

BOARD OF TRUSTEES REGULAR MEETING
Cessna Learning Center
CLC 104 (West Classroom)
December 10, 2015 - 6:00 P.M.

MINUTES

Members Present

Jana Shaver
Val DeFever
Jay Jones
Norman Chambers
Sam Forrer
Cynthia Sherwood

Others Present

Daniel Barwick, President
Keli Tuschman, Human Resources Coordinator
Wendy Isle, Controller
David Smith, Dean of Instruction
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, Business/Accounting Instructor
Brian Southworth, Developmental Math Instructor
Camelia Jadic, Foreign Language Instructor
Kevin O'Neill, Engineering Technology/Drafting Instructor
Eva Harkness, Education Instructor
Isaias McCaffery, History/Geography Instructor
Ben Seel, Political Science Instructor
Tim Haynes, Assistant Fab Lab Manager

Guests

Kassie Sanderson, Reporter
Amanda Williams, Reporter
Travis Goedken, Cherryvale City Administrator
Tony White, KNEA
R.J. Osborn, Community Member

I. ROUTINE

- A. Call to Order – Jana Shaver called the meeting to order at 6:01 p.m.
- B. Approval of Agenda – Jana Shaver provided an overview of amendments to the agenda. Cynthia Sherwood moved to approve the amended agenda. Norman Chambers seconded the motion and the motion carried 6-0.
- C. Pledge of Allegiance – Jana Shaver led the group in recitation of the Pledge of Allegiance.
- D. Welcome Guests – Ms. Shaver welcomed the guests and provided an overview of options for public comment on items pertaining to the agenda.
- E. Mission Statement – Val DeFever read the College Mission Statement.
- F. Vision Statement – Val DeFever read the College Vision Statement.
 - Approval of Minutes – Sam Forrer moved to approve the November 12, 2015 meeting minutes. Jay Jones seconded the motion and the motion carried 5-0-1; Cynthia Sherwood abstained, as she was not present at the meeting.
 - November 14, 2015 Board Retreat – Val DeFever moved to approve the minutes of the November 14, 2015 Board Retreat. Norman Chambers seconded the motion and the motion carried 6-0.

II. INSTITUTIONAL OPERATIONS

- A. Neighborhood Revitalization Interlocal Agreement – Travis Goedken shared that work on the verbiage of the Interlocal Agreement is incomplete. Norman Chambers suggested tabling a Board vote on the Agreement until the document is finalized.
- B. KACCT Quarterly Meeting – Jay Jones and Norman Chambers provided an overview of the Kansas Association of Community College Trustees (KACCT)/Council of Presidents (COP) quarterly meeting held at Allen Community College. Trustees Jones shared that discussion focused around legislative issues and suggested consideration of rescheduling the February Board of Trustees meeting due to attendance at the Phi Theta Kappa Honors Luncheon in Topeka. Dr. Barwick informed the group that Trustee Jones volunteered Independence Community College for presentation of the community college section during the next KACCT meeting.

Jana Shaver shared an article in a journal received from the Kansas Leadership Institute Community College which featured ICC's Fab Lab and Project 17. Chair Shaver turned the floor over to Tim Haynes, Fab Lab Assistant Manager, who spoke of the Fab Lab's recognition in The Community College Entrepreneurship Magazine; which is nationally distributed. Mr. Haynes provided an overview of Fab Lab events; he also noted that autistic students and those with special needs have benefited from hands-on experiences in the Fab Lab.

