

**BOARD OF TRUSTEES REGULAR MEETING**  
**ICC Administration Building June 20, 2013-5:30 p.m.**

**MINUTES**

**Members Present**

Jay Jones  
Kym Kays  
Phillip Fienen  
William Kelly  
Lisa Drumeller joined the meeting at 5:32 p.m.  
Hoite Caston joined the meeting at 5:34 p.m.

**Others Present**

Daniel Barwick, President  
Misty Githens, Vice-President for Marketing and Resource Development  
Sara Harris, Vice-President for Academic Affairs  
Travis Githens, Associate Vice-President for Career and Technical Education  
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics  
Keli Tuschman, Human Resources Coordinator  
Beverly Harris, Executive Assistant/Board Clerk  
Greg Eytcheson, Vice-President for Information and Operations  
Jan Fischer, Vice-President for Financial and Employee Services  
Debbie Phelps, Director of Institutional Research  
John Eubanks, Professor of Business/Accounting  
Ben Seel, Professor of Political Science

**Guests**

Greg Lower, Reporter  
David Wallis, Incoming Trustee  
Norman Chambers, Incoming Trustee  
Val DeFever, Incoming Trustee  
Charlotte Muse, Soroptimist  
Lisa Wilson Soroptimist  
Jim Kelly, Community Member  
Bill Newkirk, Newkirk, Dennis and Buckles Insurance  
Bo Dennis, Newkirk, Dennis and Buckles Insurance  
Doug Buckles, Newkirk, Dennis and Buckles Insurance  
Christy Downing, IMA Insurance  
Blake Wells, IMA Insurance  
Jeff Chubb, College Attorney  
Sam Forrer, Community Member  
Brent Biegel, Community Member  
Detective Chris Williams

**I. ROUTINE**

- A. Call to Order– Jay Jones called the regular monthly meeting for June to order at 5:30 p.m.
- B. Approval of Agenda – Phillip Fienen moved to approve the amended agenda as distributed. Kym Kays seconded the motion and the motion carried 4-0.
- C. Pledge of Allegiance –Lisa Wilson and Charlotte Muse,Soroptimists, lead the group in recitation of the Pledge of Allegiance.
- D. Character First - Ten minutes were devoted to the Character First initiative; the Trustees watched the video and discussed “faith”, the Character First trait for June.
- E. Welcome Guests – Jay Jones welcomed the guests and stated the options available to members of the public wishing to appear before the Board regarding items on the agenda. There were two requests for public comment on items pertaining to the agenda. Chairman Jones noted that public comment would be heard as the respective agenda items were addressed.

Due to the number of guests wishing to speak to the Board regarding items pertaining to the agenda, the minutes reflect a greater amount of detail than is typically observed.

- F. Mission Statement –Jay Jones read the College Mission Statement.
- G. Vision Statement – Jay Jones read the College Vision Statement.
- H. Approval of May 16, 2013 Minutes – Lisa Drumeller moved to approve the minutes of the May 16, 2013 meeting. Phillip Fienen seconded the motion and the motion carried 6-0.

Jay Jones recognized the three outgoing Trustees for their dedication and service to Independence Community College: Kym Kays 2011-2013; Lisa Drumeller 2009-2013; and William Kelly 2011-2013.

**II. INSTITUTIONAL OPERATIONS**

- A. Conceal Carry – Jay Jones highlighted the options open to the Trustees: file an exemption and adopt a resolution, or allow conceal carry with approval of the second readings of Board policies PSL 714, PSL 716, STU 801, and STU 806. Jay Jones conducted the second readings of proposed policy revisions/additions. Chairman Jones noted that the Board had received notice of the impending conceal carry legislation well in advance of its passage and should move forward with a decision. Trustee Kelly shared that the new statute does not require post-secondary educational institutions to implement security systems within the four-year exemption period. Brent Biegel was called for comment regarding Conceal Carry and voiced his support for approval. Phillip Fienen noted that the majority of individuals licensed for conceal carry are very responsible and have participated in training focused on the law and safety.

