

**BOARD OF TRUSTEES REGULAR MEETING**  
**Cessna Learning Center**  
**Room 104 (West Classroom)**  
**March 9, 2017 - 6:00 p.m.**

**MINUTES**

**Members Present**

Val DeFever  
Norman Chambers  
Jana Shaver  
Terry Clark  
Mike Wood  
Cynthia Sherwood

**Others Present**

Daniel Barwick, President  
Wendy Isle, Chief Financial Officer  
Tammie Geldenhuys, VP for Student Affairs, Athletics, and Admissions  
Beverly Harris, Executive Assistant/Board Clerk  
Taylor Crawshaw, Associate Dean of Academic Support Services  
Debbie Phelps, Director of Institutional Research  
Kara Wheeler, Interim Chief Academic Officer  
Keli Tuschman, Director of Human Resources  
Jim Correll, Entrepreneur Facilitator  
Laura Allison, Financial Aid Director  
Jay Jones, Assistant Athletic Trainer  
Ben Seel, Political Science Instructor  
John Eubanks, Business/Accounting Instructor  
Cody Westerhold, Student Activities Director

**Guests**

Taina Copeland, Reporter  
Jeff Chubb, Legal Counsel  
Megan Evans, ICC Student  
Sebastian Cole, ICC Student  
Kelsey Carpenter, ICC Student  
Sarah Bartel, ICC Student  
Kirsten Maxwell, ICC Student  
Branden Bales, ICC Student  
Curtis Walters, ICC Student

**I. ROUTINE**

- A. Call to Order – Val DeFever called the meeting to order at 6:00 p.m.
- B. Approval of Agenda – Jana Shaver moved to approve the amended agenda as distributed. Terry Clark seconded the motion and the motion carried 6-0.
- C. Pledge of Allegiance – Norman Chambers led the group in recitation of the Pledge of Allegiance.
- D. Welcome Guests – Val DeFever welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda. Sebastian Cole, ICC student, spoke in support of Communications Instructor, Jason Pete.
- E. Mission Statement – Mike Wood read the Mission Statement.
- F. Vision Statement – Jana Shaver read the Vision Statement

- G. Approval of Minutes – Norman Chambers moved to approve the minutes of the regularly scheduled February 9, 2017 Board meeting and the February 18, 2017 Board Retreat. Mike Wood seconded the motion and the motion carried 6-0.

## II. INSTITUTIONAL OPERATIONS

- A. Fab Lab Collaboration with PSU – Jim Correll provided an overview of meetings held in collaboration with Pittsburg State University researchers. Mr. Correll also informed the group of an initiative developed by Lori Rutland and April Whitson; the first workshop for providing instruction to women on how to run the equipment in the Fab Lab begins April 8, 2017.
- B. Scholarship Recommendations – Dan Barwick provided an overview of the Scholarship Committee’s recommendations; Laura Allison assisted in answering several questions. Dr. Barwick reminded the group of the multi-step process involved: the first step being Board review and approval of scholarship policies that are designed to keep scholarship costs within budgeted amounts; the second step taking place during the Summer 2017 when the proposed budget contains an amount budgeted for scholarships that is consistent with current enrollment; and, the third step taking place in the Fall 2017 when the Board considers recommendations for strategic reallocation of scholarship dollars. Dr. Barwick informed the Trustees that the recommendation was not a Board policy; however, due to the significant financial impact, the scholarship recommendations were brought to the Board for consideration of approval. Dr. Barwick asked the Board to consider the recommendation with the assumption that for one year the scholarship level would reflect that of last year’s recruitment efforts/enrollment numbers. Jana Shaver inquired about scholarship caps, restrictions, and guidelines associated with Athletics and stressed a good balance between supporting Academics and supporting Athletics. Norman Chambers moved that the Board indicate support for the scholarship recommendation as presented. Mike Wood seconded the motion and the motion carried 4-2; with Cynthia Sherwood and Jana Shaver voting no. The two no votes explained that, because the scholarship recommendations would result in no changes to Board policy or to the employee handbook, they did not feel the changes required Board action. In order to ascertain effectiveness, Val DeFever requested an October report of scholarship allocations resulting from approval of the recommendation. Cynthia Sherwood also requested identification of the number of full-time students receiving scholarships and/or financial aid, as well as the dollar amount associated with the awards.

