

BOARD OF TRUSTEES REGULAR MEETING
CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m.
April 12, 2018

MINUTES

Members Present

Val DeFever
Mike Wood
Cynthia Sherwood
Norman Chambers
Jana Shaver joined the meeting at 6:55 p.m.

Others Present

Daniel Barwick, President
Kara Wheeler, Vice-President of Academic Services
Keli Tuschman, Human Resources Director
Tammie Geldenhuys, Vice-President of Athletics/Student Affairs
Beverly Harris, Executive Assistant/Board Clerk
Eric Montgomery, Chief Information Officer
Wendy Isle, Chief Business Officer
Brad Henderson, Marketing/Communications Director
Taylor Crawshaw, Associate Dean of Tutoring/Accessibility Services
Ben Seel, Political Science Instructor
John Eubanks, Business/Accounting Instructor
Melissa Ashford, Computer Technology Instructor
Brett Gilcrist, Psychology Instructor
Jim Correll, Fab Lab Director
Laura Schaid, Program Developer
Cody Westerhold, Student Activities Director
Jay Jones, Assistant Athletic Trainer
Kris Kippenberger, Director of Maintenance

Guests

Ryan York, County Commissioner
Steve McBride, Reporter
Andy Taylor, Montgomery County Chronicle
Kerry Hilbert, Parent of Baseball Athlete
Ron Denney, Community Member
Braidon Beard, Former Student
Kristen Torrey, Student
Kathy Kelley, Student
Odalis Martinez, Student
Regana West, Student
Hoite Caston, Community Member
Thirty-six Community Members/Baseball and Brenda Sanchez

I. ROUTINE

- A. Call to Order – Val DeFever called the meeting to order at 6:00 p.m. and shared that: Trustee Clark was absent, as he was receiving an award from PSU; and, Trustee Shaver would join the meeting later. Chair DeFever welcomed the guests and provided information for those attendees wishing to make public comments.
- B. Approval of Agenda – It was noted that the agenda was amended to reflect: presentation from County Commissioner, Ryan York, regarding the proposed county-wide neighborhood revitalization plan; approval of the proposed faculty supplemental contract; and, action separate from the Consent Agenda regarding the early retirement request submitted by Mark Harris, Professor of Sociology. Mike Wood moved to approve the amended agenda. Norman Chambers seconded the motion and the motion carried 4-0.

- C. Welcome Guests – Val DeFever welcomed the guests and assured them the Board is always willing to hear comments, even during contentious times.
- D. Pledge of Allegiance – Mike Wood led the group in recitation of the Pledge of Allegiance.

Public Comment: Ron Denney distributed a copy of his address and spoke to the Board against the discontinuation of the baseball program. Kerry Hilbert distributed a copy of his address and spoke to the Board against the discontinuation of the baseball program. Braidon Beard distributed a copy of the petition he initiated and addressed the Board against the termination of the employment contract of Brenda Sanchez. Kristen Torrey addressed the Board against the termination of the employment contract of Brenda Sanchez. Kathy Kelley addressed the Board against the termination of the employment contract of Brenda Sanchez. Odalis Martinez addressed the Board against the termination of the employment contract of Brenda Sanchez. Chair, DeFever thanked everyone for attending the meeting and stated that the Board was given a lot of information and had not taken their decisions lightly. Chair DeFever informed the group that the Board will try and get answers to the questions put forth and share that information with the public through the media or on the College website.

- E. Mission Statement – Cynthia Sherwood read the College Mission Statement.
- F. Vision Statement – Norman Chambers read the College Vision Statement.
- G. Approval of March 8, 2018 regular and March 21, 2018 special meeting minutes – Jana Shaver moved to approve the minutes of the March 8th and March 21st meetings. Mike Wood seconded the motion and the motion carried 5-0.

II. INSTITUTIONAL OPERATIONS

Montgomery County County-wide Neighborhood Revitalization – Commissioner, Ryan York provided an overview of the proposed county-wide Neighborhood Revitalization Plan and answered questions. Commissioner York encouraged the Board to respond within the next three days with any questions or suggestions; he also asked the Board to notify the County Commissioners Office if they are “on board” with the proposal.

Faculty Liaison – Kara Wheeler provided an overview of the proposed Faculty Liaison supplemental contract and noted that the supplemental position meets Higher Learning Commission accreditation standards, and was developed through utilization of the National Alliance of Concurrent Enrollment Partnerships (NACEP) standards/matrix. Upon Board approval, the Faculty Liaison supplemental contract will be incorporated in the Faculty Negotiated Agreement. Cynthia Sherwood moved to approve the Faculty Liaison supplemental contract position for incorporation in the Negotiated Agreement as presented. Mike Wood seconded the motion and the motion carried 5-0.

