

**INDEPENDENCE COMMUNITY COLLEGE
BOARD OF TRUSTEES REGULAR MEETING**

**Zoom Webinar - 7:00 p.m.
July 20, 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 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
Tamara Blaes, Professor of Business Computer Technology/Faculty Senate President
Cody Westerhold, Director of Student Life
Paul Molnar, Associate Professor of Theater
Ben Seel, Professor of Political Science
Bruce Peterson, Inge General Manager

Guests

Susan Scovel, Reporter
Andy Taylor, Montgomery County Chronicle
Jeff Chubb, College Legal Counsel
Lea Shepard, Community Member
Hannah Joyce-Hoven, Inge
Kevin Mahan, Inge
Kym Kays, Community Member
Tim Emert, Community Member
G. Winkleman, Inge
Haley Hinthorn, Inge
JoAnn McDowell, Community Member
Stacy Near, Community Member
Sarah Wilson, Inge
Susan Kleinback, Inge
Janice Bolt, Inge
Daniel Barwick, Community Member
Elizabeth Benin, Inge
Three additional, Inge

I. ROUTINE

- A. Call to Order – Cynthia Sherwood called the meeting to order at 7:05 p.m. and noted an amendment to move VI. Executive Session – Attorney/Client Privilege forward on the agenda following approval of meeting minutes.
- B. Approval of Agenda – Val DeFever moved to approve the agenda as amended. John Eubanks 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 – John Eubanks read the College Mission Statement.
- E. Vision Statement – Norman Chambers read the College Vision Statement.

- F. John Eubanks moved to approve the June 15th regular meeting and the June 24th and July 6th special meeting minutes as presented. Val DeFever seconded the motion and the motion carried 6-0.

VI. EXECUTIVE SESSION – Attorney/Client Privilege. Val DeFever moved that the Board recess for an Executive Session for consultation with the College attorney regarding a legal matter, pursuant to the attorney/client privilege exception, K.S.A. 75-4319(b)(2). Open Session would resume through the Zoom link at 7:19 p.m. Those invited to attend were George Knox, Jeff Chubb, Cordell Jordan, Eric Figurski, and Lori Boots. Norman Chambers seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:09 p.m. The Board returned to Open Session on the Zoom link at 7:19 p.m.

II. INSTITUTIONAL OPERATIONS

- A. Faculty Senate Report – Tamara Blaes informed the group that results from the Administrator Evaluation Survey were received and will be discussed with appropriate groups following return to campus and In-Service. The Faculty Senate is working on a final draft of their By-Laws, as well; both documents will come to the Board of Trustees for consideration of approval when complete.
- B. Neighborhood Revitalization Plan – Norman Chambers moved to approve the Cherryvale Neighborhood Revitalization Plan as presented. Ashley Osburn seconded the motion and the motion carried 6-0.
- C. Financial Report – After noting that Dr. Sadhoo answered any questions prior to the meeting, Ashley Osburn moved to approve the Financials. Val DeFever seconded the motion and the motion carried 6-0.
- D. Allow Payables – John Eubanks expressed concerns over lost or missing receipts in the Marketing Department; Cordell Jordan responded to the concerns. Norman Chambers moved to approve the payables. John Eubanks seconded the motion and the motion carried 6-0.
- E. Annual Board Appointments Through June 30, 2021. John Eubanks moved to approve: George Knox as the Board Secretary; Jonathan Sadhoo as the College Treasurer; and, Beverly Harris as the Board Clerk for the Fiscal Year.
- F. 2020-2021 Budget Proposal/Approve for Publication – Cynthia Sherwood informed the group that keeping the mill ley the same as last will reduce revenues approximately \$175,00 due to a decrease in the assessed valuations. Dr. Sherwood also noted that an enrollment drop of 10% is expected as well as decreases in revenues from the local and state levels. Dr. Sherwood shared that no reductions were made in the budget proposal for the academic area of the College; however, reduction of the administrative budget and the Inge Festival were included in the budget proposal. Ashley Osburn added that although the Inge Festival will not take place this year, employees in that area were retained and repositioned to alternative campus areas. Ms. Osburn also noted that the full-time IT position was not filled, the renovation and repairs budget was reduced, and a total of \$500,000 was cut from the budget. Tim Emert addressed the Board about the College Mission and Vision Statements, cultural enrichment and community involvement; he stated that cutting the Inge Festival goes against both Statements. Mr. Emert added that he hoped the Board could find a way to save the Inge Festival that ICC is known for statewide. Lea Shepard stated that an NEA grant was received that day in the amount of \$50,000 and noted the prestige involved in receipt of these grants that once lost would be difficult to regain. Ms. Shepard spoke of the 39-year history of the Inge Festival and the necessity of continued conversations between the College and the Inge Foundation. Dr. Sherwood responded affirmatively to collaborations and shared that cancellation of the Inge Festival this year was due to the COVID-19 pandemic and related expenditures and revenue losses. Trustee Osburn noted that Inge Festival supporters should do so through donations instead of using taxpayer funds to support the Festival in the amount of \$200,000; Ms. Osburn added that taxpayer funds should be utilized in support of trade programs which benefit the local community workforce. Paul Molnar acknowledged the recruitment and retention work Terri Barbera and Bruce Peterson do in the Fine Arts area and shared that he knew nothing about the College when he came here but based his decision to move on his knowledge of the Inge Festival. Andy Taylor voiced his confusion on what was being cut from the budget. Val DeFever stated that Playwrights in Residence and other Inge Center activities will continue, but the Inge Festival will not occur this year. Dr. Knox added that elimination of the Festival was a temporary move for this year and stressed his commitment to the Festival. Jonathan Sadhoo stated that no cuts were made to the academic programs associated with the Inge Center. Ashley moved to approve the 2020-2021 budget as presented for publication. Kevin Brannum seconded the motion and the motion carried 6-0. Val DeFever moved to set Monday, August 3rd, at 7:00 p.m. for the budget hearing via Zoom link. Norman Chambers seconded the motion and the motion carried 6-0.
- Final Board Operating Budget FY 20-21 – Was included in the Board Agenda for transparency.
- G. Student Athlete Catastrophic Insurance – Eric Figurski provided an overview of the recommendation for coverage and noted it is an NJCAA requirement. Ashley Osburn moved to approve the Student Athlete Catastrophic Insurance coverage at the annual premium of \$16,743 through Zurich. Norman Chambers seconded the motion and the motion carried 6-0.
- H. IT Service Agreement – It was noted that no coverage warranty and service agreement for the data center was obtained since 2017. John Eubanks moved to approve execution of a warranty and service agreement through ConvergeOne Inc. in an amount up to \$40,000 for the initial term. Ashley Osburn seconded the motion and the motion carried 6-0.
- I. First Reading of Proposed Board Policies – Following discussion, the Board accepted the first reading of proposed Board Policies TRU-920, TRU-921, and TRU-922. John Eubanks expressed legal concerns with the proposed TRU-923 Policy and suggested conversations with faculty members. Lori Boots noted that Declaration of Emergency-Additional Job Responsibilities Policy TRU-923 was previously sent to legal counsel for input and was reviewed positively considering

