

BOARD OF TRUSTEES REGULAR MEETING
CLC 104 (West Classroom of Cessna Learning Center) 6:00 p.m.
August 13, 2018

MINUTES

Members Present

Val DeFever
Mike Wood
Terry Clark
Norman Chambers
Jana Shaver joined the meeting via conference call at 7:00 p.m.
Cynthia Sherwood joined the meeting at 7:05 p.m.

Others Present

Daniel Barwick, President
Tammie Geldenhuys, Vice-President for Athletics/Student Affairs/Admissions
Kara Wheeler, Vice-President for Academic Affairs
Beverly Harris, Executive Assistant/Board Clerk
Keli Tuschman, Vice-President for Operations
Taylor Crawshaw, Associate Dean for Tutoring and Accessibility Services
Wendy Isle, Chief Business Officer
Brad Henderson, Director of Marketing
Brittany, Director of Enrollment/Retention Management
Jared Wheeler, Director of On-line
Jessica Morgan-Tate, Compliance Officer/Title IX
Melissa Ashford, Professor of Computer Technology
Laura Schaid, Program Developer
Jim Correll, Fab Lab Manager
John Eubanks, Professor of Business/Accounting
Ben Seel, Professor of Political Science
Kris Kippenberger, Director of Maintenance
Nyssa Crompton, Associate Professor of Chemistry
Beau Ratzlaff, Maintenance
Mike Houck, Maintenance

Guests

Taina Copeland, Reporter
Andy Taylor, Montgomery County Chronical
Jeff Chubb, College Legal Counsel
Twenty-two Community Members
Kristen Torrey, ICC Student

I. ROUTINE

- A. Call to Order – Val DeFever called the meeting to order at 6:00 p.m.
- B. Approval of Agenda – Terry Clark moved to approve the agenda. Mike Wood seconded the motion and the motion carried 4-0.
- 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 – Terry Clark read the College Mission Statement.
- F. Vision Statement – Norman Chambers read the College Vision Statement.
- G. Approval of July 26 and July 31, 2018 Minutes – Mike Wood moved to approve the minutes of the July 26, 2018 meeting. Norman Chambers seconded the motion and the motion carried 4-0. Norman Chambers moved to approve the minutes of the July 31, 2018 meeting. Terry Clark seconded the motion and the motion carried 4-0.

