

BOARD OF TRUSTEES REGULAR MEETING
CIE 104 (West Classroom of Center for Innovation and Entrepreneurship) 6:00 p.m.
March 14, 2019

MINUTES

Members Present

Val DeFever
Terry Clark
Mike Wood
Norman Chambers
Cynthia Sherwood

Others Present

Daniel Barwick, President
Kara Wheeler, Vice-President for Academic Affairs
Tammie Geldenhuys, Vice-President for Student Affairs/Athletics/Admissions
Andrew Gutschenritter, Interim Chief Business Officer
Beverly Harris, Executive Assistant/Board Clerk
Brittany Thornton, Director of Enrollment and Retention Management
Michelle Kleiber, Interim Director for Human Resources
Taylor Crawshaw, Associate Dean for Tutoring and Accessibility Services
Jessica Morgan-Tate, Compliance Officer/Title IX
John Eubanks, Faculty Senate President
Eric Montgomery, Director of Information Technology
Cody Westerhold, Head Cheer/Stunt Team Coach
Jacey Gillum, Coordinator ICC Now/Testing/Technical Education
Laura Schaid, Program Developer
Melissa Ashford, Professor of Computer Technology
Jim Correll, Fab Lab ICC Director
Tim Haynes, Assistant Fab Lab Manager
Teresa Vestal, Bookstore Manager
Mallory Byrd, Allied Health Director
Laura Allison, Director of Financial Aid
Ben Seel, Professor of Political Science
Kris Wech, Director of Maintenance
Rebekah Peitz, Assistant Director of Enrollment/Retention and Outreach
Mary Bailey, Bluffstone General Manager

Guests

Susan Scovel, Reporter
Andy Taylor, Montgomery County Chronicle
Dan Reynolds, Legal Counsel
Greg Goheen, Legal Counsel, via telephone
Neil Phillips, Jared, Gilmore & Phillips, PA
Mike Thompson, Strategic Planning Coordinator
Melissa Johnson, Community Member
Karl Johnson, Community Member
Drew Main, Community Member
Cher Parker, Community Member
Marsha Hayes, Community Member
Cole Thornton, Community Member
Michelle Chambers, Community Member
Judi Harris, Community Member

David McDonald, LCU
Dalton Crawford, LCU
Sheri Hesse, Community Member
Hoite Caston, Community Member
Kristen Torrey, Student
Kathy Kelley, Community Member
Lisa Wilson, Community
Marie Scovel, Community Member
Sarah Scovel, Community Member
Marge Castagna, Community Member
Patricia Raglin, Community Member
Tim Raglin, Community Member

I. ROUTINE

- A. Call to Order – Val DeFever called the meeting to order at 6:00 p.m.
- B. Approval of Amended Agenda – Norman Chambers moved to approve the amended agenda. Terry Clark seconded the motion and the motion carried 5-0.

IV. EXECUTIVE SESSION – Attorney/Client Privilege.

Cynthia Sherwood moved that the Board recess for an Executive Session for consultation with the College attorney regarding a legal matter pursuant to the attorney/client privilege exception, K.S.A. 75-4319(b)(2). Open Session would resume at 6:20 p.m. in CIE 104 of the Cessna Learning Center. Those invited to attend were Dan Barwick, Michelle Kleiber, Dan Reynolds, and Greg Goheen via telephone. Terry Clark seconded the motion and the motion carried 5-0. The Board entered Executive Session in the Entrepreneur’s Bull Pen at 6:02 p.m. The Board returned to Open Session in CIE 104 at 6:20 p.m.

- 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 – Mike Wood led the group in recitation of the Pledge of Allegiance.
- E. Mission Statement – Terry Clark read the College Mission Statement.
- F. Vision Statement – Val DeFever read the College Vision Statement.
- G. Approval of February 14 and February 28 meeting minutes. Terry Clark moved to approve minutes of the February 14, 2019 meeting. Norman Chambers seconded the motion and the motion carried 5-0. Mike Wood moved to approve minutes of the February 28th meeting. Terry Clark seconded the motion and the motion carried 4-0-1 with Cynthia Sherwood abstaining, as she was not present at that meeting.

III. CONSENT AGENDA - Cynthia Sherwood moved to approve the Consent Agenda. The Consent Agenda included acknowledgement of receipt of the financial, personnel, and grant progress reports. Also included in the Consent Agenda was payment to McAnany, Van Cleve & Phillips, P.A. in the amount of \$16, 269.48 for legal services, and payment to Quality Toyota, Inc. in the amount of \$12,276 for fleet car #2, a 2017 Toyota Camry for which the lease is expiring. The Personnel Report included employment of: Wai Powell in the position of Accounts Receivable Specialist at an hourly wage of \$14 plus College support toward employee participation in ICC’s group health insurance plan; Chris Taylor in the position of Head Volleyball Coach at an annualized salary of \$36,000 plus College support toward employee participation in ICC’s group health insurance plan; and Molly Hullinger in the part-time position of Stunt/Cheer Coach at an annualized salary of \$10,000. Employee separations included: Wendy Isle from the position of Director of Business Services; Raechal Martin from the position of Head Athletic Trainer; Jason Brown from the position of Head Football Coach; and, James Henderson from the position of Music Instructor. Norman Chambers and Val DeFever enlarged on the process of approving the Consent Agenda.