the COVID-19 pandemic. TRU-923 was tabled until the next meeting to allow additional discussions between Human Resources and faculty members.

- J. President's Update – Dr. George Knox noted many changes due to COVID-19 and informed the group that Dr. Sadhoo developed the best possible budget proposal. Dr. Knox stated that he wanted the Inge Festival to be as strong as ever and changes in the academic side may be necessary to achieve greater success.
- Roadmap to Reopening Update – Dr. Vincent Bowhay acknowledged Jonathan Sadhoo for his Doctorate degree. Dr. Bowhay provided an overview of the Roadmap to Reopening and noted that COVID-19 testing by Labette Health continues, along with required quarantine periods when necessary. Following Board approval of the Face Mask/Shield Policy, a Face mask training session will take place. Temperature checks are being conducted in four separate campus locations; however, when the semester starts, drive-up temperature checks will be available in the parking lots. Dr. Bowhay acknowledges everyone's work toward keeping students, faculty, and staff safe.
- K. Presidential Searches – Lori Boots has contacted the Association of Community College Trustees (ACCT) and Kansas Association of Community Colleges (KACCT) for assistance initiating a search. Norman Chambers shared that the Kansas Community College Leadership Institute was a training initiative conducted by Jackie Vietti to prepare individuals for taking the position of President and wondered if graduates of the training were still interested. Dr. Knox noted that KACCT has downsized by elimination of the Executive Assistant position and moved to a smaller and more economical office space; the leadership training has also been suspended for this year. Dr. Know will contact Heather Morgan about the existing pool of leadership graduates. Kevin Brannum informed the group that the search has slowed due to the amount of fees organizations are charging for Presidential searches; however, he has called several universities seeking recruiter contacts. Kevin Brannum encouraged everyone to let people know the College is seeking to fill the position. Lori Boots will develop advertising for the position with a mid-August launch date. Ms. Boots will build a Team Drive for position applications and resumes for the Trustees access. Cynthia Sherwood thanked Lori Boots and Kevin Brannum for their work.
- L. Spring Semester 2021 Academic Calendar Revised – Mark Allen provided an overview of revisions and noted no campus closure for Martin Luther King Jr. Day, no Spring Break, and a delayed start of January 25, 2021 for Spring Semester classes. Ashley Osburn moved to approve the revised Spring Semester 2021 Academic Calendar. John Eubanks seconded the motion and the motion carried 6-0.

III. CONSENT AGENDA – Val DeFever moved to approve the Consent Agenda which included: acknowledgement of receipt of the Personnel and Grant Progress Reports; and, revisions to the President's Cabinet By-Laws. Also included in the Consent Agenda was payment of 2020-2021 KACCT dues in the amount of \$4,005, and KACCT Advocacy dues in the amount of \$5,000. The Personnel Report included employment of: Laurel Durst and Brooke Alverson in the positions of Assistant Women's Volleyball Coach with a pay rate of \$13,000 each plus room and board; Jaylon Brinson in the position of Volunteer Football Coach with room and board; and Kayla Bryant in the position of Assistant Women's Softball Coach at an annualized salary of \$25,000 plus College assistance toward employee participation in ICC's group health insurance plan. The Personnel Report also included the separations of: Natasha Lacy from the Assistant Women's Basketball Coach; Tyler Thayer from the position of /assistant Men's Basketball Coach; Ciara Allen from the position of Upward Bound Specialist; and, Breta Campus from the position of Director of Student Support Services TRIO Program.

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

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

VII. ADJOURN – Norman Chambers moved the meeting adjourn. Ashley Osburn seconded the motion and the motion carried 6-0. The meeting adjourned at 8:40 p.m. Ashley Osburn informed the group that a conflict of interest does not exist as the company she works for has no decision-making authority on awarding of the grant for which ICC is applying. Kevin Brannum was congratulated on his recent nuptials and Jonathan Sadhoo received congratulations for obtaining his Doctorate.

Beverly Harris
Board Clerk

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