

BOARD OF TRUSTEES REGULAR MEETING

**Cessna Learning Center
CLC 104 (West Classroom)
November 12, 2015 - 6:00 P.M.**

MINUTES

Members Present

Jana Shaver

Jay Jones

Norman Chambers

Sam Forrer

Val DeFever joined the meeting at 6:09 p.m.

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

Tammie Geldenhuys, VP for Student Affairs, Athletics, and Admissions

Beverly Harris, Executive Assistant/Board Clerk

John Eubanks, Professor of Business/Accounting

Drew Beisswenger, Director of Library Resources

Teresa Vestal, Bookstore Manager

Konye Ori, Communications Instructor

Guests

Andy Taylor, Montgomery County Chronicle

Kassie Sanderson, Reporter

Travis Goedken, Cherryvale City Administrator

I. ROUTINE

- A. Call to Order – Jana Shaver called the meeting to order at 6:00 p.m. and noted the amended agenda for review of the Neighborhood Revitalization Interlocal Agreement between Cherryvale, Montgomery County, USD # 447 Board of Education, and Independence Community College. It was noted that all items listed under Institutional Operations would move down the agenda one spot to facilitate the presentation being made by Cherryvale City Administrator, Travis Goedken.
- B. Approval of Agenda – Jay Jones moved to approve the amended agenda. Sam Forrer seconded the motion and the motion carried 4-0.
- C. Pledge of Allegiance – Jana Shaver led the group in recitation of the Pledge of Allegiance.
- D. Welcome Guests – Jana Shaver welcomed the guests.
- E. Mission Statement – Jay Jones read the College Mission Statement
- F. Vision Statement – Jay Jones read the College Vision Statement
- G. Approval of Minutes – Sam Forrer moved to approve the October 8, 2015 meeting minutes. Norman Chambers seconded the motion and the motion carried 4-0.

II. INSTITUTIONAL OPERATIONS

- A. Review Neighborhood Revitalization Interlocal Agreement – Cherryvale City Administrator, Travis Goedken, provided an overview of the Neighborhood Revitalization Interlocal Agreement between Cherryvale, Montgomery County, USD # 447 Board of Education, and Independence Community College. The Board will consider approval of the Neighborhood Revitalization Interlocal Agreement during the regularly scheduled Board of Trustees meeting in December.
- B. Board Policy/Role of Board Audit Committee – Jana Shaver read the second reading of Board Policy TRU – 907, Committees of the Board. Norman Chambers moved to approve Board Policy TRU – 907. Sam Forrer seconded the motion and the motion carried 5-0.
- C. United Nations Visit – Konye Ori recapped the process leading to his invitation to present during the 70th anniversary assembly of the United Nations, and shared the emotions he experienced during various events. Norman Chambers recommended videotaping Konye’s talk for future advertising and recruiting efforts of Independence Community College. It was noted that Konye will provide the ICC Foundation Annual Meeting a presentation of his visit to the United Nations assembly; the November 17, 2015 presentation could be videotaped. Val DeFever suggested that Mr. Ori also present to the local Rotary International group. Dr. Barwick acknowledged the many accomplishments of Mr. Ori since his employment with Independence Community College and shared the recent success of ICC’s Speech and Debate Team which was implemented by Konye Ori. Dr. Barwick also informed the group that Mr. Ori received approval and licensure to hold a TEDx event at Independence Community College.
- D. Library/Bookstore Overview – Dr. Barwick thanked Drew Beisswenger and Teresa Vestal for their efforts during the renovation of the Library to encompass relocation of the Bookstore within the existing space. Drew Beisswenger, Director of Library Resources, and Teresa Vestal, Bookstore Manager, provided overviews and operating hours associated with their respective areas. Both employees referenced the benefits of the Bookstore’s new location adjacent to the Library.
- E. Excellence in Athletics – Tammie Geldenhuys highlighted five key areas of the Excellence in Athletics Report that could apply to any program at the College. Dr. Barwick, Sam Forrer, and Norman Chambers will continue discussions and develop recommendations for achieving Excellence in Athletics. Dr. Barwick noted that expenses for improved athletic spaces and facilities were avoided through various partnerships developed by Ms. Geldenhuys.
- F. Board Chair Report – Jana Shaver gave an update of plans for the Board Retreat scheduled Saturday, November 14th, and referenced the Environmental Scan report being presented by Debbie Phelps. Ms. Phelps distributed *Adaptive Work*, by Ronald A. Heifetz, for the Trustees’ review prior to the Retreat. Jana Shaver reminded the group that a review of Board Policies should be periodically conducted. Sam Forrer and Cynthia Sherwood will comprise the subcommittee tasked with preliminary review of the Board policies; the subcommittee will report their findings by February 1, 2016. Chairperson Shaver asked the Trustees to RSVP with the Board Clerk regarding attendance at the Kansas Association of Community College Trustees Quarterly Meeting scheduled December 6-7, 2015 at Allen Community College; Jay Jones shared that he will attend.
- G. Allow Payables – Sam Forrer moved to allow payables. Jay Jones seconded the motion and the motion carried 5-0.
- H. President’s Report – Dr. Barwick presented a summary of the 2015 Census Day (Fall 2015) Enrollment Report and noted a modest enrollment increase from the 2014 Census Day (Fall 2014) Enrollment Report. Dr. Barwick contributed the 7.7% increase in FTE to three key factors: freshmen recruiting goals set, including Athletics, were all met or exceeded; concurrent enrollment increased; and, growth was seen in the number of returning undergraduates. Dr. Barwick also presented several strategies for enrollment growth: offer additional day, evening, weekend, and outreach classes; revise the adjunct budget to facilitate increased salaries and create a pool of qualified adjunct instructors; use data to drive changes to faculty and staff expectations; adopt a goal of doubling on-line offerings in two semesters; and, increase technical course offerings for high school students. Dr. Barwick recognized Trustee Sam Forrer; Mr. Forrer gave a brief presentation regarding Board-adopted definitions and functions of key words and terms; a summary of the comments made by Sam Forrer are an addendum to the minutes.

