
**December 10, 2018 - 4:00 PM
Conference Room C**

I. CALL TO ORDER

Mark Remmert, Chair, called the meeting to order at 4:01 PM

II. ROLL CALL

Members present: Pat Wiederholt, Mark Remmert, Michelle Hammond, Melissa Hall, Ken Roemer, Grant Riles

Members absent: Joe Pimple, Michelle Hammond (Michelle joined the meeting at 4:32 p.m.)

III. ADOPTION OF THE AGENDA

Addition to the agenda: Discussion item A. – 2019-20 Academic Calendar – Steve Loewen to present. Upon a motion made by Grant Riles to approve the agenda with the above addition, seconded by Pat Wiederholt, the motion unanimously passed.

IV. OPPORTUNITY FOR VISITORS TO BE HEARD

No visitors.

V. AWARDS, RECOGNITIONS, ACHIEVEMENTS

A. Welding Certificate received for 10 years of membership in American Welding Society

B. Program Highlight – Dental Hygiene – Amy Coffelt, Director

1. 16 students in 2nd year class, 16 students in 1st year
2. Last year all 16 graduates passed boards and now have jobs.
3. Students go legislature day every year in February.
4. Community Public Health programs – go to schools and teach about Hygiene.
5. Table clinics – prepare a poster board and presentation of current topics
6. Students go to Board reviews for 3 days to prep for boards.
7. 2nd years students participate in KMOM – Kansas Mission of Mercy. In 2018 1150 patients were seen and given free treatment at the event.
8. Team Smile is a sports organization that supplies free dental work for children in Kansas City Area. Some of the teams that are affiliated are the Royals, Chiefs and KC Soccer team.

VI. CONSENT AGENDA

A. Minutes from November 5, 2018 Board Meeting

B. Warrants

C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Resignations/Retirements

D. FHTC Property Sold

Upon a motion made by Ken Roemer to approve the Consent Agenda, seconded by Melissa Hall, the motion unanimously passed.

VII. ACTION ITEMS

A. Approval of Financial Reports – Nancy Thompson, VP of Business Services

Upon a motion made by Pat Wiederholt to approve the Financial Reports as submitted, seconded by Grant Riles, the motion unanimously passed.

- B. Approval of changes to Policy 3.40 Human Resources – Faculty/Staff Taking Classes from FHTC and Policy 3.41 Human Resources – Dependent Tuition Waiver – Jacinda Kahle, Human Resource Director

Upon a motion made by Grant Riles to approve the changes to Policy 3.40 and 3.41 as presented, seconded by Ken Roemer, the motion unanimously passed.

VIII. DISCUSSION ITEMS

- A. FY 20 Academic Calendar– Steve Loewen, VP of Instructional Services
Lisa Kirmer and Erica Clark went to Federal Financial Aid conference in November. A major focus of the conference was academic calendars.
FHTC needs to get within federal definitions of a semester – 17 week semesters, 83 instructional days per semester. Semesters cannot overlap. Right now summer semester currently goes into September.
- B. FY '18 December Perkins Progress Report – Steve Loewen, Vice President of Instruction
The Perkins Progress Report is a summary of the activities that FHTC has submitted to the Kansas Board of Regents (KBOR) for having completed during the months of July – November during the FY '19 academic year with local and federal dollars. It shows how FHTC has fulfilled the mandatory and permissive activities for the Carl D. Perkins Program Improvement Grant. FHTC was allocated \$181,446 of federal Perkins dollars For FY '19 for the purpose to completing 9 mandatory activities (plus administrative allowance).
- C. College Report – President Dean Hollenbeck
1. All of the staff has completed Title IX training this fall.
 2. December 19th is graduation at 6:30 at the Downtown Campus
 3. Tech Talk on KVOE – Bryan Crouch and Dean will be discussing recruitment.
 4. Start Your Own Business Class Graduation was held Thursday, December 6.
 5. FHTC Employee Christmas Luncheon is tomorrow at 11:30 a.m.
 6. On December 5th area superintendents, principals and counselors attended the Wrangler SPC. Dr. Watson, Commissioner of Education attended. The event was very well attended and received good comments.
 7. Board of Regents dinner will be held at Washburn University January 16th.
 8. President Dean Hollenbeck and Mike Crouch, VP of Advancement, toured the new Simmons Facility.
 9. President Dean Hollenbeck and Mike Crouch helped serve biscuits and gravy at Vektek for their employees.

IX. ADJOURNMENT

Upon a motion made by Grant Riles to adjourn the meeting, seconded by Ken Roemer, the meeting adjourned at 5:26 PM.

