

Board of Trustees Minutes
May 17, 2021

Meeting called to Order at 7:00 p.m.

Those in attendance are as follows: Cynthia Sherwood, Val DeFever, Norman Chambers, John Eubanks, Kevin Brannum, Vincent Bowhay, Jonathan Sadhoo, Eric Figurski, Taylor Crawshaw, Beverly Harris, Anita Chappuie, Laura Allison, Tom Weaver, Brett Gilcrist, Tim Haynes, Melissa Ashford, Paul Molnar, Tamara Blaes, Ben Seel, Bruce Peterson, Mallory Byrd, Hannah Haven, Tiana Copeland, Andy Taylor, Cody Westerhold, Bridget Carson and Cherie Stockton. Absent: Ashley Osburn and Lori Boots

Board Chair Cynthia Sherwood mentioned a change in the agenda with an Executive Session between letters H and I on the agenda to discuss employer/employee negotiations and the possibility of an added action item after the Presidents update.

Approval of Agenda, Val DeFever moved to approve, seconded by Norman Chambers. All approved.

Welcome of Guests via zoom and in person by Cynthia Sherwood.

The pledge of Allegiance was led by Vincent Bowhay.

Mission Statement was read by Val DeFever.

Vision Statement was read by Norman Chambers.

Approval of April 19, 2021 Meeting Minutes. John Eubanks moved to approve, seconded by Norman Chambers. All approved.

Bridget Carson gave the Faculty Senate Update. Bridget provided an overview and updated on highlights taking place in the community. Expects the yearly assessments to be submitted on May 14. Anticipation of completion of the strategic plan updates for the 2020-2021 academic year by the end of May.

Comprehensive Program Reviews –

Criminal Justice – Ben Seel stated this program is very successful and has large demand. Noted one change in the last two weeks with KBOR adding third course to the Criminal Justice Program. The new course is called Criminal Law and has been added to the catalog. Cynthia Sherwood asked for a motion to approve. John Eubanks moved to approve, and Val DeFever seconded. All approved.

Health Physical Education, and Recreation (HPR) – Brett Gilcrist, Psychology Professor noted that the program has not changed much since his first program review three year ago. Brett recommended to end the program or hire a full-time person to oversee the program due to shifting priorities at the College. Cynthia Sherwood asked if this program would be reviewed by the Program Vitality Committee and if so, what were the results. Brett suggested the program should be reimagined with a core 48 hours. Kevin Brannum asked if there was student success and if so, were the students participating in the program moving on to a 4-year college. It was noted that this program is typically taken by student athletes going into a PE job. Gilcrist feels this program needs better tracking capability but feels like there could be a demand but further assessment should be conducted. Kevin Brannum asked if this program is serving the best interest of students and if the students in the program are transferring to other Kansas institutions. Taylor Crawshaw noted that this program does serve the best interest of student-athletes and other health focused students and she felt the demand is large enough to continue but feels this program should be sent to the Vitality Committee for review. It was noted that this would be the first time for this committee to act. Kevin Brannum feels the demand is needed and should be investigated. Cynthia Sherwood asked for a motion. John Eubanks moved to send this program to the Vitality Committee, seconded by Val DeFever. The motion passed 3 to 2 with Kevin Brannum and Norman Chambers voting no and Cynthia Sherwood, Val DeFever and John Eubanks voting yes. It was decided that the Vitality Committee will meet and report back to the Board in a year with a plan. Dr. Bowhay noted that reviewing over the year helps to plan and build, catch up on assessment data and the possibility of including eSports. Dr. Bowhay was in favor of the program going to the vitality committee while reducing the number of classes. The program will be discussed in one academic year with evidence that could be beneficial. The Vitality Committee also helps give consideration on whether a full-time faculty member is needed.

Long Term Care – Mallory Byrd stated this is a Certificate program, not a degreed program. Noted changes made in the program, updated requirements based off Perkins numbers are great, classes are full and adjunct size has increased. Gained great relationships with the community. Neodesha's Morning Star Care Homes, Montgomery Place in Independence and eventually Medical Lodge in Coffeyville. This program is growing largely due to Perkins and CTE funding, making it "Pocket Book friendly" for local students. Cynthia Sherwood asked about high school students taking the class, it was noted they have between 30 to 50 students. It was asked by John Eubanks if the high school students are considered as finishers in the program. While the students are not counted as finishers in the program, they are counted towards finishing with ICC. A Home Health Aid Class has been added with several students finishing up. Foundation scholarships have assisted in getting more students involved. Cynthia Sherwood asked for a motion to approve. John Eubanks moved to approve; Norman Chambers seconded, it carried 5 – 0.

