

**BOARD OF TRUSTEES REGULAR MEETING**  
**ICC Administration Building**  
**December 13, 2012-5:30 P.M.**

**MINUTES**

**Members Present**

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

**Others Present**

Daniel Barwick, President  
Sara Harris, Vice-President for Academic Affairs  
Travis Githens, Associate Vice-President for Career and Technical Education  
Misty Githens, Vice-President for Marketing and Resource Development  
Beverly Harris, Executive Assistant  
Greg Eytcheson, Vice-President for Information and Operations  
Jan Fischer, Vice-President for Financial and Employee Services  
Ben Seel, Professor of Political Science  
John Eubanks, Professor of Business/Accounting  
Isaias McCaffery, Professor of History/Geography  
Camelia Jadic, Professor of Foreign Languages  
Mona Saleh, Professor of Physical Science  
Jon Sidoli, Professor of Theatre Arts  
Karen Roush, Professor of Office Technology  
Jim Correll, Entrepreneur Facilitator

**Guests**

Greg Lower, Reporter  
Micky Lewis, Community Member  
Katelyn Lockhart, PTK Student  
Jeff McCloud, PTK Student  
Anabelle Howard, PTK Student  
Etulan Joseph, PTK Student  
Robert Sherwood, PTK Student

- I. ROUTINE
  - A. Call to Order – Jay Jones called the regular monthly Board meeting for December to order at 5:30 p.m.
  - B. Approval of Agenda–Phillip Fienen moved to approve the agenda. Kym Kays seconded the motion and the motion carried 6-0.
  - C. Pledge of Allegiance– PTK students led the group in recitation of the Pledge of Allegiance.
  - D. Character First – Fifteen minutes were devoted to the Character First initiative; the Trustees watched the video and discussed “generosity”, the Character Frist trait for December.
  - E. Welcome Guests – Jay Jones welcomed the guests. Ben Seel requested the opportunity to address any conversation associated with faculty members, including Executive Session. Jay Jones noted no plans for Executive Session.
  - F. Mission Statement–Jay Jones read the College Mission Statement.
  - G. Vision Statement–Jay Jones read the College Vision Statement.
  - H. Approval of Minutes–Lisa Drumeller moved to approve the minutes of the regular meeting held on November 15, 2012. William Kelly abstained, as he was absent from the meeting. Phillip Fienen seconded the motion and the motion carried 5-0-1.
  
- II. INSTITUTIONAL OPERATIONS
  - A. Phi Theta Kappa Community College Completion Corps (C4) – After introducing themselves, Karen Roush, PTK Advisor, and PTK students presented an overview of the College Completion Corps (C4). The Trustees committed to encouraging student completion of 2-year degrees, signed the commitment sheet, and received a bracelet and sticker demonstrating their inclusion in the effort.

- B. Overview of New Program Evaluation Process - Jim Correll presented a preliminary new program evaluation process and stated that the process would apply to only new career/technical programs.
- C. Allow Payables–William Kelly moved to allow payables. Lisa Drumellerseconded the motion and the motion carried 6-0.
- D. Additions to Personnel – The Personnel Report included: employment of Keli Tuschman in the Human Resources Manager position at an annualized salary of \$50,000 plus College support toward employee participation in ICC’s group health insurance plan; termination of Derek Gish from the Men’s Soccer Coach position; termination of Mary Pamela Allen from the part-time Bookstore assistant position; and termination of Eric Stamps from the Assistant Men’s Basketball Coach position. An addition to the Personnel Report was the resignation of David Simmons from the part-time Assistant Football Coach position.
- E. President’s Report – Dan Barwick addressed the evaluation of ICC’s Information Technology System and the cost associated with switching systems from the one currently used. Dan Barwick stated that evaluation of the IT System must occur in conjunction with the budget planning cycle. Hoite Caston requested a written plan for the evaluation process. Keli Tuschman was welcomed to her new position. Dan Barwick informed the group of the College’s receipt of a large endowment and will keep everyone informed as details are revealed. An overview of collaborations with Coffeyville Community College and Labette Community College were also provided.
- F. First Reading of Proposed Edit to FIN-405 Naming Policy – Jay Jones read the first reading of proposed edits. Discussion followed and Hoite requested definition of the “objective criteria” portion of the policy.

Jay Jones informed the Trustees that: three positions were open for the upcoming election; the filing deadline is noon on January 22, 2013; and a \$5 filing fee is required when filing for the election.

- III. CONSENT AGENDA–Phillip Fienen moved to approve the Consent Agenda, which included: receipt of the financial and personnel reports; and approval of the bid submitted by Derailed Commodity in the amount of \$5,874.35 to replace the carpet in the Cessna Learning Center classrooms. Jay Jones seconded the motion and the motion carried 6-0.
- IV. EXECUTIVE SESSION – Executive Session was not required.
- V. ADJOURN  
William Kelly moved to adjourn. The motion was seconded by Phillip Fienen and carried 6-0. The meeting adjourned at 7:02 p.m.

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Beverly Harris  
Board Clerk

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