

BOARD OF TRUSTEES REGULAR MEETING
ICC Administration Building
July 18, 2013-5:30 P.M.

MINUTES

Members Present

Jay Jones
Hoite Caston
Norman Chambers
Val DeFever
David Wallis

Others Present

Daniel Barwick, President
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics
Keli Tuschman, Human Resources Coordinator
Beverly Harris, Executive Assistant/Board Clerk
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
Alberta Smith, SSS Reading/English Specialist
Peter Ellenstein, Inge Theatre Festival Director
Jim Correll, Entrepreneur Facilitator

Guests

Greg Lower, Reporter
Jeff Chubb, College Attorney
Sam Forrer, Community Member

I. ROUTINE

- A. Call to Order – Jay Jones called the regular monthly meeting for July to order at 5:30 p.m.
- B. Approval of Agenda – Norman Chambers moved to approve the amended agenda as presented. Val DeFever seconded the motion and the motion carried 5-0.
- C. Pledge of Allegiance – David Wallis led the group in recitation of the Pledge of Allegiance.
- D. Character First – The Trustees devoted ten minutes to the Character First initiative; they watched the video and discussed “justice”, the Character First trait for the month of July.
- E. Welcome Guests – Jay Jones welcomed the guests. Sam Forrer addressed the Trustees regarding the agenda in general. Mr. Forrer spoke of ICC’s ability to improve the economic development of our community. Mr. Forrer reminded the Board of his request to present a proposal for an alternative governance model; he noted no response was received.
- F. Mission Statement – Val DeFever read the College Mission Statement.
- G. Vision Statement – Val DeFever read the College Vision Statement.
- H. Approval of May 16, 2013 Amended Minutes, July 15, 2013 Budget Workshop Minutes, and June 20, 2013 Minutes – David Wallis moved to approve the amended May 16, 2013 meeting minutes, July 15, 2013 Budget Workshop minutes, and the June 20, 2013 meeting minutes. Val DeFever seconded the motion and the motion carried 5-0.

II. INSTITUTIONAL OPERATIONS

- A. New Trustees Oath of Office/Indemnity Agreements – Norman Chambers, Val DeFever, and David Wallis individually recited the Oath of Office and signed indemnity agreements associated with their service on the Board of Trustees.
- B. Annual Board of Trustees Elections and Appointments
 - i. Nominate and Elect Board Chair – Hoite Caston nominated Norman Chambers for the position of Board Chair. David Wallis seconded the nomination and Norman Chambers was approved as Board Chair with a vote of 5-0.
 - ii. Nominate and Elect Board Vice-Chair – Norman Chambers nominated Jay Jones for the position of Board Vice-Chair. David Wallis seconded the nomination and Jay Jones was approved as Board Vice-Chair with a vote of 5-0.
 - iii. New Chair Appoints Audit Committee – Norman Chambers appointed Hoite Caston and David Wallis to the Audit Committee.
 - iv. New Chair Appoints Kansas Association of Community College Trustees Representative – Norman Chambers appointed Jay Jones as the Kansas Association of Community College Trustees Representative.
 - v. New Chair Appoints College President as the Board Secretary for the Fiscal Year – Norman Chambers appointed Dan Barwick as the Board Secretary for the 2013-2014 Fiscal Year.
 - vi. New Chair Appoints College Fiscal Officer as the College Treasurer for the Fiscal Year – Norman Chambers appointed Jan Fischer as the College Treasurer for the 2013-2014 Fiscal Year.
 - vii. New Chair Appoints the Executive Assistant to the President as the Board Clerk for the Fiscal Year – Norman Chambers appointed Beverly Harris as the Board Clerk for the 2013-2014 Fiscal Year.
- C. Designate Official Newspaper for 2013-2014 – Jay Jones moved to approve the Independence Reporter as the official newspaper for 2013-2014. Val DeFever seconded the motion and the motion carried 5-0.
- D. Designate College Legal Counsel for 2013-2014 – Val DeFever moved to approve Emert, Chubb, and Gettler as the College legal counsel for 2013-2014. David Wallis seconded the motion and the motion carried 5-0.

