projected.
- Secondary tuition enrollment numbers will come in over budget. Payment number higher than what expected.
- Expense side is strong and steady. Adjustments were made to the travel line.
- Summer payroll will be worked on for faculty, which will give a better idea how the year will end.
- Adult Education expenses will be finalized for the end of the year.
- The welding building remodel is still going on with expenses coming in.
- Financial Aid money will be transferred over in the month of May.

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

B. Approval of Credit for Prior Learning Policy

Upon a motion made by Grant Riles to approve the policy, seconded by Mark Remmert, the motion unanimously passed.

C. Approval of Academic Amnesty Policy

Upon a motion made by Teresa Briggs to approve the policy, seconded by Joe Pimple, the motion unanimously passed.

D. Approval of Computer Network Usage Policy

Upon a motion made by Mark Remmert to accept the revisions to the policy, seconded by Joe Pimple, the motion unanimously passed.

E. Approval of Down Draft Air Filtration Tables

Upon a motion made by Grant Riles to accept the bid from Praxair, seconded by Mark Remmert, the motion unanimously passed.

VIII. DISCUSSION ITEM

A. FY 16 Budget Draft

Nancy Thompson, Vice President of Business Services, reviewed adjustments made to the working draft of the FY 2016 budget with board members.

B. Election of Officers

Upon a motion made by Teresa Briggs to elect Beth Voorhees as Chair of the Board and Mark Remmert as Vice Chair of the Board, seconded by Grant Riles, the motion unanimously passed.

Upon a motion made by Teresa Briggs to elect Jacqui Anderson as Board Clerk, seconded by Joe Pimple, the motion unanimously passed.

Upon a motion made by Grant Riles to elect Nancy Thompson as treasurer of the Board, seconded by Ken Roemer, the motion unanimously passed.

C. College Report

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

- A special board meeting is scheduled for June 25, 2015 at 7:30 a.m. with a conference call.
- On Tuesday at 8:15 a.m. Dean will be on Tech Talk.
- On August 5, between 4:30 p.m. and 6:00 p.m. there will be an Open House at the new welding center.
- BLT is helping the college with some flooring in the new welding building.
- On Saturday, June 13, there will be a special enrollment day from 8:30 a.m. to 12:00 p.m. at the college.
- Maintenance is catching up on mowing.
- The CPD program has moved to the Downtown Campus.
- The Dental Hygiene program will be moving into the main campus where the CPD program was.
- The Culinary Arts program plan to do some remodeling in their area. The college is in the process of hiring another instructor for that program.

IX. ADJOURNMENT

Upon a motion made by Ken Roemer to adjourn, seconded by Teresa Briggs, the meeting adjourned at 5:37 P.M.