

**President's Cabinet Agenda**

**March 27, 2018**

**Cyber Café**

**3:00 – 4:30 p.m.**

**New Business**

- **Mission Statement - Independence Community College serves the best interests of students and the community by providing academic excellence while promoting cultural enrichment and economic development.**
- **Board Agenda-Deadline for inclusion in Agenda packets is end of day Monday, April 2<sup>nd</sup>**
- **Summer Hours**
- **HLC Annual Convention April 6-10, 2018**
- **Cabinet Updates**

**Adjourn**

BOARD OF TRUSTEES REGULAR MEETING  
CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m.  
April 12, 2018

AGENDA

I. ROUTINE

- A. Call to Order
- B. Approval of Agenda Action
- C. Welcome Guests
- D. Pledge of Allegiance
- E. Mission Statement – Independence Community College serves the best interests of students and the community by providing academic excellence while promoting cultural enrichment and economic development.
- F. Vision Statement – To be a community college that provides an exceptional educational experience by cultivating intellect, encouraging creativity and enhancing character in a student and community centered environment.
- G. Approval of March 8, 2018 regular and March 22, 2018 special meeting minutes Action      Section 1

II. INSTITUTIONAL OPERATIONS

- A. 2017 Audit – Neil Phillips, Jarred, Gilmore, & Phillips, P.A Will Present Report/Action      Section 2
- B. Fab Force Program Overview/Approval – Melissa Ashford/Laura Schaid Action      Section 3
- C. Technology Plan Overview/Approval – Eric Montgomery Action      Section 4
- D. 24 X 7 Managed Helpdesk Solution – Eric Montgomery Action      Section 5
- E. Managed Print Solution – Eric Montgomery Action      Section 6
- F. Approve Comprehensive Program Review Recommendation
  - Associate of Science-Health, Physical Education, and Recreation Action      Section 7
  - Associate of Science-Criminal Justice Action      Section 8
  - Associate of Science-Elementary Education Action      Section 9
- G. Annual Program Reviews – Kara Wheeler Will Answer Questions Discussion/Action      Section 10
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- H. Allow Payables Action      Section 11
- I. President’s Update – Dan Barwick Report      Section 12
  - Progress on HLC Requirements
  - Review 2014-2016 Institutional Assessment Plan Survey Results
  - 5-Year Maintenance Plan
  - Update Enbridge Pipeline Property Tax Status

III. CONSENT AGENDA Action

- A. Financial Report (acknowledge receipt)
- B. Personnel Report (acknowledge receipt) Section 13
- C. Grant Progress Report Section 14
- D. Legend Rings Payment for Championship Bowl Rings Section 15
- E. Computer Software Policy Section 16
- F. Technology Purchasing Policy Section 17

IV. EXECUTIVE SESSION – Attorney/Client Privilege.

I move that we recess for an Executive Session for consultation with the College attorney regarding *(insert subject to be discussed)*, pursuant to the attorney/client privilege exception, K.S.A. 75-4319(b)(2). Open Session will resume at *(insert time)* in CLC 104 of the Cessna Learning Center. Those invited to attend are: *(list attendees)*.

V. EXECUTIVE SESSION –Employer-Employee Negotiations.

I move that we recess for an executive session for the purpose of discussing *(insert subject to be discussed)*, pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3). Open Session will resume at *(insert time)* in CLC 104 of the Cessna Learning Center. Those invited to attend are: *(list attendees)*.

**VI. EXECUTIVE SESSION – Non-elected Personnel.**

I move that we recess for an executive session for discussion of *(insert subject to be discussed)*, pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session will resume at *(insert time)* in CLC 104 of the Cessna Learning Center. Those invited to attend are: *(list attendees)*.

**VII. ADJOURN**

**Action**

# Memo

To: All-Staff  
From: Dan Barwick  
Date: 3/28/2018  
Re: Observance of Summer Hours

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Summer office hours will begin Monday, May 14, 2018 and end Friday, August 3, 2018. Summer hours do not apply to any areas that are required by state policy or statute to maintain specific hours.

This summer's schedule is the same as last year – we will work a week consisting of four ten-hour days; work hours will be 7:00 a.m. – 5:30 p.m. Monday through Thursday, with a 30 minute lunch break, and the College will be closed on Fridays.

For the week during which Memorial Day falls, campus closes Monday; we will work ten-hour days Tuesday through Thursday. For the week during which the Fourth of July falls, campus closes Wednesday; we will work ten-hour days, Monday, Tuesday and Thursday.

With the consent of supervisors, employees have the option of working alternative summer schedules, Monday through Thursday, as long as the full obligation of a 40-hour workweek is achieved.

If you have questions about this plan, feel free to ask your Cabinet level supervisor or me.