Pre- Nursing - Tom Weaver noted Nursing is transferrable to a 4-year college program. Tom mentioned he would like to continue the program and wants to add a certification program. It was noted ICC has a low graduate rate because students typically take the classes then transfer on due to no certification program. Cynthia Sherwood asked if because it is a certificate in pre-nursing, could it also go towards physical therapy, radiology, etc.... Hoping to get the course changes in the catalog for the 22-23 school year. Wondering if there would be a benefit in changing the name of the course. Tom noted making it a degree program and changing the course name to Pre=Nursing/Pre=Health Program could be done on our own and would not need KBOR for the name change. Norman Chambers moved to approve the program, Val DeFever seconded, carried 5 – 0.

Financial Report – Jonathan feels the financials are trending as expected. Currently waiting on county payment. The HEERF III funding will assist and be split between operations and direct student aid. John Eubanks moved to approve the financials, Val DeFever seconded, carried 5 – 0.

Payables – No discussion on payables. Val DeFever moved to allow the payables; John Eubanks seconded it carried 5 – 0.

Procurement of Fleet Vans – Jonathan Sadhoo noted we currently have 4 vans on a 36-month rental agreement. He would like to create a new rental agreement for 12 months to explore a long-term agreement to save money in the end. Wanting to evaluate other options moving forward for better long-term planning. Recommendation would be given early spring in time for next year's budget. Currently the last lease was \$725 per van but would change to \$805 on a 12 month rather than 36-month agreement. Kevin Brannum moved to approve this action; John Eubanks seconded it carried 5 – 0.

Personnel Report (acknowledge receipt) – Due to the absence of Lori Boots, Dr. Bowhay reported the Personnel report. Two corrections; listed two employees at a different hourly rate, those changes have been made. Noted that both Bill Morosco and Cordell Jordan have separated from ICC. April Parsons, Administrative Assistant for Academic Affairs and Jordan Cushenbery filled the Recruiting Specialist position to assist with recruiting high school students. It was reported that Coach Justin Mann has filled the Head Men's Basketball position. Updates on the status of the Vice President for Student Affairs and Director of Marketing were given. Kevin Brannum moved to acknowledge receipt of the Personnel report, seconded by Val DeFever, it carried 5 – 0.

Grant Progress Report – Bruce Peterson reported a strong chance for a grant to digitize the Inge collection but got turned down with positive feedback; still wanting to get a grant for this project. Title III grant with a consultant is moving on July 13 which is the deadline to apply and has plans to submit in June. Title III grant funds will be dedicated to addressing IT infrastructure and growing our tutoring services to help students succeed. Receiving a Title III waiver from the Department of Education means ICC can apply for additional funding outside of this project in the future.

Sand, Repaint, and Recoat Field House Floor – Dr. Bowhay noted that updates are needed to meet the conference and national requirements with athletics. Volleyball court could take place with this project – could cost approximately \$40,000. Believe we could have all done in time for the upcoming season. Cynthia Sherwood asked when the floor was last repaired; Dr. Bowhay mentioned that previous changes last occurred during the 2009 and 1987 seasons. Kevin Brannum moved to approve; John seconded; carried 5 – 0.

EXECUTIVE SESSION – Employer-Employee Negotiations.

Val DeFever moved that we recess for an Executive Session for the purpose of discussing Negotiation's agreement, pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3), seconded by Norman Chambers and it carried 5 – 0. The Board entered Executive session at 8:20 p.m. in CIE 105. They returned to Open Session in CIE 104 and through the Zoom link at 8:40 p.m. Those invited to attend are Dr. Bowhay and Jonathan Sadhoo

EXECUTIVE SESSION: Non-Elected Personnel

John Eubanks moved that we 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), Norman Chambers seconded, it carried 5 – 0. Executive Session will begin at 8:50 p.m. in CIE 105. Open Session will resume in CIE 104 and through the Zoom link at 9:10 p.m. Those invited to attend are: Dr. Bowhay and Jonathan Sadhoo

Create Business Systems Analyst Position – Dr. Bowhay noted this would be vital to help correct data issues as we transition from our current software to a new software program. Val DeFever moved to approve; John Eubanks seconded, carried 5 – 0.

Create Student Life Coordinator Position – Dr. Bowhay stated the food pantry is currently staffed by our Director of Recruitment and our Foundation Director, both of whom are needed in their current roles. Filling this position will help to transition the food pantry to a new location in the Student Union and help increase cocurricular offerings across campus. John Eubanks asked about classified salary schedule and classified hourly schedule. Salary schedule provided was rolled out to staff before Dr. Bowhay became President. Submitted it as a reference for better transparency. Considers it an entry level position. Dr. Bowhay will send an update salary schedule to the Trustees. Kevin Brannum moved to approve; Norman Chambers seconded, carried 5 – 0.

Create ICC NOW High School Coordinator Position – Dr. Bowhay noted that ICC NOW can help solve individual barriers from high schools to ICC which helps increase presence in high schools and communities. John Eubanks moved to approve this position, Kevin Brannum seconded, carried 5 – 0.

