

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

MINUTES

Members Present

Val DeFever
Terry Clark
Norman Chambers
Jana Shaver
Mike Wood
Cynthia Sherwood

Others Present

George Knox, Interim President
Beverly Harris, Executive Assistant/Board Clerk
Jonathan Sadhoo, Vice President for Administration and Finance
Lori Boots, Vice President for Human Resources
Cordell Jordan, Executive Vice President and Chief Marketing Officer
Vincent Bowhay, Vice President for Student Affairs
Eric Montgomery, Chief Information Officer
Mark Allen, Vice President for Academic Affairs
Eric Figurski, Interim Athletic Director
Melanie Ishimura, Financial Accountant
Tamara Blaes, Professor of Business Computer Technology/Faculty Senate President
Marg Yaroslaski, Associate Profess of Communications
Cody Westerhold, Director for Student Life
Jack Castronovo, ICC Security

Guests

Susan Scovel, Daily Reporter
Andy Taylor, Montgomery County Chronicle
John Eubanks, Incoming Trustee
Ashley Osborn, Incoming Trustee
Kevin Brannum, Incoming Trustee
Mike Thompson, Community Member
Bill Juby, Community Member

I. ROUTINE

- A. Call to Order – Val DeFever called the meeting to order at 6:03 p.m.
- B. Approval of Agenda – Val DeFever shared that Executive Session regarding Non-elected Personnel and the Consent Agenda would move up to the start of the meeting agenda. Jana Shaver moved to approve the revised agenda. Terry Clark seconded the motion and the motion carried 6-0.
- 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 – Val DeFever read the College Mission Statement.
- F. Vision Statement – Val DeFever read the College Vision Statement. On a point of personal privilege, Val DeFever encouraged attendance at basketball games and commented on how exciting the last game was. Cynthia Sherwood added that the athletes came up in the stands and thanked the crowd for attending the game. Dr. Knox exercised a point of personal privilege and introduced Vincent Bowhay, Vice-President for Student Affairs.

- IV. EXECUTIVE SESSION – Non-elected Personnel. Norman Chambers 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 6:40 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Knox, Cordell Jordan,

Lori Boots, and Melanie Ishimura. Jana Shaver seconded the motion and the motion carried 6-0. The Board entered Executive Session in CIE 105 at 6:10 p.m. The Board returned to Open Session at 6:40 p.m. Norman Chambers 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) for an additional fifteen minutes. Open Session would resume at 6:57 p.m. in CLC 104 of the Cessna Learning Center. Those invited to attend were Dr. Knox, Cordell Jordan, Lori Boots, and Melanie Ishimura. Jana Shaver seconded the motion and the motion carried 6-0. The Board entered Executive Session in CIE 105 at 6:42 p.m. The Board returned to Open Session in CIE 104 at 6:57 p.m.

II. INSTITUTIONAL OPERATIONS

- A. Search Firms for Position of ICC President – The Board of Trustees and the three incoming Trustees were provided a packet of proposals from search firms responding to Lori Boots regarding the position of ICC President. Cynthia Sherwood recommended formation of a committee for review of the job description for the position of President and of the search firm proposals prior to in-depth discussion during the December Board of Trustees meeting. As Trustees remaining on the Board for another term, Val DeFever appointed Cynthia Sherwood and Norman Chambers to the committee; suggestions/concerns from the incoming Trustees was also encouraged.
- B. Tuition and Fees/Room and Board – Jonathan Sadhoo noted no raise in tuition and fees; however, an increase in room and board charges was proposed for Board approval. Chair DeFever questioned students’ satisfaction with the current food service. Cynthia Sherwood also requested an update on student surveys regarding food service. Mr. Sadhoo informed the group that three vendors would make presentations during the December Board meeting; Aladdin Food Management Services; Consolidated Foodservice; and, Great Western Dining Services. Cynthia Sherwood moved to approve the 2020-2021 Tuition and Fees proposal. Terry Clark seconded the motion and the motion carried 6-0.