- III. CONSENT AGENDA – Following positive reinforcement of the recruiting and marketing benefit received from competition at the UCA Cheer Nationals, Val DeFever moved to approve the Consent Agenda which also included receipt of the Financial, Grant Progress, and Personnel Reports. The Personnel Report included employment of: Ashley Mydland in the position of Financial Affairs Specialist at an hourly rate of \$11 plus College support toward employee participation in ICC’s group health insurance plan; and, Cody Westerhold in the position of Student Life Director at an annualized salary of \$40,000 plus College support toward employee participation in ICC’s group health insurance plan. Jamie Thompson transferred from the position of Financial Affairs Specialist to the position of Communications and Resource Coordinator at an annualized salary of \$28,000 plus College support toward employee participation in ICC’s group health insurance plan. Kim Harris was involuntarily terminated from the position of Upward Bound Administrative Assistant. Approval of: payment to Cable One, in the amount of \$1,300 per month for 72 months, for a fiber optic connection to the ICC West facility; and, a 60-month Xerox lease through Vendor Services Group in conjunction with Midwest Office Supply at a rate of \$905.99 per month to replace our existing printing environment were also included in the Consent Agenda. Approval of payment to Varsity Cheer in the amount of \$12,277 for registration to compete at UCA Cheer Nationals was also included in the Consent Agenda. Jay Jones seconded the motion to approve the Consent Agenda and the motion carried 5-0.
- IV. EXECUTIVE SESSION – Jana Shaver informed the group that no action would be taken following Executive Session. Val DeFever moved to enter Executive Session for thirty minutes following a seven-minute break, to include Dr. Barwick, Keli Tuschman, and Tammie Geldenhuys, for the purpose of discussing 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 7:55 p.m. The Board returned to Open Session at 8:25 p.m. Sam Forrer moved to enter Executive Session for an additional thirty minutes, to include Dr. Barwick, Keli Tuschman, and Tammie Geldenhuys, for the purpose of discussing non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Val DeFever 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 8:55 p.m. Norman Chambers moved to enter Executive Session for an additional fifteen minutes, to include Dr. Barwick, Keli Tuschman, and Tammie Geldenhuys, for the purpose of discussing non-elected personnel in order to protect the privacy interests of the individuals to be discussed. Val DeFever seconded the motion and the motion carried 5-0. The Board entered Executive Session at 8:55 p.m. The Board returned to Open Session at 9:10 p.m.
- V. ADJOURN – Norman Chambers moved that the meeting adjourn. Val DeFever seconded the motion and the motion carried 5-0. The meeting adjourned at 9:10 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 December Board meeting.