

**BOARD OF TRUSTEES REGULAR MEETING**  
**Cessna Learning Center**  
**CLC 104 (West Classroom)**  
**June 10, 2015-5:30 P.M.**

**MINUTES**

**Members Present**

Norman Chambers  
Jay Jones  
Hoite Caston  
Val DeFever

**Others Present**

Daniel Barwick, President  
Keli Tuschman, Human Resources Coordinator  
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics  
Eric Montgomery, Part-time Instruction/Part-time IT  
Debbie Phelps, Director of Institutional Research  
Beverly Harris, Executive Assistant/Board Clerk  
John Eubanks, Professor of Business/Accounting  
Teresa Vestal, Bookstore Manager  
Taylor Crawshaw, Tutoring/Advising Coordinator  
Laura Schaid, Instructional Coordinator

**Guests**

Jana Shaver, Incoming Trustee  
Sam Forrer, Incoming Trustee  
Kassie Sanderson, Reporter  
Lori Palmer, Trustee Applicant  
Lisa Montgomery, Trustee Applicant  
Cynthia Sherwood, Trustee Applicant

**I. ROUTINE**

- A. Call to Order – With a quorum present, Norman Chambers called the meeting to order at 5:35 p.m.
- B. Approval of Agenda – Hoite Caston moved to approve the amended agenda. Val DeFever seconded the motion and the motion carried 4-0.
- C. Pledge of Allegiance – John Eubanks 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.
- E. Mission Statement – Hoite Caston read the College Mission Statement.
- F. Vision Statement – Hoite Caston read the College Vision Statement.
- G. Approval of May 14, 2015 meeting minutes. Val DeFever moved to approve the May 14, 2015 meeting minutes. Jay Jones seconded the motion and the motion carried 4-0.

**II. INSTITUTIONAL OPERATIONS**

- A. Board Vacancy Applicant Ranking – The Board of Trustees tabled the Board Vacancy Applicant Ranking until the June 30, 2015 Special Board Meeting. The three candidates for the vacancy will be interviewed during Open Session at the June 30<sup>th</sup> meeting.

