

BOARD OF TRUSTEES REGULAR MEETING

Zoom Webinar - 7:00 p.m.

December 14, 2020

MINUTES

Members Present

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

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
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 7:02 p.m.
- B. Approval of Agenda – The agenda was amended to remove item “C. Second Reading/Inclusion in Board Policy Manual TRU-923” under Institutional Operations. Val DeFever moved to approve the amended agenda. John Eubanks seconded the motion and the motion carried 6-0.
- C. Welcome Guests – Dr. Sherwood welcome the guests and provided an overview of options for public comment on items pertaining to the agenda.
- D. Mission Statement – John Eubanks read the College Mission Statement.
- E. Vision Statement – Val DeFever read the College Vision Statement.
- F. Approval of November 16, 2020 Meeting Minutes – John Eubanks moved to approve the November 16, 2020 meeting minutes. Val DeFever seconded the motion and the motion carried 6-0.

II. EXECUTIVE SESSION – Non-elected Personnel. Val DeFever moved that the Board recess for an Executive Session for discussion of non-elected personnel pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume through the Zoom link at 7:17 p.m. Those invited to attend were George Knox, Cordell Jordan, and Lori Boots. The Board entered Executive Session at 7:07 p.m. The Board returned to Open Session through the Zoom link at 7:17 p.m. Dr. Sherwood informed the group that due to ongoing health issues Dr. Knox resigned from the position of President effective January 31, 2021. The Board will consider next steps until a new President is selected; finding an Interim President or oversight by the President’s Executive Cabinet. Dr. Knox thanked the Board for the opportunity to work at Independence Community College.

III. INSTITUTIONAL OPERATIONS

- A. Faculty Senate Report – Bridget Carson shared that Faculty Senate did not meet during the month of December and will meet in February to identify dates for administrator evaluations. JD McGuire is making progress on the wall mural in the Fine Arts Building. Paul Molnar thanked John Eubanks and Jim Correll for recruiting assistance. A Watch Party

is scheduled December 22nd. Intercession classes started that day. Several theater students have been nominated for national awards. Jonathan Sadhoo shared background information on RFID entrance to buildings; equipment was purchased following Board approval last year and maintenance is prioritizing installation with locations such as the IT server room, Chemistry lab, and Vet Tech considered first.

