

Board of Trustees Minutes  
June 21, 2021

Meeting was called to order by Board Chairman Cynthia Sherwood at 7 p.m.

Sherwood welcomed the guests attending in person and via zoom. Those in attendance were Cynthia Sherwood, Ashley Osburn, Val DeFever, Norman Chambers, John Eubanks, Vincent Bowhay, Jonathan Sadhoo, Lori Boots, Taylor Crawshaw, Brittany Thornton, Paul Molnar, Larry Markiewicz, Heather Mydosh, Allen Shockley, Tamara Blaes, Taina Copeland, Andy Taylor, Bruce Peterson, Anthony Vidali, Micah Vidali, Brian Southworth, Jared Neal and Cherie Stockton. Kevin Brannum was not in attendance.

John Eubanks made a motion to approve the agenda, Val DeFever seconded. Motion carried 5 – 0.

The Pledge of Allegiance was led by Cherie Stockton.

Norman Chambers recited the Mission Statement.

Val DeFever recited the Vision Statement.

Ashley Osburn moved to approve the Consent Agenda; Val DeFever seconded. Motion carried 5 – 0. This portion of the Agenda included May 17 minutes, Financial Report, Personnel Report, Grant Progress Report, Schulthis Stadium Lease Renewal and Resolution for Region H Hazard Mitigation Plan.

Brittany Thornton presented for the Admissions Department providing a QR Code for the Trustees to review the information. She spoke about marketing materials being used at local high schools, scholarship nights, all recruiting tools to bring students to ICC. The “Pirate Chats” take place every Thursday at Ane Mae’s as an effort to involve Community members and recruit local students.

Larry Markiewicz submitted the information for the Music Department. Larry mentioned the program currently has several scholarships signed. John Eubanks moved to approve the Music Comprehensive Review and Ashley Osburn seconded. Motion carried 5 - 0.

Social Science review was presented by Brian Southworth. Looking forward to the new Instructor taking this class and has plans to assist with better assessment strategies. Stated that overall, 82% of the students taking the class passed with a C or better. Val DeFever motioned to approve; Norman Chambers seconded. Motion carried 5 - 0.

Anthony Vidali presented the Athletic Training Comprehensive Review. Anthony mentioned the use of clinical hours and job shadowing to give students more experience before moving on to the next level of college. Currently offering clinical experience hours with Labette Health. Also working to add job shadowing with SEK Orthopedics. Mentioned while most local high schools don’t have Athletic Training, he hopes to recruit more students to grow the program. John Eubanks moved to approve the Athletic Training review; Ashley Osburn seconded. Motion carried 5 – 0.

Visual Arts was presented by Heather Mydosh. A new instructor has been hired for this position. The art program for Art majors with 8 students is a good number and provides excellent “one-on-one” service to meet the needs of the students. Hoping to work with Indy Connect series and continue to drive the program forward. Ashley Osburn moved to approve; Norman Chambers seconded. Motion carried 5 – 0.

Liberal Studies was also presented by Heather Mydosh. Collecting all the necessary data for Liberal Studies has created a collaborate process. Spoke about average class size being a good calling card for students coming to ICC. Excellent completion rates, strong pass rates and it prepares students well. Norman moved to approve; Ashley Osburn seconded. Motion carried 5 – 0.

General Studies Review was presented by Brian Southworth. Mentioned the average class size is 16 and has excellent pass rates. Feels this program transfers easier and more flexible for students moving out of Kansas to another college. John Eubanks moved to approve; Ashley Osburn seconded. Motion carried 5 – 0.

Allowing of Payables. John Eubanks moved to approve the payables; Val DeFever seconded. Motion passed 5 – 0.

IT Networking Expansion & Security Enhancement – Jonathan mentioned issues in the Villa's regarding Wi-Fi. This enhancement would upgrade the equipment as well as updating areas in the Administration Building and the Student Union to allow for better access for eSports. Also includes fire wall, hardware/software, etc... All equipment will be owned by ICC and all maintenance will be handled by ICC IT department. Ashley Osburn moved to approve; Norman Chambers seconded. Motion passed 5 – 0.

Jonathan Sadhoo mentioned that the State Senate Bill 13 has been introduced. Noted that additional budget hearings may be needed but will keep the board informed on the status of this matter. Vincent Bowhay suggested we invite Heather Morgan to present to the board in the July meeting. Accountant audit for the ICC Foundation is still ongoing which was created by GP and power campus issues along with the foundation switching the audit to a different firm. September 30 is the new extended deadline for audits to be submitted.

Early Retirement Continuance for AY 2021-2022 was presented by Lori Boots. John Eubanks suggested we review the policy and continue with the policy as it presently exists. Val DeFever moved to approve; John Eubanks seconded. Motion carried 5 – 0.

Board Policy PSL-712 Early Retirement Policy (1st Reading) presented by Lori Boots. Because the Legal age to retire has increased to 67 it was suggested the policy be updated. It was suggested that the policy be updated using the information from social security using the full retirement age.

Board Policy TRU-921 ICC Face Mask/Shield Policy (1st reading) – Vincent Bowhay is wanting to implement a new faculty/staff handbook and remove these policies from the board policy handbook. Face mask policy is out of date due to the CDC and state of Kansas guidelines and will be kept up to date within the HR policy packet. Campus is currently in a masks encouraged stance.