II. INSTITUTIONAL OPERATIONS

- A. 2018 Audit- Neil Phillips of Jared, Gilmore & Phillips provided an overview of the 2018 Audit. Mr. Phillips noted that ICC brings approximately \$37 million dollars in Federal money to the local economy. Terry Clark moved to accept the 2018 Audit as presented. Cynthia Sherwood seconded the motion and the motion carried 5-0.

Drew Main spoke in support of Jason Brown; he specifically noted appreciation of the fact that thirty student athletes graduated in the Fall.

Val DeFever called for a five-minute break.

- B. On-line Program Update – This report was not provided.

Cher Parker addressed the group regarding the Head Football Coach position at ICC.

- C. PTK Luncheon Overview – Mike Wood provided an overview of the Phi Theta Kappa Honors (PTK) Luncheon held in Topeka, and recognized Sarah Owen and Anita Chappuie in their positions as PTK Advisors. Norman Chambers informed the group that he is currently the KACCT Representative for ICC, and spoke of Linda Fund’s retirement from the position of KACCT Executive Director. Dan Barwick recognized the Fab Lab for etching the KACCT logo on the vase given Linda Fund in appreciation of her years of service. Dr. Barwick shared that everyone present appeared to know where and what the Fab Lab is without any explanation given.
- D. Allow Payables – Norman Chambers moved to allow payables. Terry Clark seconded the motion and the motion carried 5-0.
- E. President’s Update – Dan Barwick shared that the On Notice Report was submitted in a timely manner and thanked the campus for assistance in compiling the Report; the Faculty Senate was specifically recognized for valuable input provided. The group was informed that the 2,233-page Report with bookmarks and indices is accessible on ICC’s website through a toggle link on the homepage. Dr. Barwick introduced the group to Mike Thompson, Strategic Planning Coordinator, and shared that the original deadline for submission of Work Group reports was extended to March 25th when the Work Groups will meet at ICC West and share respective initiatives with each other and the GAP Analysis Committee for additional input. Dr. Barwick informed the group that with a \$12,000 donation that was received for the practice field, we have reached the goal required to be eligible for the ICC Foundation \$200,000 match. An overview of the Operational Plan Update was provided; Dr. Barwick shared that future Updates will have the specific quarter results highlighted. Documents associated with modified, zero-based budgeting were distributed. Dr. Barwick noted that the process does not involve the Board of Trustees; each area of campus will complete worksheets with priority codes, dollar amounts, and the relationship to the College Mission or Board Goals identified. Andrew Gutschenritter provided an overview of the Dashboard. Dr. Barwick shared that the report will gradually change each month as the information will be presented in graph form as well as written. Cynthia Sherwood requested a report during the next month’s Board meeting on the percentage of uncollectable accounts turned over to a collection agency. It was noted that a new job description was developed and posted both locally and nationally for the position of Chief Financial Officer. Andy Taylor asked Dr. Barwick to enlarge on the number of residence hall vacancies reported on the Dashboard; Tammie Geldenhuys shared that approximately thirty new students will be added next week. Val DeFever added that the graduation of several dorm students in the Fall increased the vacancy rate.

- V. EXECUTIVE SESSION – Non-elected Personnel. This Executive Session was not required.

- VI. EXECUTIVE SESSION – Negotiations. Val DeFever informed the group that no action would be taken following Executive Session. Mike Wood 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). Open Session would resume at 7:45 p.m. in CIE 104 of the Cessna Learning Center. Dr. Barwick and Dan Reynolds were invited to attend. Terry Clark seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:45 p.m. The Board returned to Open Session at 8:15 p.m. Mike Wood 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). Open Session would resume at 8:35 p.m. in CIE 104 of the Cessna Learning Center. Dr. Barwick and Dan Reynolds were invited to attend. Terry Clark seconded the motion and the motion carried 5-0. The Board entered Executive Session at 8:15 p.m. The Board returned to Open Session at 8:35 p.m. Mike Wood 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). Open Session would resume at 8:50 p.m. in CIE 104 of the Cessna Learning Center. Dr. Barwick and Dan Reynolds were invited to attend. Terry Clark seconded the motion and the motion carried 5-0. The Board entered Executive Session at 8:35 p.m. The Board returned to Open Session at 8:50 p.m.

VII. ADJOURN – Norman Chambers moved that the meeting adjourn. Mike Wood seconded the motion and the motion carried 5-0. The meeting adjourned at 8:50 p.m.

Beverly Harris
Board Clerk

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