- A. Technology Plan Overview/Approval – Dr. Barwick informed the Board that Eric Montgomery had to leave the meeting unexpectedly and will present during the April 26, 2018 meeting.
- B. 24 X 7 Managed Helpdesk Solution – Eric Montgomery will present during the April 26, 2018 meeting.
- C. Managed Print Solution – Eric Montgomery will present during the April 26, 2018 meeting.
- D. Approve Comprehensive Program Review Recommendation
 - Associate of Science-Health, Physical Education, and Recreation – Brett Gilcrisp answered questions associated with the review. Professor Gilcrisp shared that Wellness Concepts is a general education course and many four-year institutions are requiring this course, so every ICC student majoring in Health, Physical Education, and Recreation must take Wellness Concepts. Mike Wood noted appreciation for Mr. Gilcrisp’s explanation of how he thought Wellness Concepts worked and didn’t work; Trustee Wood noted that Professor Gilcrisp’ use of discussion boards, and starting the course in the first part of the semester versus the second semester were making a difference in how students learn. Jana Shaver appreciated all the work conducted to make the Program courses more transferable. Mike Wood moved to accept the Comprehensive Review of the Associate of Science in Health, Physical Education, and Recreation. Cynthia Sherwood seconded the motion and the motion carried 5-0.
 - Associate of Science-Criminal Justice – Ben Seel answered questions and noted the Program is currently taught by four adjuncts and two College employees who are qualified to teach the coursework. Kara Wheeler shared that with drastic changes to accreditation expectations consideration of continuance of various programs will be considered. The Trustees provided input regarding the offering of only two courses when the requirement is four; a feasibility study will be conducted and Academics will return at a later date with a recommendation on continuance of the program. Jana Shaver moved to accept the Comprehensive Review of the Associate of Science in Criminal Justice. Mike Wood seconded the motion and the motion carried 5-0.

- Associate of Science-Elementary Education – Kara Wheeler answered questions and shared that the program is a higher level program with 6-9 credit hours higher than most programs; however, State is wanting all programs down to the sixty credit hour level. Kara Wheeler also shared that future assessments of the program will be delegated to someone other than herself, as the VP of Academic Affairs should not be conducting assessments. Mike Wood moved to accept the Comprehensive Review of Associate of Science in Elementary Education. Norman Chambers seconded the motion and the motion carried 5-0.
- E. Allow Payables – Norman Chambers moved to allow payables. Cynthia Sherwood seconded the motion and the motion carried 5-0.
- F. President’s Update – Dan Barwick

- Progress on HLC Requirements – Dan Barwick

Public Comment: Hoite Caston addressed the Board about Higher Learning Commission summary reports. Dr. Barwick recommended the Board enter Executive Session immediately, as Open Session discussion effects the confidentiality of the documents and public access. Dr. Barwick also stated that the topic was a personnel issue, due to a specific person being named in the document and advised the Board to acknowledge the question and move on.

Dr. Barwick displayed a spreadsheet that condensed the narrative previously utilized when reporting progress on HLC requirements; monthly reports to the Board will continue and the information will be shared campus-wide. Dr. Barwick thanked the eight College employees who attended the HLC Annual convention in Chicago and provided an overview of the Presidents Program; during this session, the Presidents had an opportunity to ask questions of the HLC Board members directly. The Presidents also discussed the ability to meet heightened accreditation requirements and expectations.

