

BOARD OF TRUSTEES REGULAR MEETING
Zoom Webinar - 7:00 p.m.
November 16, 2020

AMENDED MINUTES

The minutes were amended to reflect JD McGuire's exhibition at Hayward Fine Arts.

Members Present

Cynthia Sherwood
Norman Chambers
Kevin Brannum
John Eubanks
Val DeFever (having technical difficulties, joined meeting at 7:05 p.m.)

Others Present

George Knox, President
Cordell Jordan, Sr. Vice President and Chief Marketing Officer
Beverly Harris, Executive Assistant/Board Clerk
Lori Boots, Vice President for Human Resources
Jonathan Sadhoo, Vice President for Administration and Finance
Vincent Bowhay, Vice President for Student Affairs
Mark Allen, Vice President for Academic Affairs
Eric Figurski, Athletic Director
Taylor Crawshaw, Associate Dean/Tutoring and Accessibility/Registrar
Bridget Carson, Faculty Senate President
Bruce Peterson, Grant Writer-Student Affairs
Cody Westerhold, Director of Student Life
Paul Molnar, Associate Professor of Theater

Guests

Andy Taylor, Montgomery County Chronicle

I. ROUTINE

- A. Call to Order – Cynthia Sherwood called the meeting to order at 7:01 p.m.
- B. Approval of Agenda – Norman Chambers moved to approve the agenda. John Eubanks seconded the motion and the motion carried 4-0
- C. Welcome Guests – Cynthia Sherwood welcomed the guests and provided an overview of options for public comment on items related to the agenda.
- D. Mission Statement – John Eubanks read the College Mission Statement.
- E. Vision Statement – Kevin Brannum read the College Vision Statement.
- F. Approval of October 19th and November 10th Meeting Minutes – John Eubanks moved to approve the October 19th minutes. Norman Chambers seconded the motion and the motion carried 5-0. Kevin Brannum moved to approve the November 10th meeting minutes. John Eubanks seconded the motion and the motion carried 5-0.

II. INSTITUTIONAL OPERATIONS

- A. Faculty Senate Report – Bridget Carson thanked everyone for attendance at the recent play and the at performance held at Riverside Park & Zoo Band Shell. Bridget Carson also noted: three scholarships awarded Pittsburg high school students; Fine Arts faculty attendance at area high school events; the recital performed by Professor Lowder and Sarah Scovel; Paul Molnar's JD McGuire's exhibit at Hayward Fine Arts; Larry Markiewicz's College Fair project and judging of a virtual marching band competition; the ICC Band participation in the Veteran's Parade; training programs provided for faculty and staff by the Professional Development Committee; Lit Guild events; a Cosmetology student successfully passed the state exam; and, downtown caroling.
- B. Financial Report – Norman Chambers moved to approve the Financial Report. Val DeFever seconded the motion and the motion carried 5-0.

- C. Allow Payables – Norman Chambers moved to allow payables. John Eubanks seconded the motion and the motion carried 5-0.
- D. Personnel Report – John Eubanks moved to approve receipt of the Personnel Report. The Personnel Report included employment of: Carla Terrian in the UB Academic Coordinator position at an annualized salary of \$36,618 plus College support toward employee participation in ICC's group health insurance plan; and, Tenesha Daniels in the position of 2nd Assistant Women's Basketball Coach for \$10,000 plus dorm and meals. The Personnel Report also included separations of: Jim Papen from the 2nd Assistant Women's Basketball Coach position; Stephanie Carillo for the 3rd Assistant Women's Basketball Coach and, David Nguyen from the SSS Math/Science Specialist position. Kevin Brannum seconded the motion and the motion carried 5-0.
- E. Grant Progress Report – Val DeFever moved to approve receipt of the Grant Progress Report. Norman Chambers seconded the motion and the motion carried 5-0.
- F. Student Retention Chatbot Service – Vincent Bowhay provided background information and shared that Sparks Grant funds would cover expenses of the service which will improve retention and recruitment; Dr. Bowhay noted that the service will be added to next year's budget if it proves successful this year.

The meeting came to a halt for a brief period as Cordell Jordan removed several attendees who hacked the meeting with inappropriate comments.

- G. 2021-2022 Academic and Office Calendars – John Eubanks inquired if 8-week sessions will continue and if they have been successful for students. Mark Allen responded that they will continue, and he will keep the Board updated when the data is reviewed in April; Dr. Allen added that scheduling can be flexible next Fall. John Eubanks moved to approve the 2021-2022 Academic and Office Calendars. Kevin Brannum seconded the motion and the motion carried 5-0.
- H. PAC By-Laws/Standing Committee Section of Policy Manual – Cordell Jordan shared that PAC met and members made nominations for vacant officer positions which will be sent for a campus-wide vote. John Eubanks moved to approve the PAC By-Laws for inclusion in the standing committee section of the Policy Manual. Kevin Brannum seconded the motion and the motion carried 5-0.
- I. President's Update
 - December 8, 2020 Virtual Fall Graduation Ceremony – Dr. Knox shared that students are retrieving regalia for the ceremony during which approximately 30 of the 50 students graduating will participate virtually. Cordell Jordan shared that a Distinguished Alumni has been selected and an announcement is forthcoming. Mr. Jordan encouraged the Trustees participation as the event livestreams.
 - Centennial Campaign Overview – Cordell Jordan shared that approximately \$2,800 was raised during the Tequila & Tunes event. Raising one million dollars is the goal of the Capital Campaign; a meeting is planned with the ICC Foundation to discuss goals. The Foundation and Capital Campaign members were recognized for their participation.
 - COVID-19 Update – It was noted that two Cosmetology students tested positive; ICC West labs were shut down and sanitized. The campus is shutdown with limited access after the Thanksgiving break until December 11th. A phased return is planned in January and re-entry plans for the Spring semester will be discussed further during the December Board meeting. Intersession classes will be held online.

As campus is closed during the regularly scheduled meeting in December, the meeting was moved to 7:00 p.m. Monday, December 14th. Cordell Jordan reminded the Board that as campus is closed, the meeting will be held virtually through Zoom. Trustee Brannum stated that the Board prefers meeting in person. Mr. Jordan reiterated that campus is closed due to the pandemic and personnel will not be available to handle conducting the Zoom meeting if the Board were to meet in person. Cynthia Sherwood added that the meeting could take place off campus and the Board preferred meeting in person whenever possible.

Dr. Bowhay thanked everyone for attendance during the Purple Heart College Ceremony; Val DeFever shared that the recognition has been placed on the ICC West signage as well as signage on South 10th Street.

III. EXECUTIVE SESSION – Non-elected Personnel.

Kevin Brannum 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 through the Zoom link at 8:24 p.m. Those invited to attend were George Knox and Lori Boots. Val DeFever seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:54 p.m. The Board returned to Open Session through the Zoom link at 8:24 p.m.

- IV. EXECUTIVE SESSION – Attorney/Client Privilege. This Executive Session was not necessary.
- V. ADJOURN – John Eubanks moved the meeting adjourn. Kevin Brannum seconded the motion and the motion carried 5-0. The meeting adjourned at 8:25 p.m.

Beverly Harris
Board Clerk

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