

**ICC BOARD OF TRUSTEES RETREAT**  
**Independence Chamber of Commerce Office**  
**616 North Penn, Conference Room**  
**November 14, 2015 – 9:00 a.m. to 3:30 p.m.**

**PURPOSE: To work together as a Board to develop a common understanding of our role as a Board, to identify institutional goals for ICC and to review our Strategic Plan.**

**MINUTES**

**Members Present**

Jana Shaver  
Jay Jones  
Norman Chambers  
Sam Forrer  
Val DeFever  
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  
Tammie Geldenhuys, VP for Student Affairs, Athletics, and Admissions  
Beverly Harris, Executive Assistant/Board Clerk  
John Eubanks, Professor of Business/Accounting  
Brian Southworth, Professor of Developmental Math

**Guests**

Doug Moeckel, Deputy Executive Director for KASB/Facilitator

- I. Introductions – Jana Shaver called the Retreat to order at 9:00 a.m., welcomed the guests, and introduced Dr. Doug Moeckel, Deputy Executive Director for the Kansas Association of School Boards. Dr. Moeckel, Retreat facilitator, asked the Trustees to introduce themselves, explain why they chose to serve on the Board of Trustees, and share how long they had been Board members; Dr. Barwick answered the same questions in regard to his position as President of Independence Community College.
- II. Role of the Board – With utilization of various team exercises, Dr. Meockel led the group through discussion of the role of the Board. Jana Shaver announced a thirty minute break for lunch; the group observed a break from 11:30 a.m. to 12:06 p.m. Following lunch, discussion resumed regarding the role of the Board.

- III. Institutional goals (identify commonalities in our expectations) – This portion of the agenda was not covered; however, Dr. Moeckel informed the group they could hold additional open meeting work sessions as long as decisions were not made and action was not taken.
- IV. Strategic Plan – This portion of the agenda was not covered; however, Jana Shaver asked Debbie Phelps to present the environmental scan data. Debbie Phelps made the presentation and answered any questions.
  - a. Agree on the purpose of the Strategic Plan and the Board role in planning
  - b. Environmental Scan – Debbie Phelps
  - c. Institutional goals as they relate to the Strategic Plan
  - d. Review Plan and identify Board responsibilities
- V. Where do we go from here? This portion of the agenda was not covered.
- VI. Executive Session – Sam Forrer moved to go into Executive Session for thirty minutes, to include Dr. Barwick, Tammie Geldenhuys, and Keli Tuschman, to discuss 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 6-0. The Board entered Executive Session at 3:00 p.m. The Board returned to Open Session at 3:30 p.m. Norman Chambers moved to go into Executive Session for thirty minutes, to include Dr. Barwick, Tammie Geldenhuys, 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 6-0. The Board entered Executive Session at 3:30 p.m. The Board returned to Open Session at 4:00 p.m. Sam Forrer moved to go into Executive Session for thirty minutes, to include Dr. Barwick, Tammie Geldenhuys, and Keli Tuschman, to discuss 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 6-0. The Board entered Executive Session at 4:00 p.m. The Board returned to Open Session at 4:30 p.m.
- VII. Adjourn– Norman Chambers moved that the meeting adjourn. Val DeFever seconded the motion and the motion carried 6-0. The meeting adjourned at 4:30 p.m.

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Beverly Harris  
Board Clerk

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