Phillip Fienen moved to allow conceal carry and not file for exemption. Jay Jones seconded the motion and the motion failed 3-3, with Trustees Caston, Kays, and Kelly voting against the motion.

William Kelly moved to apply for a four-year exemption and supply the Attorney General's Office the reasoning for doing so. Kym Kays seconded the motion and the motion failed 3-3, with Trustees Drumeller, Fienen, and Jones voting against the motion.

Trustee Kelly suggested that comprehensive policies be in place regarding where one can conceal and carry and what one does with a firearm when not on one's person. Dr. Barwick will proceed with that task and the Trustees may consider a special meeting for approval of the new policies prior to the legislation's effective start date of July 1, 2013.

- B. IMA/Newkirk, Dennis and Buckles Presentation – Representatives from IMA and Newkirk, Dennis and Buckles presented highlights of insurance options provided through their respective institutions. William Kelly noted that the over-riding issue when choosing between the two insurance providers is ICC's opportunity for collaboration with Neosho Community College and Coffeyville Community College. Phillip Fienen moved to approve IMA as the College insurance provider. Jay Jones seconded the motion and the motion carried 4-2, with Trustees Kays and Caston voting against the motion.
- C. Shulthis Stadium Renovations – Jay Jones moved to table any further discussion or decisions regarding funding of Shulthis Stadium renovations, as Phase I had already been approved without ICC's participation and Phase II takes place at a later date. Kym Kays seconded the motion and the motion carried 6-0.
- D. Procedures Violations – Dr. Barwick noted procedure violations associated with two groups of purchase orders submitted without receiving prior Board approval of the expenditures or bids. In an effort to avoid an audit finding, Dr. Barwick requested acknowledgement of the violation through Board notification of the procedure violation and subsequent record of such notification in the Board of Trustees meeting minutes for backup documentation and auditing purposes. William Kelly asked what the sanction for these procedure violations involved. Dr. Barwick shared that he had spoken with the employee creating the violation and stated that he felt his conversation with the employee, along with creation and utilization of a sole source vendor list, would assure adherence to College procedures; however, future violations would be handled more strongly as they progress. Jay Jones encouraged campus-wide notification of the procedure violation and publication of the sole source vendor list. Trustee Caston stated that he had visited with Amy about the procedure violation and was curious about her invoice associated with the William Inge Festival. Hoite Caston shared that Amy sometimes works on things for several months and needs part of the payment as work progresses. Mr. Caston added that there was never a whiff of any kind of avoidance of protocol or attempt to divide the payments to avoid Board approval on Amy's part. Dr. Barwick clarified that the issue was not with the vendors; therefore, the vendors' identity was not revealed during discussion of the violation. Dr. Barwick added that the vendors had done absolutely nothing wrong and noted their excellent service and quality products. Dr. Barwick ended discussion by asking that the minutes reflect Board notification of the procedure violation.
- E. Campus Culture Survey Summary – Debbie Phelps provided a summary of the Campus Culture Survey, noting that qualitative data could be viewed by the Trustees for the next thirty days. In order to minimize liability, Dr. Barwick asked that the information not be shared in printed form, but could be reviewed in Ms. Phelps' office. During Executive Session of the regularly scheduled meeting in July, Keli Tuschman and Debbie Phelps will present a project involving personnel data.
- F. Request For Proposals (RFP's) New Residence Hall – Sam Forrer was called for comment regarding the Request For Proposals (RFP's) New Residence Hall and acknowledged the need for additional residence hall space. Mr. Forrer asked what the Trustees' expectations for the building are and how it fulfills strategic plan goals. Mr. Forrer referred to a three-page memo he sent the Trustees on April 18, 2013 and will follow-up on the details of the memo after the new Trustees are sworn in. Sam Forrer also said he was highly impressed with the amount of homework undertaken regarding insurance providers. Mr. Forrer requested a copy of any written expectations for the residence hall building that is being provided to vendors. Mr. Forrer ended with asking for an opportunity to present a proposal to the Board of Trustees. Dr. Barwick noted that the request for proposals for a new residence hall is not intended as a decision to build a dorm, but fulfills a goal in the 2012-2017 Strategic Plan; he shared that additional housing will assist recruitment efforts, grow enrollment numbers, and build academic programs. The request for proposal seeks a company who will contract out construction, subsequently own and manage the building, handle rental details, and take over existing residence hall management and oversight. Upon Board approval of the RFP's, national, regional, and local bidders will be sought. Phillip Fienen moved to proceed with Request For Proposals of a New Residence Hall. Lisa Drumeller seconded the motion and the motion carried 6-0.

