

BOARD OF TRUSTEES REGULAR MEETING
CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m.
March 8, 2018

MINUTES

Members Present

Mike Wood
Jana Shaver
Terry Clark
Norman Chambers

Others Present

Daniel Barwick, President
Kara Wheeler, Vice-President of Academic Services
Keli Tuschman, Human Resources Director
Eric Rutherford, Choral/Vocal Music Instructor
Tammie Geldenhuys, Vice-President of Athletics/Student Affairs
Beverly Harris, Executive Assistant/Board Clerk
Jessica Morgan-Tate, Compliance Officer/Title IX
Brad Henderson, Marketing/Communications Director
Taylor Crawshaw, Associate Dean of Tutoring/Accessibility Services
Ben Seel, Political Science Instructor
John Eubanks, Business/Accounting Instructor
Melissa Ashford, Computer Technology Instructor
Brett Gilcrist, Psychology Instructor
Jim Correll, Fab Lab Director
Bruce Peterson, Inge General Manager
Meagan Moore, Inge Coordinator
Terri Barbera, Inge Center Arts Associate
Dan Fossoy, ABE/GED Instructor

Guests

Jeff Chubb, College Legal Counsel
John Heckman, Heckman & Associates
Tony White, KNEA
Taina Copeland, Reporter
Andy Taylor, Montgomery County Chronicle
Jueno Morgan-Tate, Community Member

I. ROUTINE

- A. Call to Order – Vice-Chair, Mike Wood, called the meeting to order at 6:00 p.m.
- B. Approval of Amended Agenda – The Comprehensive Review of Health, Physical Education, and Recreation Program was removed from the agenda and will be considered during the April Board of Trustees meeting. Terry Clark moved to approve the amended agenda. Norman Chambers seconded the motion and the motion carried 4-0.
- C. Welcome Guests – Mike Wood welcomed the guests and provided an overview of public comment on items pertaining to the agenda; one request for comment was received from Dan Fossoy.
- D. Pledge of Allegiance – Terry Clark led the group in recitation of the Pledge of Allegiance.
- E. Mission Statement – Jana Shaver read the Mission Statement.
- F. Vision Statement – Norman Chambers read the Vision Statement.
- G. Approval of February 8, 2018 meeting minutes – Jana Shaver moved to approve the minutes of the February 8, 2018 meeting. Terry Clark seconded the motion and the motion carried 4-0.

Dan Fossoy, ABE/GED, spoke of Program successes and encouraged continuation of the \$63,182 ABE/GED Program match with Neosho Community College. Jana Shaver recognized Mr. Fossoy's work in this field.

II. INSTITUTIONAL OPERATIONS

- A. Overview of Inge Festival – Eric Rutherford provided an overview of the May 9-12, 2018 Inge Festival. Mr. Rutherford noted that fund-raising initiatives have increased in an effort to relieve the burden on the College; local branding efforts have also increased in an effort to improve participation. Meeting attendees received a copy of the Inge Newsletter “The Prompter”. Everyone was encouraged to attend performances of “Les Miserables” scheduled March 16, 17, and 18 at Memorial Hall.
- B. Certification of Bids/Recommendation Fab Lab Expansion – John Heckman shared that bid responders were all fairly local and recommended acceptance of the \$601,350 bid received from Decker Construction, Inc. of Coffeyville. Terry Clark moved to accept Mr. Heckman’s recommendation that the contract be awarded to Decker Construction, Inc. Of Coffeyville, Kansas for the contract sum of \$601,350. Norman Chambers seconded the motion and the motion carried 4-0.
- C. PTK Luncheon Overview – Mike Wood provided an overview of the PTK Honors’ Luncheon held February 15, 2018 in Topeka.
- D. Comprehensive Review of Health, Physical Education, and Recreation Program – The agenda was amended to remove this item for consideration until the April Board meeting.
- E. Comprehensive Review of Associate of Arts in Social Sciences Program – Kara Wheeler and Brett Gilcrist provided an overview of the Program Review process and answered questions. Jana Shaver and Mike Wood commended the comprehensive level of work involved in the Review; it was noted that the collection of data and identification of trends will facilitate informed decision making. Kara Wheeler shared that approximately 30 Program Reviews will be presented to the Board during the April Board meeting. Jana Shaver moved to approve the Category 2 recommendation of the Program Review Committee for continuance of the Social Sciences Program with minor revision. Terry Clark seconded the motion and the motion carried 4-0.
- F. Allow Payables – Terry Clark moved to allow payables. Norman Chambers seconded the motion and the motion carried 4-0.
- G. President’s Update – Dan Barwick referred to the letter Trustees received from the Montgomery County Sherriff and shared that emergency training sessions will be scheduled during In-Service to capture the majority of College employees’ participation. Dr. Barwick gave an overview of the Operational Plan and provided a summary of progress made toward meeting Higher Learning Commission requirements. Dr. Barwick gave kudos to Kris Kippenberger for work in updating the 5-Year Maintenance Plan; following review, the new Plan will be included in the April Board of Trustees Agenda packets.