- E. Identify Date and Time for 2013-2014 Monthly Board Meetings – Jay Jones moved that monthly Board meetings be held in the Board Room of the Administration Building at 5:30 p.m. on the third Thursday of each month. David Wallis seconded the motion and the motion carried 5-0.
- F. Dr. Barwick- 2013-2014 Board Budget Proposal – Dr. Barwick noted that, consistent with the 2012-2017 Strategic Plan, a larger share of the proposed 2013-2014 budget was devoted to improving instructional services. An additional 0.44 capital outlay mill was also proposed for growth in the theater and music department through renovations to the Inge Theater. Dr. Barwick noted changes to the College budget that included: funding for a Tutoring Center to improve retention rates; recognition of “top performers” through the distribution of \$5,000 and \$10,000 bonuses totaling \$50,000; movement of the Inge Center to the Academic division; and possible use of Montgomery County Sheriff’s Office Reserves for reduced-cost campus security services.
- G. Resolution to Levy Tax for Capital Outlay Fund – Jay Jones moved to approve a resolution to levy a 0.44 capital outlay mill for renovations to the Inge Theater. David Wallis clarified that the total capital outlay millage levied by the College would equal 2.0 mills. David Wallis seconded the motion and the motion carried 5-0.
- H. Approve 2013-2014 Budget for Publication- David Wallis moved to approve the 2013-2014 Budget for publication. Jay Jones seconded the motion and the motion carried 5-0.
- I. PSL-714, PSL-716, STU-801, and STU-806 Policy Revisions/Additions – Second readings of policy revisions/additions related to compliance with concealed carry legislation were not approved at the June 20, 2013 Board of Trustees meeting. Norman Chamber moved to adopt revisions/additions to PSL-714, PSL-716, STU-801, and STU-806 as presented with further review at next month’s Board of Trustees meeting. Jay Jones seconded the motion and the motion carried 4-1 with David Wallis voting no. Dr. Barwick will draft new policy revisions for first reading at the August 15, 2013 Board of Trustees meeting.
- J. Conceal Carry/Residence Halls-File Exemption – Because ICC residence halls do not qualify as public spaces and existing security measures are not strict enough, Dr. Barwick stated that we must allow concealed carry in the residence halls or file an exemption with the Kansas Attorney General. Jay Jones moved to approve filing an exemption for ICC residence halls on concealed carry. Val DeFever seconded the motion and the motion carried 4-1 with David Wallis voting no.
- K. Proposed Changes to Faculty and Staff Handbook/Firearm Policy – David Wallis moved to accept proposed changes to the Faculty and Staff Handbook/Firearm Policy as printed. Hoite Caston seconded the motion and the motion carried 5-0.
- L. IT System Review Summary – Although it was noted that a usability study should be conducted once students are on campus, Norman Chambers stressed that it was a good report and suggested “key man” insurance coverage to facilitate temporary employment of an IT consultant should anything happen to current IT personnel. Jay Jones requested quotes for “key man” insurance coverage for any high-impact positions. A usability study will be conducted in the Fall.
- M. Accreditation Overview – Dr. Barwick presented an overview of the accreditation process and noted that next month’s presentation will be an overview of AQIP and its seven-year cycle.
- N. Student Union Project Update – Dr. Barwick presented an overview of the Student Union Project and noted the early stage of the initiative to return the Student Union to student use which was included in the 2012-2017 Strategic Plan. Dr. Barwick shared that, although the estimated total cost of a new facility is \$3.4 million, the goal is to not use taxpayer monies to feed the project; fundraising is the major component. With funding received from donor, Allen Wicker, 18,000 lost alumni have been located and added to the previously existing alumni list of 1,800. Dan Barwick and Lori Shaw divided the list of 100 top supporters identified and will follow-up with personal visits or phone calls to gauge potential support for the project; an overview of the project to renovate the Student Union for student use and move Administration personnel to a new facility will be provided in the August Board of Trustees agenda packet.
- O. Allow Payables – Jay Jones moved to allow payables. Val DeFever seconded the motion and the motion carried 5-0.
- P. Additions to Personnel Report – The Personnel Report included: employment of Marissa Garrison in the position of Recruiting Coordinator at an annualized salary of \$30,000 plus College support toward employee participation in ICC’s group health insurance plan; employment of Melissa Ashford in the position of Director of On-line Education at an annualized salary of \$40,000 and College support toward employee participation in ICC’s group health insurance plan; employment of Taylor Floyd in the part-time position of Assistant Women’s Basketball Coach at a salary of \$500 a month for ten months; voluntary termination of Beth Ramsey from the position of Athletic Trainer and Phillip Tucker from the position of Assistant Athletic Trainer; and termination of Mary Sutton from the position of Administrative Assistant to the Upward Bound Trio Program. Employment searches continue for: part-time Assistant Volleyball Coach; Tutoring Center Coordinator and Advisor; Director of Marketing and Development for the Inge Center; Assistant Athletic Trainer; Head Athletic Trainer; and Administrative Assistant for the Upward Bound Trio Program.

