

BOARD OF TRUSTEES REGULAR MEETING
CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m.
July 13, 2017

MINUTES

Members Present

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

Others Present

Daniel Barwick, President
Wendy Isle, Chief Financial Officer
Kara Wheeler, Chief Academic Officer
Tammie Geldenhuis, VP for Student Affairs, Athletics, and Admissions
Keli Tuschman, Human Resources Director
Brad Henderson, Director of Marketing
Eric Montgomery, Director of Information Technology
Beverly Harris, Executive Assistant/Board Clerk
Taylor Crawshaw, Associate Dean of Academic Support Services
Ben Seel, Political Science Instructor
John Eubanks, Business/Accounting Instructor
Cody Westerhold, Student Activities Director
Jay Jones, Assistant Athletic Trainer

Guests

Taina Copeland, Reporter
Jeff Chubb, College Legal Counsel
Brian Williams, CEO/President, Labette Health
Rod Landrum, Vice President, Labette Health
Dennis Pinkerton, Business Development Director, Labette Health
Neil Springer, Security Supervisor, Labette Health
Bill Juby, Community Member

I. ROUTINE

- A. Call to Order – Val DeFever called the meeting to order at 6:00 p.m.
- B. Approval of Agenda – Val DeFever noted an amendment to the agenda for inclusion of a report on attendance at the KACCT/COP meeting held in Colby, KS. Jana Shaver moved to approve the amended agenda. Norman Chambers seconded the motion and the motion carried 6-0.
- C. Welcome Guests – Val DeFever welcomed the guests and shared 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 June 8, 2017 Minutes – Norman Chambers moved to approve the June 8, 2017 meeting minutes as presented. Terry Clark seconded the motion and the motion carried 6-0.

II. INSTITUTIONAL OPERATIONS

- A. Memorandum of Understanding/Labette Health Alternate Care Site – Neil Springer, Security Supervisor for Labette Health, provided an overview of the Memorandum of Understanding between Labette Health and Independence Community College for activation of an alternate care site at ICC West or the Fieldhouse in the event of a mass medical emergency. Dr. Barwick shared that the MOU is similar to one previously signed with Mercy Hospital. Neil Springer noted association with the Montgomery County Disaster Preparedness team, as well. Terry Clark moved to approve the MOU with Labette Health that is renewable every two years. Cynthia Sherwood seconded the motion and the motion carried 6-0.

KACCT/COP Meeting Update – Jana Shaver and Mike Wood reported on attendance at the meeting held in Colby, Kansas. Mr. Wood noted that his participation was focused on the New Trustee Orientation session. Trustee Shaver shared that KACCT has approved their 2017-2018 budget; however, it may become necessary to raise membership dues.

- B. Postpone Board Nominations and Elections Until January 2018 – Jana Shaver moved to postpone Board nominations and elections until January 2018. Norman Chamber seconded the motion and the motion carried 6-0.
- C. Designate Official Newspaper for 2017-2018 – Cynthia Sherwood moved to follow historical practices of rotating designation of the official newspaper between the Montgomery County Chronicle and the Daily Reporter; the Montgomery County Chronicle was identified as the 2017-2018 official newspaper. Terry Clark seconded the motion and the motion carried 6-0.
- D. Designate College Legal Counsel for 2017-2018 –Mike Wood moved to continue legal counsel services for 2017-2018 with Emert, Chubb, Reynolds, LLC. Jana Shaver seconded the motion and the motion carried 6-0.
- E. Identify Date and Time for 2017-2018 Monthly Board Meetings – Terry Clark moved to approve the current Board of Trustees meeting schedule, with meetings held at 6:00 p.m. on the second Thursday of the month. Norman Chambers seconded the motion and the motion carried 6-0.
- F. Allow Payables – Norman Chambers moved to allow payables. Mike Wood seconded the motion and the motion carried 6-0.
- President's Update – Dan Barwick began his update by recognizing Jack Wright, Chairman for the Inge Center Advisory Committee; Mike Wood provided additional information on Advisory Committee members. Mike Wood, Hannah Joyce-Hoven, Jackson Bryer, Gigi Bolt, and Eric Rutherford were also acknowledged for their Advisory Committee work. Dr. Barwick shared that enrollment numbers are up 9.8 percent for summer; which makes the seventh straight semester of enrollment growth. A 20.5 percent increase is projected for fall. For continued demonstration of transparency, the Trustees were informed of small, group Budget Workshops he and Wendy Isle are holding with interested faculty and staff members; questions are answered and input is welcomed. Dr. Barwick recognized Lekan Ramoni's hard work on a 2 + 2 Program with Pittsburgh State University's (PSU) Engineering Program; replication of the process is being sought with additional PSU programs. The Trustees were reminded of the Don Harris Golf Tournament and Judi Harris Bunco scheduled July 29th at the Independence Country Club. Dr. Barwick shared that Attorney General, Derek Schmidt, will visit campus on Friday, July 21st. Dr. Barwick provided an overview of the Strategic Planning process and noted this was the first year for implementation of the three-year Strategic Plan which was developed in 2015-21016, the first year during which Operational Plans with Quarterly Reports which tie to the Strategic Plan were devised. Dr. Barwick noted explicit integration of the Strategic Planning process with the Budget process will occur during the Board of Trustees Strategic Planning and Budget Workshop scheduled Wednesday, July 26, 2017. Results of the campus survey during which employees annually rate the relevancy of the College Mission and Vision Statements, the draft revised Strategic Plan based on information in the annual Strategic and Operational Plan review, and the proposed 2017-2018 budget will be considered during the July 26th meeting.

