
**July 13, 2020 - 4:00 PM
Conference Room C & ZOOM Video**

I. CALL TO ORDER

Chair Ken Roemer, called the meeting to order at 4:04 PM.

II. ROLL CALL

Members present by ZOOM: Grant Riles, Joe Pimple, Mark Remmert, Michelle Hammond & Pat Wiederholt
Members Present in Conference Room C: Ken Roemer
Members absent: Melissa Hall

III. ADOPTION OF THE AGENDA

President Hollenbeck requested a change to the Agenda – Remove Action Item Letter C (Approval of Bids). Upon a motion made by Pat Wiederholt to accept the revised Agenda, seconded by Mark Remmert, the motion unanimously passed.

IV. OPPORTUNITY FOR VISITORS TO BE HEARD

No visitors

V. AWARDS, RECOGNITIONS, ACHIEVEMENTS

- A. KBOR Award for Data –Brenda Carmichael, Dean of Enrollment Management, was introduced by VP Lisa Kirmer as a winner of the KBOR Award for Data.
- KBOR selects 2 colleges from all Technical Colleges, Community Colleges and Universities.
 - Brenda compiles and provides all of the data for State and Federal levels. This data is required for State and Federal funding.
 - The amount of data and reports requested by KBOR has grown significantly in the past few years.
 - FHTC IT Department has created ways to help Brenda be able to compile all the information needed.
- B. Nursing NCLEX 2020 Pass Rate – Kathy Bode, Interim Director of Nursing
- The percentage of FHTC Nursing Students to pass the NCLEX for the last quarter was 95%.
 - 20 Students are enrolled in the Nursing Program for the Fall. There were 71 applications.
 - The ratio for student to instructor in clinicals is 10 to 1.

VI. CONSENT AGENDA

Correction to the Consent Agenda – Under Mutual Consents – Cheryl Bosiljevac’s Mutual Consent was for HYG instead of DNA.

- Minutes from June 26, 2020 Board Meeting
- Warrants
- New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Retirements
- Disposal of Equipment

Upon a motion made by Grant Riles to approve the corrected Consent Agenda, seconded by Joe Pimple, 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 Policy HR 3.33 Telecommuting Work from Home – Nancy Thompson, VP of Business Services

Upon a motion made by Grant Riles to approve the HR 3.33 Policy, seconded by Michelle Hammond, the motion unanimously passed.

VIII. DISCUSSION ITEMS

A. Annual Assessment Report – Denise Gilligan, Director of Information Resources and Assessment

- General Education Course Outcome data and Testing stayed consistent through the Pandemic.
- Received Good responses from the Student Satisfactory Survey – “How did FHTC handle the transition for COVID 19?”
- Strategic Plan Action Points: It is time to retire the current Strategic Plan as we have been developing a new one to begin in the fall. Board members were encouraged to study the actions to see if any need to be carried on in the new plan.

B. College Report – President Dean Hollenbeck

- Mark Remmert and Joe Pimple have finished serving two 4-year terms. President Hollenbeck thanked them for their service.
- Two new Board Members will hopefully attend the August meeting.
- Grant Riles will be reappointed for his 8th year.
- The decision was made to put a hold on the Culinary Arts Renovation bids. There is a component of the bid that needs further consideration.
- Strategic Plan Committee met last Friday and will meet again on July 20th.
- Update on COVID 19
 - The plan is to begin the Fall Semester with modified Face-to-Face classes
 - Students and employees will be required to wear masks while on the campuses.
 - The administration is trying to make plans with the knowledge that plans could change at any time.
 - Lyon County Health Department will present information concerning COVID 19 at the August 11th Professional Development Day.

IX. ADJOURNMENT

Upon a motion made by Joe Pimple, seconded by Mark Remmert, the meeting adjourned at 5:08 PM.