

**Flint Hills Technical College
BOARD OF TRUSTEES MINUTES
RTEC**

January 8, 2018

I. CALL TO ORDER

Ken Roemer, Vice-Chair, called the meeting to order at 4:00 PM.

II. ROLL CALL

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

III. ADOPTION OF THE AGENDA

Upon a motion made by Pat Wiederholt to approve the agenda, seconded by Beth Voorhees, the motion unanimously passed.

IV. OPPORTUNITY FOR VISITORS TO BE HEARD

No visitors.

V. AWARDS, RECOGNITIONS, ACHIEVEMENTS

Program Highlight – Online Education – Kim Dhority, Dean of Instruction/Instructional Design Center Director

- “Moodle” is our online provider used for online classes
- Online classes have expanded in the last 3 years. Three programs are completely online, with one program working to get completely online.
- “Moodle” also provides face-to-face instructors to give resources online to their students.
- Assignments, tests and quizzes on “Moodle” give students immediate feedback.
- Science course instructors have the students film their experiments and upload them for the whole class to be able to view.
- All of the pre/post tests are in “Moodle”.

VI. CONSENT AGENDA

- A. Minutes from December 11, 2017 Board Meeting
- B. Warrants
- C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Resignations/Retirements

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

VII. ACTION ITEMS

- A. Approval of Financial Reports – Nancy Thompson, VP of Business Services
 - Salary expenses are down as requests for Adjunct Contracts and Mutual Consents are monitored more closely to ensure that enrollment is high enough to sustain them.

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

- B. Approval of Policy 3.07.04 HR Unclassified Academic Temporary – Jacinda Kahle, Director of Human Resources
- Wording changes and updates to comply with government labor regulations.
 - Distinction between lab assistants and adjunct instructors

Upon a motion made by Pat Wiederholt to approve the amendment to Policy 3.07.04, seconded by Dr. Jim Williams, the motion unanimously passed.

- C. Approval of the 2018-19 Academic Calendar – Dean Hollenbeck, President

Upon a motion made by Grant Riles to approve the 2018-19 Academic Calendar, seconded by Pat Wiederholt, the motion unanimously passed.

VIII. DISCUSSION ITEMS

1. Hospitality Dietary Management Technical Certificate B (HMD) – Brian Romano and Faye Kidwell, Culinary Arts Instructors
 - 31 Credit hours for the Technical Certificate B
 - Combines culinary courses and nursing courses to achieve the certificate. No new courses will need to be added.
 - Allows students to gain a solid foundation in HCA program and to specialize in the specific field of dietary nutrition.
 - Starting salary for HMD graduates would be approximately \$8-10,000 more per year than a current HCA graduate.
2. College Report – President Dean Hollenbeck
 - Culinary Arts renovation – the architects will share the plans at the March board meeting.
 - The renovation will not only affect Culinary Arts program but also Chemistry Lab and the bookstore.
 - Pat Wiederholt requested the board take a tour of the area at the February board meeting so they will have a better understanding of the plans presented in March.
 - Contractors Association donated \$2500 for welding updates.
 - Blood Drive will be held at FHTC on February 1.
 - World Cuisine lunches will start next Thursday with foods from the United Kingdom.
 - President Hollenbeck met with ESU President Garrett do discuss partnerships with Emporia State University that will benefit students.
 - Next week 35 welding students will visit Gray Tool in St. Joseph, Missouri.
 - New sound system is being installed in the conference center.
 - FHTC Gala is April 13th.

IX. ADJOURNMENT

Upon a motion made by Beth Voorhees to adjourn the meeting, seconded by Grant Riles, the meeting adjourned at 5:10 PM.