

BOARD OF TRUSTEES REGULAR MEETING
ICC Administration Building May 16, 2013-5:30 p.m.

AMENDED MINUTES

Members Present

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

Others Present

Daniel Barwick, President
Misty Githens, Vice-President for Marketing and Resource Development
Sara Harris, Vice-President for Academic Affairs
Beverly Harris, Executive Assistant
Greg Eytcheson, Vice-President for Information and Operations
Jan Fischer, Vice-President for Financial and Employee Services
Debbie Phelps, Director of Institutional Research
John Eubanks, Professor of Business/Accounting
Charles Smith, Computer Technician
Stacia Breth, Math/Science Specialist
Mary Bailey, Student Life Coordinator

Guests

Greg Lower, Reporter
David Wallis, Incoming Trustee
Norman Chambers, Incoming Trustee
Val DeFever, Incoming Trustee
Kathi Babcock, Community Access Center
Bobbie Moses, Community Access Center
Chuck Schmidt, Superintendent USD #446
Frank Crebase, Community Member
Kelly Stewart, Montgomery County Sheriff's Office
Sam Forrer, Community Member
Brent Biegel, Community Member
Judy Biegel, Community Member
Jim Holt, Cherryvale Police Department
Perry Lambert, Cherryvale Police Department

I. ROUTINE

- A. Call to Order – Jay Jones called the regular monthly meeting for May to order at 5:30 p.m.
- B. Approval of Agenda – Kym Kays moved to approve the amended agenda after moving “J. Enrollment Report” up on the agenda to follow “E. Conceal Carry Update/Option for Exemption”. Phillip Fielen seconded the motion and the motion carried 5-0.
- C. Pledge of Allegiance –Kathi Babcock and Bobbie Moses, Community Access Center representatives, 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 “attentiveness”, the Character First trait for May.
- E. Welcome Guests – Jay Jones welcomed the guests and stated the options available to members of the public wishing to appear before the Board regarding items on the agenda. There were six requests for public comment on items pertaining to the agenda. Per Board policy, Jay Jones moved to extend the public comment period by two minutes for a total allotted time of twelve minutes. Phillip Fielen seconded the motion and the motion carried 5-0. Chairman Jones stated that public comment would be heard in the order of appearance on the agenda and noted that comment on the Stadium and Concealed Carry updates should be heard at that time, because the alternative time to make public comment (as action is taken) might not occur.

Due to the number of guests wishing to speak to the Board regarding items pertaining to the agenda, the minutes reflect a greater amount of detail than is typically observed.

Norman Chambers was called for comment regarding the Shulthis Stadium Update and requested comment following Mr. Schmidt's presentation. Trustee Caston suggested an exception for Mr. Chambers. Jay Jones stated that revision to Board

policy would be required if adherence to current policy was not observed. Trustee Fienen clarified that Norman Chambers wished to speak following the presentation and prior to any vote taken now, or at a later date.

Val DeFeuer was called for comment regarding the Conceal Carry Update. Ms. DeFeuer stated that she did not support concealed carry and noted resentment of the new legislation's cost-prohibitive required security measures which will force community colleges to allow conceal and carry under Senate Substitute for House Bill No. 2052. Val DeFeuer voiced appreciation for Dr. Barwick's presentation of two options for the Trustees' consideration in reaching a decision.

David Wallis was called for comment regarding the Conceal Carry Update. Mr. Wallis stated support of the concealed carry legislation and encouraged the Trustees to seriously consider support of the State Constitution, which they vowed to support upon taking their oath of office.

Kelly Stewart was called for comment regarding the Conceal Carry Update. Mr. Stewart stated support of the concealed carry legislation and, being a concealed carry instructor, proposed education and training sessions. Mr. Stewart shared that Sheriff Dierks and the Montgomery County Sheriff's Department support concealed carry.

Brent Biegel was called for comment regarding the Conceal Carry Update. Brent Biegel, also a concealed carry instructor, stated support of the concealed carry legislation. Mr. Biegel related concealed carry by law-abiding citizens to carrying a first aid kit or spare tire; one carries in case it is needed.

