

BOARD OF TRUSTEES REGULAR MEETING
ICC Administration Building
July 10, 2014 - 6:30 p.m.

MINUTES

Members Present

Norman Chambers
Hoite Caston
David Wallis (via Skype)
Val DeFever
Phillip Fienen
Jay Jones

Others Present

Daniel Barwick, President
Greg Eytcheson, Vice-President for Information and Operations
Keli Tuschman, Human Resources Coordinator
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics
Debbie Phelps, Director of Institutional Research
Beverly Harris, Executive Assistant/Board Clerk
John Eubanks, Professor of Business/Accounting-Associate Vice-President for Finance
Sara Harris, Vice-President for Student Affairs
Wendy Isle, Controller
David Smith, Dean of Instruction

Guests

Greg Lower, Reporter

I. ROUTINE

- A. Call to Order – Norman Chambers called the regular meeting for July to order at 6:30 p.m.
- B. Approval of Amended Agenda – Norman Chambers requested an amendment to the agenda to allow an additional Executive Session, for the Board of Trustees only, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Val DeFever moved to approve the amended agenda. Phillip Fienen seconded the motion and the motion carried 6-0.
- C. Pledge of Allegiance – Tammie Geldenhuys led the group in recitation of the Pledge of Allegiance.
- D. Welcome Guests – Norman Chambers welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda.
- E. Mission Statement – Phillip Fienen read the Mission Statement.
- F. Vision Statement – Phillip Fienen read the Vision Statement.
- G. Approval of June 12, 2014 Minutes – Hoite Caston distributed an amendment to the regular June meeting minutes and requested insertion of his itemized concerns associated with the videotron. Norman Chambers verified that Trustee Caston wanted his amendment inserted in the minutes. Phillip Fienen verified that Trustee Caston wanted his discussion spelled out in the minutes. David Wallis stated that he felt the minutes were accurate and he saw no need for the amendment. Phillip Fienen moved to approve the June 12, 2014 Board of Trustees meeting minutes with inclusion of the amendment distributed by Trustee Caston. Val DeFever seconded the motion and the motion carried 4-2, with Trustees Jones and Wallis voting nay. Phillip Fienen moved to approve the minutes of the June 25, 2014 Budget Workshop as written. Norman Chambers seconded the motion and the motion carried 6-0.

II. INSTITUTIONAL OPERATIONS

- A. Annual Board of Trustees Elections and Appointments – Val DeFever moved to maintain the current leadership for Board Chair and Vice-Chair for the coming year. Hoite Caston seconded the motion and, with no additional nominations, the motion carried 6-0.
 - i. New Chair Appoints Audit Committee – Norman Chambers appointed David Wallis and Hoite Caston to the Audit Committee.
 - ii. New Chair Appoints Kansas Association of Community College Trustees (KACCT) Representative. Norman Chambers appointed Jay Jones as the 2014-2015 KACCT Representative.

- B. Identify Date and Time for 2014-2015 Monthly Board Meetings – Val DeFever moved that, beginning with the August meeting, the monthly Board meetings be held on the second Thursday of each month at 5:30 p.m. David Wallis seconded the motion and the motion carried 6-0.
- C. Enrollment Update – Misty Githens distributed paperwork depicting full-time enrollment and headcount compared to the same time last year. Ms. Githens addressed inquiries associated with additional charts and comparative data being tracked by the Marketing and Recruitment area, as well as, informative sheets utilized during the recruitment process. Cabinet members answered questions regarding dorm occupancy numbers.

Trustee Wallis lost his Skype connection due to an electrical power outage in his vicinity.

- D. 2014-2015 Board Budget Proposal – Dr. Barwick presented the 2014-2015 budget proposal based on known changes; unavoidable fixed cost increases of \$313,000 were highlighted. Dr. Barwick shared background information regarding across-the-board budget cuts made and noted that 2010 was the last time the College raised the mill levy for the general fund; the proposed budget reflected a 4.5 mill increase. Norman Chambers spoke in favor of a 2.5 mill increase.

Norman Chambers moved for a five-minute break. Val DeFever seconded the motion and the motion carried 5-0. The Board left Open Session at 8:15 p.m. and returned to Open Session at 8:20 p.m. Trustee Chambers requested that the auditors inform the Trustees of the dollar amount in reserves at the end of the fiscal year, and comment on whether that was an adequate amount of reserve funds.

