

**BOARD OF TRUSTEES REGULAR MEETING**  
**ICC Administration Building**  
**December 11, 2014-5:30 P.M.**

**MINUTES**

**Members Present**

Norman Chambers  
Jay Jones  
Hoite Caston  
Val DeFever  
David Wallis

**Others Present**

Daniel Barwick, President  
Greg Eytcheson, Vice-President for Information and Operations  
Keli Tuschman, Human Resources Coordinator  
Misty Githens, Vice-President for Marketing and Enrollment  
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics  
Beverly Harris, Executive Assistant/Board Clerk  
Debbie Phelps, Director Institutional Research  
Wendy Isle, Controller  
David Smith, Dean of Instruction  
Mary Jo Dancer, Academic Relations/Workforce Development Coordinator  
Ann Dutton, Director, Veterinary Technology  
Mallory Byrd, Allied Health Instructor  
Melissa Ashford, Associate Professor of Computer Technology  
Karen Carpenter, Interim Artistic Director  
John Eubanks, Professor of Business/Accounting

**Guests**

Greg Lower, Reporter  
Kassie Sanderson, Reporter  
Anna Harshman, Community Member

**I. ROUTINE**

- A. Call to Order – Norman Chambers called the meeting to order at 5:34 p.m.
- B. Approval of Agenda – Dr. Barwick informed the Board that a vote, associated with a minor matter included in the President's Report, should be added to the agenda. Val DeFever moved to approve the agenda. David Wallis seconded the motion and the motion carried 5-0.
- C. Pledge of Allegiance – David Wallis led the group in recitation of the Pledge of Allegiance.
- D. Welcome Guests – Norman Chambers welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda. Anna Harshman encouraged continuance of the ICC Cosmetology Program and voiced concerns regarding the turnover of Cosmetology staff.
- E. Mission Statement – Hoite Caston read the College Mission Statement.
- F. Vision Statement – Hoite Caston read the College Vision Statement.
- G. Approval of Minutes – David Wallis moved to approve the November 13, 2014 regular meeting minutes. Hoite Caston seconded the motion and the motion carried 4-0-1, with Jay Jones abstaining because he was absent from that meeting.

Val DeFever introduced Karen Carpenter, Interim Artistic Director, and the group welcomed her to Independence Community College.

