

BOARD OF TRUSTEES REGULAR MEETING
CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m.
January 12, 2017

MINUTES

Members Present

Val DeFever
Norman Chambers
Jana Shaver
Cynthia Sherwood
Terry Clark
Mike Wood

Others Present

Daniel Barwick, President
Wendy Isle, Chief Financial Officer
Tammie Geldenhuys, VP for Student Affairs, Athletics, and Admissions
Beverly Harris, Executive Assistant/Board Clerk
Taylor Crawshaw, Associate Dean of Academic Support Services
Debbie Phelps, Director of Institutional Research
Kara Wheeler, Interim Chief Academic Officer
Keli Tuschman, Director of Human Resources
Brad Henderson, Director of Marketing
Ben Seel, Political Science Instructor
Jessica Morgan-Tate, Interim Director of On-line/Continuing Education

Guests

Steve McBride, Reporter
Taina Copeland, Reporter
Tom Simpson, Montgomery County Action Council (MCAC) Interim Director

I. ROUTINE

- A. Call to Order – Val DeFever called the meeting to order at 6:00 p.m.
- B. Approval of Agenda – Jana Shaver moved to approve the agenda. Terry Clark seconded the motion and the motion carried 6-0.
- C. Welcome Guests – Val DeFever welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda.
- D. Pledge of Allegiance – Cynthia Sherwood led the group in recitation of the Pledge of Allegiance.
- E. Mission Statement – Mike Wood read the College Mission Statement.
- F. Vision Statement – Norman Chambers read the College Vision Statement.
- G. Approval of December 8, 2016 meeting minutes – Terry Clark moved to approve the minutes of the December 8, 2016 meeting. Mike Wood seconded the motion and the motion carried 6-0.

II. INSTITUTIONAL OPERATIONS

- A. Overview of On-line Programs – Jessica Morgan-Tate provided an overview and history of ICC's on-line programs. Ms. Morgan-Tate shared that on-line offerings began in 2015 with thirteen classes, grew to thirty classes in the fall of 2016, and forty on-line classes will be offered in the spring of 2017.
- B. Allow Payables – Norman Chambers moved to approve the payables. Mike Wood seconded the motion and the motion carried 6-0.
- C. President's Update – Daniel Barwick noted a very healthy enrollment for spring and shared that headcount saw a 17.6 percent increase from the same time last year; in addition, approximately one hundred students are "in the enrollment pipeline". Daniel Barwick will share enrollment reports the first day of classes, as well as on the 20th day of classes. Dr. Barwick acknowledged Terry and Mary Hugo for their gift of \$10,000 in Westar stock. The Montgomery County Sheriff's Department was publicly acknowledged for their active shooter presentation during

our campus-wide In-Service. Daniel Barwick shared a brochure that was created in the Fab Lab for Jim Tuschman's distribution during a recruiting trip to Japan.

- Enrollment Analysis – Dr. Barwick provided an overview of the Enrollment Analysis and answered questions. Cynthia Sherwood suggested inclusion of certificate-seeking enrollment numbers in future reports. It was noted that charts within the report depict programs that are, and are not, thriving; which should lead to a process for evaluation of programs. Dr. Barwick drew attention to charts 6, 7, and 8; high school enrollment, led by Jacey Gillum, has seen tremendous success.
 - Quarterly Operational Plan Overview – Dr. Barwick provided an overview of the process utilized in development of the Operational Plan and the subsequent quarterly progress reports.
- D. North Penn Neighborhood Revitalization Interlocal Agreement – Tom Simpson, MCAC Interim Director, provided an overview of the North Penn Neighborhood Revitalization Interlocal Agreement. Jana Shaver moved to approve the Neighborhood Revitalization Plan as presented. Cynthia Sherwood seconded the motion and the motion carried 6-0.
- III. CONSENT AGENDA – Norman Chambers moved to approve the Consent Agenda which included acknowledging receipt of the Financial and Grant Progress Reports. Jana Shaver seconded the motion and the motion carried 6-0.
- IV. EXECUTIVE SESSION – For consultation with the College attorney which would be deemed privileged in the attorney-client relationship. This Executive Session was not needed.
- V. EXECUTIVE SESSION – Jana Shaver moved that the Board enter Executive Session for thirty minutes, following a five-minute break and to include Dr. Barwick, Keli Tuschman, and Kara Wheeler, for the purpose of discussing negotiations with instructional staff and to protect the college's right to confidentiality of its negotiating position and the public interest. Val DeFever shared that no action would be taken following Executive Session. Terry Clark seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:25 p.m. The Board returned to Open Session at 7:55 p.m. Norman Chambers moved that the Board enter Executive Session for an additional fifteen minutes, to include Daniel Barwick, Keli Tuschman, and Kara Wheeler, for the purpose of discussing negotiations with instructional staff and to protect the college's right to confidentiality of its negotiating position and the public interest. Cynthia Sherwood seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:55 p.m. The Board returned to Open Session at 8:10 p.m.
- VI. EXECUTIVE SESSION – To discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. This Executive Session was not needed.
- VII. ADJOURN – Norman Chambers moved the meeting adjourn. Terry Clark seconded the motion and the motion carried 6-0. The meeting adjourned at 8:10 p.m.

Beverly Harris
Board Clerk

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