Board Policy TRU-922 Death of a Student/Staff Member Protocol (1st reading) – Vincent Bowhay feels this policy should be in the Faculty/Staff handbook. Suggests this policy be moved from the Board Policy handbook to the Faculty/Staff handbook.

Board Policy TRU-924 Missing Student Notification (1st reading)

Board Policy TRU-917 Sexual Harassment Policy (2nd reading) both presented by Vincent Bowhay. While these policies will be removed from the Board Policy Handbook, they will be available on the college website and in the new faculty/staff handbook. Ashley Osburn moved to approve; Val DeFever seconded. Motion carried 5 – 0,

Student Athletic & Catastrophic Insurance was submitted by Vincent Bowhay. The Board was informed of the increased by approximately \$7000 according to the quote for the 2021-2022 year. John Eubanks moved to approve; Ashley Osburn seconded. Motion carried 5 – 0.

Campus Improvements using HEERF funding for items such as classrooms, equipment, technology, and physical spaces. As well as updates to the Academic Building. Taylor Crawshaw has submitted quotes for furniture to allow for social distancing and social statement. The ICC West Lobby needs updated. Because time is limited, a meaningful investment of \$350,000 to make these updates. John Eubanks moved to approve; Val DeFever seconded. Motion carried 5 – 0.

Painting the exterior of the buildings and the interior of the field house was mentioned by Vincent Bowhay. Dr. Bowhay mentioned a cost of \$75,000 to repaint the white sections of the buildings while an anonymous donor has given \$20,000 to help supplement this process. John Eubanks did ask when this process would start, the end

of Summer is currently the time frame being considered. Norman Chambers moved to approve; Val DeFever seconded. Motion carried 5 - 0.

Vincent Bowhay presented Parking Lot Improvements. Maintenance Director, Benny Beurskens has presented a quote of \$140,000. Vincent Bowhay has outlined a two to three-year plan. This will not be part of the HEERF funding however, there is an immediate need to address the student union parking lot as well as the ICC west parking lot totaling \$75,000 for the two parking lot repairs. Vincent hopes to come back later this year to request more funds or move the remaining needed funds to next year's expenses. John Eubanks moved to approve; Val DeFever seconded. Motion carried 5 - 0.

Campaign Fundraising Counsel was presented by Vincent Bowhay with a proposal to hire an outside council to help identify donors and identify tax breaks which also helps prepare for the centennial campaign. Strategic plan set a minimal goal of \$1 million. Vincent has a meeting with the Foundation Board on June 23, 2021 where he will submit the request for the Foundation to cover half the cost of this campaign. Spread out over a 3 to 5-year process. The Foundation will pay half and a contract will be set up for \$312,000. The foundation would cover 50% while ICC would cover the remaining 50% over the next 3 to 5 years with the first payment due in July for ICC in the amount of \$36,000. John Eubanks moved to approve; Ashley Osburn seconded. Motion passed 5 - 0.

Vincent Bowhay presented an amendment to the Negotiations Agreement. One area was neglected and did not include the title of the Director of Technical Theatre. A supplemental contract was approved by the Faculty Association today. With the vote in the minutes no other signed form is needed. Ashley Osburn moved to approve; John Eubanks seconded. Motion carried 5 - 0.

Taylor Crawshaw presented the Upward Bound Summerfest Cultural/Education Trip. Summerfest will be going to Kansas City and is 100% funded due to changes with COVID and Upward Bound. Val DeFever moved to approve; John Eubanks seconded. Motion carried 5 - 0.

Vincent Bowhay discussed additional information regarding the HEERF III Institutional Expenditure Plan. This funding goes to helping bring back the 39<sup>th</sup> season of the Inge until additional funds are identified for a \$440,000 budget. Also using these funds to recover bad debt. Using funds to help with declining numbers in dorms and gives a year to get more actions in place, address recruitment issues and grow enrollment. Laura Allison has been helpful with these HEERF III regulations. Vincent mentioned that he would like to invite Hannah to a board meeting and to discuss the development of the plan moving forward to the 40<sup>th</sup> year. Ashley Osburn is concerned about increasing involvement on the education side along with the Inge side to meet the needs of the institution. Cindy Sherwood asked about having an ex officio board member on the Inge board so all info can be shared with the board and will create a more positive tone. She would also like to know the budget, clarify the rolls and outline an MOU as to what the colleges responsibilities, what the Inge Foundation responsibilities are (which include the Inge House).

Norman Chambers attended the Quarterly KACCT Quarterly Zoom meeting a few weeks ago. The next meeting will be in person in Pratt. Norman mentioned KACCT raising yearly due to \$250. The Promise Act was discussed at length. More details should be asked of Heather Morgan for a better understanding of this scholarship. Vincent will set up a meeting with Taylor Crawshaw and Laura Allison to discuss further.

Vincent reported that the Director of Marketing and Chief Operations Officer has been filled. Kris Adams will begin work on July 6, 2021. VPSA David Adams will begin work June 30, 2021.

The trustees were reminded of the Board Retreat on July 10, 2021.

Ashley Osburn moved to adjourn; John Eubanks seconded. Motion carried 5 - 0.