- IV. EXECUTIVE SESSION – Executive Session was moved up to facilitate participation of Jeff Chubb, College Legal Counsel. Terry Clark moved that the Board go into Executive Session for twenty minutes, including Dr. Barwick, Wendy Isle, and Jeff Chubb, for consultation with the College attorney which would be deemed privileged in the attorney-client relationship. Mike Wood seconded the motion and the motion carried 6-0. The Board entered Executive Session at 6:50 p.m. The Board returned to Open Session at 7:10 p.m.

- C. PTK Luncheon Overview – Val DeFever and Jana Shaver reported on the annual PTK Honors Luncheon and encouraged attendance by other Board members next year.
- D. Appointment of ICC Employee to Sick Leave Committee – Cynthia Sherwood moved to appoint Keli Tuschman, Human Resources Director, to the Sick Leave Committee. Terry Clark seconded the motion and the motion carried 6-0.
- E. Program Feasibility Review Process – Daniel Barwick answered questions and noted that, if approved, the Program Feasibility Review Process would be incorporated in the Academic Affairs Handbook. Mike Wood moved to approve the Program Feasibility Review Process as presented. Terry Clark seconded the motion and the motion carried 6-0.
- F. Allow Payables – Terry Clark moved to allow payables. Jana Shaver seconded the motion and the motion carried 6-0.

- G. President's Update – Daniel Barwick publicly recognized Alan Speicher, Independence High School Technology Education Instructor. Mr. Speicher, his co-workers, and students are constructing a mace for use during ICC's Graduation. The group was informed that Allan Wicker accepted nomination as our Outstanding Alumnus. Dr. Barwick shared that Brad Henderson was making a fifteen-hour drive to Pensacola, Florida with the Speech and Debate Team for competition in the National Novice Forensics and Debate Championship; the group wished them luck. Dr. Barwick informed the group that application for a Title III grant for construction of a Welcome Center is not feasible; only eight Title III awards are being given across the United States this year. Dr. Barwick led discussion of the cost estimate for construction of a small steel building next to the Administration Building. The Board will see a more complete estimate which includes building interior work, electrical wiring, furnishings, etc. during the April or May monthly meeting.
- III. CONSENT AGENDA – Norman Chambers moved to approve the Consent Agenda which included receipt of the Financial, Personnel, and Grant Progress Reports, as well as payment to Jarred, Gilmore & Phillips, P.A. in the amount of \$15,000 for the 2015-16 ICC Audit and \$4,000 for the 2015-16 ICC Foundation Audit. The Trustees questioned whether the College is reimbursed for payment of the ICC Foundation Audit. Wendy Isle informed the Board that an audit of the ICC Foundation is required; however, the College currently pays fees for the audit. Jana Shaver seconded the motion and the motion carried 6-0.
- V. EXECUTIVE SESSION – Terry Clark moved that the Board go into Executive Session for forty-five minutes, including Dr. Barwick, Kara Wheeler, and Keli Tuschman, for the purpose of discussing non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Norman Chambers seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:45 p.m. The Board returned to Open Session at 8:30 p.m. Terry Clark moved that the Board go into Executive Session, including Dr. Barwick, Kara Wheeler, and Keli Tuschman, for an additional twenty minutes. Norman Chambers seconded the motion and the motion carried 6-0. The Board entered Executive Session at 8:30 p.m. The Board returned to Open Session at 8:50 p.m.
- Braden Bales addressed the Board in support of Communications Instructor, Jason Pete; Kelsey Carpenter also voiced support of Mr. Pete.
- Resolution of Non-renewal – Norman Chambers moved to approve the Resolution for Non-renewal of instructor, Jason Pete. Terry Clark seconded the motion and the motion carried 6-0.
- VI. ADJOURN – Jana Shaver moved that the meeting adjourn. Mike Wood seconded the motion and the motion carried 6-0. The meeting adjourned at 8:53 p.m.

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Beverly Harris  
Board Clerk

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