

BOARD OF TRUSTES SPECIAL MAY MEETING

Zoom Webinar - 7:00 p.m.

May 4, 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 Sadhoo, 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
Brian Southworth, Professor of Mathematics
Tamara Blaes, Faculty Senate President/Professor of Business Computer Technology
Jody Coy, Associate Professor of Computer Technology

Guests

Susan Scovel, Daily Reporter

I. ROUTINE

- A. Call to Order – Cynthia Sherwood called the meeting to order at 7:05 p.m.
- B. Approval of Agenda – Val DeFever moved to approve the amended agenda. John Eubanks seconded the motion and the motion carried 6-0.
- C. Welcome Guests – Cynthia Sherwood welcomed the guests and noted there were no requests for public comment on items pertaining to the agenda.
- D. Mission Statement – Val DeFever read the College Mission Statement.
- E. Vision Statement – Cynthia Sherwood read the College Vision Statement.

II. INSTITUTIONAL OPERATIONS

A. Comprehensive Program Reviews

- AS Computer Science (CSE)– Tamara Blaes presented highlights of the CSE Program comprehensive review and noted the program fulfills the general education requirements for science. Ms. Blaes noted that the Program meets the Kansas Core Outcomes requirements and is transferable to four-year universities; many ICC students transfer to Kansas State University and Pittsburg State University. Ms. Blaes shared that she is working with Cordell Jordan for increased marketing of the Program for enrollment growth.
- Computer Information Technology (CIT)– Jody Coy provided an overview of the CIT comprehensive Program review and noted the Associate of Applied Science degree program is related to the hardware side of computer programming. The Test Out Program is used and businesses are reimbursed \$1,000 for training expenses if a student employed following successful completion of the Program and certificate attainment is unable to fulfill job expectations. Ms. Coy and Cordell Jordan continue efforts toward increased marketing and enrollment growth in this workforce area. John questioned the budget for each of the three workforce Programs; CSE, CIT, and AOM. It was noted that laptops utilized in the computer lab are at the bottom of the list when accessing Wi Fi due to low bandwidth; therefore, funds are being budgeted for the purchase of laptops with higher bandwidth and improved compatibility with College services. Ms. Blaes confirmed that a consultant verified the low bandwidth issue when on campus to investigate difficulties with students' accessing the College Wi Fi services.

- Administrative Office Management (AOM) – Jody Coy shared that AOM is an Associate of Applied Science technical degree program that focuses on the software side of computer programming and is designed to prepare students for the workforce. Students enrolled in the Program learn Word, PowerPoint, Excel, and Access programs, as well as hands-on training with copiers, faxes, and other office equipment. Ashley Osburn spoke in support of the workforce Program and stressed the importance of making our community aware that the course is offered at ICC. Ms. Coy shared that the Program is in its third year; however, it wasn't considered for Pell Grant approval during the first two years.
- Culinary Arts & Hospitality Management– Brian Southworth informed the group that although the Program was not offered this past year, the comprehensive review is a requirement which demonstrates due diligence when reporting to the Higher Learning Commission. Dr. Knox shared that the Program is not financially feasible for the College and reminded the group of his recommendation that the kitchen area at ICC West be outsourced for catering services.

Val DeFever moved that the Board accept the CSE, CIT, AOM, and Culinary Arts & Hospitality Management Comprehensive Program Reviews as presented. Kevin Brannum seconded the motion and the motion carried 6-0. Cynthia Sherwood thanked the faculty members for their work on the detailed reviews.

- B. First Reading of Proposed PSL – 716 Alternative Work Arrangement Policy. Lori Boots answered questions about the draft policy of alternative work scheduling. The second reading and consideration for approval will take place during the May 18th Board of Trustees meeting.
- C. President's Update
 - May 9, 2020 Virtual Commencement – Dr. Knox reminded everyone of the 10:00 a.m. Commencement and applauded Cordell Jordan's work in virtually recognizing our Graduates. It was noted that faculty members and the Board of Trustees have no responsibility connected with this year's Graduation but are welcome to view the virtual celebration on YouTube, Facebook and our College website.
 - ICC Roadmap to Reopening – Vincent Bowhay provided highlights of the work conducted by the Emergency Response Team (ERT) and noted that eight teams have been identified for the successful phase-in approach for returning to campus. The first phase is scheduled to begin May 18th and Mr. Bowhay hopes to have the proposal for remaining phases completed for presentation during that evening's Board of Trustees meeting.

Eric Figurski shared that the NJCAA, the national governing body for athletics, will provide guidance for the return of athletic activities during the mid-June timeframe.

- III. CONSENT AGENDA – John Eubanks moved to approve the Consent Agenda. Ashley Osburn seconded the motion and the motion carried 6-0.

The Trustees noted that additional training is required for successful utilization of the iPads. Norman stated concerns with access, as he had no issues during the May 4th meeting but had difficulty connecting for this meeting. Andy Taylor of the Montgomery County Chronicle was also unable to connect for the meeting.

- IV. ADJOURN – John Eubanks moved the meeting adjourn. Kevin Brannum seconded the motion and the motion carried 6-0. The meeting adjourned at 8:06 p.m.

Beverly Harris
Board Clerk

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