- III. CONSENT AGENDA – Mike Wood moved to approve the Consent Agenda which included receipt of the Financial, Personnel, and Grant Progress reports. The Personnel Report included employment of: Fernando Patin-Betancourt in the position of Accounts Payable Specialist at an annualized salary of \$30,000 plus College support toward employee participation in ICC’s group health insurance plan; Donna Kiister in the International Admissions Coordinator position at an annualized salary of \$25,000 plus College support toward employee participation in ICC’s group health insurance plan; Kelsey Overacker in the Head Softball Coach position at an annualized salary of \$35,900 plus College support toward employee participation in ICC’s group health insurance plan; Allen Shockley in the Developmental Math Instructor position at an annualized salary of \$42,400 plus College support toward employee participation in ICC’s group health insurance plan; Mike Swartz in the Maintenance/Landscaping position at an annualized salary of \$26,000 plus College support toward employee participation in ICC’s group health insurance plan; Jared Wheeler in the Associate Professor of Speech, Communications, and Religion position at an annualized salary of \$45,600 plus College support toward employee participation in ICC’s group health insurance plan; and Erick Wolfe in the Theatre Instructor position at an annualized salary of \$48,100 plus College support toward employee participation in ICC’s group health insurance plan. Also included in the Personnel Report was the employment transfer/promotion of Laura Schaid from the Career and Tech Ed Coordinator position to the Office Administrator of the Fab Lab position at an annualized salary of \$32,000 plus College support toward employee participation in ICC’s group health insurance. Appointments by the Board Chair for the Fiscal Year were included in the Consent Agenda: College President as the Board Secretary; Controller as the College Treasurer; and, the Executive Assistant to the President as the Board Clerk. Payment in the amount of: \$76,830 to United States Fire Insurance Co. for athletic insurance; Zurich in the amount of \$16,763 for athletic catastrophic insurance; and, KACCT in the amount of \$10,805 for 2017-2018 membership renewal were additional items on the Consent Agenda. Tammie Geldenhuys informed the Board of Trustees that a more competitive bid was received for the transportation of athletes to out-of-town games and asked for consideration of approval for transportation with no vendor identified, but in an amount not to exceed \$20,237. Terry Clark moved to approve the Consent Agenda with the added stipulation that payment for student athletes’ transportation to out-of-town games not exceed \$20,237. Cynthia Sherwood seconded the motion and the motion carried 6-0.
- IV. EXECUTIVE SESSION – Norman Chambers moved that the Board enter Executive Session, to include Dr. Barwick, Jeff Chubb, and Wendy Isle, for ten minutes following a five-minute break. The purpose of the Executive Session was discussion of ongoing litigation; consultation with the College attorney is deemed privileged in the attorney-client relationship. Open Session was set to resume in CLC 104. Norman Chambers seconded the motion and the motion carried 6-0. The Board noted that the second Executive Session was for discussion of non-elected personnel and would include Dr. Barwick, Keli Tuschman, and Wendy Isle; no action would be taken following either Executive Session. The Board entered Executive Session at 7:45 p.m. and returned to Open Session in CLC 104 at 7:55 p.m.
- V. EXECUTIVE SESSION – Norman Chambers moved that the Board enter Executive Session for twenty minutes to include Dr. Barwick, Wendy Isle, and Keli Tuschman for discussion of a personnel matter; discussion of non-elected personnel in order to protect the privacy interests of the individuals to be discussed is an Executive Session topic under the Kansas Open Meetings Act, and the group scheduled return to Open Session in CLC 104 at 8:15 p.m. The Board entered Executive Session at 7:55 p.m. and returned to Open Session in CLC 104 at 8:15 p.m. Norman Chambers moved that the Board enter Executive Session for an additional ten minutes to include Dr. Barwick, Wendy Isle, and Keli Tuschman for discussion of a personnel matter; discussion of non-elected personnel in order to protect the privacy interests of the individuals to be discussed is an Executive Session topic under the Kansas Open Meetings Act, and the group scheduled return to Open Session in CLC 104 at 8:25 p.m. The Board entered Executive Session at 8:15 p.m. and returned to Open Session in CLC 104 at 8:25 p.m.

VI. ADJOURN – Norman Chambers moved that the meeting adjourn. Terry Clark seconded the motion and the motion carried 6-0. The meeting adjourned at 8:25 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 handicap 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.

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