

BOARD OF TRUSTES
REGULAR MEETING
Zoom Webinar - 7:00 p.m.
May 18, 2020

MINUTES

Members Present

Cynthia Sherwood
Ashley Osburn
Norman Chambers
Val DeFever
Kevin Brannum
John Eubanks

Others Present

George Knox, President
Cordell Jordan, Sr. Vice President and Chief Marketing Officer
Jonathan Sadoo, Vice President for Administration and Facilities
Beverly Harris, Executive Assistant/Board Clerk
Lori Boots, Vice President for Human Resources
Vincent Bowhay, Vice President for Student Affairs
Mark Allen, Vice President for Academic Affairs
Eric Figurski, Interim Athletic Director
Heather Mydosh, Professor of English
Tamara Blaes, Faculty Senate President/Professor of Business Computer Technology
Cody Westerhold, Director of Student Life

Guests

Susan Scovel, Daily Reporter
Daniel Barwick, Community Member

I. ROUTINE

- A. Call to Order – Cynthia Sherwood called the meeting to order at 7:04 p.m.
- B. Approval of Agenda – Norman Chambers moved to approve the amended agenda. Kevin Brannum seconded the motion and the motion carried 6-0.
- C. Welcome Guests – Cynthia Sherwood welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda.
- D. Mission Statement – Kevin Brannum read the College Mission Statement.
- E. Vision Statement – John Eubanks read the College Vision Statement.
- F. Correct Version of the March 9, 2020 Board meeting minutes – Val DeFever moved to approve the corrected version of the March 9, 2020 Board meeting minutes. Kevin Brannum seconded the motion and the motion carried 6-0.

II. INSTITUTIONAL OPERATIONS

- A. Faculty Senate Report-Tamara Blaes shared that the group is in the process of holding a special election because At-Large member, Nyssa Crompton, is leaving the College. Survey Monkey is being utilized for revisions to the administrator evaluation process.
- B. Comprehensive Program Reviews
 - Welding Certificate – Tamara Blaes shared that the Program is in alignment with the State Program in the High School Pathways. An adjunct instructor from Dodge City is interested in teaching the course, as it is not currently a full-time Program at ICC. As we are currently losing students to Coffeyville Community College, Mark Allen added that a hybrid course could be set up in the Fab Lab area for this Program that is already approved through KBOR.
 - Business Administration (BUS) – Mark Allen provided an overview of the BUS Program on behalf of

Melissa Ashford and noted that the Program prepares students for transfer to four-year institutions although approximately 30% of concurrent students don't complete their respective degrees before transferring. The Program meets KBOR requirements and focuses on finance, banking, ect., and had 28 majors this year plus additional enrollment for general education coursework.

- Elementary Education (EDU) – Heather Mydosh provided an overview of the EDU and ECE Programs and shared that both should be thriving Program to meet demands for K-12 instructors, paraeducators, childcare providers, and other community needs; however, they don't have a specific contact person leading the Programs. Ms. Mydosh suggested a part-time person in charge; Cynthia Sherwood responded with an inquiry about position responsibilities and associated costs. Norman Chambers provided an overview of the past Program and Childcare Center at ICC. Kevin Brannum offered to contact a friend for assistance exploring revitalization of the Programs and share the outcome with Dr. Knox. Cordell Jordan agreed with the potential benefit of revitalization if these workforce development programs are marketed correctly and pushed forward in the community. Mark Allen added that the Program Review Committee will also explore options.
 - Early Childhood Education (ECE) – Heather Mydosh provided an overview of the EDU ad ECE Programs (see narrative above).
- C. Financial Report – There were no questions regarding the financial report; however, Cynthia Sherwood asked Jonathan Sadhoo to provide an overview of the budget planning process. Mr. Sadhoo shared that some of the CARES Act funding was received and distributed to students; the institutional portion of the funds is expected next week. Montgomery County appropriations funds are expected in June; however, delinquent tax collections have increased. Jonathan Sadhoo shared that assessed valuation statements should arrive late May to early June, but the Board can discuss the actual budget prior to receipt of required information for accurate budget planning. The special meeting scheduled June 1, 2020 will include budget discussions, but no action will be taken. Norman Chambers reminded the group that with revenue shortfalls and a potential decrease in valuations, consideration of a mill increase may be necessary to maintain the College. Jonathan Sadhoo will investigate processes involved in raising the mill levy. Ashley Osburn noted the hardship related to paying one's taxes amidst the COVID-19 Pandemic and supported no mill levy increase.
- D. Allow Payables – John Eubanks moved to allow payables. Kevin Brannum seconded the motion and the motion carried 6-0.
- E. Second Reading Proposed Board Policy PSL-716 Alternative Work Agreements – Lori Boots confirmed that the policy is associated with non-faculty employees only. Ashley Osburn moved to approve the second reading of PSL-716 for subsequent inclusion in the Board Policy and Procedure Manual. John Eubanks seconded the motion and the motion carried 6-0.
- F. Second Reading Revisions to Board Policy TRU-901 Institutional Mission and Purpose – Cynthia Sherwood shared Trustee concerns about the self-discipline section of the proposal. Kevin Brannum will collaborate with Dr. Knox and Cynthia Sherwood for revised verbiage. Norman Chambers moved to table the second reading until the policy is revised and the first reading of the revised policy proposal will occur during the regular monthly meeting in June (June 15, 2020). Kevin Brannum seconded the motion and the motion carried 6-0.
- G. Emergency Response Team Return to Work – Vincent Bowhay referred to the roadmap to reopening developed by the Emergency Response Team and noted the three-phased program with target dates agrees with the plan distributed by the Governor of Kansas. Dr. Bowhay reminded the group that the roadmap is a flexible document as we strive to keep ICC students, faculty, and staff safe. Following questions about the timeline and safety precautions, the Board commended the work conducted in development of the plan.
- H. COVID-19 Student Benchmark Study Results – Vincent Bowhay informed the group that ICC partnered with over fifty institutions for the Study and noted the results show that ICC students felt supported by staff and faculty. Dr. Bowhay acknowledged the leadership demonstrated by Laura Allison in distribution of the CARES Act funding. Kevin Brannum noted that Study results show that the campus life and college experience have value to our students.
- I. Shulthis Stadium Annual Renewal – Eric Figurski stated that contract terms are for annual autorenewal unless either party informs the other prior to May 30th. Although we use the stadium only 10-12 times per year, Mr. Figurski recommended continuance of the contract as it stands; Coffeyville Community College pays \$45,000 per year for use of their stadium and building a new stadium for ICC use would cost between

