

**INDEPENDENCE COMMUNITY COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING  
ICC Administration Building  
December 15, 2011 – 5:30 P.M.**

**MINUTES**

**Members Present:**

Jay Jones  
Lisa Drumeller  
Kym Kays  
Phillip Fienen  
Hoite Caston  
William Kelly

**Others Present:**

Daniel Barwick, President  
Travis Githens, Interim Dean of Instruction  
Greg Eytcheson, Chief Information and Facilities Officer  
Beverly Harris, Executive Assistant  
Lois Lessman, Public Relations and Marketing Director  
Misty Githens, Grant Professional  
Ben Seel, Political Science Instructor  
John Eubanks, Business/Accounting Instructor  
Debbie Phelps, Institutional Effectiveness and Retention Director  
Jim Correll, Successful Entrepreneur Facilitator/Mentor  
Peter Ellenstein, William Inge Theatre Festival Director  
Bruce Peterson, William Inge Theatre Festival Associate

**Guests:**

Greg Lower, Reporter  
San Forrer, Community Member  
John Haas, Ranson Financial Consultants, L.L.C.

**Call to Order**

Jay Jones called the regular monthly Board Meeting for December to order at 5:30 p.m.

**Pledge of Allegiance**

Beverly Harris, Clerk for the Board of Trustees, led the group in the Pledge of Allegiance.

 **Approval of Minutes**

Phillip Fienen moved to approve the minutes of the regular meeting held on November 15, 2011 and the Character First Session/Kansa Open Meetings Act Workshop held November 10, 2011. The motion was seconded. As he was not present during the Character First Session/Kansas Open Meetings Act Workshop, William Kelly abstained from approving those minutes for a vote of 5-0-1. Approval of the November 15, 2011 minutes passed 6-0.

 **Approval of Agenda**

William Kelly moved to amend the agenda to include under New Business discussion of the following items:

- Recitation of the College mission and vision statements at the beginning of each monthly meeting;
- Character First sessions at the end of each monthly meeting; and
- Board of Trustees Retreat plans.

The motion was seconded and carried 6-0.

**Recognition of Guests and Public Participation**

Jay Jones welcomed the guests. There was no public comment on items pertaining to the agenda.

 **Board Action**

- A. John Haas of Ranson Financial Consultants, L.L.C., presented documentation regarding the Certificate Purchase Agreement for refinancing the dorms. Jay Jones moved to approve Resolution number 12152011 authorizing Independence Community College to enter into a lease purchase transaction, the proceeds of which will be used to pay

the costs of prepaying another lease purchase agreement, pursuant to which certain energy conservation improvements were installed for the college; and to approve the execution of certain documents in connection therewith. William Kelly seconded the motion for approval of the resolution contingent upon receipt of a written opinion from the College's attorney that the documentation and statements therein are accurate and fall within statutory requirements for the State of Kansas cash basis law. The motion carried 6-0.

### Reports

- A. College Report-Dan Barwick thanked the Trustees for participation in hosting the Kansas Association of Community College Trustees/Council of Presidents December 4-5, 2011 Quarterly Meeting. Dr. Barwick: offered kudos to Great Western Dining Services, Inc. for provision of the wonderful complimentary reception dinner; recognized ICC student, Jennifer Clark, for assistance at the registration table; commended the evening entertainment provided by Eric Rutherford and chorale students; applauded Lois for creation of the laminated facts at a glance handouts; and thanked Beverly Harris for her planning assistance. Dr. Barwick noted progress by the Strategic Planning subcommittee groups; provided an update of ongoing position searches; and noted that he has been selected to represent southeast Kansas community colleges during the March Kansas Board of Regents meeting. Dr. Barwick thanked Cessna for the donation of 7 pieces of artwork for display in the Cessna Learning Center; stated that approximately \$50,000 in tax credits for capital campaign donations is available for 2011; and recognized the Inge Center for the Arts for receipt of the National Endowment for the Arts \$50,000 Art Works Grant. Dr. Barwick ended the report by thanking the Board of Trustees for their help, leadership, and support since his arrival in August.
- B. Greensburg Project - Peter Ellenstein showed a clip from KSN News (the Wichita area) and passed around the Winter 2011 edition of "Kansas" magazine; both pieces featured William Inge and/or the Inge Theatre Festival. Meeting attendees also viewed the video for support and promotion of the Greensburg Project which has received the majority of its funding from the National Endowment for the Arts.
- C. IPEDS Report - Debbie Phelps presented highlights of the IPEDS Report and answered questions associated with the data presented.
- D. Additions to Personnel Report -As Jan Fischer was ill and unable to attend the meeting, Dan Barwick presented the resignation of Dameon Hughes from the position of Residence Hall Coordinator/Football Coach as an addition to the personnel report.

### Old Business

- A. College Purchase Card Services - Jan Fischer was not present to present an update on College purchase card services, so the report was tabled until the regularly scheduled January Board of Trustees meeting.