First Reading Revisions to Board Policy TRU-917 – Dr. Bowhay wants to work towards a staff and faculty handbook. Wants to separate traditional employee policies from Board policies in the future. Cynthia Sherwood asked if this is something that the board carries out but gives the college the passage to make the changes without having to go through items that do not need to be included in the board packet. Dr. Bowhay stated we will add to next months agenda for the second reading if no changes occur.

Financial Aid Specialist position – Dr. Bowhay mentioned that this position will help with entry level data and help serve students and needed to alleviate current capacity issues in the department. John Eubanks moved to approve; Val DeFever seconded; carried 5 – 0.

College Completion Committee By-Laws – Dr. Bowhay asked the board to entertain a motion to change the by-laws. He also mentioned he was doing a comprehensive review and this committee will replace the Student Success Committee and Student Complaints and Satisfaction Committee. Neither committee launched to meet ICC needs but feels we need to improve recruitment/retention initiatives. Mentioned that By-laws typically go through Council of Chairs (COC) then come to the board to be approved. Norman Chambers moved to approve the by-laws and Kevin Brannum seconded, it carried 5 – 0.

President's Update – Dr. Bowhay reported that he would soon be changing the face mask policy on campus. Wanting to roll out a phase out plan in the coming days. Moving to a "masks encouraged policy" for those not vaccinated. Has ended the "day to day" texting. Pushing for regulations with Academic Affairs and Student Affairs to help students succeed moving forward. Feels Pre-pandemic footing is in the best interest of the college and will most likely have the face mask policy removed by the next board meeting. Waiting on Montgomery county to respond to his questions regarding the mask policy currently.

Inge Update – Dr. Bowhay feels the Inge is a vibrant part of campus and the community. Nothing finalized on the budget at the present time. Generally wanting to let the community know we are working to make a prosperous 39th festival and a reimagined 40th anniversary for Inge. Kevin Brannum asked if we should expect a full presentation with changes being made and how the Inge festival is going to be ran. Dr. Bowhay stated he is waiting on the final budget to have a comprehensive discussion about the future of Inge and the vision for future grants and future staffing as well.

Fab Lab Update – Tim Haynes reported for the Fab Lab. Tim provided an overview and shared upcoming initiatives for the Fab Lab. Fab Lab received a grant through Verizon Innovative Learning Foundation called Fab Food Lab to address food insecurity in our region. The Fab Food Lab currently has videos on YouTube, Facebook and in person cooking classes. It is intended to reach people who struggle with food insecurities. Creates nutritious, tasty, affordable ingredients, etc.

Athletics Update – Eric Figurski noted that all athletic seasons are almost complete. Football plays Coffeyville this Sunday at 1:30 p.m. at the Veterans Stadium in Coffeyville. Mentioned his appreciation for Head Athletic Trainer, Anthony Vidali and how valuable he has been to the success of the Athletic department, testing for covid and paperwork for testing. Eric nominated Anthony Vidali for NJCAA athletic trainer of the year. Off Season sports are in transition. Volleyball head coaching position is wrapping up while the search for a Sports Information Director (SID) is in full swing.

Strategic Plan Update – Larry Markiewicz was absent. Dr. Bowhay gave an update stating that ICC is currently 60 percent complete heading into an accreditation year. Two workshops are scheduled, and the strategic plan should be updated at the next meeting. A PDF was provided but Vince will also include these updates, so the board is aware of the things that are happening and what we are working on a regular basis. Assessment academy through HLC is being completed in the next few

days. Feels HLC will be impressed, Bowhay also feels the transparency has increased and plans to update on the board website for others to view. Planning for the accreditation visit and planning the centennial campaign at the next meeting (June or July)

HEERF III Funding Distribution Plan – Laura Allison noted the Higher Education Emergency Relief Funds were received in the 3rd round of stimulus funding. Higher education relief requirements are to devote half of the funds received to direct student paid for educationally related expenses. The website provides a banner with the marketing information for the student relief available.

EXECUTIVE SESSION – Employer-Employee Negotiations.

John Eubanks moved that we recess for an Executive Session for the purpose of discussing Employer/Employee Negotiations, pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3), seconded by Val DeFever, motion carried 5 – 0. Open Session will resume 10:20 p.m. in CIE 104 and through the Zoom link at 10:20 p.m. Those invited to attend are Dr. Bowhay.

Returned to open session at 10:25 p.m. Action item to consider would be accepting the Negotiations Team recommendation to approve Negotiated Agreement. John Eubanks moved to approve the negotiations; Kevin Brannum seconded, it carried 5 – 0.

Cynthia Sherwood asked for a motion to adjourn. John Eubanks moved to adjourn, Val DeFever seconded, carried 5 – 0.

Meeting was adjourned at 10:25 p.m.