- III. CONSENT AGENDA – Norman Chambers moved to approve the Consent Agenda which included receipt of the financial, personnel, and grant progress reports. Included in the Personnel Report was employment of Chris Clevenger in the position of Assistant Football Coach at an annualized salary of \$17,000 plus College support toward employee participation in ICC’s group health insurance plan. Also included in the Personnel Report were the employment separations of: Forest Dowell from the IT Technician position; Manoa Latu from the Assistant Football Coach position; Michelle Pereira from the Financial Aid Specialist position; and, Lynn Reddy from the position of Student Support Services Administrative Assistant. Retirements included in the Report were received from: Janelle Null, Professor of Art, and Brian Foreman, Professor of Biology. The Consent Agenda included the recommendation to assess student accounts a 19% collections fee and a 2% administrative fee prior to sending accounts to collection agencies; the assessment would assist in recuperation of collection fees incurred by the College. Payment, in the amount of \$11,830 to D & A Electrical, for completion of Year 2 of 5 fire safety updates required by the Fire Marshall was also included in the Consent Agenda. Jana Shaver seconded the motion and the motion carried 4-0.

Meeting attendees were informed that no action would be taken following the Executive Sessions.

IV. EXECUTIVE SESSION –Employer-Employee Negotiations.

Norman Chambers moved that the Board recess for an executive session for continued discussion of upcoming negotiations, pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3). Open Session would resume at 8:20 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were: Dr. Barwick, Jeff Chubb, Keli Tuschman, and Kara Wheeler. Jana Shaver seconded the motion and the motion carried 4-0. The Board entered Executive Session at 7:35 p.m. The Board returned to Open Session in CLC 104 at 8:20 p.m. Norman Chambers moved that the Board recess for an executive session for the purpose of discussing upcoming negotiations, pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3) for an additional thirty minutes. Open Session would resume at 8:50 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were: Dr. Barwick, Jeff Chubb, Keli Tuschman, and Kara Wheeler. Terry Clark seconded the motion and the motion carried 4-0. The Board entered

Executive Session at 8:20 p.m. The Board returned to Open Session in CLC 104 at 8:50 p.m. Norman Chambers moved that the Board recess for an executive session for continued discussion of upcoming negotiations, pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3). Open Session would resume at 9:05 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were: Dr. Barwick, Jeff Chubb, Keli Tuschman, and Kara Wheeler. Jana Shaver seconded the motion and the motion carried 4-0. The Board entered Executive Session at 8:50 p.m. The Board returned to Open Session in CLC 104 at 9:05 p.m.

V. EXECUTIVE SESSION – Non-elected Personnel.

Terry Clark moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 9:35 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Barwick, Jeff Chubb, Keli Tuschman, and Kara Wheeler. Norman Chambers seconded the motion and the motion carried 4-0. The Board entered Executive Session at 9:05 p.m. The Board returned to Open Session at 9:35 p.m. Terry Clark moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 9:50 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Barwick, Jeff Chubb, Keli Tuschman, and Kara Wheeler. Norman Chambers seconded the motion and the motion carried 4-0. The Board entered Executive Session at 9:35 p.m. The Board returned to Open Session at 9:50 p.m. Dr. Barwick, Jeff Chubb, and Kara Wheeler left Executive Session at 9:50 p.m. Terry Clark moved that the Board recess for an executive session for discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would resume at 10:05 p.m. in CLC 104 of the Cessna Learning Center. Keli Tuschman was invited to attend. Norman Chambers seconded the motion and the motion carried 4-0. The Board entered Executive Session at 9:50 p.m. The Board returned to Open Session at 10:05 p.m.

VI. ADJOURN – Terry Clark moved that the meeting adjourn. Norman Chambers seconded the motion and the motion carried 4-0. The meeting adjourned at 10:05 p.m.

Beverly Harris
Board Clerk

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