

**BOARD OF TRUSTEES REGULAR MEETING**  
**Cessna Learning Center CLC 104 West Classroom/ 6:00 p.m.**  
**June 8, 2017**

**MINUTES**

**Members Present**

Val DeFever

Norman Chambers

Jana Shaver

Terry Clark

Cynthia Sherwood

Mike Wood was attending the new Trustee Orientation at Colby Community College

**Others Present**

Daniel Barwick, President

Wendy Isle, Chief Financial Officer

Tammie Geldenhuis, VP for Student Affairs, Athletics, and Admissions

Keli Tuschman, Human Resources Director

Brad Henderson, Director of Marketing

Beverly Harris, Executive Assistant/Board Clerk

Taylor Crawshaw, Associate Dean of Academic Support Services

Ben Seel, Political Science Instructor

John Eubanks, Business/Accounting Instructor

Valon Jones, Upward Bound Program Director

Sara Finton, Upward Bound Program Academic Coordinator

Cody Westerhold, Student Activities Director

**Guests**

Taina Copeland, Reporter

Andy Taylor, Montgomery County Chronicle

**I. ROUTINE**

- A. Call to Order – Val DeFever called the meeting to order at 6:01 p.m.
- B. Approval of Agenda – Terry Clark moved to approve the amended agenda; which included action on the bid received from Muller Construction, Inc. in the amount of \$89,900 for the Fine Arts parking lot removal and replacement. Jana Shaver seconded the motion and the motion carried 5-0.
- C. Welcome Guests – Val DeFever welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda.
- D. Pledge of Allegiance – Val DeFever led the group in recitation of the Pledge of Allegiance.
- E. Mission Statement – Val DeFever read the College Mission Statement.
- F. Vision Statement – Val DeFever read the College Vision Statement.
- G. Approval of Minutes – Norman Chambers moved to approve the minutes of the May 11, 2017 meeting. Terry Clark seconded the motion and the motion carried 5-0. Cynthia Sherwood moved to approve the minutes of the May 15, 2017 special meeting. Jana Shaver seconded the motion and the motion carried 5-0. Norman Chambers moved to approve the minutes of the June 5, 2017 special meeting. Terry Clark seconded the motion and the motion carried 5-0.

**II. INSTITUTIONAL OPERATIONS**

- A. Upward Bound Program – Valon Jones, Upward Bound Program Director, introduced Sara Finton, Upward Bound Program Academic Coordinator, and provided an overview of Summerfest activities. Ms. Jones also shared the good news that ICC's Upward Bound Program received official notification

that our Federal TRIO grant award has been renewed for approximately \$1,450,000 over the next five years.

- B. Muller Construction, Inc. Bid/Fine Arts Parking Lot – Dr. Barwick reminded the group of the Board’s decision to remove and replace the Fine Arts parking lot with funds committed to renovation and repair of the Academic Building. As a result, Academic Building repairs and renovations previously scheduled for this budget cycle and next were pushed forward into the next two years’ budget cycles. It was noted that this budget cycle ends June 30, 2017 and the next budget cycle (when renovation and repair to the Academic Building may commence) begins July 1, 2017. Cynthia Sherwood moved to approve the \$89,900 bid received from Muller Construction, Inc. for removal and replacement of the Fine Arts parking lot. Terry Clark seconded the motion and the motion carried 5-0.
- C. Allow Payables – Norman Chambers moved to allow payables. Cynthia Sherwood seconded the motion and the motion carried 5-0.
- D. President’s Update – Daniel Barwick began his update by informing the Board of the two steps involved in the budgeting process. Small group meetings of one or two Trustees will be conducted in the next two weeks in the President’s office for review and input regarding the 2017-2018 budget proposal(s). The second step of the process involves a Board Budget Workshop in early July for finalization of the 2017-2018 budget and subsequent approval for publication and notification of the Budget Hearing date.

Dr. Barwick shared enrollment updates: Fall headcount is currently at 422; the same time last year Fall headcount was 344; and, Summer headcount is 289; the same time last year headcount for summer was 344. Dr. Barwick commended Admissions/ICC NOW staff for the early Fall enrollment of concurrent students. Dr. Barwick also recognized Athletics for increased recruitment, and subsequent enrollment, in summer classes; he noted that approximately 115 students are in the pipeline for enrollment and summer headcounts could increase to 404 when the process is completed.

- III. CONSENT AGENDA – Cynthia Sherwood moved to approve the Consent Agenda which included receipt of the financial, personnel, and grant progress reports. The Personnel report included employment of: Andrew Gutschenritter in the position of Financial Affairs Accountant at an annualized salary of \$42,000 plus College support toward employee participation in ICC’s group health insurance plan; and, Camilo Peralta in the position of Associate Professor of English at an annualized salary of \$47,100 plus College support toward employee participation in ICC’s group health insurance plan. The transfer/promotion of Jody Coy from the position of Fiscal Operations to the position of Associate Professor of Computer Technology with an annualized salary of \$44,900 was also included in the Personnel report. Separations included in the Personnel report were: Jeff Marchant from the Maintenance/Landscaping position; Megan Hudson from the position of Head Softball Coach; and, Josh Gross from the position of Associate Professor of Math. Searches are ongoing for the positions of: Associate Professor of Math; Associate Professor of Speech, Communications and Religion; Associate Professor of Theatre; Accounts Payable; Head Softball Coach; Fab Lab Office Administrator; International Admissions Coordinator; and, Maintenance/Landscaping. Terry Clark seconded the motion and the motion carried 5-0.

- IV. EXECUTIVE SESSION – It was noted that no action would be taken following Executive Session and that Executive Session was not needed for the purpose of discussing negotiations to protect the College’s right to confidentiality of its negotiating position and the public interest. Terry Clark moved that the Board enter Executive Session for thirty minutes, following a five-minute break, for the purpose of discussing non-elected personnel in order to protect the privacy interests of the individuals to be discussed, and to include Dr. Barwick and Keli Tuschman. Norman Chambers seconded the motion and the motion carried 5-0. The Board entered Executive Session at 6:30 p.m. The Board returned to Open Session at 7:00 p.m. Val DeFever moved that the Board enter Executive Session for an additional fifteen minutes for the purpose of discussing non-elected personnel in order to protect the privacy interests of the individuals to be discussed, and to include Dr. Barwick and Keli Tuschman. Norman Chambers seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:00 p.m. The Board returned to Open Session at 7:15 p.m.

- V. EXECUTIVE SESSION – Executive Session was not needed for the purpose of discussing negotiations to protect the College’s right to confidentiality of its negotiating position and the public interest.
- VI. ADJOURN – Norman Chambers moved that the meeting adjourn. Terry Clark seconded the motion and the motion carried 5-0. The meeting adjourned at 7:15 p.m.

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Beverly Harris  
Board Clerk

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