- G. Economic Impact – Jay Jones noted that the Board of Trustees has been delegated with completing an economic impact study as part of the 2012-2017 Strategic Plan. Chairman Jones shared that Economic Modeling LLC (EMSI) conducted

the previous study and will complete a “refresher study” for \$9,500. It was noted that approximately \$8,000 of the required fees are available in the Board of Trustees 2012-2013 budget and Dr. Barwick will provide funding for the balance with remaining funds in the President’s 2012-2013 budget. Jay Jones moved to approve an economic impact study from EMSI in the amount of \$9,500 and include such payment in the payables being presented that night. Phillip Fienen seconded the motion and the motion carried 6-0.

- H. Overview of June 7-8, 2013 KACCT Meeting and Trustee Orientation – The Trustees provided an overview of the meeting and orientation. It was noted that the next meeting is at Cowley Community College in September.
- I. Allow Payables – Trustee Kays was named in the payables and recused herself from discussion and action. Hoite Caston moved to allow payables. Lisa Drumeller seconded the motion and the motion carried 5-0. Trustees Kelly asked about progress regarding the move of purchase card accounts to Bank of America. Jan Fischer shared that he had exhausted all efforts with Bank of America and is pursuing the initiative with Commerce Bank for a more streamlined approach and on-line access
- J. Additions to Personnel – The Personnel Report included employment of: Jim Papen in the position of Assistant Women’s Basketball Coach at an annualized salary of \$30,000 plus College support toward participation in ICC’s group health insurance plan; and Patricia Cox in the position of Part-time Bookstore Assistant at an hourly wage of \$9.25.

### III. CONSENT AGENDA

Bill Kelly moved to approve the Consent Agenda, which included: receipt of the financial and personnel reports; purchase of a therapeutic cold laser from Grady Medical in the amount of \$14,895; payment for annual maintenance of the Jenzabar software in the amount of \$51,244.75; renewal of the Microsoft Campus Agreement through Computer Generation in the amount of \$12,429; approval of repair of the ICC West building façade through Service Solution in the amount of \$49,885; and the purchase of 60 computers from Computer Generation in the amount of \$54,420. Hoite Caston seconded the motion and the motion carried 6-0.

### IV. EXECUTIVE SESSION

Jay Jones moved the Board enter into Executive Session, to include Dan Barwick for five minutes to discuss non-elected personnel and in order to protect the privacy interests of the individuals to be discussed and that the Board return to Open Session at 8:34 p.m. in the Board Room. Kym Kays seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:29 p.m. The Board returned to Open Session at 8:34 p.m.

Jay Jones thanked outgoing Trustees, Drumeller, Kays, and Kelly for their dedicated service and welcomed incoming Trustees, Chambers, DeFever, and Wallis to the regularly scheduled meeting in July when they will be sworn in to take office for the next four years.

### ADJOURN

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

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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.

KOMA/KORA/Indemnification Training Session/Incoming Trustees- The KOMA/KORA training began at 8:45 p.m. and ended at 9:45 p.m.