Fort Hays Tech | North Central Board of Trustees
REGULAR MEETING MINUTES
Severance Student Union Conference Room – Beloit, KS
Tuesday, July 28, 2026

In Attendance:
Board Members: Chair Bob Becker, Vice-Chair Don Miller, Nicki Cleveland, Glennys Doane, Fred Severance, and Lance Smith in- person. Dale Montgomery via zoom.
Others: President Burks, VP Baumann, VP Brown, and Clerk Rose.

Call to Order:

- President Burks called the meeting to order at 5:30 PM.

Election of Officers:

- In accordance with the annual meeting requirements, President Burks asked the Board to elect the Board Chair and Vice-Chair for the upcoming year. Dale Montgomery moved to re-elect Bob Becker as Chairman of the Board, and Fred Severance seconded the motion. Motion carried.
- Newly re-elected Chair Bob Becker began conducting the meeting at 5:33 PM.
- Chair Bob Becker asked for nominations for the Board Vice-Chair. Chair Becker notified the Board that he would not be present for the September meeting, resulting in the Vice-Chair needing to conduct the meeting. Fred Severance moved to re-elect Don Miller as the Vice-Chairman of the Board and Glennys Doane seconded the motion. Motion carried.

Consent Agenda:

- President Burks notified the Board that there was a need to amend the agenda a second time to add an action item regarding the approval of a wood plank ceiling for reception area of the Dreiling Building.
- The consent agenda consisted of approval of the agenda; approval of the July 15 Special Board Meeting minutes; a faculty resignation; appointment of the Section 504 Officer; appointment of the Title VII & IX Officer; appointment of the Freedom of Information Officer and Custodian; appointment of KASB as counsel; approval of the 2026-27 Hays Nursing lease; approval of the unchanged Respiratory Care Handbook; and standard Board-approved payment rates.
- Nicki Cleveland moved to approve the consent agenda, and Fred Severance seconded the motion. Motion carried.

Discussion Agenda and Monitoring Reports:

- Enrollment Report – Dean Cline provided her report on July 1 program registrations. She noted that, at this time of year, enrollment numbers are very fluid due to students still registering or needing to change courses after not passing a summer class. Current registrations are very comparable to last year, with enrollment only two students short of last year's numbers. Dean Cline noted that Auto II in Hays and Beloit, Heavy Equipment, and Diesel have all experienced significant increases. This year, the College will have several non-traditional students, which is encouraging. Discussion continued regarding lower enrollment in Construction Technology. Administration is working with those instructors to provide assistance in ensuring the houses are completed.
- Administrative Report –
    - VP Brown updated the Board that Dean Rowh and Instructional Coordinator Kelby Parton attended a Blackboard conference and are excited about the new opportunities that resulted from the conference. Registrar Darsey Offutt has been preparing annual state reports, which require significant data verification and time. FH Tech | NC 101 faculty training is underway and is being conducted by Dean Rowh. Several open positions remain, and searches are ongoing to fill those roles. Plans for orientation are being finalized by Student Success and Student Experience. Dean Owen is communicating with students to build their success plans for the year. She is also searching for a Student Success Student Assistant who will be based on the Hays campus and assist with testing. There are currently 96 students who will be living on campus. Dean VanZanten is working to finalize the residential assistant assignments. Move-in Day for the 2026-27 academic year will be August 13. Director Johnson is working with Amber Wave to establish an apprenticeship program. AGCO also met with her to discuss future career pathways they hope to continue developing through their partnership with the College. TalentGro, a Kansas-registered apprenticeship intermediary serving healthcare employers, has established a partnership with the College that will expand the College's role as a Related Technical Instruction provider. Glennys Doane asked whether it was common for students to enter FH Tech | NC already knowing which internship they would have. VP Brown stated that many facilities are seeking second-year students for internships and often provide opportunities for continued employment. Discussion also occurred regarding how and where students develop soft skills. VP Brown explained that students receive the same soft skills training in the classroom as they would through an apprenticeship.
    - VP Baumann informed the Board that many departments have begun ordering items included in the capital outlay budget, and departmental budgets have been

distributed. This is the first-year departmental budgets have been uploaded into the Ramp Credit Card system, allowing cardholders to view their available budgets and monitor spending throughout the year. Information has been submitted to the auditors for the Foundation audit, and work continues to prepare for the College audit. The auditors will request any additional documentation they deem necessary before completing the audit. The IT team has been busy rewiring Big Creek and is expected to begin work on the Dreiling Building during the coming week. This is a busy time of year for IT as staff prepare for students and new employees while configuring the new computers purchased this year. The new roof at Big Creek has been completed, and the HVAC system is being installed. HVAC work is expected to continue up to the start of the school year. The newly constructed office spaces in the former CDL classroom are being painted, with completion expected within the next two weeks. Demolition work at the Dreiling Building is scheduled to begin on August 3.

