

BOARD OF TRUSTEES REGULAR MEETING
ICC Administration Building
September 11, 2014-5:30 p.m.

MINUTES

Members Present

Norman Chambers
Hoite Caston
Val DeFever
David Wallis (via Skype)

Jay Jones joined the group at 5:33 p.m.

Others Present

Daniel Barwick, President
Greg Eytcheson, Vice-President for Information and Operations
Keli Tuschman, Human Resources Coordinator
Misty Githens, Vice-President for Marketing and Recruitment
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics
Beverly Harris, Executive Assistant/Board Clerk
Debbie Phelps, Director Institutional Research
Sara Harris, Vice-President for Student Affairs
Wendy Isle, Controller
David Smith, Dean of Instruction
Mary Jo Dancer, Academic Relations/Workforce Development Coordinator

Guests

Greg Lower, Reporter

I. ROUTINE

- A. Call to Order – Norman Chambers called the regular meeting for September to order at 5:30 p.m.
- B. Approval of Agenda – David Wallis moved to approve the amended agenda as presented. Jay Jones seconded the motion and the motion carried 4-0.
- C. Pledge of Allegiance – Sara Harris 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 – Hoite Caston read the Mission Statement.
- F. Vision Statement – Hoite Caston read the Vision Statement.
- G. Approval of Minutes – Jay Jones moved to approve the minutes of the August 14, 2014 meeting. David Wallis seconded the motion and the motion carried 5-0.

II. INSTITUTIONAL OPERATIONS

- A. Enrollment Update – Misty Githens provided an enrollment update that included follow-up on the number of high school seniors from our service area enrolled in ICC courses. Discussion followed regarding targeted recruiting; Board support was offered for departmental participation in recruitment training opportunities.
- B. Allow Payables – Jay Jones moved to allow payables. Hoite Caston seconded the motion and the motion carried 5-0. Dr. Barwick and Wendy Isle answered questions associated with the overview of cash flow projections that was included in the Board Agenda packets. The Board of Trustees requested that future cash flow projections separate within the report the 2 mills of the budget that require Board of Trustees approval prior to expenditure. Dr. Barwick requested the Board's direction on what percent of the budget should be designated for reserves. Jay Jones noted that the

Board's goal has been to place 10% of the budget in reserves. Norman Chambers moved that, based on fundamental modifications to the accounting process in terms of accounting reserves, this year only 8% of funds 11, 12, and 13 of the budget be designated as reserves, with the goal for next year being 10% of the budget. Dr. Barwick clarified that those funds would be isolated as reserves in a separate account. Jay Jones seconded the motion and the motion carried 4-0. (David Wallis lost power and his Skype connection.)

- C. Additions to Personnel – The Personnel Report included employment of: Elizabeth Rankin in the Assistant Librarian position at an annualized salary of \$27,040 and College support toward employee participation in ICC's group health insurance plan; Michelle Kleiber in the part-time Evening Library Supervisor position at an annualized salary of \$10,962; Tammy Christmore in the Financial Aid Specialist position at an annualized salary of \$26,000 plus College support toward employee participation in ICC's group health insurance plan; Cody Raymond in the Recruiting Coordinator position at an annualized salary of \$28,000 plus College support toward employee participation in ICC's group health insurance plan; and, Rebekah Peitz in the Recruiting Coordinator position at an annualized salary of \$28,000 plus College support toward employee participation in ICC's group health insurance plan. Also included in the Personnel Report were voluntary terminations of Steven Letterman and Marissa Garrison from Recruiting Coordinator positions.
- D. President's Report – Dr. Barwick began his report with recognition of Tammie Geldenhuys' demonstrated commitment to the successful solicitation of sponsors and subsequent installation of a Video Tron at Shulthis Stadium.

Dr. Barwick shared that the hiring process for an Interim Artistic Director for the Inge Center is in the final stages.

The Trustees were invited to: the Faculty, Staff and Family Picnic and Maze Night, scheduled for October 3, 2014 at the Indy Pumpkin Patch and Corn Maze; the Flag Ceremony scheduled for September 29th in the Commons area of campus; the annual downtown cleanup scheduled October 4th; and, the Family Night scheduled for the home football game against Dodge City Community College on Saturday, September 13th.

Dr. Barwick also provided an overview of: ICC Works 4 U, a cooperative effort with local manufacturers; and the Fab Lab ICC Grand Opening and Ribbon Cutting, scheduled October 1st. Debbie Phelps distributed Board of Trustees' annual fact books. Creation of the fact books is a portion of the Strategic Plan; information will be updated periodically throughout the year.

David Wallis regained his Skype connection.

- III. CONSENT AGENDA – Jay Jones moved to approve the consent agenda which included: receipt of the financial and personnel reports; annual payment to Tk20 in the amount of \$18,000; and payment to Blankinship Electric LLC in the amount of \$9,421.63 for additional electrical work for the Stadium Renovation Project that resulted from moving the original scoreboard from inside the track to outside the track. Hoite Caston seconded the motion and the motion carried 5-0.
- IV. EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for forty-five minutes, after a five-minute break, to include Dr. Barwick, Sara Harris, Keli Tuschman, and David Smith for the purpose of discussing negotiations to protect the district's right to confidentiality of its negotiating position and the public interest. Jay Jones seconded the motion and the motion carried 5-0. Norman Chambers announced that no action would be taken following Executive Session. The Board entered Executive Session at 6:50 p.m. The Board returned to Open Session at 7:35 p.m. Norman Chambers called for a five-minute break.

EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for forty-five minutes, to include Dr. Barwick and Keli Tuschman, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Jay Jones seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:40 p.m. The Board returned to Open Session at 8:25 p.m.

EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for one hour, to include Dr. Barwick, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Jay Jones 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 9:25 p.m.

EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for thirty minutes, to include Dr. Barwick, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Jay Jones seconded the motion and the motion carried 5-0. The Board entered Executive Session at 9:25 p.m. The Board returned to Open Session at 9:55 p.m.

- V. ADJOURN – Norman Chambers moved that the meeting adjourn. David Wallis seconded the motion and the motion carried 5-0. The meeting adjourned at 9:55 p.m.

Beverly Harris
Board Clerk

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