

EXHIBIT 3

LABETTE COMMUNITY COLLEGE
Board of Trustees Minutes
February 18, 2016

The Board of Trustees met at 5:30 p.m. on Thursday, February 18, 2016 in the Conference Room, Student Support Services Building.

Members Present

Mr. Montie Taylor
Mrs. Sophia Zetmeir
Mr. David Winchell
Mr. Carl Hoskins
Mr. Pat McReynolds
Mr. Mike Howerter

Others Present

Dr. George Knox	Debbie Lamb
Leanna Doherty	Megan Thompson
Lindi Forbes	Kelly Young
Bethany Kendrick	Raven Martinez
Glen Foss	Tammy Fuentez
Scotty Zollars	Mark Watkins
Lori Ford	Colleen Williamson
Melissa Kipp	Susan Brouk
Greg Brewer	Kathy Johnston
Jack Burke	Janice Every

Megan Fugate recorded the minutes.

Adoption of Agenda (ACTION ITEM)

Chair Hoskins asked for changes or additions to the agenda. President Knox had no changes. Mrs. Zetmeir moved to approve the agenda as presented. Mr. Winchell seconded and motion carried 6-0.

Approval of Regular Meeting Minutes (ACTION ITEM)

Chair Hoskins asked for corrections or additions to the January 21, 2016 regular meeting minutes, Mr. Taylor moved to approve the minutes as presented. Mrs. Zetmeir seconded and motion carried 6-0.

Reports and/or Board Discussion

Bluffstone Update

Kelly Young was present and reported that they have financing and hope to close on the remaining homes on Main Street by the end of March; Bluffstone will provide the Board with a loan commitment letter

Faculty Senate Report

Jack Burke had no report

SGA Report

Megan Thompson, SGA Vice-President, was present to give a short report.

EXHIBIT 3

Administrative Report

Comparison of expenditures to the budget – Leanna Doherty had placed the January financial report at the table. At the end of January we were 58% of the way through the year, the general fund was 57% expended and the technical education/vocational fund was 52% expended.

She invited questions from the Trustees and welcomed phone calls at a later date.

President's Report

Dr. Knox gave a short report on his trip to Topeka for the PTK Luncheon. Dr. Knox reported that LCC has been reaccredited for 10 years from the Higher Learning Commission. Our next reaccreditation will be in 2025-2026.

Dr. Knox reported that the former Bank of Parsons building was closed on this week; the administration has been discussing moving the library to that location and creating an event center space where the library is currently located.

Mrs. Zetmeir moved to approve obtaining bids for renovations to the bank building to be made into the library. Mr. McReynolds seconded and motion carried 5-1. Mr. Howerter voted against.

Old Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

None

New Business (ACTION, INFORMATION OR DISCUSSION ITEMS)

Executive Session

Executive Session for the purpose of discussing non-elected personnel to protect the interests of the individuals to be discussed.

Mrs. Zetmeir moved to recess into executive session at 5:50pm (time) for 15 minutes for the purpose of discussing personnel matters of nonelected personnel.

The Board will return to open meeting at 6:05pm in this room. Mr. McReynolds seconded and motion carried 6-0.

The executive session is required to protect the privacy interests of the individual(s) to be discussed.

Executive Session for the purpose of discussing non-elected personnel to protect the interests of the individuals to be discussed.

Mrs. Zetmeir moved to recess into executive session at 6:07pm (time) for 10 minutes for the purpose of discussing personnel matters of nonelected personnel.

The Board will return to open meeting at 6:17pm in this room. Mr. McReynolds seconded and motion carried 6-0.

The executive session is required to protect the privacy interests of the individual(s) to be discussed.

Evaluation of the College President

The Trustees reviewed Dr. Knox's evaluation with him during executive session.

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Tuition and Fees 2016-2017

This is the first review of tuition and fees for Labette Community College. The exhibit shows how tuition and fees at LCC compares to the other Kansas schools. Tuition and fees for the 2016-2017 academic year should be set at the March meeting. No action taken.

Review of Board Policy

Presented Policy 3.01 Curriculum and Policy 4.081 Student Grievance for review. We will request approval at the March meeting.

Approval of Board Policy

Mr. McReynolds moved to approve Policy 3.08 Library Internet Usage, Policy 3.09 Library Copyright and Policy 3.10 Library Challenged Materials. Mrs. Zetmeir seconded and motion carried 6-0.

Program Review: Graphic Design

The Graphic Design Program Review was discussed. Greg Brewer and Melissa Kipp were in attendance to answer any questions. Mr. Taylor moved to approve the Graphic Design Program Review with a review of the program in two years. Mr. Howerter seconded and motion carried 6-0.

Program Review: Office Technology

The Office Technology Program Review was discussed. Lori Ford was in attendance to answer any questions. Mrs. Zetmeir moved to approve the Office Technology Program Review. Mr. Taylor seconded and motion carried 6-0.

New Program/Course Approval

Mr. McReynolds moved to approve the following:

- Fundamentals in Dental Assisting, 2 credit hours
- Infection Control for Dental Practices, 2 credit hours
- Dental Materials I, 4 credit hours
- Chairside Assisting I, 4 credit hours
- Dental Radiology I, 3 credit hours
- Dental Anatomy, 2 credit hours
- Anatomy for Dental Assistants, 1 credit hour
- Dental Health Education, 2 credit hours
- Dental Science, 2 credit hours
- Clinical Experience I, 4 credit hours
- Chairside Assisting II, 3 credit hours
- Dental Practice Management, 3 credit hours
- Clinical Experience II, 3 credit hours

Mr. Taylor seconded and motion carried 6-0.

EXHIBIT 3

Approval of Bills

Mrs. Zetmeir moved to approve the Claims Register. Mr. McReynolds seconded and motion carried 6-0.

Public Comment

Raven Martinez addressed the board about some expenditures;

Colleen Williamson asked the board about skipping over item V.B; there was no action taken on that item;

Glen Foss addressed the board with questions regarding the reaccreditation, LCC was reaccredited for the maximum of 10 years;

Next Board Meeting: Date, Place, Time, and Tentative Agenda Items

Chair Hoskins reminded everyone of the next regular meeting of the Board of Trustees scheduled for March 10, 2016 at 5:30 p.m., Conference Room, Student Support Services Building.

Adjournment

Mrs. Zetmeir moved to adjourn the meeting at 7:20pm. Mr. Winchell seconded and motion carried 6-0.

Megan Fugate, Clerk of the Board