

BOARD OF TRUSTEES REGULAR MEETING
Cessna Learning Center Room 104 (West Classroom)
May 14, 2015 - 5:30 p.m.

MINUTES

Members Present

Norman Chambers
Jay Jones
Phillip Fienen
Hoite Caston
Val DeFever
David Wallis

Others Present

Daniel Barwick, President
Keli Tuschman, Human Resources Coordinator
Wendy Isle, Controller
Tammie Geldenhuys, Vice-President for Student Affairs and Athletics
David Smith, Dean of Instruction
Stan Lantz, Interim IT Director
Eric Montgomery, Part-time Instruction/Part-time IT
Beverly Harris, Executive Assistant/Board Clerk
John Eubanks, Professor of Business/Accounting
Ben Seel, Professor of Political Science
Ann Dutton, Vet Tech Program Director
Stacia Kaylor, Upward Bound Program Director
Taylor Crawshaw, Tutoring/Advising Coordinator
Breta Campus, Student Support Services Trio Director
Laura Schaid, Instructional Coordinator
Melissa Ashford, Associate Professor of Computer Technology
Mary Jo Dancer, Academic/Workforce Development

Guests

Jana Shaver, Incoming Trustee
Sam Forrer, Incoming Trustee
Kassie Sanderson, Reporter

I. ROUTINE

- A. Call to Order – Norman Chambers called the meeting to order at 5:30 p.m.
- B. Approval of Agenda – David Wallis moved to approve the amended agenda as distributed. Phillip Fienen 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 options for public comment on items pertaining to the agenda. There was no public comment.
- E. Mission Statement – Val DeFever read the College Mission Statement.
- F. Vision Statement – Val DeFever read the College Vision Statement.

- G. Approval of April 9, 2015 and May 4, 2015 Minutes – Hoite Caston moved to add verbiage to the section of the April 9, 2015 minutes regarding the Information Technology Audit.

Information Technology Audit – Daniel Barwick informed the group that the College Information Technology Audit was completed with funds set aside in the 2014-2015 Renovation and Repairs Priority List. John Wolf, Senior Security Consultant for Foresite Northeast Operations, provided an overview of the Information Technology Advisory Report, noting numerous deficiencies that can be found in the report, and answered various questions. Stan Lantz provided additional information.

Val seconded the motion and the motion carried 6-0. David Wallis moved to approve the minutes of the May 4, 2015 meeting. Jay Jones seconded the motion and the motion carried 6-0.

II. INSTITUTIONAL OPERATIONS

- A. Strategic Plan – Dan Barwick recognized members of the Strategic Plan Committee and shared that the committee’s goal was simplification and clarification of the Strategic Plan. The group narrowed focus to three areas of excellence: academic, service, and support. Dr. Barwick noted that: each administrative area will develop operational plans; continuous improvement (excellence) will be measured by student satisfaction, enrollment, retention, recruitment, and completion; and, the operational plans will be documented in Tk20, the information will drive resources during the budget process, and the operational plans will undergo Board of Trustees’ review for input. Dr. Barwick informed the Board that Quarterly and Annual Reports will be presented to the Trustees and published on the College website. Five of the six Trustees present voiced strong support for the approach that the Strategic Plan Committee had taken, with Trustee Caston criticizing the plan on the basis that it did not include enough operational detail. When asked by the Board what the next step would be, Dr. Barwick recommended that he create a one to two page document that summarized the presentation and would constitute the core of a new Strategic Plan. Trustee DeFever asked whether this document could be distributed prior to the next regular Board meeting and Dr. Barwick said he would be able to do that immediately.
- B. June 12-13, 2015 KACCT/COP/Barton Community College – As three of the Trustees are registered for the New Trustee Orientation taking place in Great Bend at 10:00 a.m. on June 12, 2015; Norman Chambers moved to reschedule the June Board meeting to Wednesday, June 10th. David Wallis seconded the motion and the motion carried 6-0.
- C. Allow Payables – Phillip Fienen moved to allow payables. Jay Jones seconded the motion and the motion carried 6-0.
- D. Additions to Personnel – The Personnel Report included voluntary terminations of: Misty Githens from the position of Vice-President of Marketing and Recruiting; Marty Dewees from the part-time position of Assistant Baseball Coach; Shawn Joy from the position of Assistant Baseball Coach; and Jennifer Markowitz from the position of Theatre Arts Instructor.
- E. President’s Update – Dr. Barwick shared that he met with the Board Chair and Vice-Chair about the Board’s intent to lower taxpayer liability by two mills and stated that two budget scenarios will be presented to the Board for consideration: one scenario decreases the budget and expenditures by two mills; the second scenario maintains the current level of taxation with two mills going directly into the stabilization reserve account. Dr. Barwick also noted that several Budget Workshops will take place in June. Dr. Barwick shared that activity had decreased recently at Bluffstone; however, he had been told that day that a licensed architect was on the premises today and had given approval to proceed, with Bluffstone remaining confident that construction should be complete by July 1, 2015.

III. CONSENT AGENDA – Jay Jones moved to approve the Consent Agenda which included receipt of the: financial, personnel, grant progress, and ICC Foundation activity reports; ICC Foundation Strategic Plan; and campus culture survey. The Consent Agenda also included approval of payment in the amount of \$17,055 to FireStop for the replacement of six fire alarm panels, 16 horns with audio/visual devices, and additional pull stations in the Administration building, as well as, payment of the annual service agreement in the amount of \$12,795. Approval of payment to Jenzabar in the amount of \$57,308 for annual maintenance and receipt of the Assessment Plan were additional items in the consent agenda. Phillip Fienen seconded the motion and the motion carried 6-0. Dan Barwick shared that Debbie Phelps will present during the June meeting on the Campus Culture Survey and the Assessment Plan.

Trustee David Wallis tendered his resignation effective June 1, 2015 and encouraged the Board of Trustees' consideration of a replacement from the Unified District #447 area. Norman Chambers reminded Mr. Wallis of the Board procedure for filling a vacancy and added that, following advertisement, they hope to fill the position at the regularly scheduled meeting in July.

IV. EXECUTIVE SESSION – Norman Chambers moved to go into Executive Session for twenty minutes to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. After observing a five-minute break, the Executive Session would include Dan Barwick, Keli Tuschman, and David Smith. Phillip Fienen seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:02 p.m. The Board returned to Open Session at 7:22 p.m. Norman Chambers moved to go into Executive Session for an additional fifteen minutes, to include Dan Barwick, Keli Tuschman, and David Smith, to discuss non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Phillip Fienen seconded the motion and the motion carried 6-0. The Board entered Executive Session at 7:23 p.m. The Board returned to Open Session at 7:38 p.m.

V. EXECUTIVE SESSION – The Board required no Executive Session for the purpose of discussing negotiations to protect the district's right to confidentiality of its negotiating position and the public interest.

VI. ADJOURN – David Wallis moved that the meeting adjourn. Jay Jones seconded the motion and the motion carried 6-0. The meeting adjourned at 7:38 p.m.

Beverly Harris
Board Clerk

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