Perry Lambert was called for comment regarding the Conceal Carry Update. Mr. Lambert stated the Cherryvale Police Department's full support of concealed carry and noted no negative situations with concealed carry permit holders.

- F. Mission Statement – Kym Kays read the College Mission Statement.
- G. Vision Statement – Kym Kays read the College Vision Statement.
- H. Approval of April 18, 2013 Minutes – Bill Kelly moved to approve the minutes of the April 18, 2013 Meeting. Kym Kays seconded the motion. Hoite Caston questioned the agenda for April's meeting and the vote approving extension of Dr. Barwick's contract which was taken following Executive Session. Mr. Caston stated that extension of the contract was not on the agenda and it was mentioned to him that members of the public wishing to comment on the Board's final action following a long Executive Session were not afforded that opportunity. Mr. Caston stated that it was known that the Board would address the issue of the contract of the President and questioned whether it should have been listed as an item on the agenda. Bill Kelly clarified Mr. Caston's meaning and Jay Jones referred to past practices. Hoite Caston proposed that such a major event be listed as a specific item on the agenda for discussion and public comment in the future. Following confirmation of the receipt of a motion and second for approval of the April 18, 2013 minutes, Chairman Jones called for a vote. The motion carried 5-0.

Lisa Drumeller joined the group at 6:05 p.m.

II. INSTITUTIONAL OPERATIONS

- A. Shulthis Stadium Update – Chuck Schmidt presented an overview of renovation of Shulthis Stadium to meet ADA requirements. Mr. Schmidt also provided highlights of committee work conducted in the past year and the committee's subsequent proposal to perform the renovations in stages. Mr. Schmidt requested the Trustees' consideration of support on behalf of the College in the amount of \$300,000 for completion of the first phase of the project. Chuck Schmidt stated optimism on securing funding for the second phase of renovations. Dan Barwick questioned ICC's future rent obligation for use of the facility if a decision was made to partner on renovation expenses. Mr. Schmidt was sure continued payments in the amount of \$15,000 would be required at our current rate of usage, but could increase if additional usage was required. Mr. Schmidt stated the need for a decision by the middle of June. Hoite Caston encouraged pursuit of historical preservation tax credits. Lisa Drumeller noted that ownership of the facility was between USD #446 and the City of Independence. Jay Jones moved to table any decision regarding participation until the June meeting to allow Chuck Schmidt time to check with the City of Independence about loan arrangements and to look at ICC's other rental obligations with the City of Independence and USD #446 for consolidation/reduction. Bill Kelly seconded the motion. Norman Chambers was called for comment regarding the Shulthis Stadium Update and stated support of Chuck Schmidt's presentation.

Phillip Fienen temporarily left the meeting.

- B. Allow Payables – Trustee Kays was named in the payables and recused herself from discussion and action. Jay Jones moved to allow payables. Hoite Caston seconded the motion and the motion carried 4-0.
- C. Additions to Personnel – The Personnel Report included employment of: Allen Bell in the Residence Hall Director position at a pay rate of \$1,833/month or \$22,000 annually plus College support toward employee participation in ICC's group health insurance plan; Brett Gilchrist in the position of Associate Professor of Psychology at a monthly rate of \$4,170 or \$41,700 annually, plus College support toward employee participation in ICC's group health insurance plan; Van Dyke Jones in the part-time position of Assistant Football Coach at a pay rate of \$500/month or \$5,000 annually; Phil Magro in the part-time position of Assistant Football Coach at pay rate of \$750/month or \$7,500 annually; Grant McMillan in the part-time Assistant Basketball Coach at a pay rate of \$1,000/month or \$10,000 annually and; Ben Rovenstine in the position of Assistant Men's Basketball Coach at a pay rate of \$2,917/month or \$35,000 annually. The Report also included the transfer/promotion of Robert Gray from part-time Custodian to a full time position at an hourly wage of \$11 plus College support toward employee participation in ICC's group health insurance plan; resignation of Zach Maritt from the position of Recruiting Coordinator; and the termination of Billy Eades from the position of Custodian.

