

**INDEPENDENCE COMMUNITY COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
ICC Administration Building
February 13, 2012 – 5:30 P.M.**

MINUTES

Members Present:

Jay Jones
Kym Kays
Hoite Caston
William Kelly

Others Present:

Daniel Barwick, President
Travis Githens, Interim Dean of Instruction
Beverly Harris, Executive Assistant
Misty Githens, Grant Professional
Jan Fischer, Vice-President for Financial and Employee Services
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics
Ben Seel, Political Science Instructor
John Eubanks, Business/Accounting Instructor
Jim Correll, Successful Entrepreneur Facilitator/Mentor
Nicole Percival, Upward Bound Program Director
Barbara Burnett, Head Softball Coach
Steve Carson, Head Football Coach
Larry Forsythe, Head Golf Coach
Nicole Nee, Head Cheer/Dance Coach
Patrick Nee, Head Men's Basketball Coach
Derek Gish, Head Men's Soccer Coach
Ian Thomson, Head Women's Soccer Coach
Jenny Madrid, Head Volleyball Coach
Beth Ramsey, Athletic Trainer
Beau Schultz, Head Baseball Coach
Tony Turner, Head Women's Basketball Coach
JaciCorvino, Financial Aid Specialist

Guests:

Greg Lower, Reporter
Andy Taylor, Montgomery County Chronicle
Phillip Jarred, Jarred, Gilmore & Phillips, PA
San Forrer, Community Member
Katelyn Lockhart, Upward Bound Program Student

Call to Order

Jay Jones called the regular monthly Board meeting for February to order at 5:31 p.m.

Pledge of Allegiance

Nicole Percival and Katelyn Lockhart led the group in the Pledge of Allegiance.

Character First

The Trustees devoted twelve minutes to discussion of deference, the Character First word for the month of February. The Board requested viewing of the on-line Character First video at subsequent Board meetings.

 **Approval of Minutes**

Hoite Caston moved to approve the minutes of the regular meeting held on January 19, 2012. The motion was seconded and carried 4-0.

 **Approval of Agenda**

William Kelly moved to approve the agenda as distributed. The motion was seconded and carried 4-0.

Recognition of Guests and Public Participation

Jay Jones welcomed the guests. Sam Forrer, community member, addressed the Board and commended the Trustees for pursuit of the Character First initiative. Mr. Forrer stated that Independence Community College and Mercy Hospital hold the key to the area’s economic future. Mr. Forrer encouraged the Trustees’ focus on strategic ideas and policies as they fulfill their governance roles.

 **Board Action Items**

 Phil Jarred of Jarred, Gilmore & Phillips, PA presented the 2010-2011 Audit and noted a clean opinion with the exception that the ICC Foundation was not included in the audit process. Mr. Jarred informed the Trustees that the ICC Foundation financial records were not available in an auditable form and suggested utilization of “Quick Books” or a similar software to document records and restrictions associated with donated monies, endowments, etc. for compliance and incorporation in ICC’s 2011-2012 audit.

Lisa Drumeller joined the meeting at 6:14 p.m. Lisa Drumeller moved to approve the 2010-2011 Audit as presented. The motion was seconded and carried 5-0.

Reports

- A. Upward Bound Trio Program Report-Nicole Percival provided an overview of the Upward Bound Trio Program, a federally-funded program addressing the needs of low-income, first-generation high school students. Ms. Percival read a letter from Jennifer Clark, past Upward Bound student, and introduced Katelyn Lockhart who shared her progress throughout the program and noted the personal growth, friendships, and leadership abilities gained through membership.
- B. College Report-Dan Barwick began the College Report by commending Ann Dutton and Travis Githens for their work which led to a successful America Veterinary Medical Association accreditation site visit. Dr. Barwick informed the group of the Interest-Based Bargaining training session being facilitated by Mr. Bobby Thompson with the Federal Mediation and Conciliation Service on February 23rd. Dr. Barwick stated that the Strategic Plan subcommittee work has been completed; Debbie Phelps and John Eubanks compiled the submissions for Steering Committee review and comments on Thursday afternoon. Progress of the searches for the Vice-President of Marketing and Resource Development and the Vice-President of Academic Affairs was presented. Dr. Barwick also provided an update of current legislative issues. The Trustees were encouraged to visit the new version of ICC Website. Financial Analysis of Athletic Students per Respective Sport-Dan Barwick noted the financial analysis would be a three-part discussion and distributed information delineating the direct costs and benefits of students directly recruited by respective athletic sport for the first discussion. Dr. Barwick and Tammie Geldenhuys will present unresolved issues and indirect costs/benefits during the March 2012 meeting. The remainder of the analysis will be presented during the April 2012 meeting. Greg Lower asked about the headcount of students over the entire year compared to the 282 student athletes represented on the spreadsheet; a report will be presented during the March 2012 meeting.
- C. Additions to Personnel Report -Jan Fischer distributed the resignation of Elzie Anderson, Assistant Football Coach, and informed the Board of ongoing position searches.

