

BOARD OF TRUSTEES REGULAR MEETING
ICC Administration Building
February 20, 2014 - 6:30 p.m.

MINUTES

Members Present

Norman Chambers
Jay Jones
Hoite Caston
David Wallis
Val DeFever

Others Present

Daniel Barwick, President
Sara Harris, Vice-President for Academic Affairs
Greg Eytcheson, Vice-President for Information and Operations
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics
Misty Githens, Vice-President for Marketing and Recruitment
Keli Tuschman, Director of Human Resources
Debbie Phelps, Director of Institutional Research
John Eubanks, Professor of Business/Accounting
Beverly Harris, Executive Assistant/Board Clerk
Peter Ellenstein, Inge Center Director
Isaias McCaffery, Professor of History/Geography

Guests

Greg Lower, Reporter
Kelly Young, Bluffstone, LLC Representative
Brian Gustafson, Bluffstone, LLC Representative
Ronald Osborn, Community Member

The group met at 6:30 p.m. in the Margaret Goheen Foyer of the Fine Arts Building for a 30-minute tour of the new construction and renovations.

I. ROUTINE

- A. Call to Order – Norman Chambers called the regularly scheduled meeting for February to order at 7:15 p.m. The Trustees briefly discussed the tour of the Fine Arts Building.
- B. Approval of Agenda – At Mr. Chambers’ suggestion to shorten the meeting timeframe by eliminating the President’s Report, Val DeFever moved to approve the amended agenda with the elimination of the President’s Report section of the agenda. Jay Jones 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. Welcome Guests – Norman Chambers welcomed the guests and provided an overview of public comment and participation.
- E. Mission Statement – Hoite Caston read the College Mission Statement.
- F. Vision Statement – Hoite Caston read the College Vision Statement.
- G. Approval of Minutes – David Wallis moved to approve the minutes of the January 9, 2014 regular meeting, January 20, 2014 special meeting, and February 3, 2014 special meeting. Val DeFever seconded the motion and the motion carried 5-0.

II. INSTITUTIONAL OPERATIONS

- A. 2013 Audit – Neil Phillips, of Jarred, Gilmore & Phillips, PA, provided an overview of the 2013 audit and noted an unmodified opinion; which mean no findings were noted on any level. Dr. Barwick and the Board of Trustees acknowledged the Financial Aid department, because no findings were noted in the Federal award area for the first time in five years. Jay Jones moved to approve the 2013 audit report as presented. Hoite Caston seconded the motion and the motion carried 5-0.
- B. Development and Management Contracts with Bluffstone, LLC – Norman Chambers asked for identification of the “bottom line” associated with the Bluffstone, LLC proposal. Kelly Young informed the group of the three options she received from the financial institution associated with the project and identified the sole option that Bluffstone, LLC was willing to consider. John Eubanks will do an analysis and breakdown of the “Lease Guarantee and Financing Options” presented. Jay Jones moved to table a final decision until a special meeting can be scheduled next week with Trustee Fienen present. Val DeFever seconded the motion and the motion carried 5-0. Phillip Fienen will be contacted for availability to attend a special meeting and asked to attend via Skype if not available.

Norman Chambers moved for a five-minute break. Jay Jones seconded the motion and the motion carried 5-0. The Trustees left Open Session at 9:04 p.m. and returned to Open Session in the Board Room of the Administration Building at 9:09 p.m.

- C. Kansas All American Scholars Luncheon Thursday, February 13, 2014 – David Wallis commented that he was very impressed with our PTK Honor Students. Norman Chambers and Jay Jones also shared views on the annual event for honoring community college students. Jay Jones distributed information he received during the Kansas Association of Community College Trustees meeting that was associated with the Kansas Community College Leadership Institute. It was noted that two tracks exist; one for training new Community College Presidents, and the other for training Trustees. Further discussion and a vote for participation will occur during the regularly scheduled Board of Trustees meeting in March.
- D. Allow Payables – Norman Chambers moved to allow payables. Hoite Caston seconded the motion and the motion carried 5-0.
- E. Additions to Personnel – The Personnel Report included employment of: Stacey Nuckolls in the position of Student Support Services Math and Science Specialist at an annualized salary of \$27,500 plus College support toward employee participation in ICC’s group health insurance plan; Morris Lolar in the position of Assistant Football Coach at an annualized salary of \$35,400 plus College support toward employee participation in ICC’s group health insurance plan; Christopher Snyder in the position of Assistant Football Coach at an annualized salary of \$30,000 plus College support toward employee participation in ICC’s group health insurance plan; and Steven Letterman in the position of Recruiting Specialist at an annualized salary of \$28,000 plus College support toward employee participation in ICC’s group health insurance plan. The transfer of Mary Jo Dancer to the position of Academic Relations and Workforce Coordinator at an annualized salary of \$30,000; the new role of John Eubanks in the position of Associate Vice-President for Finance and College Treasurer with an incremental increase of \$2,000 per month in addition to his contractual responsibilities and salary as Professor of Business/Accounting; and the resignation of Jan Fischer from the position of Vice-President for Financial and Employee Services were also part of the Personnel Report.
- F. Adopt Hazard Mitigation Resolution – David Wallis moved for adoption of the Hazard Mitigation Resolution as presented. Jay Jones seconded the motion and the motion carried 5-0.
- G. Inge Hard-Copy Program Expenditure Request – David Wallis stated that approval of this expenditure request constituted a violation of Board policy; Norman Chambers agreed with that statement. Following further discussion, Dr. Harris will create a process to prevent such occurrences in the future. Hoite Caston moved to approve the Inge expenditure to Grass Roots in the range of \$4,900 to \$5,800. Val DeFever seconded the motion and the motion carried 3-2, with Trustees Jones and Wallis voting nay.
- H. First Reading of Revisions to Board Policy TRU-907 – It was noted that the first readings of TRU-907 and TRU-908 did not change Board policy, but served as clarification and that deletion of TRU-904 was due to repetition. The second readings will take place during the regularly scheduled meeting in March.
- I. First Reading of New Board Policy TRU-908 – See note in “I.”
- J. First Reading of Deletion of Board Policy TRU-904 – See note in “I.”

III. CONSENT AGENDA – Jay Jones moved to approve the consent agenda which included: receipt of the financial and personnel reports; the revised 2014-2015 academic and office calendars; and payment to KJCCC for Men’s Baseball Officials during the 2014 home season. David Wallis seconded the motion and the motion carried 5-0.

Jay Jones expressed congratulations to Tony Turner and the men’s basketball team for winning the Jayhawk Conference for the first time in 14 years. Mr. Jones also thanked Misty Githens and everyone involved in the Fairy Tale Tea and said it was a fabulous event. Tammie Geldenhuys thanked Misty Githens and Ronald Osborn for efforts associated with wrapping the doors in the Fieldhouse.

IV. EXECUTIVE SESSION – No Executive Session was needed.

V. ADJOURN – Hoite Caston moved to adjourn. The motion was seconded by David Wallis and the motion carried 5-0. The meeting adjourned at 9:48 p.m.

Beverly Harris, Board Clerk

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