

Fort Hays Tech | North Central Board of Trustees

AFFILIATION JOINT BOARD MEETING MINUTES

Tebo Library, Fort Hays State University – Hays, KS

Thursday, June 25, 2026

In Attendance:

- Board Members: Chair Bob Becker, Vice- Chair Don Miller, Dale Montgomery, Fred Severance, and Lance Smith.
 - Others: President Burks, FHSU President Dr. Tisa Mason, VP Brown, VP Baumann, and Clerk Rose
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Call to Order:

- Chair Bob Becker called the meeting to order at 6:15 PM.

Executive Session:

- President Mason requested a 20- minute executive session with the Board. A motion was made by Fred Severance to enter executive session and seconded by Lance Smith. Motion carried. The session began at 6:17 PM. During the executive session Don Miller moved to add President Burks to the meeting and Lance Smith seconded. Motion carried. The executive session ended at 6:34 PM.

Approval of the Consent Agenda:

- A motion was made by Dale Montgomery to approve the consent agenda, which included the May 12, 2026 Regular Meeting Minutes; the June 16, 2026 Special Meeting Minutes; hiring of a CNA/ CMA Instructor in Hays; and hiring of Admissions Counselor in Beloit. Fred Severance seconded the motion. Motion carried.

Discussion Agenda and Monitoring Reports:

- Enrollment Report – Dean Cline provided her report on current admissions and registration numbers. As of June 1, admits are down five in Beloit and seven in Hays. Registrations have increased by 24 students from last year. The final registration day of the year was June 25, 2026. However, students will still come to campus individually to register. Construction class sizes were discussed in more detail due to the decrease in student numbers. Dean Cline reported that marketing is conducting a large push specifically for the construction program.
- Administrative Report –
 - VP Brown updated the Board on the results of students competing in National Skills competition. Preliminary results show that Marissa Reeve will place in the top 10. The welding fabrication team placed ninth. Program inventory of the IPAV process; a verification process for curriculum; for KBOR is occurring through the work of Darsey Offutt, Dean Rowh, and VP Brown. Online testing is occurring and preparing to move to

use the Honorlock proctoring system will assist with monitoring. There are 90 students currently signed up for housing with several applications for residential assistant positions. Andy VanZanten; the new Dean of Student Experience; will assist in selecting the residential assistants.

- VP Baumann informed the Board that the year-end accounting entries for the annual audit are taking place. The auditors will be on campus for one or two days although the process is more efficient than previous years. Aubree Winkel is undergoing some training with BambooHR that could significantly reduce the time spent managing employee benefits. Leah Bergmann continues to verify student records in the clearinghouse system and correct them for accuracy. The IT Department has successfully tested and implemented the Singlewire emergency phone system on the Beloit campus and will begin working on the Hays campus shortly. At Big Creek the server room has been relocated and the IT Department will begin wiring the rest of the building. Roof Masters has begun work on Big Creek to replace the roof.
- President Burks updated the Board on the changes of the seven member KTC organization; where he stated that two members have officially left the organization and joined the community colleges. With the reduction of two members caused dues to increase to \$30,000 which is a significant increase from the past and has been reflected in the budget. This change creates a potential for the KTC organization to make more adjustments in the near future. The college hosted the 41st Annual 8-Man All-Star Football camp from June 9-13. Many employees around the college assisted in making this camp a success, which President Burks took the time to thank. The Patterson Family Foundation approved the full amount of \$727,588 which will go to purchasing equipment for Agriculture Equipment Technology program. Director Johnson and Mendi Anshutz with the assistance of VP Brown and VP Baumann have applied for a \$2.5 million Rural Postsecondary and Economic Development Grant through the U.S. Department of Education. If the grant is received the funds will help purchase equipment and enhance our efforts with apprentices. While every effort to maintain our conservative construction timelines; administration is currently developing contingency plans for the use of Big Creek and Dreiling.
- Strategic Planning Goal 1E – Dean Owen provided her report over the Strategic Planning Goal 1E, Increase Participation in student Success Initiatives. Data collection shows that in 2026 the completion rate was 73%, which is consistent with the past decade with our rates being in the low to upper 70% range. The early alert system on students in need of help assists in highlighting the importance of proactive student support. Approximately half of the early alerts submitted are from attendance concerns. Faculty and staff contact with students are utilized in trying to regain contact and assist them. Board member, Fred Severance, asked how many absences trigger the early alert system, to which Dean Owen answered that three to five consistent absences trigger the alert. A next step to assist students is to have mentors with personal check-ins with students who are flagged for attendance issues.

Action Items:

- Approval of Financial Report – VP Baumann presented the Financial Report. A motion was made by Don Miller to approve the report, and Lance Smith seconded. Motion carried.

- Approval of FY 27 Budget – VP Baumann presented the extensive budget to the Board. The Board commended VP Baumann on her extensive work. VP Brown and Dean Cline asked for a correction to the second paragraph in line-item number 18. The corrected verbiage is: “Gateway fees for Hays Campus students have been reduced from \$243.90 per semester in FY 2026 to \$150 per semester in FY 2027. Activity fees for Beloit Campus students have increased by \$25, resulting in a fee of \$150 per semester. In addition, online students will be assessed a new fee of \$10 per credit hour beginning in FY 2027. (OPPORTUNITY 2027 Goal 1E, Goal 2C, and Goal 3D)”. A motion was made by Fred Severance to approve the budget with the correction to line-item number 18, and Lance Smith seconded. Motion carried.
- Approval of FY 27 Capital Outlay – VP Baumann presented the requests submitted for consideration of capital outlay funding. A motion was made by Dale Montgomery to approve the requests for capital outlay, and Fred Severance seconded. Motion carried.
- Approval of Work Keys Policy – VP Brown presented the Work Keys Policy that is required to be established by July 1, 2026. The policy adopts a qualifying ACT credentials or similar career readiness credentials as transferable credit toward technical degree programs. A motion was made by Fred Severance to approve the Work Keys policy, and Lance Smith seconded. Motion carried.
- Approval of Property Insurance – President Burks and VP Baumann presented options for property insurance with the indication that a renewal with Conrade Insurance with coverage provided by Chubb Insurance with an authorized purchase of deductible buy-down coverage, reducing the Beloit campus wind and hail deductible from 2% of incurred value to \$250 per occurrence. A motion was made by Lance Smith to approve the property insurance, and Fred Severance seconded the motion. Motion carried.
- Approval of Contractor for Dreiling Building Renovation – President Burks discussed the requests for proposals (RFP) for the Dreiling Building Renovation. Signature Builders were the only ones to submit a bid, which came in higher than anticipated. They stated that the bid came in higher due to the close turnaround time they were not able to find more affordable prices. Administration would like to reissue the RFP’s to give companies a longer turnaround date. The new deadline will be July 13 for the RFP with a construction completion deadline of December 31. When the new RFP’s are turned in administration will return to the Board for approval of the contractor.

Executive Session:

- President Burks requested a 10-minute executive session with the Board and President Mason. A motion was made by Fred Severance to go into executive session, and Don Miller seconded. Motion carried. Executive session began at 8:25 PM and ended at 8:33 PM.

Adjournment:

- A motion was made by Don Miller to adjourn the meeting, and Lance Smith seconded. Motion carried.

Next Meeting:

- Tuesday, July 28, 2026 at 5:30 p.m. in Student Union Conference Room – Beloit.

Kelli Rose

Board Clerk

Approved:

Bob Brun

Board Chair/Vice Chair