

BOARD OF TRUSTEES REGULAR MEETING
ICC Administration Building
June 21, 2012-5:30 P.M.

MINUTES

Members Present:

Jay Jones
Lisa Drumeller
Kym Kays
Phillip Fienen
Hoite Caston
William Kelly

Others Present:

Daniel Barwick, President
Travis Githens, Interim Vice-President for Academic Affairs
Beverly Harris, Executive Assistant
Misty Githens, Vice-President for Marketing and Resource Development
Greg Eytcheson, Vice-President for Information and Operations
Jan Fischer, Vice-President for Financial and Employee Services
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics
Ben Seel, Professor of Political Science
Brittany Thornton, Recruiting/Admissions Specialist
Cindy Lopez, Academic Advisor
John Eubanks, Professor of Business/Accounting

Guests:

Greg Lower, Reporter

Call to Order

Jay Jones called the regular monthly Board meeting for June to order at 5:30 p.m.

Pledge of Allegiance

Brittany Thornton led the group in the Pledge of Allegiance.

Character First

Fifteen minutes were devoted to the Character First initiative; the Trustees watched the video and discussed “honor”, the Character First trait for June.

Mission Statement/Vision Statement

Kym Kays read the College Mission and Vision Statements.

 **Approval of Minutes**

Lisa Drumeller moved to approve the minutes of the regular meeting held on May 17, 2012. The motion was seconded and carried 6-0.

 **Approval of Agenda**

Jay Jones moved to amend the agenda to include: an item “D. KACCT Update” under “Reports”; “Approval of New Mascot Purchase” under “New Business” and; combination of the remaining action items for consent agenda consideration. The motion was seconded and carried 6-0.

Recognition of Guests and Public Participation

Jay Jones welcomed the guests. There was no public comment on items pertaining to the agenda.

Reports

A. Orientation Overview - Brittany Thornton and Cindy Lopez provided an overview and PowerPoint presentation of the new student orientation process.

- B. College Report-Dan Barwick informed the group of: increased enrollment numbers compared to the same time period last year; completion of departmental budget meetings and two of three Cabinet Budget Workshops; ICC and Independence Chamber of Commerce sponsorship of two political debates in the Inge Theatre and; implementation of the Strategic Plan during July. Board meeting updates on the suggested low-cost/high-impact initiatives submitted by the Strategic Plan Steering Committee members are also forthcoming. Dan noted Sara Harris' arrival on campus July 2nd and offered scheduling one-on-one meetings with the new Vice-President of Academic Affairs through Beverly Harris. A campus welcome will be held during Dr. Harris' first week on campus and a community welcome planned at a later date. Independence Community College (ICC) and the ICC Foundation will host a Chamber Business After Hours event on Tuesday, July 17, 2012 from 4:30 to 6:00 p.m. in the ICC West Community Center. Dr. Barwick ended the report by informing the Trustees that Misty Githens will present a long-range marketing plan at the August Board meeting.
- C. Additions to Personnel Report-Jan Fischer provided the Personnel Report which included the resignations of Lilly Dillard and Jordan O'Brien from positions in the Athletic Department. The report also included employment, plus College support toward employee participation in ICC's group health insurance plan, for: Rick Stevens in the position of Residence Hall Coordinator, with a residence apartment including room and board benefits, at an annualized salary of \$18,000; Scott Anderson in the position of Assistant Football Coach at an annualized salary of \$34,000; Michelle Rutherford in the position of Associate Professor of Music in the Fine Arts Division at Step 4 Class I and an annualized salary of \$37,200; Emily Smith in the position of Associate Director of Operations and Company Manager at an annualized salary of \$30,400; Keli Tuschman in the position of Resource Development Coordinator at an annualized salary of \$32,500 and; Mary Bailey in the position of Coordinator of Student Life at an annualized salary of \$27,000. Upward Bound Summer Fest 2012 temporary staff members, with respective wages, were also submitted for consideration of approval. For reimbursement purposes, the Trustees were provided notification of the ICC Foundation Board's 2012-2013 raise approval for the Foundation Director.
- D. KACCT Report-Jay Jones distributed a recap from the June 8-9, 2012 Kansas Association of Community College Trustees (KACCT) meeting held at Johnson County Community College. Jay also shared an Overview Fact Sheet and a listing of the 2012-2013 membership dues. Mr. Jones informed the group that he was elected as the Executive Committee Secretary for KACCT and will commence those duties starting July 1, 2012. Jay noted his plan for presenting a Conflict of Interest Policy for consideration during the July Board of Trustees meeting. Jay shared the State-wide Economic Impact Study and noted that ICC can obtain an impact study for the reduced fee of \$5,000 from the information already compiled by Economic Modeling. Chairman Jones reminded the Trustees of the Board Retreat scheduled August 3-4, 2012. Dan Barwick's six-month evaluation (with utilization of the same system observed during January's evaluation) and Board of Trustees' self-evaluations will take place during the July Board meeting.

