

BOARD OF TRUSTEES REGULAR MEETING
Cessna Learning Center
CLC 104 (West Classroom)
October 8, 2015 - 6:00 P.M.

MINUTES

Members Present

Jana Shaver
Val DeFever
Norman Chambers
Sam Forrer
Cynthia Sherwood

Others Present

Daniel Barwick, President
Keli Tuschman, Human Resources Coordinator
Wendy Isle, Controller
Eric Montgomery, IT Director
David Smith, Dean of Instruction
Debbie Phelps, Director of Institutional Research
Taylor Crawshaw, Associate Dean for Academic Support Services
Kara Wheeler, Associate Dean for On-line and Continuing Education
Brad Henderson, Director of Marketing/Instructor
Beverly Harris, Executive Assistant/Board Clerk
Brian Southworth, Professor of Developmental Math
John Eubanks, Professor of Business/Accounting
Isaias McCaffery, Professor of History/Geography
Eva Harkness, Professor of Business Technology
Melissa Ashford, Associate Profess of Computer Technology
Laura Schaid, Instructional Coordinator

Guests

Jeff Chubb, College Legal Counsel
Aaron Heckman, Montgomery County Action Council
Kassie Sanderson, Reporter
Brian Gustafson, Bluffstone Area Manager
Hoite Caston, Community Member

I. ROUTINE

- A. Call to Order – Jana Shaver called the meeting to order at 6:05 p.m. Chair Shaver amended the agenda to reflect removal of “Excellence in Athletics Report” under item E. Institutional Operations, and insertion of “Continuation of Xerox Contract” in its place. It was noted that Tammie Geldenhuys would present the Excellence in Athletics Report during the regularly scheduled Board of Trustees meeting in November.
- B. Approval of Agenda – Sam Forrer moved to approve the amended agenda. Cynthia Sherwood seconded the motion and the motion carried 5-0.
- C. Pledge of Allegiance – Val DeFever led the group in recitation of the Pledge of Allegiance.
- D. Welcome Guests – Jana Shaver welcomed the guests and provided an overview of public comment on items pertaining to the agenda. Brian Southworth was recognized for public comment on items pertaining to the agenda and read a statement from the Faculty Association:

To the Board of Trustees:

The Independence Community College Faculty Association voted today to ratify the tentative agreement reached with the Board of Trustees on October 7, 2015. A majority of the Faculty Association voted yes to approve. Of the eighteen members, fifteen voted yes to ratify; one abstained, and two did not attend the Association meeting.

- E. Mission Statement – Jana Shaver read the College Mission Statement
- F. Vision Statement – Jana Shaver read the College Vision Statement
- G. Approval of Minutes
 - September 14, 2015 Meeting – Norman Chambers moved to approve the September 14, 2015 meeting minutes. Val DeFever seconded the motion and the motion carried 5-0.
 - September 28, 2015 Special Meeting – Sam Forrer moved to approve the September 28, 2015 meeting minutes. Val DeFever seconded the motion and the motion carried 4-0-1; with Cynthia Sherwood abstaining, as she was not present for that meeting.

II. INSTITUTIONAL OPERATIONS

- A. Neighborhood Revitalization Plans – Aaron Heckman provided an overview of the four Neighborhood Revitalization Plans being considered for Board action. Mr. Heckman shared that the current plans do not expire until 2016; however, early renewal was being sought in an effort to encourage reinvestment in downtown properties. Norman Chambers moved to approve the Neighborhood Revitalization Plans presented. Sam Forrer seconded the motion and the motion carried 5-0.
- B. Board Policy/Role of Board Audit Committee – Jana Shaver read the first reading of TRU – 907; Role of the Board Audit Committee. The second reading will occur during the regularly scheduled Board meeting in November.
- C. Bluffstone Management and Occupancy – Brian Gustafson gave a PowerPoint presentation and shared that all construction at the Villas is complete; the punch list is being addressed, and grass will be planted during the appropriate time of year. Mr. Gustafson shared that 317 students currently reside in the dorms; rooms in the Brick residence halls and the Captain's Quarters cost \$245 per bed, per month, or \$2,450 per term, and rooms in the Villas cost \$4,750 per term. Jana Shaver requested more frequent communication from Bluffstone management and stated that Bluffstone is managing ICC's building on ICC's property and should, subsequently, keep the College Administration and the Board of Trustees better informed. The Trustees were given Mr. Gustafson's business card and welcomed to contact him with any concerns.
- D. Academic Division Overview – David Smith provided a detailed overview of the Academic Division, the largest division on campus.