- D. Core Values – Debbie Phelps answered questions regarding the proposed new Core Values. Lisa Drumeller moved to approve the Core Values. Hoite Caston seconded the motion and the motion carried 4-1.
- E. Conceal Carry Update/Option for Exemption – Dan Barwick presented for the Board’s consideration a draft resolution requesting temporary exemption from application of the provisions of Section 2 of Senate Substitute for House Bill No. 2052. Suggested new PSL-716 and STU-806 policies, and drafts edits to Board policy PSL-714 and STU-801, were also reviewed for timely adherence to requirements for two readings prior to policy revision or adoption.

Current PSL-714: Independence Community College does not permit possession, use or distribution of weapons, alcohol, or illegal drugs anywhere on property owned or leased by the College. The Board reserves the right to exempt certain provisions of this policy and grants the President of the College the authority to make exemptions for specific functions held in campus facilities.

First Reading of Proposed language for PSL-714: Independence Community College does not permit possession, use or distribution of weapons, alcohol, or illegal drugs anywhere on property owned or leased by the College, except as permitted by PSL-716. The use of tobacco products or incense shall not be permitted in any campus buildings. The Board reserves the right to exempt certain provisions of this policy and grants the President of the College the authority to make exemptions for specific functions held in campus facilities.

First Reading of Suggested new PSL-716: In accordance with Section 2(a) of 2013 Senate Substitute for House Bill No. 2052, the carrying of a concealed handgun as authorized by the Personal and Family Protection Act is not prohibited on property owned or leased by the College.

Current STU-801: Independence Community College does not permit possession, use or distribution of weapons, alcohol, or illegal drugs anywhere on property owned or leased by the College. The use of tobacco products or incense shall not be permitted in any campus buildings. The Board reserves the right to exempt certain provisions of this policy and grants the President of the College the authority to make exemptions for specific functions held in campus facilities.

First Reading of Proposed language for STU-801: Independence Community College does not permit possession, use or distribution of weapons, alcohol, or illegal drugs anywhere on property owned or leased by the College, except as permitted by STU-806. The use of tobacco products or incense shall not be permitted in any campus buildings. The Board reserves the right to exempt certain provisions of this policy and grants the President of the College the authority to make exemptions for specific functions held in campus facilities.

First Reading of Suggested new STU-806: In accordance with Section 2(a) of 2013 Senate Substitute for House Bill No. 2052, the carrying of a concealed handgun as authorized by the Personal and Family Protection Act is not prohibited on property owned or leased by the College.

Phillip Fienen rejoined the meeting.

- F. Enrollment Report – Dan Barwick noted that the enrollment report was a combination of recruitment initiatives plus academic and student life retention efforts. Dr. Barwick informed the group that enrollment and recruiting efforts were fundamentally different than those utilized two years ago and Misty Githens had built the program from the ground up in less than two years. Hoite Caston questioned Showcase producers and use of YouTube functions to test videos and commercials. Misty Githens stated that six Showcase segments are produced out of Joplin each year and that Jared Glick is scrutinizing how long viewers watch the videos/commercials and other pertinent information. Kym Kays informed Ms. Githens that she was very proud of the crisp, concise, and beautifully professional look of the current recruiting materials. Lisa Drumeller shared her daughter’s recent experience with ICC’s recruitment efforts through Facebook contacts; Misty Githens noted that Athletic Department recruitment efforts were in addition to those in her area. Sara Harris and Mary Bailey provided highlights of retention efforts; Dr. Harris noted the #1 tool for retaining students is one-on-one relationships with faculty or staff outside of the classroom. Hoite Caston noted that ICC does not have a contractual requirement that obligates faculty members’ participation in recruitment efforts and suggested notification to ICC faculty that they have the opportunity and appropriate materials available for recruiting. Ms. Githens shared that all College employees are encouraged to assist when tending recruitment booths and Dr. Harris also shared Orientation opportunities. Hoite Caston noted that ICC is the smallest community college in the State, and although great things are being done through enrollment and retention efforts, students should be surveyed for reasoning behind their selection of Independence Community College. Sara Harris shared utilization of the academically-focused CSSE, as well as, the Noel Levitz survey administered in the fall; which seeks information regarding what worked best and where improvements can be made. Kym Kays congratulated enrollment efforts, liked that tutoring pushed students needing additional support to seek one-on-one assistance, and stated that the great ideas being initiated are very encouraging. Following the report, Dr. Barwick noted that based on the report it was obvious that enrollment is a priority for ICC and asked if anyone saw an opportunity to dig deeper in one or two aspects. Bill Kelly questioned new student Orientations; Misty Githens responded that all new students are invited to one of 12-15 Orientation sessions. During Orientation, new students have a checklist of things to do; which includes: forms to complete; tour of the campus, cafeterias, and dorms; and an opportunity to take the Compass Test if they have not yet taken the ACT test. Hoite Caston shared some concerns expressed to him by some of the faculty members that some of the courses being planned, or the attitude associated with enrollment because of things beyond control, that ICC is just accepting that enrollment is going to go down. Dr. Harris shared that plans are not focused toward decreased enrollment numbers; however, we are attempting to be smarter with class scheduling, instead of past practices when lots of classes were offered and classes with low enrollment numbers often resulted. Sara Harris shared that past enrollment patterns have identified a basis for organizing classes for morning only, afternoon only, and night