- B. Second Reading/Inclusion in Board Policy Manual TRU-901 – Dr. Sherwood felt the Board should have input on this policy; however, it was noted that the version submitted by Kevin Brannum requires processing through PAC and the Council of Chairs.
- C. Safety Committee By-Laws/Standing Committee Section of Policy Manual – Vincent Bowhay shared highlights of revisions to the By-Laws. John Eubanks suggested identification of which specific months the group meets. Ashley Osburn moved to approve the revised By-Laws with the months identified. John Eubanks seconded the motion and the motion carried 6-0.
- D. Director of eSports/Head Coach – Vincent Bowhay answered questions about the proposal and noted the salary would be covered this year through grant funding and that equipment for a small-scale launch was already available; partnerships/sponsorships are being sought as well. Kevin Brannum noted the proposal's focus on academics and used the Early Childhood Development Program Review as an example. Ashley Osburn moved to start the project and advertise for the Director of eSports/Head Coach position. John Eubanks seconded the motion and the motion carried 6-0.
- E. Title III Grant Assistance Proposal – Vincent Bowhay provided background information about application for a Title III Grant and noted partnership with a successful grant writing firm would preliminarily cost between \$15,000 and \$50,000. John Eubanks moved to allow development of a proposal and obtain RFP bids for the Board's consideration. Val DeFever seconded the motion and the motion carried 6-0.
- F. 2021-2022 Class Fees – Mark Allen informed the Board that the format utilized in development of the 2021-2022 Class Fees was in line with other higher education institutions and was preferred by the Kansas Board of Regents. Norman Chambers moved to approve the 2021-2022 Class Fees. Ashley Osburn seconded the motion and the motion carried 6-0.
- G. Financial Report – Ashley Osburn moved to approve the Financial Report. Kevin Brannum seconded the motion and the motion carried 6-0. Kevin Brannum questioned the dollar amount being borrowed from First Oak Bank and asked for a comparison of the amount borrowed and available balance from last year to this year; Ashley Osburn clarified that a balance sheet for each year was required. John Eubanks also requested a return of monthly Cash Flow Projections.
- H. Allow Payables – Ashley Osburn moved to allow payables. Kevin Brannum seconded the motion and the motion carried 6-0.
- I. Personnel Report – John Eubanks moved to approve receipt of the Personnel Report which included employment of: Jared Neal in the IT Specialist II position at an annualized salary of 45,500 plus College support toward employee participation in ICC's group health insurance Plan; Stacey Wright in the position of HR Specialist I at an annualized salary of \$42,000 plus College support toward employee participation in ICC's group health insurance plan; Wallace "Pete" Simmons in the part-time Safety Officer position at an hourly wage of \$12.50; and, Mary Smith in the part-time Custodian position at an hourly wage of \$11.50. Ashley Osburn seconded the motion and the motion carried 6-0.
- J. Grant Progress Report – Val DeFever moved to approve receipt of the Grant Progress Report. Ashley Osburn seconded the motion and the motion carried 6-0. Dr. Sherwood thanked Bruce Peterson for his hard work in submitting the grant proposals. It was noted that ICC also received \$50,000 that day from CARES Act funding for the purchase of COVID-19 testing supplies. To expedite processes once the funding is received, Ashley Osburn moved for preapproval to purchase testing supplies. Val DeFever seconded the motion and the motion carried 6-0.
- K. President's Update
 - Halsey Report-George Knox provided background information associated with development of a curriculum course, Business Management, with Jim Halsey and the required approval of the course by the Academic Council for credit-bearing courses through the Kansas Board of Regents. Cordell Jordan noted that course materials were not received from Mr. Halsey. With a vision of a new building on ICC's campus to display Halsey artifacts, a building owned by the Booth Theater Foundation was located in downtown Independence and Mr. Halsey subsequently began moving pieces of his collection to the site. The Board was asked to consider payment of approximately \$10,000 per year for building rent and utilities. Ashley Osburn questioned payment of these expenses when the Program was yet to be developed and launched through ICC. Norman Chambers stated that an agreement was needed between ICC and Jim Halsey which identifies what each party is responsible for. Mr. Chambers will arrange a special Board meeting with Jim Halsey at the collection site for Saturday, January 9th.

George Knox and Cordell Jordan will develop a Memorandum of Understanding for consideration of approval during the meeting which will be available through Zoom.

- COVID-19 Update/Campus Re-opening – Vincent Bowhay acknowledged Eric Figurski and the coaching staff for their great work staggering student athletes' COVID-19 testing upon re-entry to campus. It was noted that 500 tests have been ordered and an update will be provided during the regular monthly meeting in January. Eric Figurski provided an overview of the upcoming games scheduled and noted that fans will not be allowed in the stands until at least February; however, sports will be live streamed for home and away games.
- Plan Board Retreat – The Trustees discussed a Board Retreat for review of the Strategic Plan, a session with an HLC Reviewer in preparation of Reaffirmation of Accreditation in 2022, the search for a new President, and the upcoming special meeting and tour of the Halsey collection site.

- IV. EXECUTIVE SESSION – Non-elected Personnel. Ashley Osburn moved that the Board recess for an Executive Session for discussion of non-elected personnel pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume through the Zoom link at 9:30 p.m. Those invited to attend were George Knox and Lori Boots. It was noted that no action would be taken following Executive Session. The Board entered Executive Session at 9:00 p.m. The Board returned to Open Session through the Zoom link at 9:30 p.m. Ashley Osburn moved that the Board recess for an Executive Session for discussion of non-elected personnel pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume through the Zoom link at 9:43 p.m. Those invited to attend were George Knox and Lori Boots. The Board entered Executive Session at 9:33 p.m. The Board returned to Open Session through the Zoom link at 9:43 p.m.
- V. ADJOURN – John Eubanks moved the meeting adjourn. Norman Chambers seconded the motion and the motion carried 6-0. The meeting adjourned at 9:44 p.m.

Beverly Harris
Board Clerk

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