- B. Strategic Plan – Daniel Barwick provided an overview of the Strategic Plan summary he developed at the Board’s request. Val DeFever moved to approve the Strategic Plan. Jay Jones seconded the motion and the motion carried 4-0.
  - C. Board Applicant Selection – The Board tabled the Board Applicant Selection until the June 30, 2015 Special Board Meeting. The three candidates for the vacancy will be interviewed during Open Session at the June 30<sup>th</sup> meeting.
  - D. Allow Payables – Jay Jones moved to allow payables. Hoite Caston seconded the motion and the motion carried 4-0.
  - E. Budget Update – Dr. Barwick informed the group of two major unknown factors effecting the 2015-2016 budget; Montgomery County property valuations, and the State budget. Dr. Barwick will send the Trustees a list of two or three areas of the budget which need Board direction. The Trustees will also receive the Inge year-to-date budget report.
  - F. 2015-2016 IMA Insurance Proposal – Jay Jones moved to approve the IMA Insurance Premium payment in the amount of \$107,070. Hoite Caston seconded the motion and the motion carried 4-0. It was noted that the annual premium was an estimated increase of \$1,000; Dr. Barwick will send the Trustees a list of community colleges currently in the insurance collaboration pool.
  - G. Additions to Personnel – Daniel Barwick introduced Drew Beisswenger, incoming Director of Library Resources. The Personnel Report included employment of: Drew Beisswenger in the position of Director of Library Resources with an annualized salary of \$44,000 plus College support toward employee participation in ICC’s group health insurance plan; Karen Carpenter in the position of Inge Center Artistic Director at an annualized salary of \$67,000 plus College support toward employee participation in ICC’s group health insurance plan; and, Kara Wheeler in the position of Associate Dean of On-Line and Continuing Education at an annualized salary of \$45,000 plus College support toward employee participation in ICC’s group health insurance plan. Also included in the report were voluntary terminations of Stan Lantz from the position of IT Director, and Stacee Nuckolls from the position of SSS Math/Science Specialist. Involuntary terminations included in the Personnel Report were: Denise Clark from the position of Institutional Research Assistant, Jennifer Clark from the position of Academic Affairs Administrative Assistant, Becky Brown from the position of Accounts Payable, Becky Duke from the position of SSS Administrative Assistant, and Cody Raymond from the position of Recruiting Specialist. Keli Tuschman identified an error in the report and will e-mail the Trustees a corrected Personnel Report.
  - H. Assessment Plan – Debbie Phelps provided a detailed review of the 2014-2016 Assessment Plan. Ms. Phelps distributed the “Beginning Our Assessment Journey” and covered that material with the Trustees, as well.
  - I. Campus Culture Survey – Debbie Phelps provided an overview of various areas of the Campus Culture Survey.
  - J. President’s Update – The President’s Update included discussion of the 2015-2016 Renovation and Repair Priorities. Dr. Barwick informed the Trustees of the different process observed; the list was based upon the Strategic Plan’s three areas of excellence. \$100,000 will focus on the Information Technology infrastructure; \$75,000 will enhance the student experience through completion of the Student Union renovations; and \$75,000 will not be delegated, but discussed with the Board of Trustees in December for identification of the appropriate use of the funds. Tammie Geldenhuys distributed a list of Student Union renovation projects and associative costs. Dr. Barwick noted the repair of the South parking lot was the number one renovation/repair suggestion received from College employees; the estimated cost of the repair is \$80,000. Dr. Barwick stated that he had not received an update from Bluffstone regarding progress on the new dorms, but was assured by Brian Gustafson that the project will complete by the July 1, 2015 deadline.
- III. CONSENT AGENDA – Val DeFever moved to approve the Consent Agenda that included acknowledging receipt of the Financial, Personnel, and Grant Progress Reports. The Consent Agenda also included approval of Fab Lab course fees in the amount of \$75 per course; the course fee will cover extraordinary costs of consumable materials used in the Fab Lab courses. Renewal

of the Pitney Bowes five-year contract in the amount of \$454.57 per month (\$27,274.20 over the five-year period) for lease of the postage machine was an additional item in the Consent Agenda. Jay Jones seconded the motion and the motion carried 4-0.

- IV. EXECUTIVE SESSION – Norman Chambers moved to go into Executive Session for ten minutes, after a five-minute break, to include Dr. Barwick and Keli Tuschman, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Jay Jones seconded the motion and the motion carried 4-0. Norman Chambers informed the group that an additional ten-minute Executive Session would be utilized for the purpose of discussing negotiations to protect the district's right to confidentiality of its negotiation position and the public interest and that no action would be taken following either Executive Session. The Board entered Executive Session at 7:25 p.m. The Board returned to Open Session at 7:35 p.m. Norman Chambers moved that the Board enter into Executive Session for an additional ten minutes, to include Dr. Barwick and Keli Tuschman, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Jay Jones seconded the motion and the motion carried 4-0. The Board entered Executive Session at 7:35 p.m. The Board returned to Open Session at 7:45 p.m.
- V. EXECUTIVE SESSION – Norman Chambers moved that the Board enter into Executive Session for ten minutes, to include Dr. Barwick, Keli Tuschman, Sam Forrer, and Jana Shaver, 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 4-0. The Board entered Executive Session at 7:45 p.m. The Board returned to Open Session at 7:55 p.m. Norman Chambers moved that the Board enter into Executive Session for an additional ten minutes, to include Dr. Barwick, Keli Tuschman, Sam Forrer, and Jana Shaver, 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 4-0. The Board entered Executive Session at 7:55 p.m. The Board returned to Open Session at 8:05 p.m.
- VI. ADJOURN – Hoite Caston moved that the meeting adjourn. Val DeFever seconded the motion and the motion carried 4-0. The meeting adjourned at 8:05 p.m.

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Beverly Harris  
Board Clerk

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