

**Flint Hills Technical College  
BOARD OF TRUSTEES MINUTES  
February 8, 2016**

**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, Beth Voorhees, Dr. Jim Williams, and Grant Riles  
Absent: Joe Pimple, Mark Remmert, and Ken Roemer

**III. ADOPTION OF THE AGENDA**

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

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

No visitors.

**V. AWARDS, RECOGNITIONS, ACHIEVEMENTS**

Introduction of the new Foundation Executive Assistant – Ashley Ewy

IMD Program Highlight: John Decker, IMD Instructor, gave a presentation about the IMD Program.

- A student's video presentation was shown.
- Students receive hands on experience for a multi-media career.
- Students are currently working with the FHTC Foundation on a promotional video for the auction.
- Students are working with the FHTC Marketing Department on a brochure/video.
- John Decker was recently appointed to the Convention & Visitors Bureau Board for the next 3 years.

**VI. CONSENT AGENDA**

- A. Minutes from January 11, 2016 Board Meeting
- B. Warrants
- C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Retirements

Upon a motion made by Teresa Briggs to approve the consent agenda with the correction to delete "Dr." from in front of Teresa Briggs' name in the January Minutes, seconded by Dr. Jim Williams, the motion unanimously passed.

## **VII. ACTION ITEMS**

### **A. Approval of Financial Reports**

Nancy Thompson, Vice President of Business Services, gave the financial report. Highlights from her report are:

- The majority of the spring semester tuition and fees monies are in. The post-secondary tuition is down slightly as budgeted.
- The secondary tuition payment of \$404,000 was received from the state.
- The accounts receivable balance is lower than last year at this time.
- Received more income for the Dental Hygiene remodel. Starting to receive invoices for the expenses.
- Kan-Train equipment invoices will be coming in March.

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

### **B. FY '17 Academic Calendar**

Steve Loewen, Vice President of Instruction, presented the proposed FY '17 Academic Calendar for the Board's approval. The proposal is for an 83 day instruction calendar.

Upon a motion made by Teresa Briggs to approve the FY '17 Academic Calendar, seconded by Grant Riles, the motion unanimously passed.

## **VIII. DISCUSSION ITEMS**

### **1. FY '17 Master Agreement – Steve Loewen, Vice President of Instruction**

- The change in the Academic Calendar determines that there will need to be changes made in the Teaching Language of the Master Agreement.

### **2. College Report – Dean Hollenbeck, President**

- February 24<sup>th</sup> is Parent Night on campus.
- Dean Hollenbeck and a few employees attended the Workforce Summit in Topeka January 20.
- A new Emergency Alert System is in place.
- HLC visit is March 7 & 8.
- HYG & DNA programs participated in the Kansas Mission of Mercy.
- February 15 all staff from the South Lyon County School District will visit FHTC.
- Blood Drive February 12.
- Boy Scout Annual Dinner February 18.
- Conference call with Spirit Aerosystems.
- Transfer Fair is February 17.

## **IX. EXECUTIVE SESSION**

At 4:54 PM Teresa Briggs made a motion to go into Executive Session for 20 minutes with the Board, Dean Hollenbeck and Steve Loewen, Dr. Jim Williams seconded; motion passed. The meeting adjourned to Executive Session.

The Board reconvened at 5:14 PM. Teresa Briggs moved to extend the Executive session for 5 minutes, Dr. Jim Williams seconded; motion passed.

The Board reconvened at 5:19 PM. Dr. Jim Williams moved to adjourn with no action taken, Teresa Briggs seconded; motion passed.

**X. ADJOURNMENT**

Upon a motion made by Dr. Jim Williams, the meeting adjourned at 5:20 PM followed by a tour of the Dental Hygiene Lab.