## II. INSTITUTIONAL OPERATIONS

- A. Enrollment Update – Dan Barwick informed the group that he, Norman Chambers, and Misty Githens developed the draft Enrollment Plan as a direct result of the enrollment analysis presented during the November Board of Trustees meeting. Val requested that individual areas noted in the plan provide status reports during future Board meetings. Dr. Barwick noted that updates to the Strategic Plan in the spring of 2015 may necessitate modifications to the Enrollment Plan, but requested Board endorsement of the three-semester Enrollment Plan, as it will drive enrollment goals and detail specific steps to address enrollment and retention between now and mid-semester. Trustee Caston questioned Athletics' fundraising efforts for an Athletic Training Center. Tammie Geldenhuys provided an overview of an agreement with Cornerstone for an indoor practice facility. Cornerstone has 14,000 square feet behind their current fitness area where ICC's free weights have been moved for use by both institutions. An additional 17,000 square feet located next to that space will be used until the end of July as a practice facility for softball, baseball, cheer/dance, and football conditioning. In addition to the recruitment tool associated with space at Cornerstone, the existing weight room space will create a locker room befitting of a competitive football team. Following further discussion, the Board reached consensus in support of the Enrollment Plan and its goals.
- B. Monthly Cash Flow – An update of the monthly cash flow was provided and a request was made for the temporary transfer of funds from the reserve to the general fund account, should the need arise. Norman Chambers stipulated prior notification of the approximate dollar amount being transferred, as well as a plan for reimbursement to the reserve fund.
- C. Allow Payables – David Wallis moved to allow payables. Jay Jones seconded the motion and the motion carried 5-0.
- D. Additions to Personnel – The Personnel Report included: employment of Ida Anderson in the position of part-time Bookstore Assistant at an hourly rate of \$8.75; employment transfers of Michelle Kleiber from the part-time Library Evening Supervisor position to the part-time HR Generalist position at an hourly rate of \$13.00; and, Lynn Reddy from the position of Student Services Specialist to the Financial Aid Specialist position at an hourly wage of \$13.00 plus College support toward employee participation in ICC's group health insurance plan. The report also included the involuntary terminations of Tammy Christmore from the Financial Aid Specialist position; Anna Harshman from the Cosmetology Program Director position; and, Walter Seals from the Head Volleyball Coach position.
- E. President's Update – Dan Barwick referenced the Academic Calendar for the Spring semester and a proposed revision presented to the Faculty Association. It was agreed that the first professional development day in January will focus on assessment activities and the second day will be devoted to faculty preparation for the semester start. Hoite Caston moved to approve the academic calendar schedule change as presented. Val DeFever seconded the motion and the motion carried 5-0. Dr. Barwick thanked Quality Motors of Independence for assistance in obtaining a donation from the National Automobile Dealers Charitable Association; which is supplying four CPR training mannequins for use in our Emergency Medical Services program. Dr. Barwick recognized Karen Carpenter for securing the truly distinguished playwright, Donald Margulies, as the 2015 Inge Festival Honoree.
- F. Second Reading of Revision to Conflict of Interest Policy – Norman Chambers provided the second reading of the revision to the Conflict of Interest Policy. Jay Jones moved to approve the revision as read. Hoite Caston seconded the motion and the motion carried 5-0.
- G. First Reading of Academic Freedom Policy – Norman Chambers read the first reading of the Academic Freedom Policy. The second reading will take place during the regularly scheduled Board of Trustees meeting in January.
- H. December 7-8, 2014 KACCT/COP Meeting Update – Jay Jones provided an update of the meeting held at Fort Scott Community College. Mr. Jones noted that each institution was encouraged to submit two best stories/initiatives for publication in the Good News Letter; which is presented to the Kansas Board of Regents and Legislators. Val DeFever suggested an article on the Debate Team.

- III. CONSENT AGENDA – Jay Jones moved to approve the consent agenda which included receipt of the: financial and personnel reports; the grant proposal progress update; a recommendation to approve the bid in the amount of \$4,195 submitted by Jayhawk Signs & Graphics for the purchase and installation of lettering on the front of the ICC West building; and a recommendation to approve the bid in the amount of \$27,247.08 submitted by Hugo's Industrial Supply, Inc. for the purchase of new cafeteria furniture. David Wallis seconded the motion and the motion carried 5-0.

- IV. EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for ten minutes after a five-minute break, to include Dr. Barwick, Keli Tuschman, and David Smith, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Hoite Caston seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:40 p.m. The Board returned to Open Session at 7:50 p.m. Norman Chambers moved for an additional ten minutes. Jay Jones seconded the motion and the motion carried. The Board entered Executive Session at 7:50 p.m. The Board returned to Open Session at 8:00 p.m.
- V. EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for thirty minutes, to include Dr. Barwick and Keli Tuschman, for the purpose of discussing negotiations to protect the district’s right to confidentiality of its negotiating position and the public interest. Jay Jones seconded the motion and the motion carried 5-0. The Board entered Executive Session at 8:00 p.m. The Board returned to Open Session at 8:30 p.m. Norman Chambers moved for an additional thirty minutes. Jay Jones seconded the motion and the motion carried 5-0. The Board entered Executive Session at 8:30 p.m. The Board returned to Open Session at 9:00 p.m. Norman Chambers moved for an additional thirty minutes. Jay Jones seconded the motion and the motion carried 5-0. The Board entered Executive Session at 9:00 p.m. The Board returned to Open Session at 9:30 p.m. Norman Chambers moved for an additional thirty minutes. Jay Jones seconded the motion and the motion carried 5-0. The Board entered Executive Session at 9:30 p.m. The Board returned to Open Session at 10:00 p.m.
- VI. ADJOURN – David Wallis moved that the meeting adjourn. Norman Chambers seconded the motion and the motion carried 5-0. The meeting adjourned at 10:00 p.m.

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Beverly Harris  
Board Clerk

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