- C. Marketing Overview – Brad Henderson, Director of Marketing, presented an overview of various Marketing initiatives and shared that utilization of Keystone Academic Solutions US, Inc. has made our Program offerings available on-line internationally, and sixty inquiries were received in the past few days. Among the many new projects in the Marketing area, Mr. Henderson is also using a drone for taking pictures and social media posting.
- D. Board Chair Report – Due to the ambitious agenda for the day, Jana Shaver noted that Retreat work was not completed. Ms. Shaver distributed the KACCT *Guide to Trustees Roles and Responsibilities* for review and suggested meeting prior to a regular meeting, or scheduling a special meeting, to continue work on the Strategic Plan, Board of Trustees goals, and Institutional goals. Chair Shaver requested the Board's consideration of revisions to the College Mission and Vision Statements; suggested revisions should be sent to Ms. Shaver. Dr. Barwick noted that a special meeting may be required in December to consider utilization of reserve funds for roofing repairs; the Board Clerk will e-mail the Board of Trustees several timeline options for a special meeting. Jay Jones suggested an additional special meeting, at a later date, devoted entirely to the Board Retreat topics that were not previously addressed. Sam Forrer reminded the group that he and Cynthia Sherwood were appointed to a Task Force for review of the Board of Trustees Policy Manual, and distributed an outline of the approach being taken.
- E. Allow Payables – Jay Jones moved to allow payables. Val DeFever seconded the motion and the motion carried 6-0.
- F. President's Report – Dr. Barwick recognized Students of the Month Janet Reichenbach and Langston Underwood. Dr. Barwick encouraged attendance at the February 11, 2016 Phi Theta Kappa Honors Luncheon in Topeka and requested RSVP's to the Board Clerk by December 14th. Norman Chambers and Jay Jones stated their intention to attend the annual event.

- III. CONSENT AGENDA – Norman Chambers moved to approve the Consent Agenda which included receipt of the Financial and Grant Progress Reports. The Personnel Report included resignations of: Steve Carson from the position of Head Football Coach; Jo Ann Lopez for the position of SSS Engagement Specialist; and, Ida Anderson from the position of part-time Bookstore Assistant. Also included in the Consent Agenda were approval of the KeeWes Services Company, Inc. Settlement Agreement and Dismissal Without Prejudice.

- IV. EXECUTIVE SESSION – Sam Forrer moved to go into Executive Session for fifteen minutes, to include Dr. Barwick, Keli Tuschman, David Smith, and Kara Wheeler, for the purpose of discussing negotiations to protect the district's right to confidentiality of its negotiating position and the public interest. Val DeFever seconded the motion and the motion carried 6-0. The Board entered executive Session at 6:50 p.m. The Board returned to Open Session at 7:05 p.m. Sam Forrer moved to go into Executive Session for an additional ten minutes, to include Dr. Barwick, Keli Tuschman, David Smith, and Kara Wheeler, for the purpose of discussing negotiations to protect the district's right to confidentiality of its negotiating position and the public interest. Val DeFever seconded the motion and the motion carried 6-0. The Board entered executive Session at 7:05 p.m. The Board returned to Open Session at 7:15 p.m.

- V. EXECUTIVE SESSION – Norman Chambers moved to go into Executive Session for thirty minutes following a four-minute break, to include Dr. Barwick, Keli Tuschman, and David Smith, 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 7:20 p.m. The Board returned to Open Session at 7:50 p.m.

Jana Shaver informed the group that no action on the request to enter negotiations regarding on-line supplemental contracts would be taken at this time.

- VI. EXECUTIVE SESSION/GRIEVANCE HEARING – Cynthia Sherwood moved go into Executive Session/Grievance Hearing for one hour, to include Dr. Barwick, Keli Tuschman, David Smith, Tony White, Brian Southworth, and John Eubanks, 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/Grievance Hearing at 7:55 p.m. Norman Chambers moved to end Executive Session early. Cynthia Sherwood seconded the motion and the motion carried 6-0. The Board returned to Open Session at 8:40 p.m.

- VII. EXECUTIVE SESSION – Norman Chambers moved to go into Executive Session for twenty minutes, to include Dr. Barwick, Keli Tuschman, and David Smith, 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 8:47p.m. The Board returned to Open Session at 9:07 p.m. Val DeFever moved to go into Executive Session for an additional fifteen minutes, to include Dr. Barwick, Keli Tuschman, and David Smith, 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 9:08p.m. The Board returned to Open Session at 9:23 p.m.

- Motion Following Executive Session – Norman Chambers moved that the Board deny the three grievances and provide that decision and the reasons for it to the Faculty Association within three days. Sam Forrer seconded the motion and the motion carried 6-0.

- VIII. EXECUTIVE SESSION – Due to the length of the December meeting, the Executive Session to discuss non-elected personnel was delayed until the regularly scheduled Board of Trustees meeting in January.

- IX. ADJOURN – Cynthia Sherwood moved that the meeting adjourn. Val DeFever seconded the motion and the motion carried 6-0. The meeting adjourned at 9:25 p.m.

Beverly Harris
Board Clerk