New Business

- A. Budget Process-Jan Fischer provided an updated draft 2012-2013 budget and noted estimated Montgomery County revenue numbers, as valuation information has not been received. The President's Cabinet will finalize budget meetings on Monday, June 25th, and the Trustees will be provided three budget scenarios for Trustees' consideration for approval of publication during the July 19th regularly scheduled Board of Trustees meeting. The Trustees will reschedule the August Board meeting for approval of the final budget on or before the August 15 deadline.

Tuition and Fees/Room and Board Proposal- Lisa Drumeller moved to approve the 2012-2013 proposal. The motion was seconded and carried 6-0.

Mascot Purchase-Hoite Caston moved to approve purchase of a new Pirate Mascot uniform in the amount of \$5,900. The motion was seconded and carried 6-0.

Consent Agenda Approval: Phillip Fienen moved to approve the following consent agenda:

Savoy Furniture Company bid in the amount of \$21,982.50 for purchase of residence hall furniture; Messenger Furniture Company bid in the amount of \$3,190 for the purchase of residence hall mattresses; Dissinger Reed Insurance Services, LLC bid in the amount of \$53,500 for student athletic insurance renewal with United States Fire Insurance Company and catastrophic coverage through Mutual of Omaha in the amount of \$20,694. The Trustees also approved the purchase of Mimio Technology equipment in the amount of \$7,233; purchase of 55 computers from Computer Generation in the amount of \$50,600; renewal through Computer Generation of the annual Microsoft Campus Agreement in the amount of \$12,429; and license renewal for the Angel Learning Management System. The motion was seconded and carried 6-0.

Approve Financial Report and Allow Payables- Lisa Drumeller moved for approval. The motion was seconded and carried 6-0.

 Executive Session

Jay Jones moved the Board enter into Executive Session, to include Dan Barwick and Jan Fischer, for thirty minutes after a three-minute break, for the discussion of non-elected personnel in order to protect the privacy interests of the individuals to be discussed and that the Board return to Open Session at 7:50 p.m. in the Board Room. Kym Kays seconded the motion. The motion carried 6-0. The Board entered Executive Session at 7:20 p.m. The Board returned to Open Session at 7:50 p.m. Hoite Caston moved the Board enter into Executive Session, to include Dan Barwick and Jan Fischer, for an additional thirty minutes for the discussion of non-elected personnel in order to protect the privacy interests of the individuals to be discussed and that the Board return to Open Session at 8:22 p.m. in the Board Room. Lisa Drumeller seconded the motion. The motion carried 6-0. The Board entered Executive Session at 7:52 p.m. The Board returned to Open Session at 8:22 p.m. Jay Jones moved the Board enter into Executive Session, to include Dan Barwick and Jan Fischer, for an additional ten minutes for the discussion of non-elected personnel in order to protect the privacy interests of the individuals to be discussed and that the Board return to Open Session at 8:33 p.m. in the Board Room. Phillip Fienen seconded the motion. The motion carried 6-0. The Board entered Executive Session at 8:23 p.m. The Board returned to Open Session at 8:33 p.m.

Jay Jones stated that the Board had discussed non-elected personnel during Executive Session and that no action was taken. Prior to adjournment, the Trustees wished Dan Barwick a happy birthday.

 Adjournment

Phillip Fienen moved to adjourn. The motion was seconded and carried 6-0. The meeting adjourned at 8:35 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.