classes. Dr. Harris shared that the Fall semester will start with a leaner schedule; however enrollment numbers will be scrutinized each week during the summer; as enrollment numbers grow over ten students, an additional class will be offered to strategically meet demand. Hoite sought clarification that the classes that are out there and being flagged as attention-getting classes are due to the smaller class size and available sessions. Sara Harris noted that enrollment numbers may not be sufficient to offer a course during both the spring and fall semesters. Jay Jones asked how Character First could be better employed at the student level. Dr. Harris noted that Character First will be incorporated in the college success coursework; Mary Bailey noted that resident hall assistants will seek out and acknowledge students observed demonstrating Character First traits.

- G. Sidewalk Repairs – Lisa Drumeller moved to approve the bid submitted by SEK Construction in the amount of \$44,338 for repair to the main campus sidewalks. Kym Kays seconded the motion and the motion carried 6-0.
- H. Floors in Common Areas of Residence Hall – Kym Kays moved to approve the bid received by Derailed Commodity in the amount of \$8,201 for vinyl tile on the floors in the common areas of the residence hall. Hoite Caston seconded the motion and the motion carried 6-0.
- I. Media Center to Tutoring Center Renovation – Phillip Fienen moved to approve the bid received from SEK Construction in the amount of \$16,150 for renovation of the Media Center into a Tutoring Center. Jay Jones seconded the motion and the motion carried 6-0. Phillip Fienen moved to approve the bid received from Derailed Commodity in the amount of \$5,741 for carpeting the new Tutoring Center. Lisa Drumeller seconded the motion and the motion carried 6-0.
- J. Replacement of Doors on East Side of Academic Building – Bill Kelly moved to approve the bid received from Countryside Glass and Framing in the amount of \$5,998 for replacement doors on the east side of the Academic Building. Hoite Caston seconded the motion and the motion carried 6-0.
- K. President's Report – Dan Barwick congratulated Ann Dutton and her staff for receipt of continued American Veterinary Medical Association accreditation for the Vet Tech Program through 2017. The Trustees were reminded of the New Trustee Workshop being hosted by Dodge City Community College in June. The group will carpool from the College and will leave at 7:00 a.m. on June 7, 2013. Meeting attendees were reminded of the Open Forum scheduled in the Board Room of the Administration Building at 7:00 p.m. on June 6th.

III. CONSENT AGENDA

Phillip Fienen moved to approve the Consent Agenda, which included receipt of the financial and personnel reports. Hoite Caston seconded the motion and the motion carried 6-0.

ADJOURN

Bill Kelly moved to adjourn. The motion was seconded by Hoite Caston and carried 6-0. The meeting adjourned at 8:19 p.m.

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.