BOARD OF TRUSTEES REGULAR MEETING

CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m. August 10, 2017

## MINUTES

**Members Present**

Val DeFever

Norman Chambers

Jana Shaver

Terry Clark

Mike Wood

**Others Present**

Daniel Barwick, President

Wendy Isle, Chief Financial Officer

Kara Wheeler, Chief Academic Officer

Tammie Geldenhuys, VP for Student Affairs, Athletics, and Admissions

Keli Tuschman, Human Resources Director

Brad Henderson, Director of Marketing

Eric Montgomery, Director of Information Technology

Beverly Harris, Executive Assistant/Board Clerk

Taylor Crawshaw, Associate Dean of Academic Support Services

Jessica Morgan-Tate, Compliance Officer/Title IX

Brittany Thornton, Director of Admissions

Ben Seel, Political Science Instructor

John Eubanks, Business/Accounting Instructor

Cody Westerhold, Student Activities Director

Melissa Ashford, Computer Tech Instructor

Rebekah Peitz, Admissions Coordinator

**Guests**

Taina Copeland, Reporter

Andy Taylor, Montgomery County Chronicle

1. ROUTINE
2. Call to Order – Val DeFever called the meeting to order at 6:00 p.m.
3. Approval of AMENDED Agenda – Jana Shaver moved to approve the amended agenda with an additional modification to move item “K. Computer Tech (CIT and CIS) Program Review” from the Consent Agenda to the Institutional Operations section immediately following the CP2 Update. Terry Clark seconded the motion and the motion carried 5-0.
4. Welcome Guests – Val DeFever welcomed the guests and provided an overview of public comment on items pertaining to the agenda.
5. Pledge of Allegiance – Rebekah Peitz led the group in recitation of the Pledge of Allegiance.
6. Mission Statement – Terry Clark read the College Mission Statement.
7. Vision Statement – Mike Wood read the College Vision Statement.
8. Approval of July 13 and July 26, 2017 Minutes – Mike Wood moved to approve minutes of the July 13 and July 26, 2017 meetings. Terry Clark seconded the motion and the motion carried 5-0.

II. INSTITUTIONAL OPERATIONS

1. CP2 Update – Rebekah Peitz, Admissions Coordinator, presented a slide show and overview of the Community Pirate Partnership (CP2). Ms. Peitz shared that 38 family matches have been established to date; however, 130 individuals have expressed interest in the initiative which matches two students with each host.

K. Computer Tech (CIT and CIS) Program Review – Melissa Ashford provided answers to several questions regarding the three-year assessment process and noted alignment with program-level reviews. Many curriculum structure changes have been made and will be presented during the next review cycle. Dr. Barwick encouraged attention to the Computer Tech (CIT and CIS) Program Review section in which he recommended implementation of the Feasibility Process, as only 3-5 students are enrolled in these classes. Dr. Barwick noted that both his high-school- aged daughters enrolled in On-line Macroeconomics over the summer and commended the level of engagement involved with participation Ms. Ashford’s on-line course.

1. Public Hearing – The proposed 2017-2018 budget was published according to statutory requirements. The final version of the 2017-2018 budget; which included the Board of Trustees approved cost of living pay increases for College employees, was presented. Dr. Barwick noted two comments from the public; both were positive and commended the College for not increasing the mill levy. There was no public comment for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, and to consider amendments.
2. Approval of 2017-2018 Budget – Terry Clark moved to approve the 2017-2018 Budget. Norman Chambers seconded the motion and the motion carried 5-0.
3. Allow Payables – Jana Shaver moved to allow payables. Mike Wood seconded the motion and the motion carried 5-0.
4. President’s Update – Dan Barwick shared that various areas of campus will meet the following morning for an analysis of current enrollment numbers and identification of the direction for continued focus toward enrollment growth. The outcome of that meeting and more specific numbers will be provided in Dr. Barwick’s weekly report to the Board of Trustees. Anita Chappuie was welcomed in her new role as Director of Institutional Research, and Jessica Morgan-Tate was welcomed in her Cabinet-level position as Compliance Officer/Title IX. Dr. Barwick informed the Trustees of his participation, as the President of the Council of Presidents (COP), in the Kansas Board of Regents Annual Retreat held over the last two days in Wichita. The Trustees were invited to attend any portion of the August 14th In-Service in the Inge Theatre which their respective schedules would allow.
5. CONSENT AGENDA – Jana Shaver moved to approve the Consent Agenda which included receipt of the financial, personnel, and grant progress reports. In response to questions regarding approval of payment to Maxient, Dr. Barwick provided an overview of the more sophisticated software platform the College can use for student tracking services, as well as being more responsive to student complaints. The personnel report included employment of Sheila Mitchell in the part-time Bookstore Assistant position at the rate of pay of $10/hour. The personnel report also included the employment separation of Debbie Phelps from the Director of Institutional Research position. Ongoing searches included: Math/Science Specialist for SSS Trio Program; Marketing Specialist; Institutional Researcher; and Administrative Assistant to Academic Affairs. Dr. Barwick also noted that item “L. Payment to Inflatable Design Group for the Pirate Skull Run Through Tunnel” was supported by a $12,500 donation from Great Western Dining Services. Included in the consent agenda was payment to: Instructure, Inc. in the amount of $19,296 for the annual CANVAS Cloud subscription; Ellucian in the amount of $69,264 for the annual Maintenance Agreement; and, Muller Construction in the amount of $95,000 for the Fine Arts Parking lot restoration. Other items in the consent agenda were approval of: Jarred, Gilmore & Phillips for the ICC Foundation year-ended June 30, 2017 audit at a proposed fee not to exceed $4,500; Jarred, Gilmore & Phillips for the ICC year-ended June 30, 2017 audit at a proposed fee not to exceed $14,000; payment to AccuSQL in the amount of $4,569 for a one-year software package subscription for the Academic Center Management; payment in the amount of $26,563.90 for replacement of sixty-two desktop computers in AC106 and AC108 which were identified on the institutional upgrade schedule as needing replaced; and, payment to Maxient in the amount of $5,000/year annual fee, plus the one-time setup fee of $7,000 for a total payment of $12,000. Terry Clark seconded the motion and the motion carried 5-0.
6. EXECUTIVE SESSION – Mike Wood moved the Board, including Dr. Barwick and Kara Wheeler, go into Executive Session for fifteen minutes, to discuss the tentative agreement for Technical faculty and return to Open Session in CLC 104 at 7:00 p.m. Discussion of negotiations to protect the College’s right to confidentiality of its negotiating position and the public interest is an allowable topic for Executive Session. Norman Chambers seconded the motion and the motion carried 5-0. It was noted that the Board could take action following Executive Session. The Board entered Executive Session at 6:45 p.m. The Board returned to Open Session in CLC 104 at 7:00 p.m. Norman Chambers moved the Board, including Dr. Barwick and Kara Wheeler, go into Executive Session for an additional five minutes, to discuss the tentative agreement for Technical faculty and return to Open Session in CLC 104 at 7:05 p.m. Discussion of negotiations to protect the College’s right to confidentiality of its negotiating position and the public interest is an allowable topic for Executive Session. Jana Shaver seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:00 p.m. and returned to Open Session in CLC 104 at 7:05 p.m.

Terry Clark moved to ratify the tentative agreement reached between the Administration and the Faculty Association regarding technical faculty as presented. Mike Wood seconded the motion and the motion carried 5-0.

1. ADJOURN – Norman Chambers moved that the meeting adjourn. Terry Clark seconded the motion and the motion carried 5-0. The meeting adjourned at 7:10 p.m.

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Beverly Harris

Board Clerk

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