- Review 2014-2016 Institutional Assessment Plan Survey Results – Dr. Barwick shared background information regarding creation of an additional College standing committee; the Assessment Committee. The Assessment Committee surveyed the campus about knowledge of, and participation in, the 2014-2016 Institutional Assessment Plan. It was noted that assessment is campus wide; not just a focus and responsibility of the academic division. Staff members assess respective areas; faculty assess academics; athletics assess athletic programs; student services assess student activities, etc. Kara noted that the 2014-2016 Institutional Assessment Plan Survey results portrayed the lack of understanding of the concept that assessment is campus-wide; Dr. Barwick added that we are working on creating a culture of assessment.
 - 5-Year Maintenance Plan – Dr. Barwick acknowledged Kris Kippenberger, Maintenance Director, for her work and attention to detail when creating the 5-year Plan; he also acknowledged that Christina McDiarmid, previous Director of Maintenance, created the original Plan which Ms. Kippenberger fleshed out. Cynthia Sherwood inquired about the status on repairing flooring at ICC West; Dr. Barwick shared that during the next budget cycle, consideration will be given to repairing a section of the flooring (approximately twenty percent at a time to be cost effective for the College).
 - Update Enbridge Pipeline Property Tax Status – Dr. Barwick provided background information regarding the Enbridge Pipeline property tax issue and reminded the Board that three years ago the Board set aside money in the event that Enbridge contested the tax valuation. Dr. Barwick continued that during next year’s budget planning cycle, the Board must decide what to do with the funds that were set aside and the process to use. Dr. Barwick suggested four options for consideration and recommended identification of an amount to place in reserves and then setting up a fund, similar to a permanently restricted endowment, which provides funds from the income for use on capital projects while restricting utilization of the principle amount. The Board will revisit the topic during the budget planning cycle. Dr. Barwick also noted that the Facilities Master Plan will be revisited during the Strategic Planning process. Dr. Barwick shared that Janelle Null, Art Program Professor, is retiring after thirty-three years’ service with the College. An Art Advisory Committee has been formed and has the task of examining the Art Program for any modifications needed to increase desirability and will also head the search for a new Art Instructor. Members of the Committee include: Kara Wheeler, Mike Wood, Eric Rutherford, Tim Haynes, Bridget Carson, and Rebecca Peitz. The goal is to have an instructor in place for the Spring Semester of the upcoming year. The Board was reminded of the Fab Lab ground breaking ceremony scheduled from 11:30 a.m. to 1:00 p.m. on Wednesday, April 18th.
- G. Early Retirement, Mark Harris – Jana Shaver moved to approve the Early Retirement request submitted by Mark Harris. Norman Chambers seconded the motion and the motion carried 5-0.

III. CONSENT AGENDA – Ben Seel noted that the E. Computer Software Policy, and F. Technology Purchasing Policy require two readings prior to approval and subsequent inclusion in the Board of Trustees Policy and Procedures Manual. Dr. Barwick shared that a process for new policies and procedures will be provided during the May Board of Trustees

meeting. The Board considered E. and F. as the first reading and invited public comment prior to the second reading during the August 26th meeting. Cynthia Sherwood moved to approve the Consent Agenda which included receipt of the financial, personnel, and grant progress reports. Also included in the Consent Agenda was payment to Legend Rings in the amount of \$14,589 for Championship Bowl Rings; Tammie Geldenhuys acknowledged donor, Judi Harris, for her generous support; which allowed the College to purchase the rings. Mike Wood seconded the motion for approval of the Consent Agenda and the motion carried 5-0.

IV. EXECUTIVE SESSION – Attorney/Client Privilege – This Executive Session was not necessary.

V. EXECUTIVE SESSION –Employer-Employee Negotiations-This Executive Session was not necessary.

Meeting attendees were informed that no action would be taken following the Executive Session.

VI. EXECUTIVE SESSION – Non-elected Personnel.

Norman Chambers moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 9:45 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Barwick, Keli Tuschman, Tammie Geldenhuys, and Kara Wheeler. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 9:15 p.m. The Board returned to Open Session at 9:45 p.m. Norman Chambers moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 10:05 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Barwick, Keli Tuschman, Tammie Geldenhuys, and Kara Wheeler. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 9:45 p.m. The Board returned to Open Session at 10:05 p.m. Tammie Geldenhuys left Executive Session at 10:05 p.m. Norman Chambers moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 10:25 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Barwick, Keli Tuschman, and Kara Wheeler. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 10:05 p.m. The Board returned to Open Session at 10:25 p.m. Norman Chambers moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 10:35 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Barwick, Keli Tuschman, and Kara Wheeler. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 10:25 p.m. The Board returned to Open Session at 10:35 p.m. Norman Chambers moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 10:45 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Barwick, Keli Tuschman, and Kara Wheeler. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 10:35 p.m. The Board returned to Open Session at 10:45 p.m. Kara Wheeler left Executive Session at 10:45 p.m. Norman Chambers moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 10:55 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Barwick and Keli Tuschman. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 10:45 p.m. The Board returned to Open Session at 10:55 p.m.

VII. ADJOURN – Norman Chambers moved that the meeting adjourn. Mike Wood seconded the motion and the motion carried 5-0. The meeting adjourned at 10:55 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.