III. CONSENT AGENDA – David Wallis moved to approve the consent agenda which included: receipt of the financial and personnel reports; payment to Wichita State University Media Resources Center in the amount of \$17,227; payment of KACCT 2013-2014 dues in the amount of \$10,203; payment of KJCCC 2013-2014 dues in the amount of \$8,000; approval of the bid received from Crossroads Travel in the amount of \$11,070 for transportation to 2013-2014 football games held in Garden City Kansas, Little Rock Arkansas, El Dorado Kansas, Fort Scott Kansas, and Highland Kansas; the bid received from Durham Services for in-town transportation to 2013-2014 football games; payment to KJCCC in the amount of \$5,264 for payment of football officials during the 2013 home football games and \$5,640 for payment of men’s and women’s soccer officials during the 2013 home soccer games; payment for bids received from Dissinger Reed to United States Fire Insurance Company in the amount of \$61,290 for student athletic insurance and Mutual of Omaha in the amount of \$25,868 for catastrophic coverage; approval of the Pharmacy Technology Certificate proposal; payment in the amount of \$25,000 to Tk20 for the Year One license, implementation, maintenance, and support of the assessment and reporting system; and deletion of references made in the Faculty and Staff Handbook which require Presidential approval for air travel. Hoite Caston seconded the motion and the motion carried 5-0.

IV. EXECUTIVE SESSION: Jay Jones moved the Board enter into Executive Session, to include Dan Barwick, Debbie Phelps, and Keli Tuschman, for twenty minutes after a five-minute break to discuss non-elected personnel referred to in the Campus Culture Survey in order to protect the privacy interests of the individuals to be discussed and that the Board return to Open Session at 8:15 p.m. in the Board Room. Hoite Caston seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:55 p.m. The Board returned to Open Session at 8:15 p.m. Jay Jones moved the Board enter into Executive Session, to include Dan Barwick, Debbie Phelps, and Keli Tuschman, for an additional ten minutes to discuss non-elected personnel referred to in the Campus Culture Survey in order to protect the privacy interests of the individuals to be discussed and that the Board return to Open Session at 8:25 p.m. in the Board Room. Val DeFever seconded the motion and the motion carried 5-0. The Board entered Executive Session at 8:15 p.m. The Board returned to Open Session at 8:25 p.m. Hoite Caston moved the Board enter into Executive Session, to include Dan Barwick, Debbie Phelps, and Keli Tuschman, for an additional five minutes to discuss non-elected personnel referred to in the Campus Culture Survey in order to protect the privacy interests of the individuals to be discussed and that the Board return to Open Session at 8:30 p.m. in the Board Room. Norman Chambers seconded the motion and the motion carried 5-0. The Board entered Executive Session at 8:25 p.m. The Board returned to Open Session at 8:30 p.m.

V. ADJOURN

Hoite Caston moved to adjourn. The motion was seconded by Jay Jones and carried 5-0. The meeting adjourned at 8:31 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.