III. EXECUTIVE SESSION – Executive Session was moved up the agenda, to accommodate Jeff Chubb's participation. Val DeFever moved to enter Executive Session after a five-minute break, to include Daniel Barwick, Wendy Isle, and Jeff Chubb for fifteen minutes for the purpose of consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 7:45 p.m. The Board returned to Open Session at 8:00 p.m.

- E. Continuation of Xerox Lease – Eric Montgomery addressed the Board concerning continuation of the current Xerox lease for an additional sixty months. Val DeFever moved to continue the Xerox lease at a negotiated price of \$2,673.75 per month; a reduction in monthly costs of \$899.60. Cynthia Sherwood seconded the motion and the motion carried 5-0.
- F. Board Chair Report – Jana Shaver gave a progress report on efforts toward scheduling a Board Retreat; the Retreat will be held November 14, 2015, and Ms. Shaver is confirming availability to meet in the Chamber of Commerce conference room. Jana Shaver is negotiating with a facilitator and will review the Board's suggested topics when finalizing the agenda; information will be shared with all Trustees two weeks in advance of the Retreat.

- G. Allow Payables – Norman Chambers moved to allow payables. Cynthia Sherwood seconded the motion and the motion carried 5-0.
- H. President’s Report – Dr. Barwick recognized the Students of the Month. Dr. Barwick shared that the day was historic for ICC, as the entire front page of the Reporter was given to coverage of ICC events. The next portion of the President’s Report was about the Higher Learning Commission Report and upcoming site visit in 2016-2017. Dr. Barwick stated that the four most important points made in the Feedback Report were:
- The College has improved the way in which it values people
 - Decisions at the College are not sufficiently driven by data
 - Decisions at the College are not sufficiently driven by the Strategic Plan
 - The College demonstrates a commitment to educational achievement and improvement through ongoing assessment of student learning.
- IV. CONSENT AGENDA – Norman Chambers moved to approve the Consent Agenda which included: receipt of the Financial, Personnel, and Grant Progress Reports; payment to KJCCC in the amount of \$17,848.00 for 2015-2016 men’s and women’s basketball officials; and, payment to DREAMSEAT LLC in the amount of \$18,100.50 for Student Union Theater Seating. The Personnel Report included employment of: Michelle Pereira, in the position of Financial Aid Specialist at an hourly rate of \$13.00 or \$27,040.00 annually; and, Megan Royse in the position of Financial Aid Specialist at an hourly rate of \$13.00, or \$27,040.00 annually. The report also included the employment resignation of Kris Kippenberger from the position of Financial Aid Lead at an hourly rate of \$15.38 or \$32,000.00 annually. Val DeFever seconded the motion and the motion carried 5-0.
- V. EXECUTIVE SESSION – Val DeFever moved to go into Executive Session for thirty minutes, to include Dan Barwick, Keli Tuschman, and David Smith, for the purpose of discussing negotiations to protect the Board’s right to confidentiality of its negotiating position and the public interest. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 8:50 p.m. The Board returned to Open Session at 9:20 p.m. Val DeFever moved to go into Executive Session for an additional fifteen minutes, to include Dan Barwick, Keli Tuschman, and David Smith, for the purpose of discussing negotiations to protect the Board’s right to confidentiality of its negotiating position and the public interest. Cynthia Sherwood seconded the motion and the motion carried 5-0. The Board entered Executive Session at 9:20 p.m. The Board returned to Open Session at 9:35 p.m.
- Jana Shaver requested a motion to approve the tentative agreement with the Faculty Association. Val DeFever made said motion and Cynthia Sherwood seconded the motion. The motion passed 4-1; with Norman Chambers voting no.
- VI. ADJOURN – Sam Forrer moved that the meeting adjourn. Cynthia Sherwood seconded the motion and the motion carried 5-0. The meeting adjourned at 9:37 p.m.

Beverly Harris
Board Clerk

As the Board meeting lasted longer than expected, Dr. Barwick will lead interested parties on a tour of the Fine Arts Building following conclusion of the November Board meeting.