- II. CONSENT AGENDA – Cynthia Sherwood moved to approve the Consent Agenda which included acknowledgement of receipt of the financial, personnel, and grant progress reports. The personnel report included the promotion of Meagan Moore to the Director of Marketing and Public Relations position at an annualized salary of \$42,500 while retaining College support toward employee participation in ICC’s group health insurance plan, and a job title correction for Laura Schaid from Academic Affairs Specialist to Academic Affairs Coordinator. Additional personnel items were employment of: Marcus Roeder in the position of Maintenance Technician at the rate of \$14.50/hour plus College support toward employee participation in ICC’s group health insurance plan; Jordan Sutton in the position of Assistant Women’s Softball Coach at an annualized salary of \$25,500 plus College support toward employee participation in ICC’s group health insurance plan; Hailey Mueller in the position of Director/Instructor of Veterinary Tech Program at an annualized salary of \$70,000 plus College support toward employee participation in ICC’s group health insurance plan; and Jack Castronovo in the part-time security position at a rate of \$11.00 /hour. Separations included: Austin Sevier from the Volunteer Football Coach/part-time security position, and Brayden Kearsley from the position of Volunteer Football Coach. Approval of the October 10, 2019 Board meeting minutes, and approval of the 2020-2021 Academic and Office Calendars were also included in the Consent Agenda. Mike Wood seconded the motion for approval of the Consent Agenda and the motion carried 6-0.

- C. Database Administrator Position – Terry Clark moved to approve the Database Administrator Position. Norman Chambers seconded the motion and the motion carried 6-0.
- D. Culinary Program – Mark Allen provided an overview of the Culinary Art Program proposal and noted increased interest from High School students. The proposed timeline would facilitate employment of an instructor by May 2020 and a start date for the Program being the Fall 2020 semester. Following a request by incoming Trustee, John Eubanks, the Board will revisit the proposal in January when the incoming Trustees take office.
- E. Allow Payables – Terry Clark moved to approve payables. Norman Chambers seconded the motion and the motion carried 6-0.
- F. President’s Update – Dr. Knox reminded the group of the December 10th Graduation Ceremony in the Inge Theater and the December 6th annual ICC Christmas Party at the Booth Hotel. Val DeFever added encouragement to attend the ICC Meet & Greet/Chamber Business After Hours scheduled November 21st in the lobby of the Fine Arts Building. Cordell Jordan recognized Eric Figurski who announced that although ICC did not receive a Bowl Game offer: Head Football Coach, Kiyoshi Harris, was named KJCCC Coach of the Year; and, Morgan Ellison received KJCCC Co-Offensive Player of the Year. Mr. Jordan acknowledged the oversight committee Chairs, Mike Thompson and Marg Yaroslaski, The four sub-committee Chairs: Mark Allen-academic excellence; Meagan Moore-community engagement; Brittany Thornton-enrollment; and, Laura Allison-endowment were also recognized. Mr. Jordan provided an overview of the dashboard and noted that all campus areas will utilize this tool for reporting data; a link for accessing the dashboard will be provided at a later date. Val DeFever thanked everyone for their continued efforts.

Jana Shaver shared that she and Val DeFever attended the ICC Foundation Board meeting the previous week. Dr. Knox noted that Corey Hugo, new Foundation Board President, welcomed a list of College needs. Val DeFever recognized the efforts of Jonathan Sathoo in negotiating to have the cafeteria open for those students remaining on campus over the Thanksgiving break. Dr. Knox added that a community member, who wishes to remain anonymous, generously offered to provide the noon meal for students/coaches Thanksgiving Day at ICC West.

- VI. ADJOURN – Mike Wood moved that the meeting adjourn. Terry Clark seconded the motion and the motion carried 6-0. The meeting adjourned at 7:48 p.m.

Beverly Harris
Board Clerk

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