

**BOARD OF TRUSTEES REGULAR MEETING**  
**ICC Administration Building**  
**November 13, 2014-5:30 P.M.**

**MINUTES**

**Members Present**

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

**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  
Wendy Isle, Controller  
David Smith, Dean of Instruction  
Mary Jo Dancer, Academic Relations/Workforce Development Coordinator  
Heather Mydosh, Associate Professor of English  
John Eubanks, Professor of Business/Accounting  
Denise Clark, Institutional Research Assistant

**Guests**

Greg Lower, Reporter  
Seokwon Jung, November Student of the Month  
Gulhumay, November Student of the Month  
Renee LeJeune, December Student of the Month

**I. ROUTINE**

- A. Call to Order – Norman Chambers called the meeting to order at 5:31 p.m.
- B. Approval of Amended Agenda – Val DeFever moved to approve the amended agenda with an additional amendment to move the two items under President’s Report to the beginning of the Institutional Operations section of the agenda. David Wallis seconded the motion and the motion carried 5-0.
- C. Pledge of Allegiance – John Eubanks led the group in recitation of the Pledge of Allegiance.
- D. Recognize Students of the Month – Dr. Barwick provided a brief background summary of each of the students being recognized for the months of November and December as he presented them with certificates. Fernando Betancourt Patin, December Student of the Month, was unable to attend the meeting.
- E. Welcome Guests – Norman Chambers welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda.
- F. Mission Statement – Val DeFever read the College Mission Statement.
- G. Vision Statement – Val DeFever read the College Vision Statement.
- H. Approval of Minutes – Phillip Fienen moved to approve the October 15, 2014 regular meeting minutes. Hoite Caston seconded the motion and the motion carried 4-0-1; with Norman Chambers abstaining, as he was not present for the meeting.

**II. INSTITUTIONAL OPERATIONS**

- Leadership Independence Experience – Heather Mydosh shared highlights of her participation in the Leadership Independence Class and noted how beneficial the experience was for her as a newcomer to the area. Associate Professor Mydosh informed the group of the successful Pay it Forward Project she assisted with; through the generosity of the Independence Public Library employees, over \$2,600 in library fines were forgiven from the \$50 start Heather’s group provided.
  - State Reporting Requirements – Denise Clark instructed the group on accessing higher education reports on the Kansas Board of Regents website.
- A. Enrollment Update – Dr. Barwick reminded the group of the enrollment analysis previously provided and shared that within the next ten days to two weeks an Enrollment Plan will be developed. Dr. Barwick, Norman Chambers, and Misty Githens will review the plan to determine its comprehensiveness prior to presentation to the Board of Trustees for discussion and consideration during the regularly scheduled December meeting or a Special meeting called for that purpose.
  - B. Monthly Cash Flow – Wendy Isle provided an overview of the monthly cash flow report.
  - C. Allow Payables – David Wallis moved to allow payables. Phillip Fienen seconded the motion and the motion carried 5-0.

- D. Additions to Personnel – The Personnel Report included employment of: Laura Allison in the position of Accounts Receivable Clerk at an hourly rate of \$13.50 plus College support toward employee participation in ICC’s group health insurance plan; Mallory Byrd in the position of Allied Health Instructor-High School Program at an annualized salary of \$38,000 plus College support toward employee participation in ICC’s group health insurance plan; Tonda Lawrence 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; and the transfer of Becky Brown from the Payroll Accountant position to the Accounts Payable Accountant position at an annualized salary of \$35,000 plus College toward support employee participation in ICC’s group health insurance plan. The report also included the early retirement of Sylvia Diffey from the Accounts Payable Accountant position and the voluntary termination of Sara Harris from the Vice-President of Academic Affairs position.
  - E. President’s Update – Dan Barwick shared that members of the Academic Affairs Leadership Team (AALT) will assume duties left unattended by the resignation of Sara Harris from the Vice-President of Academic Affairs position. Members of the team and their duties are: Debbie Phelps (Assessment), David Smith (Continuing, Concurrent, and Technical Education), Laura Schaid (Academic Office operations), Melissa Ashford (Online education), and Dan Barwick (supervision of non-CTE faculty). Dr. Barwick shared that Isaias McCaffery, as president of the Faculty Association, was also asked to serve in an advisory capacity on that group.
  - F. First Reading of Revision to Conflict of Interest Policy – Norman Chambers read the first reading of the revision to the Conflict of Interest Policy. The second reading and consideration of approval will take place during the December Board of Trustees meeting.
  - G. Inge Theatre Capital Outlay Projects – Norman Chambers moved to accept the list of Inge Theatre Capital Outlay Projects as presented for implementation within the established budget. Phillip Fienen seconded the motion and the motion carried 5-0.
  - H. December 7-8, 2014 KACCT/COP Meeting/Fort Scott Community College – Trustees interested in attending the December meeting should contact Beverly Harris, Board Clerk.
- III. CONSENT AGENDA – Phillip Fienen moved to approve the consent agenda which included receipt of the: financial; personnel; academic status; and grant proposal progress reports. Also included in the consent agenda were: the 2015 summer calendar; ICC personal social media guidelines; and payment to Grass Roots Design in the amount of \$16,997.30 for the design, promotion, and other services related to 2015 Inge Festival Advertising. David Wallis seconded the motion and the motion carried 5-0.
  - IV. EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for five minutes after a five-minute break, to include Dr. Barwick, Keli Tuschman, and Wendy Isle, to discuss 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 5-0. The Board entered Executive Session at 7:06 p.m. The Board returned to Open Session at 7:11 p.m.
  - V. EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for ten minutes, to include Dr. Barwick, 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. Hoite Caston seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:12 p.m. The Board returned to Open Session at 7:22 p.m.
  - VI. EXECUTIVE SESSION – Norman Chambers moved to enter Executive Session for twenty minutes, to include Keli Tuschman, to discuss 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 5-0. The Board entered Executive Session at 7:22 p.m. The Board returned to Open Session at 7:42 p.m. Norman Chambers moved to enter Executive Session for an additional fifteen minutes, to include Keli Tuschman, to discuss 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 5-0. The Board entered Executive Session at 7:43 p.m. The Board returned to Open Session at 7:58 p.m.
  - VII. ADJOURN – Phillip Fienen moved that the meeting adjourn. David Wallis seconded the motion and the motion carried 5-0. The meeting adjourned at 8:00 p.m.

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Beverly Harris  
Board Clerk

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