\$600,000 and \$1,000,000. Kevin Brannum noted that consideration of contract negotiations should occur earlier in the year. Beverly Harris reminded the Board of contract approval during the February Board meeting and noted the report was an update of efforts conducted by Eric Figurski to renegotiate contract terms for the following year.

- J. President's Update – Dr. George Knox reminded the group of the special meeting scheduled through Zoom on Monday, June 1, 2020 at 7:00 p.m.
- Strategic Plan Update – Cordell Jordan shared that information received in the Board Agenda was the result of campus workday efforts. The process for updating the Dashboard continues. Due to COVID-19 complications, the deadline for Operational Plan updates is September 1st. Dr. Knox applauded the administration faculty, and staff for ongoing efforts on the Strategic Plan.

- III. CONSENT AGENDA – Val DeFever moved to approve the Consent Agenda which included receipt of the Personnel and Grant Progress Reports, and approval of the May 4, 2020 Board meeting minutes. The Personnel Report included: employment of Amy Gilley in the position of Fine Arts Technical Director/Theatre Manager; the transfer/status change of Brett Bertie from the position of Computer Technician to the position of Interim Chief Information Officer; and, the separation of employment of Melanie Ishimura from the position of Financial Accountant. Norman Chambers seconded the motion and the motion carried 6-0.

Cynthia Sherwood informed the group that two Executive Sessions would be held; however, no action would be taken following those sessions.

- 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 9:15 p.m. on the Zoom link. Those invited to attend were Dr. Knox, Jonathan Sadhoo, Lori Boots, and Cordell Jordan. John Eubanks seconded the motion and the motion carried 6-0. The Board entered Executive Session at 8:45 p.m. and the Board returned to Open Session on the Zoom link at 9:15 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 five minutes. Open Session would resume at 9:22 p.m. on the Zoom link. Those invited to attend were Dr. Knox, Jonathan Sadhoo, Lori Boots, and Cordell Jordan. Val DeFever seconded the motion and the motion carried 6-0. The Board entered Executive Session at 9:17 p.m. and the Board returned to Open Session on the Zoom link at 9:22 p.m.

- V. EXECUTIVE SESSION – Employer-Employee Negotiations. John Eubanks moved that the Board recess for an Executive Session for the purpose of discussing negotiations pursuant to the employer-employee negotiation exception, K.S.A. 75-4319(b)(3). Open Session would resume at 9:32 p.m. on the Zoom link. Those invited to attend were Dr. Knox, Jonathan Sadhoo, Lori Boots, and Cordell Jordan. Norman Chambers seconded the motion and the motion carried 6-0. The Board entered Executive Session at 9:22 p.m. and the Board returned to Open Session on the Zoom link at 9:32 p.m.

- VI. EXECUTIVE SESSION – Attorney/Client Privilege. This Executive Session was not required.

- VII. ADJOURN – John Eubanks moved the meeting adjourn. Val DeFever seconded the motion and the motion carried 6-0. The meeting adjourned at 9:34 p.m. It was noted that the regular monthly meeting for July might take place face-to-face.

Beverly Harris
Board Clerk

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