- President Burks reported that TEA and KBOR do not meet during July, although KBOR held its annual retreat. KBOR announced its new CEO, Jennifer Bonds-Raacke, on the day of the Board meeting. The KTC Association now has only four members who are all affiliated. As a result, several options are being considered for the future, and KTC leadership is working through those possibilities. The Foundation Board met at the beginning of July and established a new strategic plan. Many previous objectives were carried forward into the new plan. On July 16, the Strategic Planning Committee met in Stockton. The meeting concluded with a solid framework that will be shared with college leadership to develop strategies supporting the established goals. The Affiliation Summit was held on July 23 at Tebo Library in Hays. A business panel provided valuable insight into ways the affiliation can better serve industry needs. The meeting concluded with the AITs meeting together to discuss implementation of the vision over the next five years. The Kansas Elite Wrestling Camp was hosted on campus July 23-26, with more than 120 junior high wrestlers attending and bringing significant activity to campus. On the Beloit campus, numerous maintenance projects have been completed or are underway, including water drainage improvements, work on the Dean House, replacement of water pipes, new carpet and paint in the Electrical Building, and deep cleaning of facilities. Paul Wertenberger Construction (PWC) conducted a building walkthrough on July 22. Construction at Big Creek continues, with the HVAC project expected to be completed during the first week of school. The College plans to utilize Big Creek at the start of the fall semester. President Burks also provided the Board with a breakdown of expenses

for the Big Creek and Dreiling renovations. Current expenditures for Big Creek total $344,476.85, and the projected total cost for the Dreiling renovation is $706,000.

Emergency Operations Report:

- VP Brown updated the Board on emergency operations over the past year and upcoming procedures. The IT team continues to assist Administration with implementation of the Singlewire notification system. Leadership can now all send alerts through Singlewire. A chain of command has been established for emergency situations. Employee training continues through the Safe Colleges platform.

Action Items:

- Approval of the Financial Report – VP Baumann presented the Financial Report. Don Miller moved to approve the report, and Dale Montgomery seconded. Motion carried.
- Appointment & Approval of Negotiating Team FY 2026-27 – President Burks asked the Board to appoint two members to serve on the negotiating team. In previous years, Chair Bob Becker and Dale Montgomery served on the team, and both agreed to serve again this year. Fred Severance moved to reappoint Chair Bob Becker and Dale Montgomery to the negotiating team, and Glennys Doane seconded the motion. Motion carried.
- Approval of FY 2026-27 Board Policy Handbook Updates/ Revisions – President Burks briefly reviewed the updated and new policies included in the Board packet. The AI policy provided before the meeting had been updated since packet distribution. President Burks reviewed the revised AI policy, which will replace the Protection of Confidential Information and Institutional Identity policy included in the Board packet. The Use and Rental of College Facilities Policy had also been updated after packet distribution, and President Burks reviewed those revisions. Additional discussion focused on the Ramp Credit Card policy, as the College's transition to Ramp required several related policy updates throughout the handbook. Lance Smith moved to approve the Board Policy Handbook, and Fred Severance seconded the motion. Motion carried.
- Approval of FY 2026-27 Faculty Handbook Updates/ Revisions – VP Brown informed the Board that the Workforce policy included in the Board packet would not be implemented at this time after consultation with legal counsel. Once finalized, the policy will be presented to the Board. VP Brown then briefly reviewed each policy presented.
- Approval of FY 2026-27 Staff Handbook Updates/ Revisions – VP Brown stated that the updates were consistent with those included in the Faculty Handbook.
- Approval of FY 2026-27 Student Handbook Updates/ Revisions – VP Brown briefly reviewed the proposed policy updates.

- Approval of FY 2026-27 Learning Services Student Handbook Updates/ Revisions – VP Brown stated that the updates were consistent with those included in the Board Policy Handbook.
- Approval of FY 2026-27 Housing Handbook – VP Brown briefly reviewed the proposed policy updates. Dean VanZanten was instrumental in developing these revisions.
- Dale Montgomery moved to approve the Faculty, Staff, Student, Learning Services Student, and Housing Handbooks, and Nicki Cleveland seconded the motion. VP Baumann noted that a policy referencing "Gateway" needed to be updated to "Tiger Experience." The motion was amended to include approval of changing all references from "Gateway" to "Tiger Experience" throughout all handbooks. Motion carried.
- Approval of FY 2026-27 Financial Aid Handbook Updates/ Revisions – VP Baumann briefly reviewed the proposed policy updates.
- Approval of FY 2026-27 Nursing Handbook Updates/ Revisions – VP Brown briefly reviewed the proposed policy updates.
- Approval of FY 2026-27 Online Handbook Updates/ Revisions – VP Brown briefly reviewed the proposed policy updates.
- Approval of FY 2026-27 College Catalog Updates/ Revisions – VP Brown briefly reviewed the proposed policy updates.
- Approval of FY 2026-27 Emergency Operations Plan – VP Brown reviewed the chain of command to be followed in the event of an emergency.
- Fred Severance moved to approve the Financial Aid, Nursing, and Online Handbooks, as well as, the College Catalog and Emergency Operations Plan, and Don Miller seconded. Motion carried.
- Approval of Wood Plank Ceiling for Reception Area of Dreiling Building – President Burks discussed budgetary items related to the Dreiling Building renovation. PWC needed to know whether the College wished to install a wood plank ceiling because it would affect other aspects of construction. The wood plank ceiling will be installed only in the reception area of the Dreiling Building. Administration requested approval to install the ceiling at a cost of $25,000. Nicki Cleveland moved to approve the installation of the wood plank ceiling, and Lance Smith seconded the motion. Motion carried.

Executive Session:

- President Burks requested a 25-minute executive session with VP Brown and the Board. Fred Severance moved to enter executive session for 25 minutes with President Burks and VP Brown, and Glennys Doane seconded the motion. Motion carried. The executive session began at 7:05 PM. At the conclusion of the 25-minute sessions an extension was requested. Dale Montgomery moved to extend the executive session, and Lance Smith

seconded the motion. Motion carried. Executive session resumed at 7:30 PM and concluded at 7:32 PM.

Adjournment:

- Don Miller moved to adjourn the meeting, and Fred Severance seconded. Motion carried. The meeting ended at 7:33 PM.

Kelli Rose

Board Clerk

Approved:

Bob Beach

Board Chair/Vice Chair