### New Business

- A. Act on Financial Report and allow payables- William Kelly requested an itemization of long-term debt that delineates: how much a payment is; when the payment is due; and what the payment is for. Phillip Fienen moved to approve the financials and allow payables. The motion was seconded and carried 6-0.
- B. Act on Personnel Update. Action on the Personnel Update was moved down the agenda to follow an Executive Session to discuss non-elected personnel.
- C. Act on 2012-2013, 2013-2014, 2014-2015 Academic and Office Calendars - Kym Kays moved to approve the 2012-2013, 2013-2014, 2014-2015 academic and office calendars. The motion was seconded and carried 6-0.
- D. The first reading of revisions to TRU-911 received no objections. The second reading and subsequent approval of the revisions will take place during the regularly scheduled January Board of Trustees meeting.

<p><b>CODE: TRU – 911</b>  <b>SUBJECT: Participation and Public Hearings</b>  <b>ADOPTED: January 12, 1999</b></p>
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The Board shall provide an opportunity for citizens to speak directly to the Board on items pertaining to the agenda at each regular meeting. The Board may hold public hearings which are consistent with Kansas Statutes and approved by majority vote of the Board of Trustees.

1. Consistent with current practice, the public shall be given an opportunity to speak at the outset of the meeting on any item on the agenda. Total time allotted for public comment is **ten minutes**, although this may be extended once for an indefinite period by Board vote. Ending an indefinite public comment period will be at the Chair's discretion. No individual commenter may speak for more than **two minutes**.

2. Following any Board motion, and prior to Board discussion of the motion, the public will be invited to comment. The Chair will ask: *“Are there any comments from the public on this issue?”* and recognize those who wish to comment. Total time allotted for public comment is **ten minutes**, although this may be extended once for an indefinite period by Board vote. Ending an indefinite public comment period will be at the Chair’s discretion. No commenter will be allowed to comment for more than **one minute**, which will be enforced by the chair. If individual Trustees respond to public comments, that response will **only** be to ask **clarifying** questions to achieve understanding of the comment.
  3. If a public participant has a presentation that will require more than just an observation, a specific amount of time will be defined for that specific participant. Request for that time must be made **in advance of the meeting, in writing, to the Chair**. The Chair may approve or deny the request at his/her discretion.
  4. The chair will review the policy for public comment at the outset of meetings. The chair will say: *“There are three opportunities for public comment during regular meetings. First, the public may comment on any item on the agenda during a period at the beginning of meetings, with a total comment period of ten minutes and individual comments limited to two minutes. This comment period may be extended by board vote. Second, prior to each Board vote, the public will be invited to speak directly to the issue being voted upon. Third, any member of the public may make a lengthier presentation on agenda items, provided that a request for such a presentation is made in writing in advance of the meeting. Permission to make such presentations, and their length, is at the discretion of the Board Chair.”*
  5. If a member of the public speaks out of turn during public comment, the Chair will intervene by saying: *“Please hold your comments until you are recognized.”* If a member of the public speaks at any other time during the meeting, the Chair will intervene by saying: *“Please hold your comments until the time reserved for public comment.”*
- Recitation of the College mission and vision statements at the beginning of each monthly meeting - Hoite Caston moved that upon approval of the new statements currently being developed, the College Mission and Vision Statements should be stated following the Pledge of Allegiance at the beginning of each monthly meeting. The motion was seconded and carried 6-0.
  - Character First sessions at the end of each monthly meeting - Jay Jones will seek advice from the College attorney, Jeff Chubb, regarding requirements of the Open Meetings Act associated with holding Character First sessions following adjournment of monthly Board of Trustees meeting.
  - Board of Trustees Retreat plans -Retreat plans were tabled until the Strategic Planning process culminates in a five-year plan for the Trustees’ reference.

Dr. Barwick volunteered to review the Board Policy Manual and propose further policy revisions. The Board of Trustees unanimously agreed to his proposal.

Hoite Caston moved that the Board enter into Executive Session to discuss non-elected personnel for 10 minutes after a 10-minute break, to include Dan Barwick. Hoite Caston seconded the motion. The motion carried 6-0. The Board entered Executive Session at 7:20 p.m. The Board returned to Open Session at 7:30 p.m. Phillip Fienen moved to enter into Executive Session to discuss non-elected personnel for an additional 5 minutes, to include Dan Barwick. Lisa Drumeller seconded the motion. The motion carried 6-0. The Board entered Executive Session at 7:30 p.m. The Board returned to Open Session at 7:40 p.m.

Phillip Fienen moved to approve the Personnel Update. The motion was seconded and carried 6-0.

William Kelly moved for approval of a Resolution to wish the Pittsburg State Gorillas the best of luck in the NCAA Division II Championships in Florence, Alabama this weekend. Hoite Caston seconded the motion and noted that coverage of the game airs on ESPN Channel 2. The motion carried 6-0.

 **ADJOURNMENT:** William Kelly moved the meeting adjourn. The motion was seconded and carried 6-0. The meeting adjourned at 7:41 p.m.

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Beverly Harris  
Board Clerk

Independence Community College is committed to a policy of nondiscrimination on the basis of race, sex, national origin, religion, age, and handicap in admissions, educational programs or activities, and employment, all as required by applicable laws and regulations under the Title VI Civil Rights Act of 1964, Title IX regulations of 1972, Section 5 of the Social Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1990.