

Flint Hills Technical College
BOARD OF TRUSTEES MINUTES
December 14, 2015

I. CALL TO ORDER

Beth Voorhees, Chair, called the meeting to order at 4:00 P.M.

II. ROLL CALL

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

Absent: Mark Remmert

III. ADOPTION OF THE AGENDA

Upon a motion made by Teresa Briggs to approve the agenda, seconded by Ken Roemer, the motion unanimously passed.

IV. OPPORTUNITY FOR VISITORS TO BE HEARD

No visitors.

V. AWARDS, RECOGNITIONS, ACHIEVEMENTS

Fort Riley Finance Industry Workshop – Julie Cooper, Director of Career Services/Customized Training/Continuing Education

FHTC has partnered with Lyon County to provide workshops for transitioning Fort Riley Soldiers. These workshops give instruction and help with job seeking skills, resumes, etc. The workshops are an hour long, once a month. Because of the amount of information and the success so far, Fort Riley has requested full day workshops.

At the workshops, Julie and others, have a chance to recruit for FHTC, and inform the soldiers of jobs that are available in the Lyon County area.

Instructional Design Center – Kim Dhority, Interim Dean of Instruction/Instructional Design Center Director

Through the Instructional Design Center FHTC offers online courses, online programs and online training for faculty on the Learning Management System.

- 4 Programs that are completely online – Students can get their complete associates degree online. The programs are Business Administrative Technology, Interactive Multimedia Design, Healthcare Administration Management, and Power Plant Technology.
- Hybrid Programs - Part of the course work is online and part of the course is face-to-face/hands-on. The Hybrid Programs are Emergency Medical Technician, Industrial Engineering Technology and Healthcare Administration Management.

- All General Education Courses are offered online except for Public Speaking at this time.
- High school course offerings:
 - Concurrent enrollment – gen ed courses
 - Emporia, Hartford, Olpe, Lyndon, Northern Heights, and Eureka
 - Concurrent enrollment – tech ed courses
- Teacher Training
 - Moodle Training – Moodle Boot Camp – 6 units show them how to use all the different pieces of Moodle
 - Faculty Lounge – gives faculty information as needed
 - Professional Development Days

VI. **CONSENT AGENDA**

- A. Minutes from November 9, 2015 Board Meeting
- B. Warrants
- C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Retirements
- D. Sale of Assets

Upon a motion made by Grant Riles to approve the consent agenda, seconded by Joe Pimple, the motion unanimously passed.

VII. **ACTION ITEMS**

- A. Approval of FY15 Audit – Neil Phillips (*Jarred, Gilmore & Phillips, PA*)
FHTC received a positive audit and qualified as a low risk auditee. No modifications needed to be made.

Upon a motion made by Dr. Jim Williams to approve the FY15 Audit, seconded by Teresa Briggs, the motion unanimously passed.

- B. Approval of Financial Reports
Nancy Thompson, Vice President of Business Services, gave the financial report. Highlights from her report are:
 - Projections from the year have been started, income projected lower than budgeted.
 - Investment income - The new bank could not raise the interest rate but did waive banking fees.
 - Adult Ed – Looking at expenses for minor building renovations
 - State is negative – this is due to reclassification of salaries – federal expenses instead of state.
 - Received cash for the Hygiene remodel. Will be seeing expenses for the remodel in near future.

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

- C. Approval of RFP for Welding Automation System (Robotic Welder) – Nancy Thompson, Vice President of Business Services

Upon a motion made by Joe Pimple to approve to accept the bid from *Praxair*, seconded by Teresa Briggs, the motion unanimously passed.

D. Approval of RFP for Welding Iron Worker – Nancy Thompson, Vice President of Business Services

Upon a motion made by Grant Riles to approve to accept the bid from *Matheson*, seconded by Dr. Jim Williams, the motion unanimously passed.

E. Approval of RFP for Dental Hygiene Lab Equipment

Upon a motion made by Ken Roemer to approve to accept the bid from *Patterson Dental*, seconded by Dr. Jim Williams, the motion unanimously passed.

VIII. DISCUSSION ITEMS

A. FY'16 December Perkins Progress Report – Steve Loewen, Vice President of Instructional Services

- Five programs are working extensively on developing new curriculum. Hospitality/Culinary Arts Program will be coming to the board with a revised program application.
- Meet monthly with 9 area high school principals and counselors
- Dental Hygiene Articulation agreement with WSU
- Students are involved in a lot of community services
- Focus Day – 469 students from 20 high schools were on campus
- Continue to increase Spanish population

B. College Report – Dean Hollenbeck, President

- FHTC has been asked by *Dynamic Discs* to build a disc golf goal. It would be the largest disc golf goal in the world.
- Dean met with legislatures on Friday, December 11
- Dean attended RDA meeting last week – received a lot of positive feedback about the college from area businesses
- Graduation is Friday, December 18 at 7pm in Plumb Hall on the ESU Campus.
- The Community Health Center is applying for a Dental Hygiene grant and is looking to partner with FHTC. This will give the Hygiene Program the opportunity to get clinical rotation for all their students. They may be incorporating Dental Assisting also, with clinical rotation.

IX. ADJOURNMENT

Upon a motion made by Joe Pimple to adjourn, seconded by Dr. Jim Williams, the meeting adjourned at 5:30 P.M.