II. INSTITUTIONAL OPERATIONS

- A. President's Update – Dr. Barwick moved the enrollment update forward on the agenda in consideration of Brittany Thornton's presentation.
- Enrollment Update – Brittany Thornton informed the group that headcount was 658 at 5:35 p.m.; however, that number will grow when around 215 ICC NOW (concurrent enrollment) students are enrolled between now and Friday.
 - President's Update – Dan Barwick provided an update of the Fab Lab build and noted that most of the exterior work is done and interior work is in progress. Dr. Barwick also provided an update of progress on the practice field.
 - Accreditation Status Report – Dr. Barwick referred to the documents included in the Board Agenda packets and highlighted progress made in the various areas; he noted that tasks will be completed during the remainder of the fall semester. A report which identifies how the HLC concerns regarding program review and data driven budget and strategic planning were addressed will be sent to the Higher Learning Commission (HLC) during the spring semester. Dr. Barwick informed the group that a monthly progress report is distributed to all staff, the Board of Trustees, and the HLC. It was noted that Last Chance U will return during the fall semester, as they exercised their option to extend the original contract. Dr. Barwick noted that three separate surveys were administered following the end of Season 3 filming, and the overall response was very good. We are required by the Kansas Jayhawk Community College Conference to live stream home games; Valnet is being considered as an option for this service.
- B. On-line Program Report – Jared Wheeler, Online Program Director, noted that online courses are currently only supplemental courses to on-ground students and shared plans to expand program offerings for incorporation of modular scheduling. Cohort-based learning initiatives and an agreement with Fort Hays State University were also shared.
- C. 2018-2019 Cost Increases/Budget Reductions – Wendy Isle provided a detailed review of the 2018-2019 cost increases and budget reductions. Wendy Isle, Dr. Barwick, and Val DeFever answered questions from the audience.
- D. Public Hearing – The meeting was opened for public hearing; however, Chair DeFever shared that Trustee Shaver would be calling in to the meeting and that Trustee Sherwood would arrive late due to a scheduling conflict. Andy Taylor referred to the cash shortfall discussed at previous Board meetings and requested that more details regarding the shortfall be shared with the public prior to the hearing process. Val DeFever acknowledged the cash shortfall and invited Dr. Barwick's further clarification. Dr. Barwick informed the group of the modest shortfall over preceding years and shared that was primarily because the budget has not reflected uncollected account receivables. Dr. Barwick shared that in addition to the uncollectible accounts, this past year a significant enrollment drop was experienced, as well, resulting in a larger revenue shortfall. Dr. Barwick stated that most College expenses are fixed costs such as employee health insurance, dorm and lease payments, and utility bills. In addition, relatively few discretionary expenses makes it difficult to recover from a revenue shortfall within any given year; therefore the shortfall must be aggressively addressed in future years. Dr. Barwick ended the clarification by reminding the group of the Board's strategic goal of recovering from the cash shortfall. David Bales, Nyssa Crompton, Scott Null, Fred Schultz, Mina Watts, and Time White spoke against various aspects of the published 2018-2019 budget. Val DeFever thanked everyone for their input, clarified why several steps were taken when developing the 2018-2019 budget, and noted that for every \$100,000 one's home is worth that taxes will increase \$15. The public hearing portion of the meeting was closed.
- E. Approval of 2018-2019 Budget – Cynthia Sherwood moved to approve the 2018-2019 budget which was published in the newspaper for public comment. Mike wood seconded the motion and the motion carried 4-2, with Trustees Terry Clark and Norman Chambers voting no.
- F. Allow Payables – Norman Chambers moved to allow payables. Terry Clark seconded the motion and the motion carried 6-0.

- III. CONSENT AGENDA – Trustee Sherwood pulled approval of the Great Western Dining contract extension from the consent agenda for further discussion. Dr. Barwick shared that a noticeable improvement in food service offerings has been seen, and surveys reflect a 90% approval rate in food offerings at this time. Trustee Sherwood suggested considering a different timeframe for food service contract renewal options, as the decision for students' room and board charges are made in November. Following further discussion, Cynthia Sherwood moved to approve the extension of the Great Western Dining Services contract at a 2.1% increase. Mike Wood seconded the motion and the motion carried 5-0-1 with Jana Shaver abstaining.

Norman Chambers moved to approve the Consent Agenda which included receipt of the financial, personnel, and grant progress reports. The personnel report included: employment of Sheena Brubaker in the position of Assistant Cheer and

Stunt Instructor at an annualized salary of \$25,500 plus College support toward employee participation in ICC's group health insurance plan; the separation of Matt Carter from the position of Instrumental Music Instructor; and, the separation of Upesh Patel from the position of Custodian. Also included in the Consent Agenda was approval of Jarred, Gilmore & Phillips Auditors for: the ICC year ended June 30, 2018 audit at a proposed fee not to exceed \$15,000; and, for the ICC Foundation year ended June 30, 2018 audit at a proposed fee not to exceed \$4,500. Payment in the amount of \$5,000 to Maxient for annual maintenance fees was also included in the consent agenda. Terry Clark seconded the motion for approval and the motion carried 6-0.

- IV. Employer-Employee Negotiations. It was noted that no action would be taken following Executive Session. Cynthia Sherwood moved the Board go to into Executive Session for the purpose of discussing ongoing negotiations pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3). Open Session would resume at 8:05 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were: Dr. Barwick, Jeff Chubb, and Keli Tuschman. Terry Clark seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:50 p.m. The Board returned to Open Session at 8:05 p.m.
- V. EXECUTIVE SESSION – Non-elected Personnel. This Executive Session was not necessary.
- VI. EXECUTIVE SESSION – Attorney/Client Privilege. This Executive Session was not necessary.
- VII. ADJOURN – Mike Wood moved that the meeting adjourn. Terry Clark seconded the motion and the motion carried 6-0. The meeting adjourned at 8:05 p.m.

Beverly Harris
Board Clerk

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