

BOARD OF TRUSTEES REGULAR MEETING  
CIE 104 (West Classroom of Center for Innovation and Entrepreneurship) 6:00 p.m.  
April 11, 2019

MINUTES

**Members Present**

Terry Clark  
Mike Wood  
Norman Chambers  
Jana Shaver  
Cynthia Sherwood joined the meeting at 6:30 p.m.

**Others Present**

Daniel Barwick, President  
Kara Wheeler, Vice-President for Academic Affairs  
Andrew Gutschenritter, Interim Chief Business Officer  
Jared Wheeler, Director of On-line  
Beverly Harris, Executive Assistant/Board Clerk  
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  
Ben Seel, Professor of Political Science

**Guests**

Susan Scovel, Reporter  
Andy Taylor, Montgomery County Chronicle  
Kristen Torrey, Student

I. ROUTINE

- A. Call to Order – Vice-Chair Terry Clark called the meeting to order at 6:00 p.m.
- B. Approval of Agenda – Terry Clark moved to approve the agenda with an amendment under Institutional Operations to discuss and consider approval of the Early Retirement request submitted by John Eubanks. Norman Chambers seconded the motion and the motion carried 4-0.
- C. Welcome Guests – Terry Clark 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 – Norman Chambers read the College Mission Statement.
- F. Vision Statement – Terry Clark read the College Vision Statement.
- G. Approval of March 14, 2019 meeting minutes – Mike Wood moved to approve minutes of the March 14, 2019 meeting. Jana Shaver seconded the motion and the motion carried 4-0.

II. INSTITUTIONAL OPERATIONS

- Discussion/Consideration of Early Retirement Request – Norman Chambers moved to approve the Early Retirement request submitted by John Eubanks. Dr. Barwick and Terry Clark recognized Mr. Eubanks for his 18 years of dedicated service to Independence Community College. Jana Shaver seconded the motion and the motion carried 4-0.
- A. On-line Program Update – Jared Wheeler distributed a handout and provided a detailed history of the on-line program. Mr. Wheeler noted that students enrolled in online courses, only, can fulfill all the requirements for an Associate of Arts degree within a two-year time period. Jared Wheeler also shared that Navigators have developed a great retention tool by encouraging those students who leave early to continue their education at ICC through on-line coursework.
  - B. Allow Payables – Mike Wood moved to allow payables. Jana Shaver seconded the motion and the motion carried 4-0.
  - C. President's Update – Dan Barwick

- Strategic Planning Update – Dr. Barwick shared that we are in the final stretch in creation of the draft five-year Strategic Plan for the College; work group reports were compiled and sent to the GAP Analysis Committee. Following the GAP meeting scheduled 6:00 p.m. Monday, April 15<sup>th</sup> at ICC West, the GAP will send a final draft to the Board of Trustees for their review and subsequent discussion during the May 1<sup>st</sup> Board Strategic Planning Workshop.
- Dashboard – Andrew Gutschenritter distributed a revised version of the dashboard, as he discovered an error during preparations for the evening’s Board meeting. An overview of the dashboard was provided, and questions were answered.
  - Percentage of Uncollectable Accounts Sent to Collection Agency-Andrew Gutschenritter informed the Board that the collections agency utilized by the College retains 25% of collections received. Mr. Gutschenritter also shared that once an account is sent to the Kansas Debt Set-off Program, it can’t be sent to a collection agency, as well. Mr. Gutschenritter was asked the timing for the last account write-off; he will investigate and report back to the Board of Trustees.
  - Announce Dates for Strategic Planning Workshop and extra Board Meetings in June and July – Dr. Barwick shared that additional meetings have been scheduled June 27<sup>th</sup> and July 25<sup>th</sup>; a Strategic Planning Workshop is planned May 1<sup>st</sup>.

III. CONSENT AGENDA – 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: Anthony Vidali in the position of Head Athletic Trainer, at an annualized salary of \$41,718 plus College support toward employee participation in ICC’s group health insurance plan; Deanna Lister in the position of Custodian at an hourly wage of \$11 plus College support toward employee participation in ICC’s group health insurance plan; Don Ballew in the position of Custodian/Evening Security at an hourly wage of \$11.50 plus College support toward employee participation in ICC’s group health insurance plan; Matt Finnin in the position of Assistant Football Coach at an annualized salary of \$30,000 plus College support toward employee participation in ICC’s group health insurance plan; and, Kurt Landgren in the position of Assistant Football Coach at an annualized salary of \$35,000 plus College support toward employee participation in ICC’s group health insurance plan. The promotion of Kiyoshi Harris to the position of Head Football Coach at an annualized salary of \$69,000 plus College support toward employee participation in ICC’s group health insurance plan was also included in the personnel report. Also included were the separations of Tony Turner from the position of Head Men’s Basketball Coach; Benny Beurskens from the position of Maintenance Specialist; and, Mike Wood from the position of Custodian. Payment in the amount of \$14,104.20 to SHI Inc. to replace the WIFI infrastructure in the “Bricks” and Captain’s Quarter”, and the addition of the Negotiated Agreement as an Appendix to the Board Policy and Procedures Manual were included in the Consent Agenda. Cynthia Sherwood seconded the motion and the motion carried 5-0.

IV. EXECUTIVE SESSION – Attorney/Client Privilege. This Executive Session was not necessary.

V. EXECUTIVE SESSION –Employer-Employee Negotiations. This Executive Session was not necessary.

VI. EXECUTIVE SESSION – Non-elected Personnel. Terry Clark announced that no action would be taken following Executive Session. Norman Chambers moved that the Board recess for an Executive Session for the discussion of a personnel matter pursuant to the non-elected personnel exception, K.S.A. 75-4319(b)(1). Open Session would return at 7:50 in CIE 104 of the Cessna Learning Center. Those invited to attend were Daniel Barwick and Jessica Morgan-Tate. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:45 p.m. and returned to Open Session in CIE 104 at 7:50 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 7:50 p.m.

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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 disability 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.