- E. Approve 2014-2015 Budget for Publication – Phillip Fienen moved to publish the 2014-2015 budget as written with a 4.5 mill increase. Jay Jones seconded the motion and the motion carried 3-2, with Trustee Chambers and Trustee DeFever voting nay. Dr. Barwick informed the group that John Eubanks would prepare the single page of the budget for Norman Chambers' signature and subsequent publication in compliance with State Statute.
- F. Allow Payables – Jay Jones moved to allow payables. Phillip Fienen seconded the motion and the motion carried 5-0. Dr. Barwick will include the entire Board in any questions the Trustees submit about the monthly payables; Dr. Barwick's answer to each of those questions will also be shared with all the Trustees.
- G. Additions to Personnel - The Personnel Report included employment of: Jennifer Burrows in the position of Cosmetology Instructor at an annualized salary of \$31,000 plus College support toward employee participation in ICC's group health insurance plan; Darrel Gray in the part-time Maintenance position at an hourly rate of \$10 (\$15,080 annually); Jennifer Markowitz in the position of Theatre Arts Instructor at an annualized salary of \$46,600 and College support toward employee participation in ICC's group health insurance plan; and James Yates in the position of Associate Professor of English at an annualized salary of \$51,500 and College support toward employee participation in ICC's group health insurance plan. The Report also included the resignation of Nicole Percival from the position of Upward Bound Director.
- H. President's Report – Dr. Barwick announced the receipt of a \$50,000 grant from the Kauffman Foundation for the Fab Lab and shared that \$120,000 has been raised for the Fab Lab in the last 170 days. Dr. Barwick updated the group on the Westar Solar Grant ICC applied for; if the grant submission to be the first solar-powered, zero footprint Fab Lab in the United States was successful, notification should be received by the end of July. Dr. Barwick shared that the ASTRA Festival, to which Independence Community College (ICC) made a large gift-in-kind donation, was still in progress throughout the community. It was noted that twelve ASTRA events were hosted on the ICC campus; ICC faculty members, Heather Mydosh and Lori Martin co-hosted the literary portion of the event. Dr. Barwick publicly thanked ICC staff who worked over the July 4th weekend to register students arriving on campus for the fall semester. The President's Report ended with Dr. Barwick informing the Board of Trustees that he is the acting Chair of the Independence Chamber of Commerce.

Trustee Wallis rejoined the meeting.

- I. Computer Generation Bid for Student Support Services Program Computers – Jay Jones moved to approve the bid in the amount of \$6,515 submitted by Computer Generation for the purchase of Student Support Services Program computers. It was noted that Federal carryover funds will be utilized for the purchase. Hoite Caston seconded the motion and the motion carried 6-0.
- II. CONSENT AGENDA – Jay Jones moved to approve the Consent Agenda which included: appointment of Dan Barwick as the Board Secretary for the Fiscal Year; Beverly Harris as the Board Clerk for the Fiscal Year; designation of the Report as the official newspaper for 2014-2015; and, identification of Jeff Chubb as College legal counsel for 2014-2015. Receipt of the financial and personnel reports, and payment of 2014-2015 dues to: KACCT in the amount of \$9,267; Kansas Association of School Boards for KJUMP services in the amount of \$3,200; and, KJCCC in the amount of \$8,000 were also included in the Consent Agenda. Approval of the bids received from Crossroads Travel in the amount of \$10,500 for transportation to football games; payment to KJCCC in the amount of \$7,105 for football officials; IMA insurance renewal in the amount of \$88,005; and, payment to Dissinger Reed

Insurance Services for student athletic insurance provided by United States Fire Insurance Company in the amount of \$84,590 and catastrophic insurance coverage provided by Zurich in the amount of \$16,763 were the final items included in the motion for approval of the Consent Agenda. Hoite Caston seconded the motion and the motion carried 6-0.

- III. EXECUTIVE SESSION: Norman Chambers moved that the Board of Trustees go into Executive Session for ten minutes for the purpose of discussing non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Hoite Caston seconded the motion and the motion carried 6-0. Norman Chambers noted that the Board of Trustees would take no action following Executive Session. The Board entered Executive Session at 8:55 p.m. The Board returned to Open Session in the Board Room at 9:05 p.m.
- IV. ADJOURN – Phillip Fienen moved that the meeting adjourn. Jay Jones seconded the motion and the motion carried 6-0. The meeting adjourned at 9:06 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.