Old Business

- A. Legal Opinion Regarding Refunding Certificates of Participation Lease Agreement 2012 - The Trustees reviewed a copy of the legal opinion written on the official letterhead of Gilmore & Bell, P.C. which satisfied the contingency clause associated with refunding of the certificates.
- B. Trustee Orientation-It was noted that the Orientation should include: governance policies, the Strategic Plan, information on the duties of a non-profit Board, specific College information, policies, and the Trustees’ role. Dan will include a sample of information which conveys the Trustees’ role in Board of Trustees Agenda packets which mail for the regularly scheduled meeting in March.
- C. Board Retreat-The Board discussed the possibility of a third-party facilitator.
- D. William Kelly moved to approve revisions to paragraph six of TRU-907 with additional edits. The motion was seconded and carried 5-0.

CODE: TRU – 907
SUBJECT: Board of Trustees Role
ADOPTED: January 12, 1999
REVISED: March 11, 2003

The Board shall hire the President and evaluate him/her every six months based on criteria previously established. The Board delegates to the President the authority to hire and terminate employees, although the hiring and termination of positions which report directly to the President shall be made in consultation with the Board, with the hiring and termination decision to be at the discretion of the President. At each meeting, the President or

representative shall report any terminations, hires, or resignations that have occurred since the previous Board meeting.”

E. William Kelly moved to delete FIN-405. The motion was seconded and carried 5-0.

New Business

A. The words “or emergency” were deleted during the first reading of revisions to TRU-912. The second reading and subsequent approval of the revisions will take place during the regularly scheduled March Board of Trustees meeting.

<p>CODE: TRU – 912 SUBJECT: Special Meetings ADOPTED: January 12, 1999</p>

Edit to First Reading of Proposed Revisions to TRU-912:

Special **or emergency** meetings may be called by the Chairman of the Board or by joint action of any two members of the Board. Notice to all Trustees shall be given verbally or by electronic means if verbal communication is not possible. Only business stated in the special meeting notice can be transacted at the meeting. Special meetings may be called with no less than three hours’ notice. Those who have requested notification of meetings pursuant to the Kansas Open Meetings Act shall be notified by e-mail and/or text message. Following any special meeting, the results of that meeting will be posted on the college website per the normal procedure and timeline.

 Act on Financial Report and Allow Payables-Lisa Drumeller moved to approve all payables except for two conflict of interest items. The motion was seconded and carried 5-0. Jay Jones moved to approve the payment which posed a conflict of interest for Hoite Caston. Mr. Caston abstained. The motion was seconded and carried 4-0-1. Jay Jones moved to approve the payment which posed a conflict of interest for Kym Kays. Ms. Kays abstained. The motion was seconded and carried 4-0-1.

 Jay Jones moved to approve the Personnel Update. The motion was seconded and carried 5-0.

Executive Session

Jay Jones moved the Board enter into Executive Session, to include Dan Barwick, for ten minutes for the discussion of non-elected personnel. Lisa Drumeller seconded the motion. The motion carried 5-0. The Board entered Executive Session at 8:55 p.m. The Board returned to Open Session at 9:05 p.m. Hoite Caston moved for the Board to enter Executive Session, to include Dan Barwick, for an additional five minutes for the discussion of non-elected personnel. Jay Jones seconded the motion. The motion carried 5-0. The Board entered Executive Session at 9:05 p.m. The Board returned to Open Session at 9:10 p.m.

Jay Jones stated that the Board had discussed non-elected personnel during Executive Session with no action taken.

Adjournment

Hoite Caston moved to adjourn. The motion was seconded and carried 5-0. The meeting adjourned at 9:11 p.m.

Beverly Harris
Board Clerk

Independence Community College is committed to a policy of nondiscrimination on the basis of race, sex, national origin, religion, age, and handicap in admissions, educational programs or activities, and employment, all as required by applicable laws and regulations under the Title VI Civil Rights Act of 1964, Title IX regulations of 1972, Section 5 of the Social Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1990.