

BOARD OF TRUSTEES REGULAR MEETING

Via Zoom 7:00 p.m.

January 25, 2021

Minutes

Members Present

Ashley Osburn

Norman Chambers

Kevin Brannum

John Eubanks

Val DeFever joined the meeting at 7:02 p.m.

Others Present

Cordell Jordan, Interim 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

Anita Chappuie, Director of Institutional Research

Bridget Carson, Faculty Senate President

Bruce Peterson, Grant Writer-Student Affairs

Paul Molnar, Associate Professor of Theater

Guests

Andy Taylor, Montgomery County Chronicle

Taina Copeland, Daily Reporter

I. ROUTINE

- A. Call to Order – Ashley Osburn called the meeting to order at 7:00 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 – Ashley Osburn welcomed the guests and encouraged participants to mute themselves to avoid interruptions during the meeting.
- D. Pledge of Allegiance – Not observed during Zoom meetings.
- E. Mission Statement – Norman Chambers read the College Mission Statement.
- F. Vision Statement – John Eubanks read the College Vision Statement.
- G. Approval of amended November 16, 2020 meeting minutes – Kevin Brannum moved to approve the November 16th Board meeting minutes as amended. John Eubanks seconded the motion and the motion carried 5-0.
- H. Approval of December 14, 2020 meeting minutes – John Eubanks moved to approve the December 14th Board meeting minutes. Kevin Brannum seconded the motion and the motion carried 5-0.
- I. Approval of January 9, 2021 special meeting minutes – Norman Chambers moved to approve the January 9th Board meeting minutes. Val DeFever seconded the motion and the motion carried 5-0.
- J. Approval of January 12, 2021 special meeting minutes – Val DeFever moved to approve the January 12th Board meeting minutes. Kevin Brannum seconded the motion and the motion carried 5-0.
- K. Approval of January 13, 2021 special meeting minutes – Norman Chambers moved to approve the January 13th Board meeting minutes. John Eubanks seconded the motion and the motion carried 5-0.

II. INSTITUTIONAL OPERATIONS

- A. Annual Board of Trustees Elections and Appointments

- Nominate and Elect Board Chair – Val DeFever nominated Cynthia Sherwood as Board Chair. Ashley Osburn seconded the nomination and the Board approved Cynthia Sherwood as Board Chair 5-0.
 - Nominate and Elect Board Vice-Chair – John Eubanks nominated Ashley Osburn as Board Vice-Chair. Val DeFever seconded the nomination and the Board approved Ashley Osburn as Board Vice-Chair 5-0.
- B. Annual Board Chair Appointments
- New Chair Appoints Two Trustees to Serve on the Audit Committee – Kevin Brannum moved to keep the same Audit Committee. Val DeFever seconded the motion and the Board approved John Eubanks and Ashley Osburn as the Audit Committee 5-0.
 - New Chair Appoints Kansas Association of Community College Trustees Representative – Kevin Brannum moved to keep Norman Chambers as the KACCT Representative. Val DeFever seconded the motion and the motion carried 5-0.
- C. Designate Official Newspaper for 2021-2022 – Kevin Brannum moved to designate the Independence Daily Reporter as the College official newspaper for 2021-2022. John Eubanks seconded the motion and the motion carried 5-0.
- D. Designate College Legal Counsel for 2021-2022 – Kevin Brannum moved to keep Jeff Chubb as College legal counsel for 2021-2022. Norman Chambers seconded the motion and the motion carried 5-0.
- E. Identify Date, Time, and Location for 2021-2022 Monthly Board Meetings – John Eubanks moved to keep the same date, time, and location for 2021-2022 monthly Board meetings. Val DeFever seconded the motion and the motion carried 5-0. Meetings will be held on the third Monday of each month at 7:00 p.m. in CIE 104 of the Center for Innovation and Entrepreneurship, or via Zoom as needed.
- F. Faculty Senate Report – Bridget Carson provided an overview of various initiatives and accomplishments.
- G. Financial Report – Val DeFever moved to approve the Financial Report as presented. Kevin Brannum seconded the motion and the motion carried 5-0. Jonathan Sadhoo shared that state and county appropriations were received in January; the line of credit at First Oak Bank was subsequently paid in full.
- H. Allow Payables – Kevin Brannum moved to allow payables. John Eubanks seconded the motion and the motion carried 5-0.
- I. Personnel Report - John Eubanks moved to approve receipt of the Personnel Report which included employment of: Shane Burchett in the position of Assistant Spirit Coach at an annualized salary of \$15,000 plus College support toward employee participation in ICC's group health insurance plan; Maudia Kistler in the position of Business Office Clerk at an hourly wage of \$13.50 plus College support toward employee participation in ICC's group health insurance plan; and, Tyler Hughes in the position of IT Specialist I at an annualized salary of \$55,000 plus College support toward employee participation in ICC's group health insurance plan. Also included in the Personnel Report were the separations of: Wallace "Pete" Simmons from the part-time position of Safety Officer; Brooke Alverson from the position of Assistant Women's Volleyball Coach, and Carla Terrian from the position of Upward Bound Trio Program Academic Coordinator. Kevin Brannum seconded the motion and the motion carried 5-0.
- J. Grant Progress Report – Norman Chambers moved to approve receipt of the Grant Progress Report. Kevin Brannum seconded the motion and the motion carried 5-0.
- K. Customer Relationship Management Solution Proposals – John Eubanks moved to allow development of a proposal and obtain RFP bids for CRM software. Norman Chambers seconded the motion and the motion carried 5-0.
- L. Mobile App Solution Proposals-Kevin Brannum moved to approve opening a request for proposals to implement a mobile application for the College. Val DeFever seconded the motion and the motion carried 5-0.
- M. Remodel Student Union Room 104 – John Eubanks moved to approve spending up to \$25,000 for the remodel of Student Union Room 104. Val DeFever seconded the motion and the motion carried 5-0.

- N. Title III Grant Writing Service – Kevin Brannum moved to approve JCCI Resource Development Services for assistance in writing a Strengthening Institutions Program Title III Grant Proposal. John Eubanks seconded the motion and the motion carried 5-0.
- O. President's Update – Cordell Jordan shared that today was the start of the Spring Semester.
 - COVID-19 Update/Campus Reopening Plan – Vincent Bowhay shared that the COVID-19 landing page on the College website was relaunched with relevant information, and campus-wide training begins January 26th. A new mobile app will present students with a green boarding pass if they test clear for COVID-19. Kevin Brannum inquired about utilization of CARES Act funds for Academics.
- P. Centers of Excellence for Veteran Student Success Grant – Bruce Peterson noted receipt of the Centers of Excellence for Veteran Student Success (CEVSS) Grant in the amount of \$437,000 over a 3-year period.
 - Director of Veteran Student Success – John Eubanks moved to approve creation of the Director of Veteran Student Success position; salary and benefits will be covered with funds received from the Centers of Excellence for Veteran Student Success (CEVSS) Grant. Val DeFever seconded the motion and the motion carried 5-0.

III. EXECUTIVE SESSION – Attorney/Client Privilege. This Executive Session was not required.

IV. EXECUTIVE SESSION – Non-elected Personnel. This Executive Session was not required.

V. ADJOURN – Norman Chambers moved the meeting adjourn. Val DeFever seconded the motion and the motion carried 5-0. The meeting adjourned at 8:00 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 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.