

BOARD OF TRUSTEES REGULAR MEETING  
CIE 104 (Center for Innovation and Entrepreneurship) 7:00 p.m.  
March 9, 2020

MINUTES

**Members Present**

Cynthia Sherwood  
Ashley Osburn  
Norman Chambers  
Val DeFever  
Kevin Brannum  
John Eubanks

**Others Present**

George Knox, President  
Beverly Harris, Executive Assistant/Board Clerk  
Eric Montgomery, Chief Information Officer  
Lori Boots, Vice President for Human Resources  
Vincent Bowhay, Vice President for Student Affairs  
Mark Allen, Vice President for Academic Affairs  
Eric Figurski, Interim Athletic Director  
Bridget Carson, Faculty Senate Representative  
Cody Westerhold, Director of Student Life  
Ben Seel, Professor of Political Science  
Bruce Peterson, Inge General Manager  
Melanie Ishimura, Financial Accountant

**Guests**

Jeff Chubb, Legal Counsel  
Andy Taylor, Montgomery County Chronicle  
Susan Scovel, Daily Reporter  
Kelly Passauer, Assistant City Manager/Zoning Administrator  
William Fitzpatrick, Community Member  
Lea Shepard, Community Member

**I. ROUTINE**

- A. Call to Order – Cynthia Sherwood called the meeting to order at 7:00 p.m. Chair Sherwood shared that an Executive Session for Attorney/Client Privilege would be moved forward on the agenda following items “A.” and “B.” under Institutional Operations. John Eubanks requested that item “D. Academic Council By-Laws Revision” be pulled from the Consent Agenda; this item will become item “I.” under Institutional Operations.
- B. Approval of Agenda – Val DeFever moved to approve the agenda as amended. John Eubanks seconded the motion and the motion carried 6-0.
- C. Welcome Guests – Cynthia Sherwood welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda.
- D. Pledge of Allegiance – Kevin Brannum led the group in recitation of the Pledge of Allegiance.
- E. Mission Statement – Ashley Osburn read the College Mission Statement.
- F. Vision Statement – John Eubanks read the College Vision Statement.

**II. INSTITUTIONAL OPERATIONS**

- A. Neighborhood Revitalization Plan Interlocal Agreement (3 Areas) – Kelly Passauer provided background information on the Neighborhood Revitalization Plan Interlocal Agreement proposal. John Eubanks moved to approve the Revitalization Plan as presented. Norman Chambers seconded the motion and the motion carried 6-0.
- B. Gift of Tennis Courts in Woodland View – William Fitzpatrick addressed the Board about gifting the College the tennis courts in the Woodland View area for one dollar. Mr. Fitzpatrick shared that the courts are in a flood plain; flood water has gone over the 10’ high fences and the bathrooms were subsequently rebuilt twice in the past 15-20 years. Mr. Fitzpatrick noted the outstanding tennis program at Independence High School and said his gift of the courts was dependent on the College starting a tennis program. Cynthia Sherwood thanked Mr. Fitzpatrick and said the

Board would contact him with a decision following investigation of expenses involved in bringing the facilities up-to-par, and consideration of budget parameters associated with creation of a tennis program.

- VI. EXECUTIVE SESSION – Attorney/Client Privilege. Ashley Osburn moved that the Board recess for an Executive Session for consultation with the College attorney regarding discussion with College legal counsel pursuant to the attorney/client privilege exception, K.S.A. 75-4319(b)(2). Open Session would resume at 7:45 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Jeff Chubb, Legal Counsel, and Dr. George Knox, President. John Eubanks seconded the motion and the motion carried 6-0. The Board entered Executive Session in CIE 105 at 7:15 p.m. The Board returned to Open Session in CIE 104 at 7:45 p.m.

Ashley Osburn left the meeting at 7:47 p.m.

