

**INDEPENDENCE COMMUNITY COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
Zoom Webinar - 5:15 p.m.
June 24, 2020**

MINUTES

Members Present

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 Finance
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, Athletic Director
Taylor Crawshaw, Associate Dean/Tutoring and Accessibility/Registrar
Bill Morosco, Head Men's Basketball Coach
Cody Westerhold, Director of Student Life

Guests

Andy Taylor, Montgomery County Chronicle
Susan Scovel, Reporter
JoAnn McDow, Community Member

I. ROUTINE

- A. Call to Order – Vice-Chair Ashley Osburn called the meeting to order at 5:15 p.m. and requested moving items “B. Student Athletic Insurance” and “C. Renewal of Insurance Brokerage Service” ahead of item “A. 2020-2021 Budget” under Institutional Operations.
- B. Approval of Agenda – Val DeFever moved to approve the agenda as amended to change the order of items under Institutional Operations. Norman Chambers seconded the motion and the motion carried 5-0.
- C. Welcome Guests – Ashley Osburn welcomed the guests and reminded attendees to mute themselves during the meeting.
- D. Mission Statement – John Eubanks read the College Mission Statement.
- E. Vision Statement – Norman Chambers read the College Vision Statement.

II. INSTITUTIONAL OPERATIONS

- B. Student Athletic Insurance – Eric Figurski provided additional information on the recommendation for 2020-2021 student athletic insurance. John Eubanks moved to approve renewal of student athletic insurance through United States Fire Insurance Company in a total amount not exceeding \$250,000. Val DeFever seconded the motion and the motion carried 5-0.
- C. Renewal of Insurance Brokerage Service – Jonathan Sadhoo informed the Board that thirteen providers declined to bid services due to previous high storm and hail damage claims in southeast Kansas and northeast Oklahoma. Of the two bids received, IMA Financial Group, Inc. submitted the best offer; however, claims are limited to a minimum \$300,000 and deductible amounts will be five percent of the respective building value. Norman Chambers moved for renewal of insurance brokerage services through IMA Financial Group, Inc. John Eubanks seconded the motion and the motion carried 5-0.
- A. 2020-2021 Budget – Jonathan Sadhoo provided an overview of proposed budget reductions previously shared with the Board via email and noted that revenue at the State level will remain flat; however, revenues from the local level are expected to decrease. Mr. Sadhoo added that maintaining the current mill levy rate resulted in the proposal which included a budget decrease of \$176,000. The budget proposal reflected reduction of travel and professional development by 50% or \$51,000 and delay filling the vacant information technology position for one year. Not filling the Sports Information Director position will save \$24,000 and reduction of buffers in the cash flow and the renovation and repairs budgets will result in \$20,000 savings. \$25,000 savings will be realized by nonrenewal of equipment and the budget will also see a reduction in the vehicle lease budget as some leases won't be renewed. Ashley Osburn asked if enrollment declines and reduced revenue from delinquent taxes were included in the buffers of the budget proposal and suggested additional buffers instead of a balanced budget as the Board moved proactively forward. Ms. Osburn stated that plans should be in place in the event of additional unexpected revenue reductions.

Jonathan Sadhoo noted the proposed balanced budget was a starting point for further discussion and respective campus budget managers will submit additional reductions from their areas. Ms. Osburn suggested inclusion of a Trustee in the budget discussions with budget managers; however, Norman Chambers expressed concerns that Trustee participation at this point would result in intimidation. The Board set a goal of reducing the budget 1-5% or approximately \$250,000. Jonathan Sadhoo will meet with campus budget managers and compile the campus information for sharing results with the Board. It was noted that enrollment is currently flat and navigators continue enrolling in the summer sessions. Kevin Brannum commended enrollment staff for this accomplishment during these unusual times. Cordell Jordan shared that several students are enrolling locally as access to in-person coursework at the four-year university is not available. Mr. Jordan added that Marketing has focused on local recruitment as a cost-effective move for students and points out that the university lifestyle is unavailable.

Dr. Knox shared that a policy is being developed which requires wearing a face mask by all students and College staff, as well as campus visitors and vendors; exemptions due to medical reasons will be submitted to Human Resources. Dr. Knox informed the Board that a contingency plan for ending in-class portions of coursework prior to the Thanksgiving break has been developed and acknowledged Vincent Bowhay for his excellent work in development of the plan. Dr. Bowhay recognized Cabinet members for their assistance and noted that students have been urged to commit to only a five-month contract with Bluffstone in the event an additional outbreak of COVID-19 is experienced and requires campus closure. Dr. Knox acknowledged Eric Figurski and the development of an excellent plan for athletes return to campus which included social distancing and limitation of the number of student athletes in each area. Dr. Bowhay shared that through collaboration with Labette Health students, coaches, and staff will be tested prior to re-entry to campus; further details will be shared when finalized.

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

IV. ADJOURN – John Eubanks moved the meeting adjourn. Norman Chambers seconded the motion and the motion carried 5-0. The meeting adjourned at 6:10 p.m.

Beverly Harris
Board Clerk

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