## II. Institutional Operations

- C. Faculty Senate – Bridget Carson provided an overview of the last Faculty Senate meeting and noted that Mark Allen, VPAA, and Vincent Bowhay, VPSA, both attended the meeting and presented various updates.
- D. First Reading Revision to TRU – 901. Dr. Sherwood shared that two readings are required for policy adoption and inclusion in the Board of Trustees Policy and Procedures Manual. John Eubanks suggested tabling the first and second readings until a committee was created to look at the Board policies and recommend revisions. Cynthia Sherwood informed Mr. Eubanks that a committee, which included two Trustees, reviewed the Policy and Procedure Manual a couple of years ago; however, a few additional revisions could be required. Dr. Sherwood asked Trustee Eubanks what specific concerns he had about the proposed policy revision. Trustee Eubanks commented on the bulleted section which spoke of discipline. Kevin Brannum clarified that the bullet referred to the Board's self-discipline; Dr. Knox will research the self-discipline terminology utilized by other non-profit Boards and share results. John Eubanks also had concerns on the words (STRATEGY) and (OPERATIONS) in the bulleted paragraph that spoke of focus on intended long-term impacts rather than the administrative or programmatic mean of attaining those effects. Ben Seel submitted a card for public comment on this section of the agenda; Mr. Seel encouraged the Board not to vote on the "overly vague" policy and voiced concerns that employees could no longer speak to Board members; Chair Sherwood clarified that the policy proposal contained no verbiage preventing employee conversations with Board members.
- E. Recommendation for Rave Mobile Safety Application – Vincent Bowhay provided an overview of the proposal and answered questions. An update on campus preparations associated with the corona virus was also provided. Val DeFever moved to approve the recommendation for Rave Mobile Safety. Norman Chambers seconded the motion and the motion carried 5-0.
- F. Financial Report – Trustee Brannum questioned a possible discrepancy in the Student Revenue and an error in the Board of Trustees expenditure report; Dr. Knox will investigate and provide a report. Kevin Brannum expressed appreciation for the detail provided in the Expenditure Report and requested an additional column for comparison of expenses from the current month to expenditures from the same date the previous year; larger print for improved visibility was also requested. Val DeFever moved to approve the Financial Report. Kevin Brannum seconded the motion and the motion carried 5-0.
- G. Allow Payables – Cynthia Sherwood requested Dr. Knox' follow-up on various payables questioned she previously submitted. Kevin Brannum moved to approve payables. Norman Chambers seconded the motion and the motion carried 5-0.
- H. President's Update – Dr. Knox shared that an overview of the Strategic Plan would not be presented. As Dr. Knox and Cordell Jordan will be at the Higher Learning Commission Conference in Chicago, the Board rescheduled the regular monthly meeting for April to Monday, April 13, 2020 at 7:00 p.m. in CIE 104 of the Center for Innovation and Entrepreneurship. Dr. Knox shared that he and Mark Allen conducted extensive research on the Culinary Arts Program; he recommended leasing the area to Consolidated Food Service for training purposes and catering services. The Board was reminded of the deadline to exchange letters with the Faculty Association regarding topics for discussion during negotiations. As the deadline is March 31, 2020, a meeting will be scheduled following Spring Break. Norman Chambers and Val DeFever, with the assistance of Jeff Chubb, will negotiate on behalf of the Board.
- I. Academic Council By-Laws Revision – John Eubanks shared that he pulled this item from the Consent Agenda because the College has a process which requires Council of Chairs' approval of such revisions prior to consideration by the Board of Trustees and subsequent inclusion in the Board of Trustees Policy and Procedures Manual. Dr. Knox informed Mr. Eubanks that Council of Chairs' approval was received in compliance with College processes. John Eubanks moved to approve the Academic Council By-Laws Revision as presented. Val DeFever seconded the motion and the motion carried 5-0.

- III. CONSENT AGENDA – Norman Chambers moved to approve the Consent Agenda. The Personnel Report section of the Consent Agenda included: employment of Laura Cranor in the position of Financial Affairs Specialist at an annualized salary

of \$35,000 plus College support toward employee participation in ICC's group health insurance plan; and, the separation of Aliya Higginbotham from the position of Assistant Women's Volleyball Coach. Also included in the Consent Agenda was receipt of the Grant Progress Report; approval of the February 17, 2020 Board of Trustees meeting minutes; and, approval of the Safety Committee By-Laws for inclusion of the Safety Committee in the College Standing Committee structure. John Eubanks seconded the motion and the motion carried 5-0.

- IV. EXECUTIVE SESSION – Non-elected Personnel. This Executive Session was not required.
- V. EXECUTIVE SESSION – Employer-Employee Negotiations. This Executive Session was not required.
- VII. ADJOURN – John Eubanks moved the meeting adjourn. Val DeFever seconded the motion and the motion carried 5-0. The meeting adjourned at 8:44 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 disability 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.

Eric Montgomery conducted a brief training session with the Trustees for utilization of the iPads.